

CONTRA COSTA COMMUNITY COLLEGE DISTRICT

California Residency Reclassification Request

IDENTIFYING INFORMATION

Please print clearly

Name _____ Student ID# _____

Present Address _____

Birth Date _____ Phone _____ Email _____

Term/Year: _____ Note: **We can only adjust fees within the current academic year, Summer-Fall-Spring. Deadline: June 30th.**

(Ex: FA2016)

DATE STAMP & Initials

CONDITIONS FOR RECLASSIFICATION

Documentation Required. Supporting documents must clearly demonstrate the 3 following conditions for reclassification.

Documents must contain the student's name and a corresponding CA address.

There are 3 conditions we must examine for residency purposes:

1. **Legal Status:** To establish residency you must be a U.S. citizen, permanent resident, applicant for permanent resident status, or possess a visa that does not preclude establishing domicile in the U.S., *CCR, Title 5 sec. 54045*

___ U.S. Citizen

___ Permanent Resident Number _____ Issue Date _____ Exp. Date _____

___ Refugee/Asylum Date Asylum Issued _____

___ Current Visa Type: _____ Date Issued _____ Exp. Date _____

___ Other Status(Including Undocumented) Type: _____ Date Issued _____ Exp. Date _____

2. **Financial Independence:** Adults are required to show proof of financial independence in order to be considered a resident for tuition purposes. *Title 5, sec. 54032. For unmarried students under the age of 24, residency is derived via parents.*

Were you claimed as an exemption for state tax purposes by your parent(s) in either of the last two years? Y/N _____

Will your parent(s) claim you as a dependent for state tax purposes for the current calendar year? Y/N _____

Is your parent(s) or legal guardian(s) a California resident? Y/N _____

If yes, when did his/her/their CA residency begin? Date: _____

*For those that indicate "N-NO" to all answers above provide your information in section 3. For those that have indicated "Y-YES"s to any of the questions above you will need to provide your parent's or legal guardian's information in section 3.

3. **California Status:** You must demonstrate a combination of physical presence and intent to make California your permanent home. **One year and one day of CA residence is required before the start of the desired term.** *Title 5 sec 54020 and 54022.*

Date California became your permanent home _____

Where were the last two years of income tax returns filed? _____

Are you registered to vote? Y/N _____ In what state? _____

Do you possess a valid California ID card or Driver's License? Number _____ Date Issued _____

In what state is your vehicle registered? _____ Registration Date _____

Were you employed in California during the past year? _____ Employer _____

Dates of Employment _____

AB540: Students meeting certain requirements may be exempt from out-of-state tuition. *Title 5, sec. 54045.5*

Did you attend a California high school for at least 3 years AND graduate or obtain the equivalent of a California high school diploma or California GED? Y/N _____

SB150: Students attending K-12 meeting certain requirements may be exempt from out-of-state tuition. *Title 5,*

sec. 76140.

Are you currently attending a K-12 California School? Y/N _____

TO BE COMPLETED BY STUDENTS WITH MILITARY SERVICE

Military Service:

Are you an active member of the U.S. Armed Forces? Yes _____ No _____

Are you the dependent or spouse of an active member of the U.S. Armed Forces? Yes _____ No _____

Military ID exp. Date _____ Legal state of residence on military records (Ex: DD-214) _____

DECLARATION—TO BE COMPLETED BY ALL STUDENTS

I declare under penalty of perjury that the statements and documents submitted in connection with the determination of my residency are true and correct. I will notify the Office of A&R if there is any change in any of the facts regarding my residency.

Student Signature _____ Date _____

Please note: that **all documentation provided must be dated at least one year and one day prior** to the start of the semester. Non-citizens must provide proof of their eligibility to establish residency.

Once the residency questionnaire and documentation have been submitted, the Admissions & Records Office will make a determination and you will be notified via your InSite email address.

REQUIRED DOCUMENTATION

DO NOT WRITE BELOW THIS LINE – FOR OFFICE USE ONLY

To be considered a resident for Summer 20 _____ Fall 20 _____ Spring 20 _____ Semester

All documents must be dated on or after _____ and no later than _____

You may establish your residency by submitting the following required documentation:

- California State taxes for the year prior to the start of term.
- A California issued driver’s license or ID card.

Students who do not have the above documents within the dates required must provide three forms of proof from the list below, at least one of which must be from group A. **Items of like content may only be used once.**

Group A:

- CA driver’s license or ID card
- California taxes (540)
- Divorce papers issued from CA
- Military Home of Record CA (DD214 or LES)
- Voter registration confirmation
- Licensing from CA for professional practice
- Carrying on of business or employment in CA
- CA Vehicle registration
- Recipient of CA State services
- Ownership of residential property as primary residence
- Continuous occupancy of rented or leased property in CA

Dates

Initials

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Group B:

- Maintaining active checking/savings accounts in CA banks
- Possession of hunting/fishing license as a CA resident
- Dated Selective Service registration
- Federal taxes showing CA address (1040)
- Utility bills (electricity, phone, water)
- High school transcripts
- Affidavit from landlord stating length of residence
- California car insurance
- Proof of jury duty service in a California court
- W-2 form showing CA address

Dates

Initials

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NOTES:

Campus

CCC

DVC

LMC

Classified as:

Initials:

Date: