



STATE OF DELAWARE

ACADEMIC COMMON MARKET

CERTIFICATION PROCEDURES FOR DELAWARE RESIDENTS

The Academic Common Market (ACM) is a tuition-savings agreement between the 16 states that are members of the Southern Regional Education Board (SREB). If your program of study is not offered by a public college in Delaware, you may be eligible for the in-state tuition rate of a participating public college in the following states: Alabama, Arkansas, Florida,* Georgia, Kentucky, Louisiana, Maryland, Mississippi, North Carolina,* Oklahoma, South Carolina, Tennessee, Texas,* Virginia, and West Virginia.

**Florida, North Carolina, and Texas offer graduate-level programs only in the ACM.*

Eligibility:

To be certified for participation in the ACM, you must be:

1. a Delaware resident and U.S. citizen or eligible noncitizen (see enclosed **Delaware Residency and Eligible Noncitizen Definitions**) whose baccalaureate or graduate-level academic program is not offered at the University of Delaware or Delaware State University, and
2. accepted to or enrolled in an eligible academic program that has been selected for the ACM by a participating public college.

Not all public colleges in SREB states participate in the ACM. Participating institutions select the academic programs they will make available, may add or withdraw programs, and may set restrictions on eligibility. **First professional degree programs—such as pharmacy, medicine, dentistry, optometry, theology, and law—are not offered in the ACM.**

Eligible programs and participating colleges are listed online at www.doe.k12.de.us/dhec or you may call the Higher Education Commission to inquire about program eligibility.

Deadline:

You may submit your ACM application to the Higher Education Commission **after** you have been accepted to an eligible academic program. Participating institutions set their own deadlines to accept ACM certifications.

Application Checklist:

Your application must include ALL of the following:

- Completed application form
- Verification of acceptance to or enrollment in an ACM-eligible baccalaureate or graduate-level program. (Do **not** send your letter of acceptance from the college if it does not specify your program of study. Ask the admissions office, your advisor, or a member of your college department to provide a letter of verification for you.)
- A copy of the **Delaware Resident Individual Income Tax Return** filed for the prior year by your parent/guardian (if you are a **dependent student**) or by yourself (if you are an **independent student**). Do not send the Federal Income Tax Return.
- Copies of **TWO** of the following documents (your parent/guardian's documents if you are a **dependent student** or your documents if you are an **independent student**).
 1. Delaware driver's license or Delaware state identification,
 2. Delaware vehicle registration, or
 3. Delaware voter registration

Mail, fax, or email your application to:

Cynthia M. Kirkpatrick, ACM State Coordinator

Delaware Higher Education Commission

Carvel State Office Building, 820 N. French St., Wilmington, DE 19801

Fax: 302-577-6765

Email: ckirkpatrick@doe.k12.de.us

Phone: 302-577-5240 or 800-292-7935 (toll-free outside New Castle County)



STATE OF DELAWARE

**ACADEMIC COMMON MARKET
DELAWARE RESIDENCY AND NONCITIZEN DEFINITIONS**

Delaware Residency Definition

Students applying for state-sponsored financial assistance from the state of Delaware must be legal residents of Delaware and U.S. citizens or eligible noncitizens. Applicants must have resided in Delaware for at least one year—12 consecutive months—immediately prior to the program application deadline for the financial assistance program to which they are applying.

The place of residence of an independent student is the legal residence of the student. The place of residence of a dependent student is the legal residence of the student's parent or guardian.

Whether a student is considered independent or dependent is determined on the basis of the federal government's definition of an independent student. Students who are in any one of the following categories are considered independent:

- are 24 years of age or older
- are enrolled in a graduate-level program of study
- are married
- have children or dependents who receive more than half of their support from them
- are orphans
- are or were wards of the court until age 18
- are veterans of the U.S. Armed Forces

All other students are considered dependent.

If requested, you must provide verification of your legal residency in Delaware to the Higher Education Commission. Independent students must verify their place of residence. Dependent students must verify the residency of their parents. In addition to submitting a copy of the Delaware Resident Individual Tax Return for the prior year, you will need to provide copies of two (2) of the following:

- Delaware driver's license,
- Delaware vehicle registration, or
- Delaware voter registration card

The Higher Education Commission may require additional information to verify your residency in Delaware. Failure to provide the necessary documentation will invalidate your application for state-sponsored student assistance.

An out-of-state student who comes to Delaware for the principal purpose of enrollment in a postsecondary program does not establish Delaware residency during the period of enrollment.

Delaware residence shall be considered terminated twelve (12) months after a move from the State of Delaware.

U.S. Department of Education Eligible Noncitizen Definition

You must be one of the following to receive federal student or student aid from the State of Delaware:

- U.S. citizen
- U.S. national (includes natives of American Samoa or Swain's Island)
- U.S. permanent resident who has an I-151, I-551, or I-551C (Permanent Resident Card).

If you are not in one of these categories, you must have an Arrival-Departure Record (I-94) from U.S. Citizenship and Immigration Services (USCIS) showing one of the following designations:

- "Refugee"
- "Asylum Granted"
- "Cuban-Haitian Entrant, Status Pending"
- "Conditional Entrant" (valid only if issued before April 1, 1980)
- Victims of human trafficking, T-visa holder or if the student's parent is the holder of a T-1 visa.
- "Parolee" (You must be paroled into the United States for at least one year and you must be able to provide evidence from the USCIS that you are in the United States for other than a temporary purpose and that you intend to become a U.S. citizen or permanent resident.)

If you only have a Notice of Approval to Apply for Permanent Residence (I-171 or I-464), you are not eligible for federal student financial aid or student aid from the State of Delaware. If you're in the United States on certain visas, including an F1 or F2 student visa, or a J1 or J2 exchange visitor visa, you are not eligible for federal student financial aid or student aid from the State of Delaware. Also, people with G series visas (pertaining to international organizations) are not eligible for federal student financial aid or student aid from the State of Delaware. For more information about other types of visas that are not acceptable, check with your school's financial aid office.



STATE OF DELAWARE

ACADEMIC COMMON MARKET APPLICATION

PLEASE READ THE ENCLOSED "ACM CERTIFICATION PROCEDURES FOR DELAWARE RESIDENTS" BEFORE SUBMITTING YOUR APPLICATION. INCOMPLETE APPLICATIONS CANNOT BE PROCESSED.

Program Information:

Name of participating institution: _____

Degree (B.A., M.S., etc.): _____

Academic program (include concentration, if applicable): _____

Year in school (freshman, first-year Master's, etc.): _____

I am requesting certification effective: fall winter spring summer Year: _____

I have enclosed verification of acceptance to or enrollment in the ACM-eligible academic program above. (Do not send your letter of acceptance from the college if it does not specify your program of study. Ask the admissions office, your advisor, or a member of your college department to provide a letter of verification for you.)

Applicant Information:

Name: Mr. Ms. Mrs. _____

Social security number: _____ - _____ - _____ Date of birth: ____ / ____ / ____

Permanent address: _____
Street City State Zip

Email: _____ Home phone: (_____) _____ - _____

Cell phone: (_____) _____ - _____ Work phone: (_____) _____ - _____

Current address (if different): _____
Street City State Zip

Residency Information:

I am: a dependent student an independent student (see Delaware Residency Definition)

Are you a U.S. Citizen? Yes No If no, indicate your INS status: _____ (see Eligible Noncitizen Definition)

I am providing verification of my Delaware residency by submitting a copy of the Delaware Resident Individual Income Tax Return filed for the prior year by my parent/guardian (if you are a dependent student) or by myself (if you are an independent student). Do not send the Federal Income Tax Return.

In addition, I am providing copies of TWO of the following documents (your parent/guardian's documents if you are a dependent student or your documents if you are an independent student).
1. Delaware driver's license or Delaware state identification,
2. Delaware vehicle registration, or
3. Delaware voter registration

Date student's legal residence in Delaware began: _____ / _____
Month Year

I certify that I have read the enclosed Delaware Residency Definition and that I have been a legal resident of the State of Delaware for at least twelve (12) consecutive months prior to the date of application. I understand that the Commission may require additional information to verify my state residency and that failure to provide the necessary documentation will invalidate my application.

Student's signature _____

Date _____

Parent/guardian's signature (dependent students only) _____

Date _____