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## DETERMINATION OF MASSACHUSETTS RESIDENCY POLICY

***Notwithstanding the provisions of any general or special law to the contrary, the board of trustees of the University of Massachusetts is hereby authorized and directed to require of anyone seeking to enroll in the University of Massachusetts Medical School who has not graduated from a Massachusetts high school, proof of continuous Massachusetts residency for a period of not less than five years immediately prior to enrollment. (Chapter 164 of the Acts of 1988, Section 88)***

As the only public medical school in the Commonwealth of Massachusetts (MA), it is the mission of this institution to serve the educational needs of Massachusetts residents. Applicants to the University of Massachusetts Medical School (UMMS) medical degree (MD) program **MUST** declare MA as their state of legal residence on their AMCAS applications. Only applications to the combined MD/Phd program are open to out of state residents.

- Applicants may not apply as a resident of more than one state. Applicants who do apply as a resident of MA will be required to complete the UMMS school specific Residency Validation form to complete their application.
- All applicants must be U.S. citizens or permanent residents.

### MA Residency Criteria:

- MA residency is routinely demonstrated by graduation from a MA high school. Applicants who have graduated from a MA high school are required to list the following on their AMCAS applications:
  - MA as their state of legal residence
  - MA as their permanent address (note: a post office box is not sufficient for consideration as a permanent address)
- Applicants must also list the following on the school specific residency validation secondary form:

MA as their state of legal residence during high school (note: a post office box is not sufficient for consideration as a legal address.)

1. Those applicants who do not meet the specifics of the above criteria must "...show proof of continuous Massachusetts residency as an independent person for a period of not less than five years immediately prior to enrollment."

The following documentation may be considered by the UMMS Admissions Committee in determining MA residency:

- Foremost are five years of uninterrupted federal and state tax returns. Applicants must demonstrate they have listed MA as their legal residence on their federal and MA state tax returns. If the applicant's parents claim the applicant as a dependent on their taxes, the parent(s) must list MA as their legal residence on their federal and MA state tax returns. Partial year tax returns will be considered.

In lieu of five years of uninterrupted federal and state tax returns, the following documents may be helpful in demonstrating MA residency:

- Residency of custodial parent(s) or legal guardian. A copy of a divorce decree may be required for documentation.
- Employment history in the state of MA (including W2 forms for as many years as possible).
- Military record listing MA as legal residence.
- MA driver's license.
- MA voter registration.
- Marriage certificate listing MA as legal residence.
- Mortgage, rent, property tax or utility receipts in the applicant's name listing MA as legal residence.
- Government bills or invoices in the applicant's name listing MA as legal residence.

Producing only one or two sets of documents may not be sufficient in the absence of the tax returns. Please provide as many of the above listed documents as possible to assist the UMMS Admissions Committee in determining your MA residency. The committee reserves the right to consider each such case individually.

Additional Residency Requirements Information:

1. Attendance at a MA university or college does not, by itself, establish MA residency for the purposes of application to UMMS.
2. Applicants who are foreign nationals must possess a Resident Alien Registration Card ("Green Card") at the time of application to be considered for UMMS admission in addition to satisfying the criteria established for MA residency.
3. MA residents currently attending a college, university or other school in another state or in the military service may still qualify for classification as a MA resident applicant if

they meet other established criteria (graduated from a MA high school while a resident of MA for example).

Submission of documentation does not guarantee residency criteria will have been met by the applicant. Decisions are made on a case-by-case basis, depending on the information provided. Applicants will be notified of the admissions committee decision.

### **MD/PhD Applicants**

Only applications to the combined MD/Phd program are open to out of state residents.

MD/Phd applicants who graduated from a MA high school and wish to be considered as a MA resident must list MA as their legal residence on their AMCAS applications. Applicants must complete the residency validation form required from all applicants declaring MA as their legal residence. MD/Phd applicants who did not graduate from a MA high school and do not meet the required continuous five years of residency prior to enrollment may be considered as an out of state resident.

### ***Appealing the Admissions Committee decision regarding MA residency:***

Should the admissions committee determine the applicant does *not* meet MA residency requirements, the applicant may appeal the committee's decision.

Appeal Process:

1. The applicant should contact the admissions office via email [admissions@umassmed.edu] expressing the intent to initiate the appeal process. Upon initiation of the appeals process, Admissions will notify the applicant of any additional information required (see *MA Residency Criteria*, above)
2. The Admissions Office will respond in writing (email) acknowledging receipt of the appeal and with a list of requested information. The response will be sent to the candidate in writing (email) within ten business days of receipt of the original appeal.
3. The applicant must submit to the Admissions Office all requested documentation and any other information the applicant may view as applicable to the decision.
4. The appeal and requested documentation as well as the original submission materials related to MA residency will be reviewed by the UMMS School of Medicine Dean who will make the final decision regarding the applicant's residency status.
5. The candidate will be notified of the status of her/his appeal within 30 days of receipt of the candidate's submitted appeal documentation materials.

The applicant's full application fee will be refunded if the appeal is denied and he/she is not eligible for application to UMMS.