



ADMISSIONS & RECORDS OFFICE

1900 Pico Blvd. ♦ Santa Monica, CA 90405
Phone: 310-434-4380 ♦ Fax: 310-434-3645

RESIDENCY QUESTIONNAIRE

Received by:
Date:

The information requested is deemed relevant and necessary to a proper determination of your residence status for tuition purposes pursuant to the California Education Code Section 68000 et seq. and California Code of Regulations 54000 et seq. Your completed application will help us determine your eligibility. Failure to answer all questions may cause you to be classified as a nonresident. You may submit additional information you believe will establish your California residence beyond the minimum required. Questions about residence requirements should be referred to a residency specialist.

PART A: STUDENT CONTACT INFORMATION

Form with fields for SMC I.D., Last Name, First Name, Birthdate, Phone, SMC Email, Permanent legal address, Street, City, State, Zip.

PART B: RESIDENCE DETERMINATION DATE

- 1. Which Residency Classification are you seeking?
2. I am seeking initial resident classification or reclassification for:
3. Check the box that applies to you and provide the requested information:
4. My (check one) Parent or Legal Guardian is:
5. Foster Youth

**PART C: BACKGROUND INFORMATION**

6. What is your citizenship status?  U.S. Citizen  Permanent Resident\*  Visa\*  Other\*\* (explain)

\*Number: \_\_\_\_\_ Issue Date: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

\*\*Explain: \_\_\_\_\_

7. What state do you regard as your permanent home? \_\_\_\_\_

8. If California, when did your present stay begin (month/day/year)? \_\_\_\_\_

9. List all addresses covering the past two years (attach another sheet if necessary):

Street	City	State	From	To
Street	City	State	From	To

10. Have you been employed in California in the past year?  Yes  No

Employer:	Dates of Employment:	From	To
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11. Have you registered to vote outside California?  Yes  No

State	Last Voted	Month	Year
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12. Are you registered to vote in California?  Yes  No

Last Voted	Month	Year
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13. Do you possess a driver's license and/or ID Card?  Yes  No

State	Date Issued	Expires
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14. Do you possess a registered vehicle?  Yes  No

State	Date of Registration	Expires
State	Date of Registration	Expires

10. Where did you file the last three state income taxes?

State:	Year:	As: <input type="checkbox"/> Resident <input type="checkbox"/> Nonresident
State:	Year:	As: <input type="checkbox"/> Resident <input type="checkbox"/> Nonresident
State:	Year:	As: <input type="checkbox"/> Resident <input type="checkbox"/> Nonresident

11. Have you petitioned for divorce or filed a lawsuit in a state other than California?  Yes  No

12. Have you paid in-state tuition at a college or university outside of California?  Yes  No

If yes, what year \_\_\_\_\_ (include a tuition statement showing you paid nonresident fees)

13. Have you, your spouse, or parent or guardian have been on active military duty within the last three years?

Yes\*  No \*If yes, when was the discharge date? Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

What state is the Home of Record on the last Leave and Earnings Statement or the DD214? \_\_\_\_\_

14. Have you attended a California elementary, middle, or high school for 3 or more years?  Yes  No

15. Did you receive your high school diploma, G.E.D., or certificate in California?  Yes  No

**PART D: FINANCIAL INDEPENDENCE**

California Education Code requires that financial independence be considered when a nonresident student is seeking reclassification. If you are an adult student and your parents are not California residents, you must demonstrate financial independence, along with legal status, physical presence, and intent. Answer the following questions, regardless of your age.

16. Were you claimed as a dependent for tax purposes in the last three years?  Yes  No

17. Will you be claimed as a dependent for tax purposes this calendar year?  Yes  No

18. Have you received \$750 or more in financial assistance from your parents or legal guardian in the last three years?  Yes  No

19. Will you receive \$750 or more in financial assistance from your parents or legal guardian this calendar year?  Yes  No

20. Did you live with your parents or guardian for more than six weeks at any time within the last three years?  Yes  No

21. Will you live with your parents or guardian for more than six weeks at any time this calendar year?  Yes  No

## PART E: CERTIFICATION

**To be read and signed by all students completing this form.**

Per California Education Code, the burden of proof is on the student to clearly demonstrate legal status, physical presence, and intent to remain indefinitely in California. Students seeking reclassification of nonresident status must also demonstrate financial independence. You are required to present evidence in accordance with California Education Code and Title 5 of the California Code of Regulations.

I certify under penalty of perjury that the foregoing statements and documentation submitted by me in connection with the determination of my residence are true, complete, and accurate. I understand that my residence determination will be based on the facts stated in this questionnaire and the documents I provide. If I receive classification as a California resident or an exception or exemption, I promise to notify the residence specialist if any of the facts stated in this questionnaire change. I authorize release of any information submitted by me in connection with my application for admission and determination of residence, but only as necessary to verify or explain the information, to obtain pertinent records, or in connection with perjury proceedings.

Students Printed Name		
Signed at: City and County	Applicants Signature	Date

### FOR OFFICE USE

Decision: <input type="checkbox"/> Approved <input type="checkbox"/> Denied		Classification: <input type="checkbox"/> Resident <input type="checkbox"/> Nonresident	
Notes:			
Reviewed by:	Date:	Follow-Up:	

## Documentation Provided

**All documentation provided must be dated at least one year and one day prior to the start of the semester.**

Documentation older than three years will not be considered. 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 by email via your SMC email address.

Submit as many documents as necessary to prove intent to become a California resident, along with physical presence and financial independence. Use the table below as a reference for the types of documentation necessary. At a minimum one document that satisfies each area will be required. SMC reserves the right to ask more documents than you present.

Documentation that may be used to satisfy residency factors: <i>Documents listed in order of precedence</i>	Physical Presence	Intent	Financial Independence
Filed California Income Tax (Form 540, page 1-2 as submitted to the Franchise Tax Board) with California address. <b><i>If filed for an extension, a copy of the IRS tax extension receipt is needed along with a copy of your W-2 for that year.</i></b>	X	X	X
California Driver's License or California ID card or DMV printout	X	X	
California Vehicle Registration—California Registration Certificate	X	X	
California Voter's Registration Card		X	
Official license from California Department of Consumer Affairs for Business or Individual practice	X	X	
California Bank Checking Account Statements showing a California Mailing Address <b><i>(need the last 12 months statements)</i></b>	X		X
Marriage License or Divorce Decree issued in California with a California Mailing Address	X	X	
Paycheck stub or letter of employment verification on company letterhead with dates of employment noted <b><i>(wet signature needed; signed by the Human Resources manager)</i></b>	X		X
Receipt of Benefits from a California State Agency	X	X	X
Documentation of purchase and occupancy of residential real estate in California – loan papers, tax receipts, escrow paper	X	X	X
Selective Service Registration showing California Permanent Address	X	X	
California Utility Bills (e.g., electricity, phone, or water) covering a one-year period <b><i>(need the last 12 months statements)</i></b>	X		X
California Health Insurance or Medi-Cal ID with Effective Date	X		
DD-214 (Certificate of Release or Discharge from Active Military Duty) or copy of LES (Leave and Earning Statement) indicating California as State of Record	X	X	X
W-2 Form with a California home address--only if taxes not filed	X		X
California property taxes	X	X	X
Union membership in a California local	X		