



Woodland Community College Admissions  
2300 E. Gibson Road  
Woodland, Ca 95776  
530-661-5720

You have been given this application because you have been classified as a non-resident of California based upon your submitted admissions application.

This information is provided to inform and educate you about the determining California laws, rules and regulations involved in establishing California residency.

The above classification requires payment of non-resident tuition.

Non-Resident & Non-Country fees are \$215.00 + \$46.00 = \$261.00 per unit.

***Below are terms used in the process of residency and are referenced in Title 5 and the California Education Code.***

**Burden of Proof (Title 5, 54026)**

The burden of proof is on the student to demonstrate clearly both physical presence in California and intent to establish California residence without conflicting information. Students are also advised that the burden of proof of residency lies with the individual.

**Physical Presence: (Title 5, 54022)**

You must have been physically present in California for one year and one day prior to the first day of semester/term you wish to be declared a resident for tuition purposes. 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.

**Intent to remain in California: (Title 5, 54024)**

Intent to make California your home for other than a temporary purpose may be demonstrated in many ways. No one factor is controlling. You 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.

**Financial Independence: (The California Education Code Section 68044)**

The California Education Code requires that the financial independence of a nonresident student seeking reclassification as a resident be included in the factors to be considered in the determination of residence. 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 to verify.

All documents submitted must be valid, legible, and dated **at least one (1) year and one (1) day prior** to the start date of the term/semester and include **NAME and A PHYSICAL CALIFORNIA ADDRESS**. With the exception of the driver's license or California ID, documents **CANNOT** be older than 2 years prior to the start of the term for which residency is being requested. Providing **the minimum three (3) documents will not** guarantee your residency status will be changed. Any insufficiency or lack of consistency with the documentation provided will also prevent a change in residency status. **An incomplete application will not be accepted by Admissions staff.**

<b>Documentation that may be submitted to prove residency:</b>	<b>Physical Presence</b>	<b>Intent</b>	<b>Financial Independence</b>
<b>California Driver's license or California Identification Card</b>	X	X	
<b>California motor vehicle registration</b>	X	X	
<b>Continuous occupancy in California (rental or lease agreement)</b>	X	X	
<b>DD-214 (Certificate of release or discharge from Active Military Duty) and copy of LES (Leave and Earning Statement) showing California as home of record.</b>	X		
<b>Federal W-2 or 1040EZ (showing California address)</b>	X		
<b>California State Income Tax Form 540 with California Address – prior year(s) showing not claimed as a dependent</b>	X	X	X
<b>Filed FAFSA (Free Application for Federal Student Aid) as Financially Independent</b>			X
<b>License for professional practice in California (trade, business, professional) with issue date</b>	X	X	
<b>Ownership of residential property in California</b>	X	X	
<b>Parents filed tax returns, showing student was not claimed as a dependent.</b>			X
<b>Permanent military address or home in California while in armed forces</b>	X	X	
<b>Proof of employment (prior year tax return and current year pay stub with name and address)</b>	X	X	
<b>Statement(s) of active bank account with California address (provide quarterly statements dating back one year and one day)</b>	X		
<b>Utility bills (electric, gas, water, telephone) (provide quarterly statements dating back one year and one day)</b>	X		
<b>Verification of public assistance, rehabilitation, unemployment, or other California State services (passport to services)</b>	X	X	X
<b>Voter Registration</b>		X	

**Conduct inconsistent with a claim of California residence includes but is not limited to:**

1. Maintaining voter registration and voting in another state.
2. Being the petitioner for a divorce in another state.
3. Attending an out-of-state institution as a resident of that other state.
4. Declaring non-residence for state income tax purposes.
5. Maintaining an out-of-state license.

**When you submit your residency reclassification application, please provide:**

1. Valid Photo Identification
2. Residency Application
3. All documentation you wish to submit

OFFICE USE ONLY  
DATE STAMP

RECEIVED BY \_\_\_\_\_



**RESIDENCY RECLASSIFICATION FORM**  
 WCC ADMISSIONS & RECORDS OFFICE  
 2300 E. Gibson Road  
 Woodland, CA 95776

OFFICE USE ONLY  
STATUS

Approved  
 Denied

**Verified Documentation**  
 Presence  
 Intent  
 Financial Independence

Staff Initial/Date: \_\_\_\_\_

Status/Questions: EMAIL: [WCCAdmissionsinfo@yccd.edu](mailto:WCCAdmissionsinfo@yccd.edu)

**This form is to be completed and returned to the address above. Incomplete forms will be returned. A MINIMUM OF THREE (3) PIECES OF DOCUMENTATION WILL BE REQUIRED. See guidelines for details.**

Legal Name \_\_\_\_\_ WCC ID No. \_\_\_\_\_  
 (Please print legibly) Last First MI

Present Address \_\_\_\_\_ Birthdate \_\_\_\_\_  
 Phone ( ) \_\_\_\_\_  
 \_\_\_\_\_ WCC Email: \_\_\_\_\_@go.yccd.edu  
 City State Zip

Requesting Re-Classification for \_\_\_\_\_  
 Term Year

*Title 5 section 54020-To establish residence, a person capable of establishing residence in California must couple his or her physical presence in California with objective evidence that the physical presence is with the intent to make California the home for other than temporary purpose.*

1. Do you intend to make California your permanent residence? \_\_\_\_\_

2. When did your **present** stay in California begin? \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Mo Day Yr.

If your current stay is less than 24 months, include the date you entered the previous state(s) for the last two years.

\_\_\_\_/\_\_\_\_/\_\_\_\_      \_\_\_\_/\_\_\_\_/\_\_\_\_      \_\_\_\_/\_\_\_\_/\_\_\_\_  
 State Mo Day Yr      State Mo Day Yr      State Mo Day Yr

3. Since the date listed in question two, answer **YES** or **NO** to all of the following. Have you...

- a. Maintained voter registration and voted in a state **OTHER** than California? \_\_\_\_\_
- b. Have you been a petitioner for divorce in a state **OTHER** than California? \_\_\_\_\_
- c. Have you attended an out-of-California institution as a resident of that state? \_\_\_\_\_
- d. Have you declared non-resident status for state income tax purposes? \_\_\_\_\_ if yes, what state \_\_\_\_\_

4. **If you are nineteen or older** complete numbers 5-16 about yourself. **If you are under nineteen years of age**, complete the information below and numbers 5-16 about your parent or legal guardian. (please print)

Name of Parent or Legal Guardian \_\_\_\_\_

Present address \_\_\_\_\_  
 \_\_\_\_\_

Relationship to student: \_\_\_\_\_

5. Citizenship status (Circle one) (You must show documentation to verify status other than U.S citizen)

- a. U. S. Citizen
- b. Permanent Resident Visa Alien number: \_\_\_\_\_  
 \_\_\_\_\_/\_\_\_\_/\_\_\_\_  
 Date Issued
- c. Visa Type \_\_\_\_\_  
 Refugee/Asylee  
 Other \_\_\_\_\_

6. Do you possess a valid driver license or ID card?  Yes  No State: \_\_\_\_\_  
License Number \_\_\_\_\_ Date issued \_\_\_\_/\_\_\_\_/\_\_\_\_\_

7. Do you have current registration of motor vehicle  Yes  No State: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_\_

8. List the state and year in which your last two state income tax returns were filed.  
State \_\_\_\_\_ Year \_\_\_\_\_ State \_\_\_\_\_ Year \_\_\_\_\_

9. Do you own property in CA?  Yes  No  
Date purchased: \_\_\_\_/\_\_\_\_/\_\_\_\_\_

10. Do you rent property in CA?  Yes  No If yes, lease type (circle one)? 6 month 1 yr. or more Month to month  
Beginning date \_\_\_\_/\_\_\_\_/\_\_\_\_\_ Ending date \_\_\_\_/\_\_\_\_/\_\_\_\_\_

If "No" to 9 and 10 please explain \_\_\_\_\_

11. Source of financial support for the past year? \_\_\_\_\_

12. Were you employed in CA in the past year?  Yes  No  
Employer \_\_\_\_\_ From: \_\_\_\_/\_\_\_\_/\_\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_\_  
Your address shown on current W-2 \_\_\_\_\_  
\_\_\_\_\_

13. Do you have an active CA bank account?  Yes  No Date opened \_\_\_\_/\_\_\_\_/\_\_\_\_\_

14. Are you claimed as a dependent on the military records of any member of the U. S. armed forces?  Yes  No  
If yes, explain relationship and answer No. 16 as it pertains to the service person \_\_\_\_\_

15. Member of U.S. armed forces?  Yes  No Date joined \_\_\_\_/\_\_\_\_/\_\_\_\_ Home of record on military records \_\_\_\_\_  
Most recent address on military records \_\_\_\_\_

**Active?**  Yes State currently stationed and dates? \_\_\_\_\_ / \_\_\_\_/\_\_\_\_  
State date began  
 No If no, discharge date \_\_\_\_/\_\_\_\_/\_\_\_\_\_

**16. Student Financial Independence Status.** Education Code 68044 requires that the financial independence of a non-resident student seeking reclassification of a non-resident student seeking reclassification as a resident be included in the factors to be considered in the determination of residency. Therefore, **all students must answer the following questions.**

- Will your parent(s) claim you as a dependent exemption for the state and/or federal tax purposes for the current or previous calendar years?  Yes  No
- Have you received or will you receive more than \$750 in financial assistance from your parent(s) in the current or previous calendar years?  Yes  No
- Have you lived or will you live for more than six weeks with your parent(s) during the current or previous calendar years?  Yes  No
- Are your parent(s) CA Residents?  Yes  No

**CERTIFICATION TO BE READ AND SIGNED BY ALL STUDENTS COMPLETEING THIS FORM.**

*I DECLARE UNDER PENALTY OF PERJURY THAT THE STAEMENTS AND DOCUMENTS SUBMITTED BY ME ARE TRUE, ACCURATE AND CORRECT.* I further understand that all materials submitted by me for the purposes of residency reevaluation become property of Woodland Community College. I understand that falsification, withholding pertinent data, or failure to report changes in residency may result in my dismissal.

Student signature \_\_\_\_\_ Parent/Guardian signature \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_\_

Revised 2/26/16