SOUTH PLAINS COLLEGE APPLICATION FOR RESIDENCY RECLASSIFICATION

The Texas Higher Education Coordinating Board, rule 21.38, requires each student to provide substantiating documentation to affirm residence for tuition purposes. It also requires that students sign an Oath of Residency. Continuing students previously documented to be eligible for resident classification need not recertify their eligibility by completing this form. However, students who are requesting Residency Reclassification should complete and submit this form with proper documentation as listed below, and a statement explaining the request for reclassification to the Dean of Admissions and Records.

_____	_____	_____	_____
(Print) Student's Full Name	Student ID	Date of Birth	Telephone Number

_____				_____
Address	City	State	Zip	Current Residency Classification

RESIDENT CLASSIFICATIONS

South Plains College must have on file verification of residency, which certifies that the student classified as a resident, has legal right to the correct classification as of the official census date of the semester or term for which he/she is enrolling.

TEXAS RESIDENT—An adult Texas resident (18 years of age and older) is defined as one who resided continuously within the State of Texas for 12 months immediately **prior** to his/her original registration for purposes other than educational. The number of years in college cannot be used towards eligibility for establishing residency. A minor Texas resident is defined as one whose parent(s) or legal guardian has claimed the dependent for federal income tax purposes both at the time of enrollment, and for the tax year preceding enrollment. This classification is defined by the State Auditor's Office and must be adhered to by the institution.

NON-RESIDENT—A non-resident student is defined as one who does not qualify as a Texas resident (out-of-state students, international students, etc.). A non-resident student classification is presumed to be correct so long as the student is in the state primarily for the purpose of attending school. To be reclassified as a resident, after one or more years of residency, the student must show proof of intent to establish Texas as his/her own residency.

IN-DISTRICT—A Texas resident who physically resides within the geographic boundaries of South Plains College District (Hockley County or Whiteface ISD residents), excluding student housing or residence halls. To qualify for In-District tuition, a student must be (1) 18 years of age; (2) have been classified as a Texas resident; and have been a resident of the South Plains College District for a period of six months prior to first enrollment. A student may reclassify from Out-of-District to In-District status, with appropriate written documentation, after physically residing in Hockley County or Whiteface ISD for six consecutive months with the intent to make South Plains College District one's permanent home, and for purposes other than educational.

OUT-OF-DISTRICT—A Texas resident who does not physically reside within the geographic boundaries of the South Plains College District (Hockley County or Whiteface ISD). Aliens living in the United States under a visa permitting residence must meet the same requirements for qualifying for resident status for tuition purposes, as do U. S. citizens. A permanent resident must meet the same length of residency requirements as a citizen.

WRITTEN DOCUMENTATION

For reclassification purposes, the student must submit a written statement prior to registration along with the following documents. The request, along with the documentation, will be reviewed before a reclassification is made.

a. Typed and signed statement explaining request for reclassification - required;
b. Property tax payments for the year preceding enrollment, if property is owned - required;
c. Employer statement verifying status and dates of employment (Must be on company letterhead and signed.) - required;
d. Permanent Texas driver's license (at least one year old). The license expiration date of minus date of enrollment should not exceed three years - required;
e. Income tax form or, if current year federal tax form has not be filed, a signed notarized statement regarding the student's independence or regarding the individual claiming the student as a dependent;
f. Texas high school transcript for full senior year immediately preceding the full semester enrolled;
g. Texas college or university transcript, if other than South Plains College;
h. Texas voter registration;
i. Utility bill for the year preceding enrollment;
j. Other third-party documentation which confirms residency status for the 12-month period preceding enrollment.

❑ I meet the requirements listed for "Texas Resident", have provided the appropriate documents, and would like to request change of resident status effective the following semester:

Please Circle One: Fall Spring Summer I Summer II Year _____

❑ I meet the requirements listed for "Texas Resident", in addition to "In District" status, have provided the appropriate documents, and would like to request change of resident status effective the following semester:

Please Circle One: Fall Spring Summer I Summer II Year _____

Student's Signature: _____ Date: _____

**********(OFFICE USE ONLY)**********

Current Residence Status: _____ Reclassified Status: _____ New County Code: _____ Effective Semester: _____

Updated in SPRO and NAE:_____ Business Office Notified: _____

Dean of Admissions and Records: _____ Date Approved and Residence Status Updated: _____