



Registrar's Residency Reclassification Checklist for Military Members, Veterans, Spouses, and Dependents

Student Name: _____ TU ID#: _____ Term: _____

This completed checklist and required documentation should be submitted along with a signed Registrar's Residency Reclassification Form (attached) to:

Registrar's In-State Residency Office

Secure filedrop: <https://fds.towson.edu/filedrop/registrarresidency>

Please do not email these completed forms or your documentation.

Active-Duty Member of the U.S. Armed Forces

Check the category that is applicable to you and provide the listed documentation:

I am a full-time active-duty member stationed in Maryland

Copy of your most recent orders

I am a full-time active-duty member who has declared Maryland as my home of residency

Copy of your most recent orders

Copy of your most recent Leave and Earnings Statement

Or a copy of your Comptroller's certified Maryland tax return

https://www.marylandtaxes.gov/forms/current_forms/129.pdf

I am a full-time active-duty member who resides in Maryland

Copy of your most recent orders

Copy of your deed or lease agreement

**If the deed or lease is not in your name, please provide a signed, notarized letter from the deed or lease holder verifying that you reside at the address. The letter must be dated and include the address of the residence and time period you have lived at that residence.*



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Spouse of an Active member of the U.S. Armed Forces

Check the category that is applicable to you and provide the listed documentation:

I am the spouse of an active-duty member stationed in Maryland

Copy of your spouse's most recent orders

Copy of DEERS form 1172

Or a copy of your marriage certificate

I am the spouse of an active-duty member who has declared Maryland as home of residency

Copy of your spouse's most recent orders

Copy of your spouse's most recent Leave and Earnings Statement

Or the Comptroller's certified Maryland tax return

https://www.marylandtaxes.gov/forms/current_forms/129.pdf

Copy of DEERs form 1172

Or copy of your marriage certificate

I am the spouse of an active-duty member who resides in Maryland

Copy of your spouse's most recent orders

Copy of your spouse's deed or lease agreement

**If the deed or lease is not in your spouse's name a signed, notarized letter from the deed or lease holder verifying that the active-duty member resides at the address. The letter must be dated and include the address of the residence and time period that you and your spouse have lived at the residence.*

Copy of DEERS form 1172

Or a copy of your marriage certificate

I am using transferred Post 9/11 GI Bill benefits and living in Maryland

Copy of your most recent VA eligibility letter

Copy of your lease or deed



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Child of an Active member of the U.S. Armed Forces

I am the child of an active-duty member stationed in Maryland

Copy of your parent's most recent orders

DEERS form 1172

Or a copy of your birth certificate/adoption papers

I am the child of an active-duty member who has declared Maryland as home of residency

Copy of your parent's most recent orders

Copy of your parent's most recent Leave and Earnings Statement

Or their Comptroller's certified Maryland tax return

https://www.marylandtaxes.gov/forms/current_forms/129.pdf

DEERS form 1172

Or a copy of your birth certificate/adoption papers

I am the child of an active-duty member who resides in Maryland

Copy of your parent's most recent orders

Copy of your parent's deed or lease agreement

**If the deed or lease is not in your parent's name, please provide a signed, notarized letter from the deed or lease holder verifying that the active-duty member resides at the address. The letter must be dated and include the address of the residence and time period your parent has lived at that residence.*

Copy of DEERS form 1172

Or a copy of your birth certificate/adoption papers

I am the child of an active-duty member of the uniformed services using transferred Post 9/11 GI Bill benefits and living in Maryland

Copy of your most recent VA eligibility letter

Copy of your lease or deed



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Veteran of the U.S. Armed Forces

I am a veteran of the United States Armed Forces residing in Maryland

Copy of DD214, showing honorable discharge

Copy of your deed or lease

If you have a discharge category other than "Honorable," please provide:

Copy of DD214

Copy of your VA Certificate of Eligibility for the Post 9/11 GI Bill

Copy of your deed or lease

*If the deed or lease is not in your name a signed, provide a notarized letter from the deed or lease holder verifying that you reside at the address. The letter must be dated and include the address of the residence and time period that you have lived at the residence.

Using Transferred Post 9/11 benefits of a Veteran of the U.S. Armed Forces

I am using transferred educational benefits under the Post 9/11 GI Bill and living in Maryland.

Copy of your Certificate of Eligibility for the Post 9/11 GI Bill

Copy of your deed or lease agreement

*If the deed or lease is not in your name a signed, a notarized letter from the deed or lease holder verifying that you reside at the address. The letter must be dated and include the address of the residence and time period that you have lived at the residence.



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Chapter 35 benefits

I am using benefits through the Survivors' and Dependents' Educational Assistance Program (Chapter 35) living in Maryland

Copy of your certificate of eligibility from the VA

Your Deed or lease showing a Maryland address

*If the deed or lease is not in your name, a signed notarized letter from the deed or lease holder verifying that you reside at the address. The letter must be dated and include the address of the residence and time period that you have lived at the residence.

Marine Gunnery Sergeant John David Fry Scholarship

I am using benefits under the Marine Gunnery Sergeant John David Fry Scholarship (38 USC 3311) and living in Maryland

Copy of your certificate of eligibility from the VA

Your Deed or lease showing a Maryland address

*If the deed or lease is not in your name, a signed notarized letter from the deed or lease holder verifying that you reside at the address. The letter must be dated and include the address of the residence and time period that you have lived at the residence.



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Maryland National Guard

I am eligible for in-state status considerations under the Maryland National Guard Nonresident Tuition Exemption.

I am eligible because I joined or subsequently serves to provide a critical military occupational skill or (2) am a member of the Air Force critical specialty code.

Copy of your most recent orders or State Tuition Waiver Letter