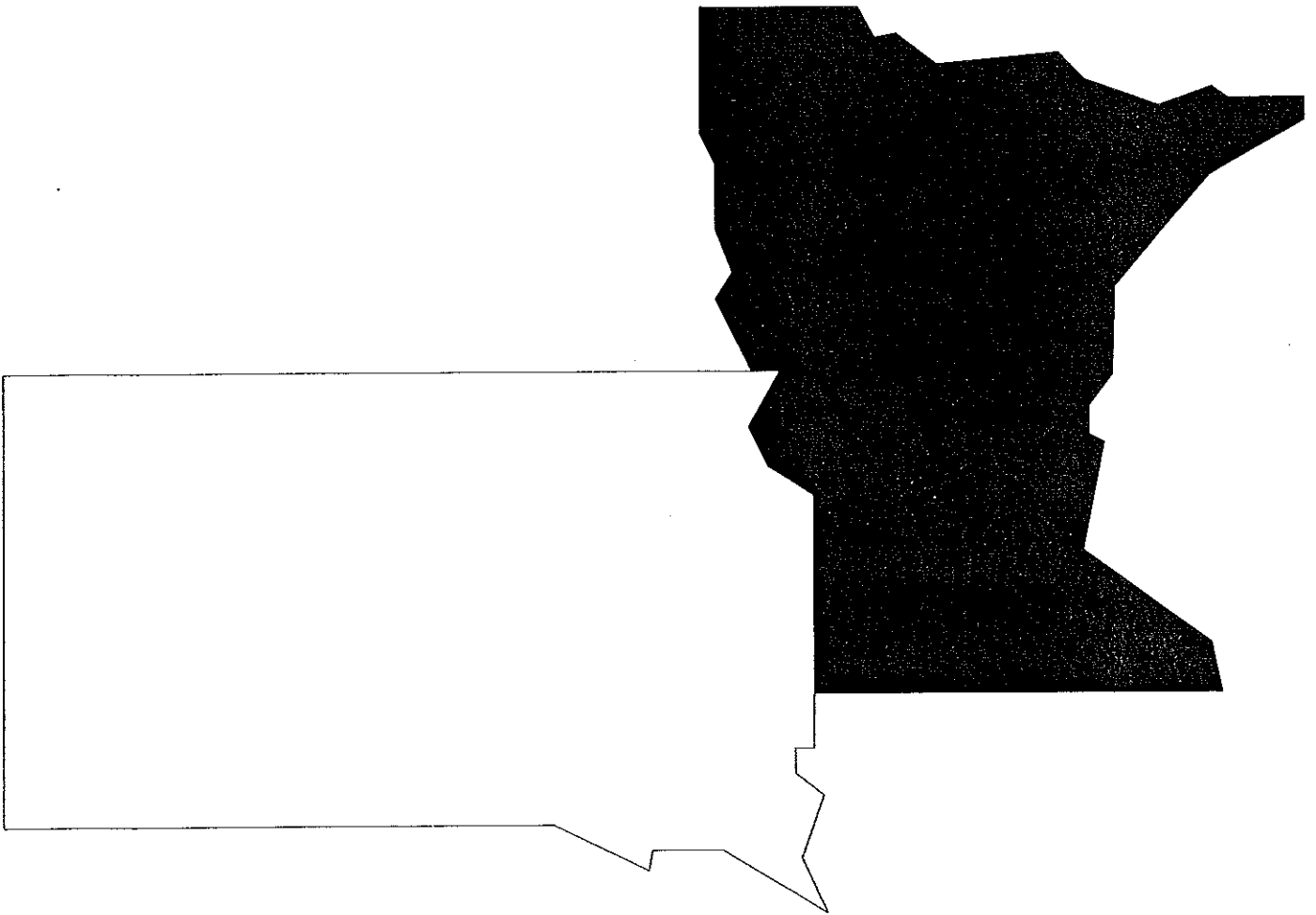


2010-2011

MINNESOTA-SOUTH DAKOTA

APPLICATION FOR RECIPROCITY BENEFITS



MINNESOTA OFFICE OF HIGHER EDUCATION
SOUTH DAKOTA BOARD OF REGENTS

GENERAL INFORMATION AND INSTRUCTIONS

Minnesota-South Dakota Tuition Reciprocity Program 2010-2011 Academic Year (Fall 2010-Summer 2011)

**To avoid delay, applications must be mailed directly to the appropriate state BY THE APPLICANT
The application must be completed in INK or TYPED
APPLICATION TO THE PROGRAM IS THE RESPONSIBILITY OF THE INDIVIDUAL**

HOW TO APPLY: Complete this application **IN FULL** and sign the certification. Minnesota residents attending South Dakota campuses OR South Dakota residents attending community colleges, technical colleges and state universities in Minnesota do NOT have to submit this application, since eligibility for reciprocity benefits will be determined by the campus upon admission. South Dakota residents attending University of Minnesota campuses should mail the completed application to the South Dakota Board of Regents. Reciprocity recipients who earned credits during the 2009-2010 academic year will automatically have benefits renewed for the 2010-2011 academic year at the institution(s) reporting credits for the student during the 2009-2010 academic year. Therefore, these students do NOT need to complete a reciprocity application for the 2010-2011 academic year. If your current institution has not received notification of your renewal status by November 1, 2010, please contact the administering agency in your state of residence.

DEADLINE: The application deadline is the last day of classes at the institution attended for the term benefits are requested. Applications will not be processed retroactively. If you wish to receive reciprocity benefits for the entire academic year, your application must be correctly completed and postmarked by the last day of scheduled classes for the fall term at the institution you are attending. If you would like confirmation that your application was mailed by the deadline, it is suggested you mail the application by certified mail with a return receipt requested from the post office.

WHO IS ELIGIBLE: The Minnesota-South Dakota Tuition Reciprocity Program improves the postsecondary educational advantages for residents of Minnesota and South Dakota through greater availability and accessibility of postsecondary opportunities. Any student who meets residency requirements at a public institution may attend a Minnesota public institution on a space available basis and pay the established reciprocity tuition rate for course work that is located in Minnesota under this program. Similarly, any student who meets residency requirements in Minnesota may attend a South Dakota public institution on a space available basis and pay the established reciprocity rate for course work that is located in South Dakota. Students enrolled in those programs where special contracts exist between the two states are not eligible.

ELIGIBLE INSTITUTIONS

South Dakota

Black Hills State University, Spearfish
Dakota State University, Madison
Northern State University, Aberdeen
South Dakota School of Mines & Technology, Rapid City
South Dakota State University, Brookings
University of South Dakota, Vermillion

Minnesota

All Public Community and Technical Colleges
All Public State Universities
University of Minnesota and Branch Campuses

NOTIFICATION OF ACCEPTANCE: You will receive the results of your application within six weeks after you have applied. If you do not receive results within six weeks, you should assume your application has not been received and apply again.

APPLICATION FOR ADMISSIONS: Application to the Minnesota-South Dakota Reciprocity Program does not constitute application for admission to an educational institution. Regardless of your eligibility for tuition reciprocity, you must still apply and qualify for admission to the school of your choice, following the procedures required by that institution.

ADMINISTERING AGENCIES: The South Dakota Board of Regents (SDBR) will determine the residency and eligibility status of South Dakota applicants enrolled in University of Minnesota campuses and will certify to the Minnesota Office of Higher Education (OHE) that the student is eligible to pay the established reciprocity fee. The OHE will then notify the Minnesota public institutions. South Dakota campuses will determine the residency and eligibility status of Minnesota residents attending South Dakota public institutions and will certify to the Minnesota Office of Higher Education.

MINNESOTA RESIDENTS -

Contact the campus you are attending for determination of eligibility for reciprocity benefits.

SOUTH DAKOTA RESIDENTS - Return applications to:

South Dakota Board of Regents
Reciprocity Program
Box 2201
Brookings, South Dakota 57007-1198

NOTICE TO APPLICANTS

Notice to Applicants-Section 7(b)of the Federal Privacy Act of 1974 (5 U.S.C. 552a) requires that when any federal, state, or local government agency asks you to disclose your Social Security Account Number you must be advised whether that disclosure is mandatory or voluntary, by what authority the number is solicited, and what uses will be made of it. Accordingly, you are being advised that disclosure of your social security number is voluntary.

The Social Security number will be used to verify your identity, and as an identifier of your file in order to record necessary data accurately. As an identifier, the Social Security number is used in the Tuition Reciprocity Program for such purposes as processing the application form, program evaluation and reporting, and notification of program eligibility to institutions

Pursuant to Minnesota Statutes, Sec 13.04, Subd.2 (2006), you are hereby informed that the information supplied in this application may be used as follows: (1) in the processing and verification of the data supplied to determine your eligibility for this program; (2) for compilation and analysis of summary data relative to this program; and (3) for dissemination of the information to the school. You are not required to provide this information supplied in this application. Failure to submit requested data may prevent further processing of this application. This information supplied in this application may be shared with other public and private individuals and entities in order to use the information for the purposes specified above.

The Minnesota Office of Higher Education does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. This document can be made available in an alternative format to individuals with disabilities by calling (651) 642-0567 or 800-657-3866.

State of South Dakota
 South Dakota Board of Regents
 Reciprocity Program
 Box 2201
 Brookings, SD 57007-1198
 (605) 688-4497

Application for Reciprocity Benefits
 Minnesota-South Dakota Reciprocity Program
 2010-2011 Academic Year
 (Fall Term 2010 – Summer Term 2011)

MN residents enrolling at SD colleges or SD residents enrolling at MN community colleges, technical colleges or state universities are no longer required to submit a paper application because eligibility will be determined by the campus they attend.

State of Minnesota
 Office of Higher Education
 Reciprocity Program
 1450 Energy Park Drive, Suite 350
 St. Paul, MN 55108-5227
 (651) 642-0567 or 1-800-657-3866
www.getreadyforcollege.org

Send Completed Application to Appropriate Address

◀ **Read instructions before completing application**

1. Name (last, first, middle initial):			FOR OFFICE USE ONLY																																						
2. Social Security Number:	3. Birthdate (mm/dd/yy):	4. County of Residence:					<table border="1"> <tr><td></td><td></td><td></td><td></td><td></td><td>County</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>Origin</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>Major</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>Class</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>Terms</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>School</td></tr> </table>								County						Origin						Major						Class						Terms		
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5a. Home Address (street address, city, state, zip code):						Received _____																																			
5b. I (student) have resided at this address since ____/____/____ (month/date/year).																																									
5c. If you have lived at this address for less than one year, list addresses and dates of prior places of residence for the previous five years in the space provided on the back of this application.																																									
5d. If you have not resided in the state where you are claiming residency during the past twelve months, explain any circumstances that may entitle you to reciprocity benefits (use the back of this form or a separate piece of paper).																																									
5e. Address while attending school during the 2010-2011 academic year, if known (street, address, city, state & zip code):																																									
6. Name of High School Attended:		City:		State:		Year Graduated:																																			
Year and State in which you earned GED (If applicable)																																									
7. Parent's or Guardian's Name:			Telephone No. () _____ - _____		Parents Resided Here Since: ____/____/____																																				
Street Address:			City, State & Zip code:																																						
8. Are you currently in the Military? NO () YES () -- If YES, stationed at (Base, City, State): _____ If yes, attach documentation showing home of record.																																									
9. Are you a U.S. Citizen? YES () NO () If NO, enclose a photocopy of your visa/green card or I-94 visa.																																									
10. Name and location of college/university that you plan to attend for the 2010-2011 academic year and for which you are seeking tuition reciprocity:																																									
11. Class level – Fall 2010 Undergraduate: Fresh. () Soph. () Jr. () Sr. () Other ()			Graduate ()		Professional: Medicine () Pharmacy () Veterinary Medicine () Law () Dentistry ()																																				
12. Terms of Enrollment: FALL 2010 () SPRING 2011 () SUMMER 2011 ()						check all that apply																																			
13. Course of Study/Major:																																									
14. List colleges that you previously attended, are currently attending, dates of enrollment (from MM/DD/YY to MM/DD/YY), and enrollment level (less than half-time or half-time or more) at each institution in the space provided on the back of this application.																																									

15. Did you receive reciprocity in any prior years?
() NO () YES If YES, name of institution _____ from ___/___/___ to ___/___/___

16. Were you or will you be claimed as a dependent?
a. On parents or guardians 2009 Federal/State Income Tax? NO () YES () If yes, what state? _____
b. On parents or guardians 2010 Federal/State Income Tax? NO () YES () If yes, what state? _____

17. Did you or will you claim yourself?
a. On your 2009 Federal/State Income Tax? NO () YES () If yes, what state? _____
b. On your 2010 Federal/State Income Tax? NO () YES () If yes, what state? _____

18. What was your status in 2009?
a. Employed? NO () YES () If yes, dates employed _____
b. Full-time Student? NO () YES () If yes, institution _____
c. Part-time Student? NO () YES () If yes, institution _____
d. Graduate Assistant? NO () YES () If yes, institution _____
e. Other? NO () YES () If yes, explain _____

THIS APPLICATION MUST BE COMPLETED IN FULL AND SIGNED BY THE APPLICANT. IF THE APPLICATION IS NOT COMPLETE, IT WILL BE RETURNED TO THE APPLICANT FOR COMPLETION. THE APPLICATION MUST BE SUBMITTED TO THE APPROPRIATE AGENCY BY THE DEADLINE IN ORDER TO BE CONSIDERED. See instruction sheet for information regarding deadlines.

CERTIFICATION

I HAVE READ THE INSTRUCTIONS ON THE ATTACHMENT TO THIS APPLICATION CONCERNING MY RESPONSIBILITIES. I declare under penalty of criminal laws of the state of South Dakota/Minnesota that this application has been examined by me and to the best of my knowledge and belief is true, correct and complete.

Applicant's Signature: 	
Date: 	Telephone Number: (include area code) () _____ - _____

Minnesota residents enrolling in South Dakota institutions no longer have to complete a paper application.

South Dakota residents enrolling in MnSCU community colleges, technical colleges and state universities do not need to submit this application, since eligibility will be determined by the campus. Those attending University of Minnesota campuses should submit this application to:

Eligibility will be determined by the campus they attend.

South Dakota Board of Regents
Reciprocity Program
Box 2201
Brookings, SD 57007-1198

Additional Comments : (attach additional paper if needed)

South Dakota Board of Regents

<http://www.sdbor.edu>

Reciprocity Program

Box 2201

Brookings, SD 57007-1198

Reciprocity: (605) 688-4497

Pierre: (605) 773-3455

Minnesota – South Dakota Tuition Reciprocity Program

SDCL 13-55B-1

Questions and Answers about Tuition Reciprocity with Minnesota

1. Who is eligible for the benefits of the Minnesota – South Dakota Tuition Reciprocity Program?

Residents of South Dakota are eligible for reciprocity status to attend public colleges and universities in Minnesota. Residents of Minnesota are eligible for reciprocity status to attend the South Dakota state universities. **Residents of South Dakota only need to apply for reciprocity if they are going to attend one of the University of Minnesota schools.** The other schools will automatically give the student the rate.

2. What tuition rates do South Dakota residents who are approved for reciprocity status pay when they attend college in Minnesota?

<i>Minnesota College/University</i>	<i>South Dakota Resident Pays</i>
Any University of Minnesota campus	MN resident tuition rate
State universities	MN resident tuition rate
Technical colleges	MN resident tuition rate
Community colleges	Slightly more than MN resident tuition rate

3. When should I apply for reciprocity and what is the deadline for turning in reciprocity forms?

If you send your application to the Reciprocity Office **two months** before the semester begins, you are likely to be billed at the reciprocity tuition rate (assuming you are approved).

The deadline for applying is the last day of the term or semester the student is attending. For example, a student who is attending college in the fall semester has until the last day of the semester to apply for reciprocity. This is NOT recommended. Failure to apply before the term begins makes it likely that you will be billed at the much higher non-resident rate.

Reciprocity status is **not retroactive**. You may apply for reciprocity status for future or current semesters, not for past semesters.

4. If I plan to attend a Minnesota technical college, do I need to apply for reciprocity status?

If you plan to attend a technical college, you do NOT need to apply for reciprocity status using the application. You will be able to work with the technical college.

5. How long does the application process take?

After the Board of Regents Reciprocity office receives an application, a letter is sent to the student within a week. Applications are sent to the State of Minnesota Office of Higher Education (OHE) which notifies the Minnesota universities that the South Dakota resident has reciprocity status and should be charged the reciprocity tuition rates. The process takes approximately six weeks. Students may wish to confirm with their university that information about their reciprocity status has been received.

6. Do I have to reapply every year?

Re-application is NOT necessary as long as you continue to earn credits within the academic year (fall/winter/spring).

Re-application IS necessary if you do not earn credits during a 12-month period. Call the Reciprocity Office if you are unsure or to request an application.

7. What should be done if I transfer from one Minnesota college or university to another Minnesota college or university?

Inform the South Dakota Reciprocity Office that you are transferring from one Minnesota college or university to a University of Minnesota university. The Reciprocity Office will notify the Office of Higher Education (OHE) in Minnesota.

8. Is it possible for South Dakota residents to apply for reciprocity status on-line?

No, it is not possible for South Dakota residents to apply for reciprocity status online.

9. Does South Dakota have reciprocity agreements with any other states?

The Legislature has only authorized the Board of Regents to enter into a reciprocity agreement with Minnesota (SDCL 13-55B-1). South Dakota does participate in the Western Undergraduate Exchange (WUE) Program operated by the Western Interstate Commission for Higher Education (WICHE). More information is available on the WICHE site at <http://www.wiche.edu> (student exchange).