



Residency Form

Please email completed form and supporting documents to residency@glendale.edu

This form is to be completed by students requesting a change of their residence status for tuition purposes. Supporting documentation must be attached. **Please allow 15 business days for a determination on your status.**

Deadlines: (Summer 2024: 08/23/2024, Fall 2024: 12/18/2024, Winter 2025: 2/13/2025, Spring 2025: 06/11/2025)

**** A change of residency status will not be granted for a term past the deadline. ****

Per CA Ed Code, Title 5, a student must have been established as a California resident for at least one year and a day immediately preceding the opening day of instruction of the semester to be considered a "resident" for tuition purposes. In seeking a change in resident status, a student must show; they are eligible to establish residence, have been physically present in California, and have the intent to live in California

First Name: _____ Last Name: _____ ID number: _____

Phone Number: _____ GCC email: _____ Semester: _____

Citizenship: (Must provide a copy. Document must be valid)

Permanent Resident U.S. Citizen Refugee/Asylee Visa: type of visa: _____

California Documents:

Provide at least **TWO** of the following items, additional documents may be required based on the information provided on the admissions application.

- **Students under 19: Parent/Guardian must provide the documents. Proof of relationship to minor will be required.**
- **Documents must be dated at least one year and one day prior to the first day of the term for which you want to be considered a California resident.**

Items must be dated by the following: Summer 2024: 06/16/2023, Fall 2024: 09/02/2023, Winter 2025: 01/05/2024, Spring 2025: 02/17/2024

- 1. California Driver License or a California Identification Card
- 2. California Registration Card
- 3. Bank statements or letter of verification from bank with California address
- 4. Records of income:
 - *Current W-2 showing California address
 - *State (540, 540A, or 540EZ or Federal (1040, 1040A, or 1040EZ) Tax Returns with California address
 - *Pay stub
- 5. California Voter Registration Card
- 6. California Home Loan papers, escrow papers, or documentation of rental/lease agreement
- 7. Selective Service Registration Card with your permanent California address
- 8. Maintaining permanent military address or home of record in California while in armed forces —DD214
- 9. Documentation of receiving CA state services (unemployment, disability, etc)
- 10. License from California for professional practice
- 11. Documentation of active resident membership in California professional, service, or social organization
- 12. Documentation from out-of-state college showing proof of paying nonresident tuition at that college/university.

I certify under penalty of perjury that the information submitted is true and correct. I agree to notify the Admissions & Records Office if there is any change in my residence, immigration status, or other facts used in determining residency while I am a student in this District. I understand that falsifying information could result in criminal charges for perjury and/or fraud; student disciplinary action; and/or accumulated monetary damages resulting from non-payment of non-resident tuition. I further understand that all documents submitted by me with this residency reclassification form become the property of the Glendale Community College District.

Signature _____ Date _____

FOR OFFICE USE ONLY

Residence Determination Date: _____

Application Review:

* Integrity Flags: _____

*Reason for out-of-state status: _____

Determination:

Resident as of : _____ Term: _____

Non-Resident

*Reason: _____

Non-Resident Qualifying for Special Exception: _____

Emailed students results on: _____

Notes/comments:

Completed by: _____ Date: _____