

RESIDENCY RECLASSIFICATION FOR CONTINUING STUDENTS ONLY

NOTE: Use this form if you have attended at least one semester at SJSU. Provide as much information as possible on this form. Upload this form and copies of any documentation you have that may support your intent (see below). Processing takes 2 to 4 weeks. If approved and you have already paid your fees at the nonresident rate, you will receive a refund of the nonresident fee. For refund information, contact the Bursar's Office (<http://www.sjsu.edu/bursar/>).

For classification, as a resident of California at SJSU for tuition purposes, we look at several items. Just being physically present in CA for one year is not enough on its own. Residency is a combination of three factors:

1. Physical presence
2. Intent to remain in California indefinitely
3. Valid immigrations status

All three of these factors, are required one full-uninterrupted year prior to the Residence Determination Date (see below), for the term in which you are seeking residence status for tuition purposes

For example, let us say you are looking to classify for Fall 2019. Your physical presence, intent documents, and immigration status must be obtained/dated on or before September 20, 2018. It is important to keep in mind that when we look at the physical presence and immigration factors - they must be CONTINUOUS in the state of California.

DEADLINE TO APPLY: The deadline to submit a request is the Residence Determination Date for the semester in which you wish to establish residency for tuition purposes. All requests received after this date will be for the following semester.

The Residence Determination Dates (RDD) are as follows:

- Fall - September 20
- Spring - January 25
- Summer - June 1

The following is a list of intent documents that we use for determining residency (Note: all must be dated at least one year in advance of the term in which you are seeking residency classification). **A valid citizenship or visa status (not all visa status are valid for claiming residency) for one full-uninterrupted year prior to the term in which you are seeking residency is required.** Evidence demonstrating intent may vary from case to case. However, the absence of residential ties to any other state or country is crucial.

Documents that we use to prove your intent (provide copies of as many as possible):

- Voter Registration AND proof of voting in an election in the state of California
- Valid CA driver's license (may need to also include expired to show residency)
- Valid CA registered motor vehicle in student's name
- CA state income tax return (can submit copies from parents copies)
- Copies of your official Federal income tax return transcripts must be submitted with your Residency Questionnaire. If you are under 26 years of age, you must submit a copy of yours AND your parents federal tax return transcripts (see 4506-T link below). In addition, you are required to attach your parents last 3 years of Federal income tax returns--prior to the year you apply for residency. Use IRS form 4506-T which can be found on the IRS website at: <https://www.irs.gov/pub/irs-pdf/f4506t.pdf>
- CA property title in student's name
- CA property lease agreement
- Active bank account showing date opened – must be statements sent to you via mail
- Permanent military address or home of record on military records