

**Residence Classification Petition Documentation Checklist – Undergraduate
SPRING 2010**

Please mail or deliver photocopies of the documents listed below **with this checklist** within one week of submitting your online Residence Classification Petition to the **Office of the Registrar, Residence Affairs Unit, 120 Sproul Hall, Berkeley, CA 94720-5404**. Checklists and documents will not be processed without an online SLR submitted before the January 15, 2010 deadline.

Please make sure that you:

- Print your Student ID number on the top right corner of each page.
- **WHITE OUT all but the last 4 digits** of any Social Security Numbers, bank account numbers, credit/debit card account numbers, and driver's license or state ID card numbers appearing on all photocopies being submitted.
- Do not staple documents together.
- Photocopy **all** documents (including receipts and other small documents) on 8-1/2 x 11 white paper, single-sided only. Please ensure that all photocopies are readable.

NOTE: The deadline to submit supporting documents is March 19, 2010. Failure to meet this deadline will result in your file being closed and your status remaining as nonresident.

Name: _____ Student ID: _____

Please use this checklist to indicate the documents you are submitting. If your parent is not a resident of California, cross out the words "and your parent's". Included are photocopies of:

- Documents confirming your and your parent's arrival in California prior to January 19, 2009 (we do not accept leases utility bills, letters, etc.).
- Your and your parent's driver's licenses or state identification cards (if no driver's license).
- Your and your parent's vehicle registrations.
- Your and your parent's voter registration cards.
- Your and your parent's opening bank statements.
- Your and your parent's closing bank statements (if local non-California bank).
- Documents confirming your summer 2009 whereabouts (e.g., UCB summer registration, California job offer letters, bank/credit card statements showing purchases (joint accounts may not be accepted), etc.).
- Documents confirming your parents' presence in California prior to January 18, 2009 – January 19, 2010 (credit card statements, ATM statements, or pay stubs for the entire year).
- Copies of your and your parents' 2008 and 2009 W-2's and State and Federal Income Tax Returns (when available). If no tax returns were filed, state "No State or Federal Income Tax Returns were filed by me or my parents," and sign and date.
- A completed Attachment (following page).
- A completed Biannual income / expense statement to demonstrate financial independence (following page).
- Other _____

Please be aware that this may not necessarily be an exhaustive list of the documents needed for your classification petition. This list is likely to meet the needs of the majority of the students who are petitioning. Please also be aware that missing applicable documentation will delay the processing of your petition.

ATTACHMENT TO PETITION FOR RESIDENT CLASSIFICATION

Spring Semester 2010

1. Has either one or both of your parents been physically present in the state of California continuously for the entire year immediately preceding this term? Yes () No () If yes, do NOT complete the remainder of the form but do sign and date. If no, please continue and complete the remainder of this form.

2. Did you or will you live with your parent(s) or any other individual(s) rent-free for more than three weeks in:

	<u>Yes</u>	<u>No</u>
2010	()	()
2009	()	()
2008	()	()

3. Did you or will you receive any financial assistance from your parent(s) (or any other individual(s)) in:

	<u>Yes</u>	<u>No</u>
2010	()	()
2009	()	()
2008	()	()

4. Did or will your parents or any other individual(s) claim you as an exemption on their state and/or federal income tax returns in:

	<u>Yes</u>	<u>No</u>
2010	()	()
2009	()	()
2008	()	()

5. Please state your source of financial support in:

2010 _____
2009 _____
2008 _____

Signature

Date

Biannual income/expense statement to show financial independence:

Complete if you are an undergraduate under 24. DO NOT complete if you:

(1) are married, (2) are a veteran, (3) have legal dependents, OR (4) are a dependent of a California resident parent.

Please attach verification of **EVERY** expense and income item (for example rental agreements, financial aid statements, most recent 2010 paystub showing year-to-date totals, W2s, vehicle repair costs, etc).

January 2008 through June 2008

<u>Income</u>	<u>Amount</u>	<u>Expenses</u>	<u>Amount</u>
Work	_____	Rent †	_____
Financial Aid	_____	Tuition	_____
Gifts*	_____	Vehicle	_____
Parental Support*	_____	Food ‡	_____
Trust/College Fund**	_____	Other _____	_____
Other _____	_____	Other _____	_____
Total:	\$ _____	Total:	\$ _____

July 2008 through December 2008

<u>Income</u>	<u>Amount</u>	<u>Expenses</u>	<u>Amount</u>
Work	_____	Rent †	_____
Financial Aid	_____	Tuition	_____
Gifts*	_____	Vehicle	_____
Parental Support*	_____	Food ‡	_____
Trust/College Fund**	_____	Other _____	_____
Other _____	_____	Other _____	_____
Total:	\$ _____	Total:	\$ _____

January 2009 through June 2009

<u>Income</u>	<u>Amount</u>	<u>Expenses</u>	<u>Amount</u>
Work	_____	Rent †	_____
Financial Aid	_____	Tuition	_____
Gifts*	_____	Vehicle	_____
Parental Support*	_____	Food ‡	_____
Trust/College Fund**	_____	Other _____	_____
Other _____	_____	Other _____	_____
Total:	\$ _____	Total:	\$ _____

July 2009 through December 2009

<u>Income</u>	<u>Amount</u>	<u>Expenses</u>	<u>Amount</u>
Work	_____	Rent †	_____
Financial Aid	_____	Tuition	_____
Gifts*	_____	Vehicle	_____
Parental Support*	_____	Food ‡	_____
Trust/College Fund**	_____	Other _____	_____
Other _____	_____	Other _____	_____
Total:	\$ _____	Total:	\$ _____

January 2010 through August 2010

<u>Income</u>	<u>Amount</u>	<u>Expenses</u>	<u>Amount</u>
Work	_____	Rent †	_____
Financial Aid	_____	Tuition	_____
Gifts*	_____	Vehicle	_____
Parental Support*	_____	Food ‡	_____
Trust/College Fund**	_____	Other _____	_____
Other _____	_____	Other _____	_____
Total:	\$ _____	Total:	\$ _____

†If you have lived rent-free, please attach a statement explaining the nature of your situation.

‡No Documentation is required for food.

*Please attach a statement explaining the nature of this income.

**Please provide trust creation documentation and monthly UGMA/Trust statements since January 1, 2008.