GAVILAN COLLEGE

RESIDENCY RECLASSIFICATION FORM

This form is to be completed by students requesting classification of their residence status for tuition purposes. Residency changes are not automatic. To be considered for California residency *(Title 5, 54020 and 54028)*, you must:

1) Be physically present in California for at least one year and one day prior to the first day of the semester
2) Show documentation of intent to establish California residency dating at least one year and one day prior to the first day of the semester to be present
3) Not be precluded from establishing residency by provisions of the Immigration and Nationality Act
   - The following visa status holders CANNOT establish residency:
     B-1, B-2, C, D-1, D-2, F-1, F-2, H-2, H-3, J1, J-2, M-1, M-2, O-2, P-1, P-2, P-3, P-4, Q and TN/TD.

Proof of residency must reflect:

- Student's name;
- Student's California address, documents indicating a post office box will not be accepted.
- Documents should be dated at least one year and one day prior to the beginning of the semester you plan to attend.

Student ID: G00	First Name:	Last Name:
Date of Birth:	Phone:	Email address:

PHYSICAL PRESENCE *(Title 5, 54022)*

Permanent address: _____
Street City State Zip Code

On what date did your current stay in California begin? _____ _____ _____
Month Day Year

Have you resided at the address above continuously for the last two years? ☐ Yes ☐ No*

**If you answered "No," please list addresses for the past two years:*

_____ _____
Street City State Zip Code Dates

_____ _____
Street City State Zip Code Dates

If you attended college outside of California in the past one year and one day:

- You will need to provide proof that you are paying Non-Resident (Out-of State) tuition at that school.

INTENT *(Title 5, 54024)*

In the last year, have you:

Registered to vote or voted in a state other than California? ☐ Yes ☐ No
Petitioned for a divorce as a resident of another state? ☐ Yes ☐ No
Attended an out-of-state institution as a resident of that state? ☐ Yes ☐ No
Declared non-residence for California income tax purposes? ☐ Yes ☐ No

If you answered "yes" to any of the questions above, please give a brief explanation:

Do you possess a state driver's license or identification card? ☐ Yes ☐ No State: _____ Date issued: _____

Do you have current motor vehicle registration? ☐ Yes ☐ No State: _____ Date issued: _____

Do you have an active California bank account? ☐ Yes ☐ No Date Opened: _____

Were you employed in California in the past year? ☐ Yes ☐ No

Student Financial Independence Status *(EC 68044, T5 54032)*

If you are an adult student and your parents are not California residents, you ***MUST*** demonstrate financial independence, ***along with*** physical presence ***AND*** intent.

If you are deriving residency through your parents:

- Parent's must provide last two years of California 540 income tax return that includes you as their dependent
- Parent's must provide two documents for physical presence

	This Year	In the Prior Two Years
Did your parent(s) claim you as a dependent exemption for tax purposes?	☐ Yes ☐ No	☐ Yes ☐ No
Did your parent(s) give you more than $750 per year in financial assistance?	☐ Yes ☐ No	☐ Yes ☐ No
Did you live with your parent(s) for more than six weeks per year?	☐ Yes ☐ No	☐ Yes ☐ No

If you answered "yes" to any of the questions above, please provide additional information in regards to the situation and provide any documentation available. Verification of dependency may be required.

Student Certification:

Gavilan College requires three forms of proof to be submitted when requesting reclassification for California residency in accordance with Education Code section 68040 et.seq. The burden of proof to clearly demonstrate both physical presence, intent to establish residence in California, and when appropriate financial independence, lies with the student.

I certify under penalty of perjury that the information submitted is true and correct. I agree to notify the Admissions & Records Office if there is any change in my residence, immigration status, or other facts used in determining residency while I am a student in this District. I understand that if it is determined I do not meet the requirements to be classified as a resident, I will be responsible for payment of non-resident fees.

Student Signature _____ Date _____

FOR OFFICE USE ONLY

☐ **APPROVED** ☐ **DENIED**

Effective Term: _____

RESIDENCY STATUS:

☐ California Resident as of: ____/____/____

☐ Non-Resident

☐ Pending ☐ documentation does not cover one (1) year period

☐ documentation does not show intent

☐ other: (see notes below)

☐ Admissions Application Reviewed

☐ Residency Status Updated

☐ Semester Charges Recalculated

☐ Financial Aid Notified

☐ Student Notified

Notes/Comments: _____

_____

_____

_____

DOCUMENTATION

Please attach items that document your residency. A minimum of **three (3) items** of documentation are required in the following categories:
You must provide a minimum of one (1) item from Category A, one (1) item from Category B and one (1) additional item from either Category A or B.
All documents must be dated at least one day before the residency determination date for the semester in which you are planning to attend and properly identified with respect to the student's name and California address.

No item may be used more than once within a category.

Category A: Documentation of Intent to become California Resident Date Issued/Begun

☐ Possessing a California driver's license or identification card
DL/ID # _____ Expiration Date: _____ ____/____/____

☐ Valid California Motor Vehicle Registration ____/____/____

☐ Documentation of Voter Registration and voting in California ____/____/____

☐ Licensing from California for professional practice ____/____/____

☐ California State Income tax return filed as a resident (Form 540) from previous year coupled with employment pay stubs dated prior to the determination date of residency. Pay stubs must reflect the student's employment. ____/____/____

☐ Proof of jury duty service in California court within the past year. ____/____/____

Category B: Documentation of Physical Presence in California Date Issued/Begun

☐ Documentation of ownership **and** continuous occupancy of residential property **or** continuous occupancy of rented or leased property, in California, covering the one-year period prior to the Residence Determination Date. ____/____/____

☐ Showing California as a home address on federal income tax return (Form 1040) from previous year ____/____/____

☐ Military records in student's name showing California as the home of record ____/____/____
(i.e. Copy of Orders, Military ID, and DD214)

☐ Statements from an active bank account in California; must provide statements dated prior to the determination date of residency and current statements to verify the account is still active ____/____/____

☐ Petition for a divorce in California ____/____/____

☐ Utility bills (gas, water, power, telephone) covering the one-year period prior to the Residence Determination Date. E.g. At least one statement from each quarter for the year prior to the Residence Determination Date ____/____/____

Please list below other things you have done to justify your request to be classified as a California resident.
Physical presence within California solely for educational purposes does not establish residency. (Attach additional pages as needed).

_____

_____

_____