

## GRADUATE TO-DO LIST FOR RESIDENCY – SPRING 2021

### HOW TO APPLY FOR RESIDENCY:

- Between October 1<sup>st</sup> and December 1<sup>st</sup>, you will need to fill out the Statement of Legal Residence (SLR) through Cal Central.
  - The SLR can be found on My Academics tab, under California Residency. You will need to activate SLR.
- Within a week of submitting the SLR, our office will evaluate it, and generate a list of tasks on Cal Central that can be found under My Dashboard and will be due on December 15<sup>th</sup> (unless stated otherwise).
  - Submit documents online, as soon as they are available so that our office can process them.
  - If a document is insufficient, our office will mark it as Incomplete and email you to explain why it was not accepted.
  - If a document is sufficient, the document will be marked as Completed without any communication from our office.

### CHECKLIST OF DOCUMENTS:

- Arrival document: Proof of arrival to California prior to 1/18/20.
  - Flight confirmation or plane ticket.
  - Bank account or credit card statement. We do not accept statements from joint accounts unless we can differentiate which person is making each transaction.
  - Receipt (with name, date, and location).
- California driver's license or state ID: Needs to be obtained by May 2020.
  - Only applicable if you previously held a driver's license or state ID in another state.
- California voter's registration: Needs to be obtained by May 2020.
  - Only applicable if you were previously registered to vote in another state.
- California vehicle registration: Needs to be obtained by May 2020.
  - Only applicable if you own and operate a vehicle in California.
- All W-2s, federal income tax returns, state income tax returns (including out-of-state) for 2020.
  - If you earn income out-of-state in 2020, you need to file as either a nonresident or part-year resident of that state.
  - If you earn income in California in 2020, you need to file as either a resident or part-year resident of California.
- Summer documents: You are required to be physically present in California for at least 366 days (typically, this is from 1/18/20 – 1/19/21) with absences not exceeding a total of 6 weeks.
  - Summer school registration.
  - Signed California job offer.
  - Letter on letterhead from supervisor indicating duration and location of employment.
  - Letter on letterhead from department or advisor indicating duration and location of academic studies or research for the summer.
  - Pay stubs indicating pay periods and hours worked.

- Bank account or credit card statements showing weekly transactions. We do not accept statements from joint accounts unless we can differentiate which person is making each transaction.
- *\*\*For graduate students, if you are required to conduct research, intern, or be employed outside of California, this will not count toward the 6 weeks of absence.*
  - ❖ Your department or advisor will need to provide a letter on letterhead verifying your summer whereabouts in this instance.
  - ❖ However, if you return back to your previous place of residence, this will be highly scrutinized.

*\*\*This list is likely to meet the needs of the majority of students who are petitioning but additional documentation may be necessary in some cases.*