



Residency Questionnaire

Texas Higher Education Coordinating Board Rules [§13.195](#) and [§13.198](#) require all students seeking Texas residency to respond to the following Core Residency Questions to determine eligibility for classification as a Texas resident for tuition purposes.

Please follow instructions carefully. Most students are not required to complete all parts.

PART A: Student Information (All students must complete this section.)

Student ID _____ Date of Birth (MM)_____ - (DD)_____ - (YYYY) _____

Name _____
Last Name First Name Middle Name

Current Address: Street _____ Apt. _____

City _____ County _____ Zip _____ Phone _____

PART B: Previous Enrollment (To be completed by transfer students.)

1. During the 12 months prior to the term for which you are applying, did you attend a public college or university in Texas during a fall or spring term?

Yes..... If you answered Yes, continue

No..... If you answered No, skip to Part C

2. What Texas public institution did you last attend? Provide full name, not just initials.

Name of Texas public college or university last attended City

3. Term/Year last attended Fall Spring Year _____

4. During that term/year, did you pay resident (in-state) or non-resident (out-of-state) tuition?

Resident (in-state) Non-resident (out-of-state) Unknown

5. If you paid in-state tuition, was it because you were classified as a Texas resident or because you were a non-resident with a waiver?

Resident Non-resident with a waiver Unknown

PART C: Residency Claim

Are you a resident of Texas Yes No

How long have you lived in Texas? _____

State or country of residence prior to Texas _____

If you have lived in Texas for fewer than five years, what was your main reason for coming to Texas?

Work assignment To establish a home in Texas To go to school

PART D: Acquisition of High School Diploma or High School Equivalency (HSE)

1. Did/will you graduate from a Texas high school or complete a HSE in Texas prior to the term for which you are applying? Yes No
If yes, what is/was the name of the Texas high school and city? (Texas high school transcript or HSE document required)

Name City

2. Did you live or will you have lived in Texas the 36 months leading up to high school graduation or completion of the HSE?

Yes No

3. Will you have lived in Texas for the 12 months immediately preceding the term for which you are applying?

Yes No

PART E: Basis of Claim to Residency

1. Did you file your own federal income tax as an independent taxpayer? **Yes** **No**
2. Are you claimed as a dependent or are you eligible to be claimed as a dependent by a parent or court-appointed legal guardian?
 Yes **No** (To be eligible to be claimed as a dependent, your parent or legal guardian must provide at least one-half of your support. A step-parent does not qualify as a parent if he/she has not adopted the student.)
3. If you answered No to both questions above, who provides the majority of your support?
 Self Parent/Legal Guardian Other _____

Verification of Student's Lawful Presence *(All students must complete this section.)*

Check a box below and supply the required documents (if applicable)

- A) I am a United States citizen (birth certificate, US passport, or Naturalization Certificate is required)
- B) I am a Permanent Resident (permanent resident card/green card is required)
- C) I am a non-US citizen and have filed for permanent residency. My status is pending and has not been denied. (most recent filing receipt/notice of action from USCIS is required)
- D) I have an approved status from USCIS as a Refugee, Asylee, Parolee, or Temporary Protective Status (current documentation is required)
- E) I have a pending case with USCIS that has not been denied. If selected, please tell us what status: _____ (current documentation is required)
- F) I currently hold or plan to apply for an F-1 visa. (Please contact International Student Admissions & Compliance InternationalAdmissions@tccd.edu)
- G) I have a visa that is not an F-1 and has not expired. If selected, please tell us what visa: _____ (visa is required)
- H) I am unable to provide documentation of my lawful presence at this time

PART F: Establishment of Domicile for Independent Students

*(For those who answered **No** to PART E: Question 2 above)*

A Texas resident must be able to check at least one box below and supply the required documents

- A) I have been gainfully employed in Texas for at least 12 months prior to the next term of enrollment (provide proof of 12 months of gainful employment)
 - B) I have received social services from one or more social service agencies **located in Texas** for at least 12 months prior to the next term of enrollment (provide written statements from the office of one or more social service agencies located in Texas)
 - C) I have sole or joint marital ownership, lease, or rental of residential real property in Texas, and I have established and maintained domicile at that residence at least 12 months prior to the next term of enrollment (provide documentation, such as a warranty deed, lease agreement, or rental agreement to verify ownership, renting, or leasing)
 - D) I have owned and managed a business in Texas for at least 12 months prior to the next term of enrollment (provide documents that reflect the person's continuous, substantial economic interest and customary management of the business with evidence of intended continuous operation for the foreseeable future)
 - E) I am/My spouse is a member of the United States military. Which US state is listed as the Home of Record (HOR)? _____ (DD-214 or Leave & Earnings Statements to show HOR has been Texas for at least 12 months)
 - F) I am/My spouse is on active duty, stationed in Texas (documentation of assignment in Texas required)
 - G) I am married to a person who has established and maintained domicile in Texas for at least 12 months prior to the next term of enrollment (provide a Marriage Certificate or Declaration of Registration of Informal Marriage with documentation to support that spouse has established and maintained domicile in Texas for 12 consecutive months prior to the census date of the term in which the student enrolls)
 - If you checked statement G, which statement above applies to your spouse? (documentation required)
- A) B) C) D) E) F) G)

Maintenance of Residence for Independent Students

A Texas resident must be able to check at least one box below and supply the required documents

- H) Utility bills at a Texas residence in the student's name for the 12 consecutive months immediately preceding the census date
- I) Texas high school transcript(s) for the student's full senior year or 12 months immediately preceding the census date
- J) Texas voter registration card that was issued at least 12 months preceding the census date

(Maintenance of Residence for Independent Students continued)

- K)** Texas vehicle registration that was issued at least 12 months immediately preceding the census date
 - L)** Possession of a valid Texas driver's license or Texas identification card that was issued at least 12 months immediately preceding the census date
 - M)** Lease or rental of residential real property in the student's name for the 12 consecutive months immediately preceding the census date
 - If you checked statement **G)** on page 2, which statement listed above applies to your spouse? (documentation required)
- H) I) J) K) L) M)**

PART G: Establishment of Domicile for Dependent Student's Parent/Legal Guardian

(For those who answered **Yes** to PART E: Question 2 on page 2)

A parent/legal guardian who is a Texas resident must be able to check at least one box below, supply the required documents listed below, and supply documentation to demonstrate the student is eligible to be claimed as their dependent for tax purposes (e.g. most recent tax return, birth certificate, adoption documents, or other relevant documentation).

- A)** My parent/legal guardian has been gainfully employed in Texas for at least 12 months prior to my next term of enrollment (provide proof of 12 months of gainful employment)
 - B)** My parent/legal guardian has received social services from one or more social service agencies **located in Texas** for at least 12 months prior to the next term of enrollment (provide written statements from the office of one or more social service agencies located in Texas)
 - C)** My parent/legal guardian has sole or joint marital ownership, lease, or rental of residential real property in Texas and has established and maintained domicile at that residence at least 12 months prior to the next term of enrollment. (provide documentation, such as a warranty deed, lease agreement, or rental agreement, to verify ownership, renting, or leasing)
 - D)** My parent/legal guardian has owned and managed a business in Texas for at least 12 months prior to the next term of my enrollment (provide documents that reflect the person's continuous, substantial economic interest and customary management of the business with evidence of intended continuous operation for the foreseeable future)
 - E)** My parent/legal guardian is a member of the United States military. Which US state is listed as their Home of Record (HOR)? _____
(DD-214 or Leave & Earnings Statements to show HOR has been Texas for at least 12 months)
 - F)** My parent/legal guardian is on active duty, stationed in Texas (documentation of assignment in Texas required)
 - G)** My parent/legal guardian is married to a person who has established and maintained domicile in Texas for at least 12 months prior to my next term of enrollment (provide a Marriage Certificate or Declaration of Registration of Informal Marriage with documentation to support that spouse has established and maintained domicile in Texas for 12 consecutive months prior to the census date of the term in which the student enrolls)
 - If you checked statement **G)**, which statement listed above applies to your parent's spouse? (documentation required)
- A) B) C) D) E) F) G)**

Maintenance of Domicile for Dependent Student's Parent/Legal Guardian

A parent/legal guardian who is a Texas resident must be able to check at least one box below and supply the required documents

- H)** Parent's utility bills for the 12 consecutive months immediately preceding the census date
 - I)** Parent's Texas voter registration card that was issued at least 12 months preceding the census date
 - J)** Parent's Texas vehicle registration that was issued at least 12 months immediately preceding the census date
 - K)** Parent's valid Texas driver's license or Texas identification card that was issued at least 12 months immediately preceding the census date
 - L)** Lease or rental of residential real property in the parent's name for the 12 consecutive months immediately preceding the census date
 - If you checked statement **G)** above, which statement listed above applies to your parent's spouse? (documentation required)
- H) I) J) K) L)**

PART H: General Comments

Is there any additional information you believe Tarrant County College should know in evaluating your eligibility to be classified as a resident? If so, please provide below. Attach a separate page if necessary.

PART I: Certification of Residency (All students must complete this section.)

I understand officials of Tarrant County College (TCC) will use the information submitted on this form to determine my status for residency eligibility. I authorize TCC to verify the information I have provided. I agree to notify the proper officials of the institution of any changes in the information provided. I certify that the information on this application is complete and correct, and I understand that the submission of false information is grounds for rejection of my application, withdrawal of any offer of acceptance, cancellation of enrollment and/or appropriate disciplinary action. I understand that it is a crime under Section 37.10 of the Texas Penal Code to knowingly submit false information in this document.

Signature _____ Date _____

OFFICE USE ONLY

Residency Code: From: _____ To: _____ **Based on:** Student Parent Spouse
(attach documentation for claims based on parent or spouse)

Effective Term: _____

Attached Evidence of Student's Lawful Presence:

- US citizenship – Birth certificate, US passport or naturalization certificate
- Permanent Resident – PR card/green card
- Pending permanent residency – Most recent filing receipt/notice of action for pending case with USCIS (include verification that status has not been denied)
- Documentation of Refugee, Asylee, Parolee, or Temporary Protective Status
- Pending Case with USCIS - Most recent filing receipt/notice of action for pending case with USCIS (include verification that status has not been denied)
- Visa (other than F visas)
- Other _____

Attached Evidence of Establishment of Domicile:

- Gainful Employment
- Receipt of social services in TX
- Title, lease, or rental agreement for residential property in TX
- Proof of organization, ownership, management, and ongoing operation of business in TX
- Proof of TX as military Home of Record
- Non-TX resident stationed in TX (OST residency status but determine if student qualifies for waiver of out of state tuition)
- Other _____

Attached Evidence of Maintenance of Domicile:

- Utility bills for the 12 consecutive months immediately preceding the census date
- Texas high school transcript(s) for the person's full senior year or 12 months immediately preceding the census date
- Texas voter registration card that was issued at least 12 months preceding the census date
- Texas vehicle registration that was issued at least 12 months immediately preceding the census date
- Possession of a valid Texas driver's license or Texas identification card that was issued at least 12 months immediately preceding the census date
- Lease or rental of residential real property in the name of the person for the 12 consecutive months immediately preceding the census date
- Other _____

Staff Signature _____ **Date** _____

Campus Where Processed: SO NE NW SE TR District

An Equal Opportunity Institution/Equal Access to persons with disabilities.

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