

Georgia Highlands College
Application for Out-Of-State Tuition Differential Waiver
Career Consular Officers
And Their Spouses and Dependent Children

Prior to submitting a **Career Consular Officers** out-of-state tuition waiver application, students are advised to review the University System of Georgia's Career Consular Officers out-of-state tuition waiver policy found in Section 7.3.4.1 of the Board of Regents Policy Manual (www.usg.edu/policymanual). A non-resident student can be considered for this waiver under the following conditions:

The student: 1) is a career consular officer, or the spouse or dependent child of the officer, 2) is a citizen of the foreign nation that their consular office represents, and 3) is stationed and living in Georgia under orders of their respective governments.

Please note: Waivers do not qualify students as in-state residents, rather they waive additional out-of-state fees so that the student is charged the same rates as an in-state resident.

NOTE: This waiver is valid for a period of 12 months. Upon completion of that 12-month period, the student must provide verification showing that the individual upon whom the waiver is based continues to be assigned to the consulate office and living in Georgia.

| Section I – To be completed by the STUDENT | | |
|--|---|------|
| Name: | Student ID: | |
| Address: | | |
| City: | State: | Zip: |
| Email: | Phone: | |
| Current visa status: | | |
| Term applying for waiver: <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer Year: _____ | | |
| Waiver application is based on employment of the following foreign career consular officer stationed and living in Georgia under orders of their home government: | | |
| Please check one of the following options: <input type="checkbox"/> I am the Career Consular Dependent or Spouse: <input type="checkbox"/> Parent (students under the age of 24 only) <input type="checkbox"/> U.S. court-appointed legal guardian (students under the age of 24 only) <input type="checkbox"/> Spouse If you are a dependent or spouse, please provide the name of the career consular officer: _____ | | |
| Date the above career consular officer began living in Georgia: _____ (mm/yyyy) Is he/she currently living in Georgia? <input type="checkbox"/> Yes <input type="checkbox"/> No | Date the above career consular officer was assigned to Georgia: _____ (mm/yyyy) Is he/she currently assigned to a consular office in Georgia? <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| Nation of consular office: | | |
| Consular office address: | | |
| City: | State: | Zip: |
| Section II – STUDENT Oath and Affirmation | | |
| <p>I understand that any material false statement made knowingly and willingly by me on this application, or any documents attached hereto may, in accordance with O.C.G.A. 16-10-71, which provides that upon conviction, a person who knowingly commits the offense of false swearing shall be punished by a fine of not more than \$1,000 or by imprisonment for not less than one nor more than five years, or both, subject me to prosecution in a court of law. Additionally, I further understand that any such false statement may subject me to immediate dismissal from the institution.</p> <p>Further, I certify that, to the best of my knowledge, the information submitted on this application is true and complete.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%; border-top: 1px solid black; text-align: center;">Student Signature</div> <div style="width: 45%; border-top: 1px solid black; text-align: center;">Date</div> </div> | | |

Section III – Documentation Requirements

ALL STUDENTS MUST PROVIDE ALL OF THE FOLLOWING:

- A. Letter or preprinted form from the foreign consular office located in Georgia verifying that the career consular officer is:
 - A citizen of the nation the consular office represents;
 - Stationed in Georgia under orders of the government of the foreign nation; and
 - Living in Georgia.
- B. Documentation that the career consular officer upon whom the waiver request is based holds a current, valid “A” visa status in the United States.

LAWFUL PRESENCE IN THE UNITED STATES

In addition to the above waiver-specific documentation requirements, students must be verified to be lawfully present in the United States to be eligible for any out-of-state tuition waiver.

NOTE: Additional documentation may be requested to determine waiver eligibility.

IN ADDITION, STUDENTS APPLYING BASED ON A PARENT, U.S. COURT-APPOINTED LEGAL GUARDIAN OR SPOUSE MUST SUBMIT ONE OF THE DOCUMENTS LISTED UNDER EITHER A, B, OR C BELOW, AS APPROPRIATE:

- A. **APPLYING BASED ON A PARENT (Students under the age of 24 only)**
 - Copy of the birth certificate for the student listing the career consular officer as a parent; or
 - Copy of the federal income tax return filed by the career consular officer for the most recent tax year and listing the student as a dependent child.
- B. **APPLYING BASED ON A U.S. COURT-APPOINTED LEGAL GUARDIAN (Students under the age of 24 only)**
 - Copy of U.S. court documentation listing the career consular officer as the guardian of the student; or
 - Copy of the federal income tax return filed by the career consular officer for the most recent tax year and listing the student as a dependent child.
- C. **APPLYING BASED ON A SPOUSE**
 - Copy of marriage certificate for the career consular officer and the student; or
 - Copy of a jointly filed federal income tax return filed by the career consular officer for the most recent tax year listing the student as a spouse. Or, copy of a jointly filed federal income tax return filed by the student for the most recent tax year listing the career consular officer as a spouse.

DEADLINE

To be considered for in-state tuition waiver, this form and ALL supporting documents must be received no later than 5:00 pm on the last day of registration for the term you are seeking a tuition waiver. Approved waivers are not retroactive.

SUBMITTING DOCUMENTATION

Complete waiver packets can be submitted by:

- Emailing to residency@highlands.edu
 - Faxing to (706)295-6341
- Dropping off at any GHC campus/site location

Incomplete waivers and those with insufficient supporting documents will be returned.