

# Letter of Explanation for Non-Resident Tuition Consideration

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[University/College Name]

[University/College Address]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to request consideration for a change in my tuition classification from non-resident to resident status for the upcoming academic year. My name is [Your Full Name] and my student ID is [Your Student ID].

Although I am currently classified as a non-resident, I believe my circumstances warrant a reevaluation of my status. [Briefly explain your situation, such as recent relocation, changes in residency status, or any other relevant information that supports your case.]

Furthermore, I have [mention any ties to the state, such as employment, family, or community involvement that strengthen your claim for resident status].

Enclosed with this letter are supporting documents that further elaborate on my residency claim, including [list attached documents such as lease agreements, pay stubs, etc.]. I believe these documents provide ample evidence that it would be appropriate to adjust my tuition classification.

Thank you for your time and consideration of my request. I look forward to your favorable response.

Sincerely,

[Your Name]

[Your Address]

[Your City, State, Zip Code]

[Your Phone Number]

[Your Email Address]