



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

## COVER PAGE

### RESIDENCY FOR TUITION PURPOSES – FALL 2018

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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: \_\_\_\_\_

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

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

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

Please review the *UC Hastings Residency Policy, Core Requirements* on pages 7 and 8, then check one box below:

<input type="checkbox"/>	Based on the <i>UC Hastings Residency Policy, Core Requirements</i> I believe I qualify for California residency for tuition purposes and have resided in California since or before <b>August 19, 2017</b> . (If this box is checked, submit the following: Pages 1 through 6 of this packet along with copies of supporting documents.)*
<input type="checkbox"/>	Based on the <i>UC Hastings Residency Policy, Core Requirements</i> I believe I <u>do not</u> qualify for California residency for tuition purposes at this time and will not apply for California residency for tuition purposes for the fall 2018 semester. (If this box is checked, submit the following: Pages 1 and 2 of this packet.)*
<input type="checkbox"/>	Based on the <i>UC Hastings Residency Policy, Core Requirements</i> I <u>do not</u> believe I qualify for California residency for tuition purposes at this time <b>however</b> all of the following statements apply to me: <ul style="list-style-type: none"><li>• I attended a high school in California for three or more consecutive or non-consecutive years. High school is defined as grades 9 through 12.</li><li>• I graduated from a California high school or attained the equivalent.</li><li>• I am <u>not</u> a nonimmigrant as defined by federal immigration law.</li></ul> (If this box is checked, submit the following: Pages 1, 2 and 9 of this packet along with official high school transcripts.*

I certify under penalty of perjury under the laws of the State of California that the above selected statement is true and correct.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**\*All residency forms must be post-marked or hand-delivered by **June 15, 2018**. (For students admitted after June 15, 2018 the deadline is 10 calendar days from date of admission to UC Hastings).**

*If you miss the deadline, you may reapply Spring 2019.*

- *Mail to:* Residency Officer, 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 visit:  
[www.uchastings.edu/residency](http://www.uchastings.edu/residency)  
Or Contact:  
[residency@uchastings.edu](mailto:residency@uchastings.edu)  
(415)565-4851

**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 – only the pages showing dates of rental/lease and signature required. If you lived with a friend or relative, submit a letter signed by the head of household stating the address and dates which you lived there.)
6. \_\_\_ Professional practice licenses (Copy of licenses)
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**.

	2015	2016	2017
Did or will you file a California resident income tax return for the following years?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Did or will you file a resident tax return in another state? If so, what state? _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Did you receive loans, scholarships or benefits that required residence outside California? If so, attach a statement explaining.	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Did/will you file a federal income tax return for the following year:	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> 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 2016/2017?

Father:  Yes  No  
Mother:  Yes  No

If you are under the age of 24 by 12/31/18, 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?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____
Employment authorization?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____
Temporary residence?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____
Asylum?	<input type="checkbox"/> Yes	<input type="checkbox"/> 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 Mo/Yr	To Mo/Yr	Employer	City, State

**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

## 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.



**Nonresident Tuition Exemption**

**Application and Affidavit for Eligible California High School Graduates**

**Instructions**

1. Complete and sign this form to request exemption from Nonresident Tuition and the Non-Resident Tuition differential charged to nonresident students.
2. Submit this form to the UC Hastings Residency Officer located at the General Counsel’s Office, 198 McAllister St. San Francisco, CA 94102.
3. Once you are determined to be eligible for the exemption, you will continue to receive the exemption as long as you fulfill the requirements listed below or the UC Hastings no longer offers this exemption, whichever occurs first.
4. Applying for the exemption does not in any way alter your responsibility to pay on time the General Enrollment Fee and associated fees that must be paid by the applicable due date.\*

**Application**

I, the undersigned, am applying for a UC Hastings Nonresident Tuition Exemption for Eligible California High School Graduates and declare that ALL of the following apply to me (check **Yes** or **No** boxes):

- Yes**    **No** I have attended high school in California for three or more years; and
- Yes**    **No** I have graduated from a California high school or have attained the equivalent thereof, such as a High School Equivalency Certificate, issued by the California State GED Office or a Certificate of Proficiency, resulting from the California High School Proficiency Examination; and
- Yes**    **No** I am NOT a non-immigrant alien. (Non-immigrants, as defined by federal law, have been admitted to the United States temporarily and may have been granted one of the following visas: A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, Q, R, S, T, TN, TD, V, TROV, and NATO).

**High School Information** (provide information on all school[s] you attended in grades 9–12)

SCHOOL NAME	CITY	STATE	FROM-MONTH/YEAR	TO-MONTH/YEAR

**Transfer and Graduate/Professional Students** must submit, as part of this Application and Affidavit, their official high school transcript(s) validating three-year high school attendance in California and graduation from a California high school. (All other applicants need not provide such evidence unless specifically instructed by UC Hastings to do so.)

**Affidavit**

By signing this document, below, I hereby state that, if I am a non-citizen without lawful immigration status, I have filed an application to legalize my immigration status or will file an application as soon as I am eligible to do so.

\*Failure to return this Application and Affidavit within 10 days from receipt will cause your application to be denied and all non-resident fees will then be due and payable.

**Declaration of True and Accurate Information**

I, the undersigned, declare under penalty of perjury that the information I have provided on this form is true and accurate. I understand that this information will be used to determine my eligibility for the tuition exemption. I further understand that if any of the above information is found to be false, I will be liable for payment of all non-resident charges from which I was exempted and may be subject to disciplinary action by UC Hastings.

<b>Full Name</b> (as it appears on your campus student records)		<b>Hastings ID#</b>	
<b>Current Mailing Address – Street</b>			
<b>Address 2</b>		<b>E-mail Address</b>	
<b>City</b>	<b>State</b>	<b>ZIP/Postal Code</b>	<b>Country</b>
<b>Signature</b>		<b>Date</b>	