

**Northwestern State University**

A member of the University of Louisiana System  
Natchitoches, LA 71497



**Residence Status Request Form**

**Instructions:**

1. Fully complete and return Appeal Form.
2. Attach appropriate documentation to support the Appeal.

**Section 1: To be completed by Appellant**

**PLEASE PRINT ALL INFORMATION**

\_\_\_\_\_  
Name Social Security Number Local Telephone Number

\_\_\_\_\_  
Current Local Address: Box Number/Street Name & Number City, State, Zip Code

\_\_\_\_\_  
Classification Major Anticipated Date of Graduation

Appealing for \_\_\_\_\_ Total Hours Earned \_\_\_\_\_  
(Semester/Year)

**APPROPRIATE DOCUMENTATION MUST ACCOMPANY APPEAL FORM**

Check the appropriate documentation that is attached to support the appeal. Appropriate documentation may include, but is not limited to, the following:

<input type="checkbox"/> Louisiana Prior Year Tax Returns <input type="checkbox"/> Louisiana Birth Certificates <input type="checkbox"/> Military Service Records <input type="checkbox"/> Proof of Financial Hardship <input type="checkbox"/> Proof of Graduation within one year <input type="checkbox"/> Utility Bills <input type="checkbox"/> Proof of Employment in Louisiana	<input type="checkbox"/> Louisiana Drivers License <input type="checkbox"/> Louisiana Picture ID <input type="checkbox"/> Louisiana Voter Registration <input type="checkbox"/> Living Arrangements (Apartments lease or purchase of a house) <input type="checkbox"/> Other _____
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Give a concise and complete explanation/justification for the appeal; attach appropriate documentation.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Attach additional pages if necessary)

\_\_\_\_\_  
Date Signature of Appellant

Return completed Appeal Form and appropriate documentation to the University Registrar's Office, 308 Student Services Center, Northwestern State University, Natchitoches, Louisiana 71497

An appeal of the committee's decision will be considered by the University Registrar only if submitted in writing within 10 calendar days of the committee's decision. The University Registrar reserves the right to ask the committee to reconsider an appeal only when the appellant provides new or additional information of cause or extenuating circumstances, or additional documentation since the original appeal was considered by the committee.