

# Residency for Tuition Purposes: Graduate Students

Requirements and preparing to apply for a Change of Classification

**This presentation is only applicable to  
Graduate Students.**

# UC Residence Policy Guidelines



# Independence

Graduate students (regardless of age) are considered as Independent will be evaluated for fulfillment of the residency requirements without regard to Parents or source of financial support.

# Overview

To receive a Resident Classification for the purposes of UC tuition, the Student must:

- 1 Be in an eligible immigration status for at least one-year immediately prior to the Residence Determination Date
- 2 Establish a primary and permanent Domicile in California and fulfill the physical presence requirement for at least one year immediately prior to the Residence Determination Date
- 3 Fulfill the intent requirements by the relevant deadlines

**Note:** A student who is in California solely for educational purposes is not eligible for California residence for tuition purposes regardless of the length of his or her stay.

# Residence Determination Dates & Intent Deadlines

2024-2025 Academic Year	Residence Determination Date	Deadline to Acquire Intent
Fall Quarter	09/26/2024	12/15/2023
Winter Quarter	01/06/2025	03/22/2024
Spring Quarter	03/31/2025	06/14/2024

## Residence Determination Date (RDD):

- Students must be physically present in an eligible immigration status for at least one-year prior to the RDD of the applicable term.

## Deadline to Acquire Governmental Evidence of Intent:

- The deadline by which students must obtain required intent (i.e. CA Driver's License/ID, CA voter registration, CA car registration) and relinquish out-of-state intent for the applicable term.

# Physical Presence in California

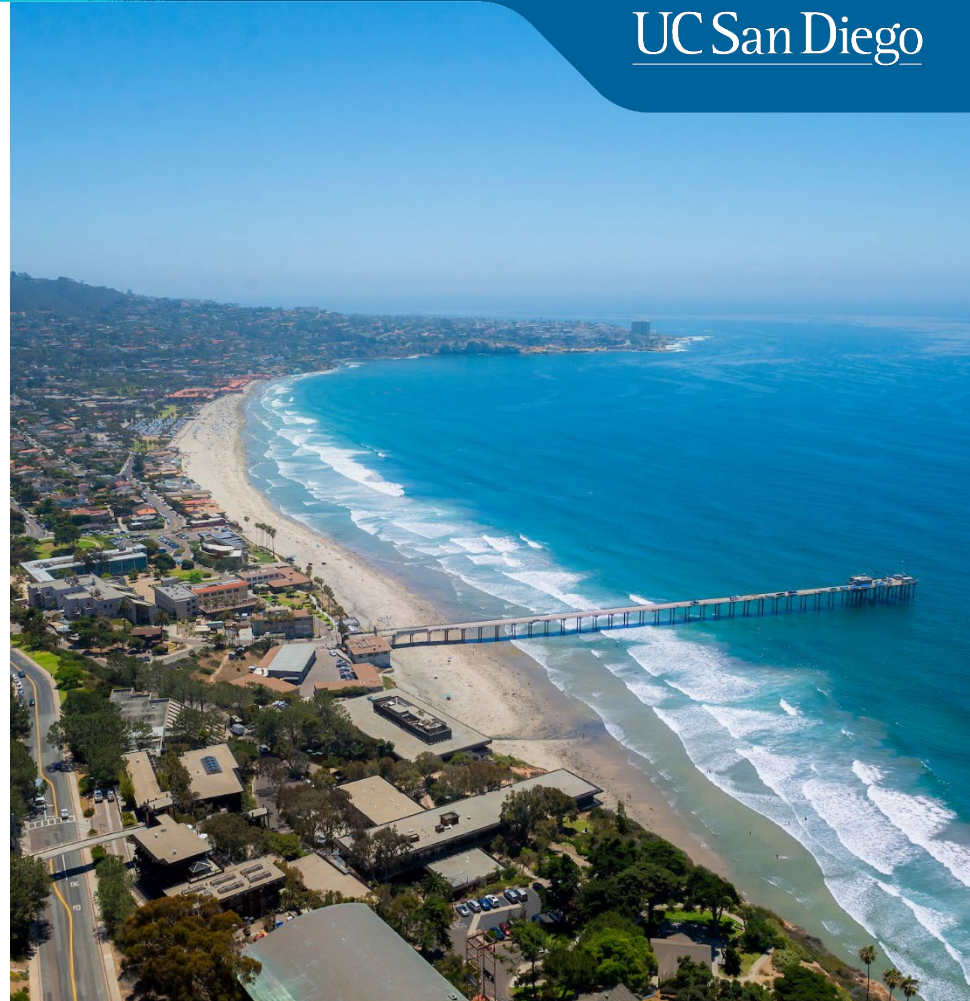
- Students must have the legal ability to establish a permanent domicile in the United States. Therefore, the Student must:
  - be a U.S. Citizen, *or*
  - be a U.S. Permanent Resident, *or*
  - hold a valid, qualifying nonimmigrant visa

(RPG: [Eligible Immigration Statuses](#))

- Students must demonstrate one-year of physical presence immediately prior to the Residence Determination Date (**9/26/2024** for the **Fall 2024** term) while in an eligible immigration status.
- Students must be in an eligible immigration status for the duration of enrollment.

# Absences

- Absences of up to **six weeks** (cumulative) are allowed during the one-year qualification period.
- Absences exceeding six weeks are presumed to be inconsistent with an intent to reside permanently in California.
- If the student leaves the state for more than six weeks for a research opportunity or for special circumstances (such as a medical emergency), the absence may not be disqualifying.
  - **Note:** The burden will be on the student to provide convincing evidence that leaving the state was not inconsistent with his or her claim of permanent residence.





# Obtaining Required California Intent

- Students must obtain legal ties to California through acquisition of **one or more items of intent** by **12/15/23** for the **Fall 2024** term:
  - State of California Driver License or State of California Identification Card
  - Valid voter registration in California, if legally eligible to register
  - State of California car registration for all motor vehicles owned by the Student
  - State of California tax return filed as “resident” status effective with date of declared California residency (intent deadline **not applicable** for this requirement, as taxes **cannot** be filed by 12/15/23)

**Note:** Students must also sever any and all ties to the past place of residence. Additional guidance regarding the intent requirement will be detailed on the following slide.

# Establishing Intent & Relinquishing Ties

Graduate Students who have satisfied the one-year physical presence requirement and have acquired one or more items of required governmental evidence of intent but **have not timely obtained other California legal indicia and/or continue to hold out-of-state legal indicia may be denied a Resident Classification** for the term for which a Resident Classification has been requested.

## How to establish intent:

- Establish a permanent home in California at least one year prior to **09/26/24**.
- Obtain a California driver's license by **12/15/23**. (Identification card for nondrivers.)
- Register to vote and vote in California elections by **12/15/23**.
- If you own a car, obtain a California motor vehicle registration in California by **12/15/23**.
- Surrender all out-of-state intent (including driver's license) by **12/15/23**.
- Designate your California address as permanent on all legal matters such as school and employment records, including taxes, bank statements, etc. by **12/15/23**.
- Work in California and file California resident income tax returns effective from the date of residency in the state. **(File taxes during tax filing season)**
- Remain in California when school is not in session.

# Common Reasons for Disqualification

- Student maintained an out-of-state driver's license or identification card
- Student maintained voter registration in another state
- Student filed a California state tax return claiming Nonresident status
- Student filed taxes in another state as a resident of that state for the entire year (students should file part-year resident tax returns for California and a part-year state return for their prior residence)
- Student used an out-of-state address as their address of record on documentation, such as tax returns, bank accounts, employment, benefits, or insurance
- Student left the state during periods of non-instruction for extended periods, was present only during periods of instruction, returned to prior residence
- Student failed to sever all ties to the former residence

**Note:** This list does not demonstrate all reasons why a student may be disqualified—these are *common* reasons UC San Diego Residence Deputies come across. Please refer to the UC Residence Policy and Guidelines ([RPG](#)) for more information.

# How to Apply for a Change of Classification

# Change of Classification Website

<https://students.ucsd.edu/finances/fees/residence/status-change.html>

- Our Change of Classification petition process is detailed on our website.
- Students will submit their petitions and supporting documentation via this webpage during the filing period.

## How to Apply for a Change of Classification

Last Updated: November 2, 2023 12:34:40 PM PDT

Find out how to apply for a Change of Classification from nonresident status to resident status for tuition purposes.

### Residence Deputy Availability

From **10/30/23 through 12/22/23**, the Residence Deputies **will be unavailable** for in-person or phone advising. Please review the contact information located at the bottom of this page for other ways to connect with a Residence Deputy.

**Note:** All information is subject to change without notice.

## Change of Classification Filing Periods

Winter 2024	Spring 2024	Fall 2024	Winter 2025
November 3, 2023 through November 24, 2023	February 2, 2024 through February 23, 2024	July 26, 2024 through August 16, 2024	November 1, 2024 through November 22, 2024

Each quarter has a specific filing period. Petitions and supporting documentation must be submitted **online only** by 4:30 p.m. on the deadline day. In-person, faxed, emailed, mailed, etc. documentation **will not** be accepted.

Students are encouraged to apply as soon as the filing period begins. Materials submitted at the end of the filing period **are not** guaranteed review before the fee payment deadline. Students are responsible for payment of all fees by the applicable fee payment deadline. Late submissions **are not** accepted.

# Submission Materials

To apply for a Change of Classification, the following documentation must be submitted via our website during the filing period (**07/26/24** through **08/16/24** for the **Fall 2024** term):

1. Change of Classification Petition form (linked on our website)
2. California Driver's License or a California ID card
3. Voter registration card or affidavit from Registrar of Voters
4. Bank/Credit/Debit Card statements with a California address for the past 12 months demonstrating ALL consistent itemized transactions in the state of California
5. California car registration and car insurance card
6. All pages of federal and California state tax documents for the most recent tax year OR W2's/earning statements only if you have not filed taxes yet
7. Copies of all your housing contracts, monthly rental agreements, lease or proof of property ownership for the past year, or verification in writing from property owner of housing agreement
8. Proof of physical move to CA such as airline tickets, moving receipts, bill of lading, etc. (if you can provide it)
9. Non-US citizens must provide proof of eligible USCIS status in the US (permanent resident card, I-94 record for the past year, I-821D DACA approval notice, etc.)
10. If you were on an out-of-state research appointment during the summer prior to petitioning for a Change of Classification, please provide a letter from your department endorsing your absence (if applicable)

# Submitting your Petition & Documents

- When the filing period for **Fall 2024** opens on **July 26, 2024**, students will be able to upload their Change of Classification and supporting documentation via a link at the bottom of the How to Apply for a Change of Classification website.

## Submit your Petition and Documentation



OPEN FOR WINTER 2024

The link becomes active on 11/3/2023 at 8:00 am and inactive on 11/24/2023 at 4:30 pm.

The student is responsible for submitting all relevant information, requested documentation, written explanations, and clarifications to support an in-state residency request by the deadline.

# Reminder!

## Important Dates for Fall 2024

Residence Determination Date	Deadline to Acquire Intent	Change of Classification Filing Period
09/26/2024	12/15/2023	July 26, 2024 through August 16, 2024

### Residence Determination Date (RDD):

- Students must be physically present in an eligible immigration status for at least one-year prior to the RDD of the applicable term.

### Deadline to Acquire Governmental Evidence of Intent:

- The deadline by which students must obtain required intent (i.e. CA Driver's License/ID, CA voter registration, CA car registration) and relinquish out-of-state intent for the applicable term.

### Change of Classification Filing Period

- Petitions and supporting documentation must be submitted via our website during the filing period for the applicable term.



# Resources

- **UC Residence Policy and Guidelines**

<https://www.ucop.edu/uc-legal/files/ed-affairs/uc-residence-policy.pdf>

- **Residency Requirements for Graduate Students**

<https://students.ucsd.edu/finances/fees/residence/residency-requirements-graduate-students.html>

- **How to Apply for a Change of Classification**

<https://students.ucsd.edu/finances/fees/residence/status-change.html>

- **Contact: [residence deputy@ucsd.edu](mailto:residence deputy@ucsd.edu)**

**Thank you!**  
**Questions?**