

**We help** guide students working to establish, or to document, eligibility for Washington state resident tuition. *Residency for tuition purposes is different from US residency or even other types of Washington state residency. Highline does not make the rules about residency; we help you navigate processes.* Rules and requirements set by the state of Washington. Residency does not change automatically; you must make a change request. We can make changes up until the 30<sup>th</sup> day of a quarter and requests can take up to 15 business days to process. If you are uncertain about the right process for your situation, email [glross@highline.edu](mailto:glross@highline.edu). Ready? [Make an appointment](https://glross.youcanbook.me/) (full URL: <https://glross.youcanbook.me/>).

### Change in Status

If you have a change that affects your tuition rate (for example, you become a US citizen or US Permanent Resident), stop by with your original documentation and we can update your record.

### Residency for Tuition Purposes

If you are a non-resident and believe that is incorrect or your situation has changed, see below for ideas:

1. **Correction Window**. Is it within the first 30 days of your first quarter? If your coding was a result of an error or misunderstanding on our part or yours, we can update your record.
2. **Update How Long You've Been Here**. Did you move here intending to stay but applied before you were here a year? If you have put down your roots and can show where you lived, you may be able to establish eligibility.
3. **Refresh**. Apply over 3 years ago? We may be able to update our determination.
4. **Current Military Service**. Active duty military or a member of the Washington National Guard (or the spouse or dependent of either)? You may be eligible. Bring in your military ID and a copy of your orders.
5. **Recent Military Service**. Are you eligible for federal educational assistance benefits for veterans? Come visit us with your DD214 and Certificate of Eligibility. You may be eligible for resident tuition.
6. **Resident Student (available to all students, documented or undocumented)**. Did you complete high school (diploma or GED) in Washington? Were you here 3 years immediately before that and have you been here since? If so, and if you intend to prepare for citizenship and file for US permanent residency you may be eligible. If this describes you, submit an Affidavit.
7. **Enrolled and Eligible Native American**. Those with enrollment in certain tribes are eligible for resident tuition.
8. **Washington High School**. You may be eligible if you spent 75% of your junior and senior years in a Washington high school; your parent was a resident for at least 1 year and you enrolled in within 6 months of graduating.
9. **Making the Case**. If the correction window has passed and none of the above applies, you may need to submit a Questionnaire. Before you do, please meet with us to confirm. If you do need to, we can help you identify if you have enough documentation to meet the state's requirements and what documentation you need.