

The following statements regarding in-state tuition determination are a summary of the principal guidelines.

Under California law, a person who is married or 18 years of age, or older may establish residency if the person

1. Is a U.S. citizen or is under an INS status that allows them to establish domicile.
2. Has lived in California continuously for at least one year and one day, **and**
3. Can prove that they intend to make California his/her permanent home with concurrent relinquishment of the prior legal residence.

Reference: Education Code Section 68018, 68061, 76140, Title 5 54020, 54022

The Permanent Resident Card holder and the following visa holders may establish domicile and may qualify for in-state tuition **one year** after date of approval: A-1, A-2, A-3, E-1, E-2, G-1, G-2, G-3, G-4, G-5, H-1, H-4, I, K-1, K-2, K-3, K-4, L-1, L-2, N-8, N-9, NATO-1 thru NATO-7, O-1, O-3, Q-2, R-1, R-2, S-5, S-6, T, T-1, T-2, T-3, T-4 and V-1, V-2, V-3.

Reference Education Code Section 68062(h), (l); Title 5 54045, Regents of University of California v. Bradford

All documents must show current intent and at least one year and one day prior to the start of the semester

The following will be accepted as proof of intent:

- Filing California state income tax as a resident, the complete Tax Form 540 must be provided for the _____ tax year. If not completed by an accountant, also provide a certificate of employment, a formal letter from employer, or quarterly pay stubs from the previous year.

In addition, provide as many of the following as possible:

1. Registering to vote and voting in California.
2. Ownership of residential property or occupancy of rented or leased property in California.
3. Licensing from California for professional practice.
4. Possessing a California motor vehicle registration.
5. Establishing and maintaining active California bank accounts.
6. Possessing a California driver's license or California ID Card.
7. Not being claimed as a dependent by parents on federal income tax form (copy of 1040 required).
8. Documentation of the student as a California resident having received rehabilitation, unemployment, welfare, or other State service.
9. Selective Service registration with a California Permanent address.
10. Maintaining California as your home of record while in the armed forces.

- If you are an armed forces member, stationed on active duty in California, or their military dependent.

(Please submit the Military orders to California, of the active service member, and the student's Military ID)

If you are eligible for in-state tuition based on the above information:

1. If applicable, submit your current visa (I-94) or INS approval letter (I-130, I-817, I-140).
2. Complete and submit the [California Residency Reclassification Questionnaire](#) along with the documentation listed above to support your claim of residency to the Admissions and Records Office. Reclassification to resident status must be initiated by the student.

California Non-Resident Tuition Exemption (AB 540)

Due to legislation, certain non-residents who have attended a high school (public or private) in California for three or more years and have graduated from a California high school or attained the equivalent in California prior to the semester, (for example passing the GED or California High School Proficiency exam), may qualify for this exemption. If you are eligible for this exemption (AB540) complete and submit the [California Non-resident Tuition Exemption Request](#) along with the appropriate evidence of high school completion.

**Students who hold non-immigrant visas, {for example, Tourist (B-1, B-2), Foreign Student (F-1), NAFTA (TN & TD) and Exchange Student (J), ECT.} are not eligible for this exemption.*

If you enroll into classes pending notification of approval for the qualifying semester, you are responsible for the quoted tuition. If you are approved, based on the submitted documents, we will refund the nonresident tuition that you have paid.

Any questions you might have regarding the above information contact Cathy Napoli at (626) 914-8512.



Residency Reclassification Questionnaire

Admissions and Records Office • 1000 W. Foothill Blvd., Glendora, CA 91741-1899 • (626) 914-8511 • www.citruscollege.edu

Name _____ Student ID No. _____
Last First Middle

Phone Number _____ E-mail Address _____

To accurately determine residence status, the following information is required. Under California law the burden of proof to establish residency lies with the student (ECS 68041.T5 54026). You will be required to furnish documentation to support your answers.

1. What state do you claim as your state of legal residence? _____ Since when? _____
2. What was the **major** reason for your move to California? _____
3. Do you own rent residential property in California? If yes, since what date? _____
If renting, do you have a lease or rental contract in your name? Yes No
4. Have you ever paid California State Income Tax? Yes No If yes, for what years? _____ and _____
5. If you have been employed in California within the last two years, answer the following:
Employer _____ City _____ From _____ To _____
Employer _____ City _____ From _____ To _____
6. Are you presently registered to vote? Yes No
If yes, in what state? _____ Date first registered? _____
7. If you own an automobile or other motor vehicle, in what state was it purchased? _____
In what state is it registered? _____ Date _____
8. Do you have a driver's license or state ID card? Yes No
If yes, issued by what state? _____ Date of issue _____
9. In what state(s) do you have bank or savings accounts? _____ Date established _____
10. Do you have a California license for professional or vocational practice? Yes No
If yes, what license have you been granted? _____ Date _____
11. If you, your spouse, or guardian have been on active military duty within the last two years, please answer questions 11A and 11B; submit original documents to the Admissions and Records Office:
11A. Please enter the state on the Leave and Earnings Statement _____
11B. If discharged within the last two years, when was the discharge date? _____
12. Submit (if applicable) your current visa (I-94) or INS approval letter (I-130, I-1817, I-140)

Student Financial Independent Status (students seeking reclassification)

California Education Code 68044, title 5 54020, 54032 requires that the financial independence of a nonresident student seeking reclassification as a resident be included in the factors to be considered. To assist in that determination, please answer the following questions:

1. Have or will your parents claim you for tax purposes this calendar year? Yes No If no, complete [Parent's Affidavit](#)
2. Were you claimed as a dependent for tax purposes within the last three years? Yes No
3. Have or will you receive \$750 or more in financial assistance from your parents this calendar year? Yes No
4. Did you receive \$750 or more in financial assistance from your parents within the last three years? Yes No
5. Have or will you live with your parents for more than six weeks this calendar year? Yes No
6. Did you live with your parents for more than six weeks at any time within the last three years? Yes No
7. Are your parents California residents? Yes No If yes, California residence since _____

Submit this questionnaire and documentation to the Admissions and Records Office. You will be notified of a decision within 10 working days of when documents are received.

Declaration

I declare under oath and penalty of perjury under the law of the State of California, that the above statements and any other information submitted by me in conjunction with the determination of my residence are both true and correct to the best of my knowledge. I understand that falsification or withholding information requested on this form shall constitute grounds for disciplinary action under the Citrus College District Board Regulations.

Signature _____ Date _____

Received by: _____ Date received: _____