

Instructions for filing a Petition for Change of Legal Residence Status

Please complete in ink, sign, and date

Submission instructions: The deadline for submission of the petition and all documents is indicated in the Petition Filing Period for the term you are applying. Petitions must include all required documents or will be considered incomplete. Incomplete petitions will not be reviewed.

You may share your petition and documents using [Virtru Encryption](#), a safe and secure data encryption service supported by UC Santa Cruz. Once you download Virtru, submit your documents via email to reg-residency@ucsc.edu with Virtru Encryption turned on. For questions, call (831) 459-3459.

Petition filing period

Term	Filing Begins	Filing Ends
Fall 2024	June 15, 2024	August 28, 2024
Winter 2025	October 15, 2024	November 27, 2024
Spring 2025	January 15, 2025	February 28, 2025

For information about establishing residence for purposes of tuition, refer to the [UC Residence Policy and Guidelines](#).

Required Supporting Documents—UC Santa Cruz

Make copies of all applicable documents and write an explanation for all missing or late documents.

Note: Attach a written statement as to the circumstances of any missing or late-dated documents. Make copies of all documentation to keep for your records.

Verify your physical presence, intent, and financial independence for the past year by providing:

- California driver's license or California ID card
- California vehicle registration

- California voter registration card or verification from your county office
- Your most recent California and Federal income tax returns; redact social security numbers
- Non-citizens must provide immigration status documentation
- Proof of your belongings moved into California such as a moving truck bill, U-Haul receipts, etc
- Evidence of your physical presence during the 12 months preceding the quarter you are petitioning, including the summer months, such as proof of employment; internship; school enrollment; bank or credit statements showing all purchases

Dependent Students

If the premise of your petition is that you and your parents have established California residence, provide the documents listed above for your parents as well as yourself.

Evidence of financial independence (you must meet one requirement). You:

- Are single undergraduate under age 24 and were not claimed as a dependent for tax purposes by any other individual for the current and previous tax year and can demonstrate self-sufficiency for the current and previous tax year, you must complete the [document of self-support](#), or
- Will be at least 24 years old by Dec. 31 of the academic year for which classification as a resident is requested, or
- Graduate Student, or
- Are a veteran of the U.S. Armed Forces, or
- Serving in the U.S. Armed Forces, or
- Are a ward of the court, foster youth, or both parents are deceased, or
- Declared by the court to be an Emancipated Minor, or
- Has determined to be an unaccompanied youth who was homeless pursuant to federal financial rules, or
- Have a legal dependent(s) other than a spouse or registered partner, or
- Are a married student as of the RDD, who was not claimed as an income tax deduction by either parent or any other individual for the tax year immediately preceding the term for which classification as a resident is requested, or
- Has received an Independent Student status determination by the UC Merced Financial Aid Office, or
- Reached the age of majority (18) in California while your parents were residents of California, and they left the state to establish a residence elsewhere, and you continue to live in California after their departure



PETITION FOR CHANGE OF LEGAL RESIDENCE STATUS

Please complete in ink, sign, and date. Refer to the last page for submission instructions.

For term beginning: [] Fall 20 [] Winter 20 [] Spring 20 [] Summer 20 [] Undergraduate [] Graduate

Print full name: Last First Middle Student ID No. Birthdate Age

Present mailing address: Number, Street, City, State, Zip Telephone No.

Permanent residence: Number, Street, City, State, Zip Email

Do you claim to be a resident of California? [] Yes [] No
Are you a citizen of the United States? [] Yes [] No
If no, have you been awarded permanent residence? [] Yes [] No
If no, have you applied for permanent residence status? [] Yes [] No
If yes, do you currently hold a valid immigration visa status? [] Yes [] No
Alien registration number Date awarded
Visa type valid from to
Non-citizens, please attach proof of your INS status.

Motor Vehicle:
Do you have a driver's license? [] Yes [] No
If yes, in which state
Date issued
Last renewed
If a non-driver, do you have a state identification card? [] Yes [] No
If yes, in which state
Date issued
Do you have a motor vehicle? [] Yes [] No
If yes, date of registration
State of registration

Dates of Physical Presence in California: [] Continuously since
birth From To From To
If you claim California residence but have been absent from the state for more than six weeks during the last 12 months, please attach a statement explaining your absence.

Did you graduate from a Calif. High school after attending at least three years? [] Yes [] No
Are you a veteran of the U.S. armed forces? [] Yes [] No
Are/were you a ward of the court? [] Yes [] No
Do you have legal dependents other than a spouse? [] Yes [] No

Voter Registration:
Are you registered to vote? [] Yes [] No
State of registration
Date of registration
Have you voted within the last year? [] Yes [] No
In what state?

Financial Information:
This Calendar Year Last Calendar Year
What is your source of financial support?
Will your/did your parents claim you as an exemption on their tax returns? [] Yes [] No [] Yes [] No
Will you/did you file a California resident income tax return? [] Yes [] No [] Yes [] No
Will you/did you file a resident income tax return in another state? [] Yes [] No [] Yes [] No
If yes, what state
Are you/were you employed in California? [] Yes [] No [] Yes [] No
outside California? [] Yes [] No [] Yes [] No
Will you/did you receive loans, scholarships, or benefits that required residence outside California? If yes, attach a statement describing.

Bank Accounts:
Checking: State Date established.
Savings: State Date established.

Colleges or Universities Attended:
From To Name of School State

Marital Status:
[] Single. [] Yes [] No
[] Married: Date State
[] Divorced: Date State

U.S. Military Service:
Student Spouse
Are you or your spouse currently on active duty? [] Yes [] No [] Yes [] No
If yes, state of legal residence
Are you registered with the selective service? [] Yes [] No
If yes, state of registration

Do you hold any professional licenses? [] Yes [] No
If yes, valid from to
in state of

What state do you regard as your permanent home?
How long has it been your home?
Do you plan to remain in California after completing your education? [] Yes [] No

Signature required on reverse

If you are under 24 years of age, complete the remainder of this form. If not, please sign and date below.

If a parent is deceased, give date and place of death; otherwise provide all information required.

Parent 1: _____ Date _____ Place _____ Parent 2: _____ Date _____ Place _____

Are your parents currently on active duty in the United States military? Parent 1 Yes No Parent 2 Yes No
Stationed in California: _____ from _____ to _____ from _____ to _____
Stationed outside California: _____ from _____ to _____ from _____ to _____
State of legal residence: _____

Are your parents divorced or permanently separated? Yes No

If yes, who have you been living with? Parent 1 Parent 2

Dates of residence with mother: from _____ to _____ address _____

Dates of residence with father: from _____ to _____ address _____

Student's Parent 1

Parent 1's Full Name: _____ Last _____ First _____ Middle _____

Address: _____ Number, Street, City, State, Zip

If your Parent 1 lives in California, you must complete this entire section.

Do they claim to be a California resident, or a resident on your 18th birthday? Yes No

Provide dates of Parent 1's physical presence in California:

Continuously since birth **OR** From _____ To _____

Are they a citizen of the United States? Yes No

If no, are they a U.S. Permanent Resident? Yes No Date Issued _____

_____ or do they have an Employment Authorization Card? Yes No Date Issued _____

_____ or do they hold a current visa? Yes No Visa _____ Date Issued _____

Did they/will they file a California income tax return on their total income for:

Last calendar year? Yes No If no, what state? _____

This calendar year? Yes No If no, what state? _____

Did they/will they claim you as an exemption on their federal or state tax returns for:

Last calendar year? Yes No This calendar year? Yes No

Student's Parent 2

Parent 2's Full Name: _____ Last _____ First _____ Middle _____

Address: _____ Number, Street, City, State, Zip

If your Parent 2 lives in California, you must complete this entire section.

Do they claim to be a California resident, or a resident on your 18th birthday? Yes No

Provide dates of Parent 2's physical presence in California:

Continuously since birth **OR** from _____ To _____

Are they a citizen of the United States? Yes No

If no, are they a U.S. Permanent Resident? Yes No Date Issued _____

_____ or do they have an Employment Authorization Card? Yes No Date Issued _____

_____ or do they hold a current visa? Yes No Visa _____ Date Issued _____

Did they/will they file a California income tax return on their total income for:

Last calendar year? Yes No If no, what state? _____

This calendar year? Yes No If no, what state? _____

Did they/will they claim you as an exemption on their federal or state tax returns for:

Last calendar year? Yes No This calendar year? Yes No

Do they have a driver's license and or state ID card?

Yes No

If yes, in which state? _____

Date issued _____

Date last renewed _____

Do they have a motor vehicle? Yes No If

yes, state of registration _____

Are they registered to vote? Yes No

If yes, state of registration _____

Date last voted _____

If your Parent 1 claims to be a California resident but has been absent from the state for more than 6 weeks during the last year, **please attach a statement explaining the absence.**

Do they have a driver's license and or state ID card?

Yes No

If yes, in which state? _____

Date issued _____

Date last renewed _____

Do they have a motor vehicle? Yes No

If yes, state of registration _____

Are they registered to vote? Yes No

If yes, state of registration _____

Date last voted _____

If your Parent 2 claims to be a California resident but has been absent from the state for more than 6 weeks during the last year, **please attach a statement explaining the absence.**

Do you authorize the University of California to release to your parents' information regarding your residence

Yes No

Signature required: I declare under penalty of perjury under the laws of the State of California that the statements on both sides of this page and any attachments submitted by me in connection with the determination of my residence are, and each of them is, true and correct.

Signature: _____

Signed in: _____ city/county/state **Date** _____

Please scroll down for submission instructions.

Privacy Notice: All of the information requested on this Statement of Legal Residence is required (by the authority of Standing Order 110.2(a)-(d) of the Regents of the University of California) for determining whether or not you are a legal resident for tuition purposes. Your registration cannot be processed without this information. The Office of the Registrar on campus maintains the requested information. You have the right to inspect University records containing the residence information requested on this form.

Revised: 12/13/2023