

**TEXAS A&M UNIVERSITY-KINGSVILLE**  
**APPLICATION TO QUALIFY FOR RESIDENT TUITION BASED ON EMPLOYMENT**

**A New Application Must Be Submitted EACH SEMESTER**

**PROVISIONS GOVERNING NON-RESIDENT TUITION EXEMPTION:**

- A. Teachers and professors employed at least half-time on a regular monthly salary basis (not as hourly employees), by any Texas public institution of higher education, may pay the same tuition as a resident of Texas for themselves, their spouses, and their dependent children, regardless of the length or residence in the state if their effective date of employment is on or prior to the official census date of the relevant term(s).
- B. Teaching or research assistants employed at least half-time in a degree program-related position with an effective date of employment on or before the official census date of the relevant term(s), may pay the same tuition while attending the employing institution as a resident of Texas for themselves, their spouses, and their dependent children.

**OFFICIAL REQUEST – TO BE COMPLETED BY THE STUDENT**

I, \_\_\_\_\_, social security/student ID number \_\_\_\_\_, wish to apply for a non-resident tuition exemption for the \_\_\_\_\_ Semester of 20\_\_\_\_. I certify that I am qualified to apply for this exemption because of the following (check applicable item):

- \_\_\_ My employment with my major department at Texas A&M University-Kingsville.
- \_\_\_ Employment of (parent or spouse) \_\_\_\_\_ by a public institution in the State of Texas.
- \_\_\_ My employment with another department at Texas A&M University-Kingsville.

Signature of Student \_\_\_\_\_ Date \_\_\_\_\_

**OFFICIAL CERTIFICATION – TO BE COMPLETED BY THE DEPARTMENT**

I certify that \_\_\_\_\_, whose social security/student ID number is \_\_\_\_\_ is/will be employed \_\_\_\_\_% of full-time effective (date) \_\_\_\_\_ in the (where employed) \_\_\_\_\_ department in the position of (title) \_\_\_\_\_, and is paid on a (monthly/hourly basis) \_\_\_\_\_ for the current semester.

Signature of Department \_\_\_\_\_ Date \_\_\_\_\_

**APPROVAL BY HUMAN RESOURCES**

\_\_\_\_\_  
Signature of TAMUK Human Resources Office Date \_\_\_\_\_

Effective Date of Employment of Student \_\_\_\_\_

This form is to be returned to the Office of the Registrar, MSC 105, Kingsville, TX 78363.  
Please feel free to call our office for assistance at (361) 593-2811 or by fax (361) 593-2195.