

COVID 19 Update June 3, 2020

Please see highlighted changes to the requested documentation below:

***Not all documents will be requested in each section**

Independent Students	
Proof of Residence	A copy of a signed and dated lease, closing statement, or campus housing contract document indicating: dates of residence; terms and conditions (if applicable). The legal rental agreement needs to accurately and completely describe the living situation and the rent needs to be commensurate to fair market value.
Driver's License	A copy of the driver's license or state ID card. https://www.bmv.ohio.gov/
Vehicle Registration	A copy of the current vehicle registration and/or title. https://www.bmv.ohio.gov/
Vehicle Title	A copy of the vehicle title. https://www.bmv.ohio.gov/
Pay Stubs	For C-2 applicants: Please provide three pay stubs: one for the applicable month from the start of your review period for the term in which you are seeking residency reclassification; one from the end of the financial tax year; the most recent pay stub. Each pay stub should indicate: hours worked; rate of pay; employment address; taxes being withheld. For E-1 applicants: A copy of the three most recent pay stubs indicating: hours worked; rate of pay; employment address; taxes being withheld.
Employment Letter	A letter from employer on letterhead indicating: start date and duration of

	employment; rate of pay; number of hours worked; employer contact information.
Ohio Tax Return	A copy of the most recently filed Ohio tax transcript, including the Ohio Schedule of Credits tax return (if filed as a part-year resident). https://www.ohio.gov/
Federal Tax Return	A copy of the most recently filed Federal tax transcript. https://www.irs.gov/
Savings/Checking Statements	For C-2 applicants: Please provide two financial statements for the applicable month indicated below: one from the start of your review period for the term in which you are seeking residency reclassification; and one from the year preceding the start of your review period for the term in which you are seeking residency reclassification. Autumn Applications: August Spring Applications: January Summer Applications: May
	For E-1 applicants: Please provide monthly financial statements from the most recent three months.
Mutual/Trust Fund Statements	Please provide two financial statements which include the applicable month indicated below: one from the start of your review period for the term in which you are seeking residency reclassification; and one from the year preceding the start of your review period for the term in which you are seeking residency reclassification. Autumn Applications: August Spring Applications: January Summer Applications: May
529 Statements	Please provide two financial statements for the applicable month indicated below: one from the start of your review period for the term in which you are seeking residency reclassification; and one from the year preceding the start of your review period for the term in which you are seeking residency reclassification. Autumn Applications: August Spring Applications: January Summer Applications: May
Scholarship Documentation	A copy of scholarship criteria, eligibility requirements, and awards received during the



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	12 month review period. A copy of a student's Statement of Account will not be accepted.
Grant Documentation	A copy of grant criteria and awards received during the 12 month review period. A copy of a student's Statement of Account will not be accepted.
Loan Documentation	A copy of loan criteria and awards received during the 12 month review period. This should include primary borrowers, co-signers, and co-borrowers of the loan. A copy of a student's Statement of Account will not be accepted.
Fee Authorization Documents	A copy of all fee payment authorizations received during the 12 month review period.
Other Income Documentation	Additional income documentation for any other income received during and one year prior to the 12 month review period.
Tuition Statement of Account	A copy of the monthly financial statement(s) evidencing tuition payments made if these payments have not been made solely through federal financial aid/scholarships/grants/fee payment authorizations.
Voter Registration	A copy of the Ohio voter registration.
12 Months of Bank Statements- For COVID19 related absence's from Ohio that exceed 30 days	Please provide bank statements for all accounts. These statements should range from the start of your review period until present. If your review period is incomplete, this may be less than 12 months of statements.
ODHE COVID 19 Requirement	Documentation that you met one of the two requirements: 1. You left Ohio due to concerns related to, or in response to, a public health emergency declared by the Governor of Ohio, or order of the Director of Health for the Ohio Department of Health, or national equivalent. 2. You were already out of state during such orders, and returning is not in the interest of the health of the student or family members