

BUTTE COMMUNITY COLLEGE
RESIDENCY REQUIREMENTS AND RE-EVALUATION GUIDELINES

Based on the information provided by you on your application for admission, you have been classified as a non-resident student. The attached form is to be completed by students wishing to have their residency status re-evaluated (**students agreeing with this determination do nothing at this time**). **The attached form is to be submitted** by the student to the Admissions & Records Office **with copies** (originals will not be returned) of **documentation proving: (1) physical presence** for one year and one day prior to the first day of the semester you have applied for **and (2) intent** to maintain California as your permanent residence (See our website for additional information. www.butte.edu).

Suggestions for proving physical presence:

- Documentation of ownership of residential property or continuous occupancy of rented or leased property in California.
- California State Income Tax return with California address for last two years.
- Current W-2 form showing California address, paycheck stubs for past twelve months, or letter from employer (on company letterhead) with dates of employment covering the last twelve months.
- Documentation of the student as a California resident having received rehabilitation, unemployment, welfare, or other state services benefits.
- High school or college transcripts (not from Butte College) from a California school showing enrollment for last twelve months.

Suggestions for proving intent:

- California Drivers License or ID card.
- Active California bank accounts.
- Documentation of possession of California vehicle license plates.
- Utility bills (gas, water, power, telephone)
- Documentation of entry into a legal agreement in California (marriage, divorce).
- Selective Service registration with California as permanent address.
- Documentation of credit agreements with California business.

It is the student's responsibility to demonstrate both physical presence in California and intent to make California his/her permanent residence. The student is required to present evidence in accordance with the California Education Code. The documents presented must be valid, readable, and dated to show continuous physical presence in California for one year and one day prior to the first day of the semester applied for. ***Evaluation forms submitted without documentation will be rejected and returned.***

All items submitted must include your home address at the time the document was initiated or issued. Documents indicating a post office box address will not be accepted. **Students are required to submit a minimum of two items of documentation proving the above requirements.** If you have any questions call (530) 895-2546

Submit your documentation to:

ADMISSIONS & RECORDS
ATTN RESIDENCY
3535 BUTTE CAMPUS DR
OROVILLE CA 95965-8399

RESIDENCY RE-EVALUATION FORM
 BUTTE COLLEGE ADMISSIONS & RECORDS OFFICE
 ATTN RESIDENCY
 3536 BUTTE CAMPUS DR
 OROVILLE CA 95965-8399

This form is to be completed and returned with documentation proving residency. Forms submitted incomplete or without documentation will be returned.

Legal Name _____ Butte ID No. _____
 (Please print legibly) Last First MI SSN _____

Present Address _____ Birthdate _____
 Phone () _____

 City State Zip

Requesting Classification for _____
 Term Year

*The information is deemed relevant and necessary to properly determine your residence status for tuition purposes pursuant to Education Code Section 68041. **Failure to answer all questions may cause you to be classified as a non-resident.** NOTE: You are required to furnish documentation in support of your responses. Questions about residency regulation should be referred to the main campus residency technician. A summary of the regulations is printed in the campus catalog or available on the college website. www.butte.edu*

1. What state do you regard as your permanent home? _____
2. If California, what date did your present stay begin? _____
 Mo Day Yr
3. List the states you have lived outside of California, the dates, and the parent with whom you resided before your present stay in California began:

_____/_____/_____/_____/_____
 From To State Parent

_____/_____/_____/_____/_____
 From To State Parent

4. Citizenship Status (Circle one) (You must show documentation to verify status other than U.S citizen)
 - U. S Citizen
 - Permanent Resident Visa Alien number: _____
 _____/_____/_____
 Date Issued
 - J, V or K Visa
 - Refugee/Asylee
 - Other _____
 - F Visa

5. **If you are nineteen or older** complete numbers 6-18 about yourself. **If you are unmarried and under nineteen years old** complete the following about your natural or adopted parents. If both of your parents are deceased, give information about your legal guardian. Then, complete numbers 6-18 as they pertain to the parent or legal guardian whose name you provided.

Name (please print) _____

Relationship _____

State regarded by this person as permanent home _____ How long continuously lived in CA if at all _____

Present address _____

6. 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. 7 as it pertains to the service person _____

7. Member of U.S. armed forces ? Yes No Date joined ____/____/____ Home state on military records _____
 Most recent address on military records _____
 Active? Yes Where stationed and dates? ____/____/____
 No If no, discharge date ____/____/____
8. Are you currently registered to vote Yes No State _____ Date Registered ____/____/____
9. Do you possess a valid drivers license or ID card? Yes No State _____
 License Number _____ Date issued ____/____/____
10. Do you have current registration of motor vehicle Yes No State _____ Date ____/____/____
11. Are all your personal affects (clothing, furniture, etc.) in CA? Yes No If no, attach explanation.
12. List the state and year in which your last two state income tax returns were filed.
 State _____ Year _____ State _____ Year _____
13. Do you own property in Ca? Yes No
 Date purchase ____/____/____
14. Do you rent property in Ca? Yes No If yes, lease type (circle one)? 6 month 1 yr. or more Month to month
 Other _____ Beginning date ____/____/____ Ending date ____/____/____ **NOTE: If lease is less than 12 months old you will need to furnish previous lease as well.**
15. Source of financial support for the past year? _____
16. Were you employed in Ca. in the past year? Yes No
 Employer _____ From ____/____/____ to ____/____/____
17. Address shown on current W-2 _____
18. Do you have an active Ca. bank account? Yes No Date opened ____/____/____

19. Student Financial Independent Status. Education Code 68044 requires that the financial independence 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.**

- a. Will your parent (s) claim you as a dependent exemption for state and/or federal tax purposes for the current calendar year?
 Yes No
- b. Were you claimed as an exemption for state and/or federal tax purposes by your parent (s) in either or both of the past two calendar years? Yes No
- c. Have you received or will you receive more than \$750 in financial assistance from your parent (s) in the current calendar year? Yes No
- d. Did you receive more than \$750 in financial assistance from your parent (s) in either or both of the past two calendar years? Yes No
- e. Have you lived or will you live for more than six weeks with your parent (s) during the current calendar year?
 Yes No
- f. Did you live more than six weeks with your parent (s) during either or both of the past two years? Yes No
- g. Are your parent (s) Ca. residents? Yes No

CERTIFICATION TO READ AND SIGNED BY ALL STUDENTS COMPLETING THIS FORM.

I DECLARE UNDER PENALTY OF PERJURY THAT THE STATEMENTS 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 the property of Butte College. I understand that falsification, withholding pertinent data, or failure to report changes in residency may result in my dismissal.

Student signature _____
Date ____/____/____

Office use only _____ *Processed by* _____ *Date approved* _____ *Comments* _____