



UNIVERSITY OF CALIFORNIA  
 HASTINGS COLLEGE OF THE LAW  
 OFFICE OF THE GENERAL COUNSEL

**APPLICATION FOR CALIFORNIA RESIDENCY  
 FOR TUITION PURPOSES – SPRING 2018**

**Applications must be post-marked or hand-delivered by Friday, December 1, 2017. (Deadline for students admitted after December 1, 2017 is 10 calendar days after date of admission to UC Hastings).**

*If you miss the deadline, you may reapply for the following semester.*

**All supporting documentation must accompany your application or your application may be denied.**

Please complete all questions on this form. If the question is not applicable to your circumstances, please **do not leave blank**, instead please provide an explanation.

ATTN: If you do not believe you meet the requirements for California residency for tuition purposes at this time (see pages 6 & 7 of this application), but are a student who attended a high school in California for three or more years and who graduated from a California high school (or attained the equivalent) and are not a nonimmigrant as defined by federal immigration law you may qualify for the [AB-540 non- resident tuition exemption](#). If you believe you qualify for the AB-540 exemption please do not complete this form; instead, complete and submit the [Nonresident Tuition Exemption Application and Affidavit for Eligible California High School Graduates](#) along with your official high school transcripts(s) by the deadline stated above.

| Last     | First            | Middle             |                     |
|----------|------------------|--------------------|---------------------|
| Are you: | Incoming Student | Continuing Student | Wait-Listed Student |
|          | Visiting Student | Transfer Student   | LL.M. Student       |

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|                           |                                  |           |
|---------------------------|----------------------------------|-----------|
| Permanent Mailing Address | Number, Street, City, State, Zip | Telephone |
|---------------------------|----------------------------------|-----------|

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|                         |                                  |           |
|-------------------------|----------------------------------|-----------|
| Current Mailing Address | Number, Street, City, State, Zip | Telephone |
|-------------------------|----------------------------------|-----------|

If current address is different than permanent address, explain: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

Email Address: \_\_\_\_\_

Hastings Student ID: \_\_\_\_\_ (Student ID can be located by logging into WebAdvisor)

APPLICATION FOR CALIFORNIA RESIDENCY  
FOR TUITION PURPOSES

**BE SURE TO ATTACH COPIES OF ALL OF THE FOLLOWING DOCUMENTS REQUESTED TO SUPPORT YOUR CLAIM OF CALIFORNIA RESIDENCY, OR YOUR APPLICATION MAY BE DENIED.**

**If a document on the list is not applicable to your circumstances, please explain.**

1. \_\_\_ California Driver's License or California Identification Card (**Copy of card**)
2. \_\_\_ California Motor Vehicle Registration (**Copy of Registration**)
3. \_\_\_ Voter Registration (If you are a registered voter, please attach a **copy** of your **voter card**, OR **absentee ballot**, OR **printout from county's website** showing that you are a registered voter.) **If you are not a registered voter in any state or county mark not applicable.**
4. \_\_\_ Financial Information (**copy of the first two pages of your most recent resident tax return/OR Federal tax return**)
5. \_\_\_ California Residency and Physical Presence (**Copy of rental or lease agreements covering past 366 days – only the pages showing dates of rental/lease and signature required**).
6. \_\_\_ Professional practice licenses (**Copy of licenses, if applicable**)
7. \_\_\_ Additional Information Requested. (*You may be required to provide additional documentation or information*).

Knowingly providing false or misleading information may be grounds for denial of admission or, if discovered after an offer of admission has been made, withdrawal of the offer of admission or dismissal from the College.

**1. Drivers License or Identification Card – PROVIDE A COPY.**

Do you have a driver's license or state-issued identification card?                      Yes                      No  
If yes, in what state? \_\_\_\_\_  
Date issued: \_\_\_\_\_ Renewal date: \_\_\_\_\_

**2. Motor Vehicle Registration – PROVIDE A COPY.**

Do you own a motor vehicle, and is it registered in your name?                      Yes                      No  
If yes, state of registration: \_\_\_\_\_  
Date of registration: \_\_\_\_\_

**3. Voter Registration – PROVIDE A COPY.**

Are you registered to vote?                      Yes                      No  
If yes, in what state? \_\_\_\_\_ County: \_\_\_\_\_  
Date of registration: \_\_\_\_\_  
Have you voted within the last 24 months?                      Yes                      No

(In some cases you can obtain a copy of your voter registration status at the **county office** you registered, the **county website**, or at the department of **motor vehicles** in the county you are registered.)

**4. Financial Information – PROVIDE A COPY OF THE FIRST TWO PAGES OF TAX RETURN.**

**Resident or Federal Tax Return**

Attach a copy of your **most recent** resident or federal tax return **only**.

If you **did not file** current year taxes, please attach your **most recent W-2s**.

|  | 2014 |    | 2015 |    | 2016 |    |
|--|------|----|------|----|------|----|
| <b>Did or will you file a California resident income tax return for the following years?</b>   | Yes  | No | Yes  | No | Yes  | No |
| <b>Did or will you file a resident tax return in another state?</b><br>If so, what state? _____                                      | Yes  | No | Yes  | No | Yes  | No |
| Did you receive loans, scholarships or benefits that required residence outside California?<br>If so, attach a statement explaining. | Yes  | No | Yes  | No | Yes  | No |
| Did/will you file a federal income tax return for the following year:  | Yes  | No | Yes  | No | Yes  | No |

**PARENTAL SUPPORT**

Are your parents California residents?

|         |     |    |                             |
|---------|-----|----|-----------------------------|
| Father: | Yes | No | If yes, for how long? _____ |
| Mother: | Yes | No | If yes, for how long? _____ |

Did or will either of your parents claim you as an exemption on their state and/or federal income tax return in 2015/2016?

|         |     |    |
|---------|-----|----|
| Father: | Yes | No |
| Mother: | Yes | No |

If you are under the age of **24** by **12/31/17**, please include a copy of pages 1 and 2 of Form 1040 for each **nonresident** parent. Income data and social security numbers can be redacted.

**5. California Residency and Physical Presence. PROVIDE COPY OF RENTAL AGREEMENT FOR PAST YEAR, OR LETTER AS STATED BELOW IN RED TEXT.**

State the complete address and each place (**in and outside of California**) you have lived for the **past six years**, and specify the period (month and year) you lived there, beginning with the most recent. State the reasons for your presence at each address (e.g. attending college, parents’ home, working). If you attended school outside of California, include the periods you returned to the State and where you resided. Please use an attachment if necessary.

**Please provide a copy** of lease and/or rental agreements **covering the past year you have resided in California** (covering a full **366** days).

**\*If you lived with your parent or friend, please submit a LETTER stating the ADDRESS where you lived, the DATES you lived there, and have it SIGNED by the person with whom you lived.**

|       |       |                      |                     |
|-------|-------|----------------------|---------------------|
| From  | To    | Address, City, State | Reason for Presence |
| Mo/Yr | Mo/Yr |                      |                     |

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Do you plan to remain in California after graduation?                      Yes                      No

Have you been absent from California for more than two weeks during the past 12 months?

Yes                      No

If yes, specify the times you were absent from the State for more than two weeks and the reasons for your absence:

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**6. Professional Licenses – PROVIDE A COPY.**

Do you hold any professional licenses?                      Yes                      No

If yes, in what state: \_\_\_\_\_

Describe: \_\_\_\_\_

**7. Additional Information Requested**

**CITIZENSHIP**

Are you a citizen of the United States:                      Yes                      No

If you are not a citizen of the United States, have you been awarded:

|                           |     |    |                     |
|---------------------------|-----|----|---------------------|
|                           |     |    | <u>Date Awarded</u> |
| Permanent residence?      | Yes | No | _____               |
| Employment authorization? | Yes | No | _____               |
| Temporary residence?      | Yes | No | _____               |
| Asylum?                   | Yes | No | _____               |

Alien registration number \_\_\_\_\_ **Attach copy of alien registration card.**

Visa type \_\_\_\_\_ Valid from \_\_\_\_\_ to \_\_\_\_\_

**COLLEGES OR UNIVERSITIES ATTENDED**

**If you are a continuing student, include time spent at Hastings.**

**If you attended a public school outside of California within the last year, please have the school send a letter stating your residence status for tuition purposes and your permanent address on its records. If you attended a private school outside of California within the last year, please have the school send a letter stating your permanent address on its records.**

|      |    |                |             |
|------|----|----------------|-------------|
| From | To | Name of School | City, State |
|------|----|----------------|-------------|

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**EMPLOYMENT**

Include regular/part-time employment and/or paid/nonpaid internships **in and outside California** for the past six years.

|       |       |          |             |
|-------|-------|----------|-------------|
| From  | To    | Employer | City, State |
| Mo/Yr | Mo/Yr |          |             |

**BANK ACCOUNTS**

|                  |                               |                 |             |
|------------------|-------------------------------|-----------------|-------------|
| Date Established | Name of Financial Institution | Type of Account | City, State |
|------------------|-------------------------------|-----------------|-------------|

**MILITARY STATUS**

Are you on active military duty?                      Yes                      No

If yes, specify the branch of service and the state in which you are stationed: \_\_\_\_\_

Are you a dependent of active military personnel stationed in California?                      Yes                      No

If yes, state the date reported for duty in California: \_\_\_\_\_

Are you the dependent or child of a veteran who was killed or disabled while on active duty?

|     |    |  |
|-----|----|--|
| Yes | No | If yes, attach a copy of an official document declaring your status. |
|-----|----|--|

**Knowingly providing false or misleading information may be grounds for denial of admission or, if discovered after an offer of admission has been made, withdrawal of the offer of admission or dismissal from the College.**

**I certify under penalty of perjury under the laws of the State of California that the statements made on this Application for California Residence for Tuition Purposes and any attachment submitted by me in connection with the determination of my residence are, and each of them is, true and correct.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Executed at: \_\_\_\_\_  
City, State

**Applications for California Residency for Tuition Purposes may be submitted to the Residency Office by mail or hand-delivery.**

- *Mail to:* Residency Officer, c/o the Office of the General Counsel, 200 McAllister Street, San Francisco, CA 94102.
- *Hand deliver to:* 198 McAllister Street, Suite M115, San Francisco, CA 94102.
- For questions regarding residency please contact:  
[residency@uchastings.edu](mailto:residency@uchastings.edu)  
**Residency Hotline (415) 565-4715**

## UC HASTINGS RESIDENCY POLICY

### **CORE REQUIREMENTS**

Students must meet the following requirements to qualify as California residents for tuition purposes:

#### **PHYSICAL PRESENCE:**

Students must be physically and continuously present in California for one year immediately prior to the residence determination date in the semester they are reclassifying. The residence determination date is the first day of classes. Physical presence in the State solely for educational purposes does not constitute the establishment of California residence under State law, regardless of the length of stay. Students must provide proof of entry date (such as airline tickets) to establish the date of arrival in California. Lease agreements covering the one-year period must also be provided.

#### **INTENT:**

Students must provide documentation that they established ties to California and relinquished ties to any prior state. Evidence of intent to make California a permanent residence includes committing to a long-term lease; paying California income taxes as a resident, including taxes and income earned outside California from the date residence is established; registering to vote and voting in all California elections; designating California as the permanent address on all school and employment records, including military records if in military service; obtaining a California driver's license or California Identification Card; obtaining California motor vehicle registration; licensing for professional practice in California. The absence of these indicia in other states during any period for which California residence is claimed is also pertinent. Documentary evidence is required.

#### **FINANCIAL INDEPENDENCE:**

For those students whose parents do not reside in California, documentation must be provided that they have been financially independent in the year prior to their application for resident tuition. A student shall be considered financially independent if he/she has not and will not be claimed as a tax dependent for state and federal tax purposes by his/her out-of-state parent(s) in the calendar year prior to the reclassification application.

### **OTHER/SPECIAL RULES**

#### **IMMIGRATION STATUS:**

A student's immigration status may affect eligibility, particularly with respect to visa type and the timing of filing for permanent residence in the United States through the Bureau of Citizenship and Immigration Service (BCIS). Some visas preclude the establishment of California residence. Students whose permanent residence status is pending with the BCIS must demonstrate that they petitioned for permanent residence status one year prior to the College's residence determination date. Permanent residents must provide a copy of their alien registration card.

## **MILITARY STATUS:**

Special rules may apply to students who are members of the military, dependents of military personnel, dependents of a veteran disabled or killed on duty or children of deceased public law enforcement or fire suppression employees.

## **LAWS GOVERNING RESIDENCE**

Rules regarding legal residence for tuition purposes at Hastings are governed, in part, by the California Education Code and the Hastings Residence Policy as set forth in the Standing Orders of the Hastings College of the Law Board of Directors and the regulations of the General Counsel. Important: Please note that the Residence Policy adopted by the University of California Board of Regents does not govern Hastings College of the Law. There exists the possibility of qualifying as an in-state resident for tuition purposes at other UC law schools but not at Hastings. A residency determination by another UC school is not controlling. UC Guidelines, however, are relied on when not in conflict with the Hastings Residence Policy, particularly with regard to visa issues and alien residence status.

## **MAINTAINING RESIDENCE DURING A TEMPORARY ABSENCE**

A temporary absence from the State for business or educational purposes will not necessarily constitute loss of California residence unless the student has acted inconsistently with continued California residence during the absence. It is the student's responsibility to show retention of California residence during an absence. Steps that should be taken to retain California resident status include:

- Continued use of a California permanent address on all records, i.e. educational, employment, military.
- Satisfying California resident income tax obligations. Note that if claiming California residence, the student is liable for payment of income taxes on the total income from the date California residence is established.
- Retaining California voter's registration and voting by absentee ballot.
- Maintaining a California driver's license and motor vehicle registration.

## **RECLASSIFICATION**

Continuing students, who are classified as nonresidents for tuition purposes and then become eligible for resident status, must file an Application for California Residence for Tuition Purposes for the semester in which they wish to be reclassified. Students must initiate all changes of status before the tuition and fees payment deadline for the semester reclassification is being sought.

## **INCORRECT CLASSIFICATION**

Students who are incorrectly classified as residents are subject to reclassification and to payment of all nonresident tuition and fees. Students who conceal or provide false information and are classified incorrectly as a result, are subject to discipline in accordance with the Student Conduct Code.

## **APPEALS**

Students may appeal the decision of the Residency Officer in writing to the General Counsel. The General Counsel's determination may be appealed in writing to the College's Board of Directors.