

College of the Desert

Enrollment Services
43-500 Monterey Avenue
Palm Desert, CA 92260
760.773-2516
760.862.1379 (Fax)

Guidelines for Establishing California Residency

This form has been prepared to assist students who have been classified as a non-resident of California for education purposes and, as such, are subject to payment of non-resident tuition.

If you intend to become a resident of California, you must fulfill the requirements listed below.

The **residency determination date** is the day before the semester or summer session begins. Please be advised that items used to establish physical presence and intent must be at least *one year old as of the residency determination date* for the term to which you are applying. Such items must include your name and California address. Additionally, requests for reclassification must be submitted within the first two weeks of the beginning of the term.

Students are also advised that the burden of proof of residency lie with the individual.

1. INTENT – A student must manifest intent to become a California resident. The items of intent must be at least one (1) year old as of the residency determination date. This may be accomplished by providing the following items of proof:

- ◆ A California Resident Tax Form (Form 540) for the preceding year.
- ◆ Registering to vote and voting in California.
- ◆ A valid resident California vehicle registration.
- ◆ A valid California driver's license or identification card (non-drivers only).
- ◆ Military Identification, Military Orders, Military LES showing California for active members of the Armed Forces. DD 214 for Veterans
- ◆ Other forms of documentation as may be required on a case-by-case basis.

2. PHYSICAL PRESENCE - You must have been physically present in the State of California for one year as of the residency determination date, before the semester begins. You will be required to prove physical presence. This may be accomplished by providing a rental/lease agreement, utility bills, cancelled checks, employment verification, bank statements etc, for the past twelve months.

3. FINANCIAL INDEPENDENCE - You must not have received any form of financial support from a parent residing outside of California for the year prior to your claim of resident status. Your parents may be required to sign and have notarized an affidavit and submit appropriate tax forms.

4. Students with immigrant or non-immigrant status may be required to submit one-year documentation of their status. Contact the Enrollment Services Administrative Assistant for additional information at 760.776.7444.

Name:	_____	_____	_____	_____
	Last	First	Middle Initial	Student ID Number
Mailing Address:	_____			Date of Birth: ____/____/____
				Month Day Year
	_____	_____	_____	Ph. No.: _____
	City	State	Zip Code	
Student Signature	_____			_____
				Date