GRADUATE TO-DO LIST FOR RESIDENCY – SPRING 2021

HOW TO APPLY FOR RESIDENCY:

• Between October 1st and December 1st, you will need to fill out the Statement of Legal Residence (SLR) through Cal Central.
  o 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 15th (unless stated otherwise).
  o Submit documents online, as soon as they are available so that our office can process them.
  o If a document is insufficient, our office will mark it as Incomplete and email you to explain why it was not accepted.
  o 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.**