Texas Residency Core Questionnaire

Regulations require SMU to obtain information regarding students' eligibility for state funding such as TEG. To be eligible for funds through the State of Texas, you must meet state residency requirements.

This questionnaire will provide the necessary documentation for SMU to determine your state residency status. Please complete, sign, and promptly return all pages. Failure to return the completed form could result in cancellation of your state based financial aid programs.

PART A. Basic Student Information

Name:_____ **Student ID Number:**_____

Date of Birth:_____ **Phone Number:**_____

Please circle one: UNDERGRADUATE / GRADUATE **Graduate Program of Study:** _____

Are you applying for the College Assistance Loan (CAL) through the TX Higher Ed Coordinating Board? YES [ ] NO [ ]

PART B. Previous Enrollment at a Public or Private Institution [All students must complete this part]

1. **What is your first term of enrollment at SMU? Summer 20_____ Fall 20_____ Spring 20_____**

   a. ***In the 12 months before the term indicated above***, did you attend a Texas ***private*** college/university ***besides SMU***?
   YES [ ] *proceed to Step 1b* **NO [ ] *proceed to Step 2***

   b. If you marked "YES," please write the name of Texas ***private*** college/university _____

   c. Did you receive TEG funds while enrolled at this university? **YES [ ] If so, how many semesters? _____ NO [ ]**

2. **In the 12 months before the term indicated in Step 1, did you attend a Texas *public* college or university in a *fall* or *spring* term? (Dual Credit High school is not considered for this purpose).**
   YES [ ] *complete Question 3* **NO [ ] *continue to Part C***

3. **What Texas *public* college/university did you last attend**? (Give full name) _____

   a. In which terms were you last enrolled? (indicate all in last 12 months) **Fall 20_____ Spring 20_____**

   b. Did you receive Texas Grant funds while enrolled at this university? **Yes [ ] If so, how many semesters? ____ No [ ]**

   c. During your last semester at a Texas public institution, did you pay resident (in-state) or nonresident (out-of- state) tuition?
   Resident (in-state) [ ] Nonresident (out-of-state) [ ] Unknown [ ]

   d. If you paid in-state tuition at your last institution, was it because you were classified as a resident or because you were a nonresident who received a waiver?
   Resident [ ] Nonresident with a waiver [ ] Unknown [ ]

IMPORTANT: If you were enrolled at a Texas public institution during a fall or spring semester within the previous 12 months and were classified as a Texas resident, skip to Part I, sign and date this form and submit it to your institution. If you were not enrolled, or if you were enrolled but classified as a nonresident (even with a waiver), proceed to Part C.

PART C. Residency Claim

Are you a resident of Texas? **YES [ ] NO [ ]**

- If YES, continue to Part D.
- If NO, complete the following question and continue to Part I. Of what state/country are you a resident? _____
- If you are uncertain, continue to Part D.

PART D. Acquisition of High School Diploma or GED

1a. Did you graduate or will you graduate from a high school in TX or complete a GED in TX prior to the term for which you are applying to SMU?	YES [ ]	NO [ ]
1b. Write in the **name and city** of the high school from which you graduated ----------	HS name	City, State
2. Did you live or will you have lived in TX the 36 months leading up to high school graduation or completion of the GED?	YES [ ]	NO [ ]
3. When you begin the semester for which you are applying, will you have lived in TX for the prior 12 months?	YES [ ]	NO [ ]
4. Are you a U.S. Citizen or Permanent Resident?	YES [ ]	NO [ ]

Instructions to Part D:

- *If you answered "no" to question 1a or 2 or 3, continue to **Part E.***
- *If you answered "yes" to all four questions, skip to **Part I.***
- *If you answered "yes" to questions 1, 2 and 3, but "no" to question 4,*
  - *Submit the **Residency Affidavit** form which can be found in the Forms Library on the Financial Aid website. Skip to **Part I** of this form, sign and submit **both this form and the affidavit** to SMU.*

PART E. Basis of Claim to Residency. TO BE COMPLETED BY EVERYONE WHO DID NOT ANSWER "YES" TO QUESTIONS 1a, 2, AND 3 OF PART D.

1. Do you file your own federal income tax as an independent tax payer? **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? NOTE: *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 parent if he/she has not adopted the student*. **YES [ ] NO [ ]**
3. If you answered "NO" to both questions above, who provides the majority of your support?

Self [ ] Parent or guardian [ ] Other (list) _____

Instructions to Part E:

- *If you answered YES to question 1, continue to **Part F**.*
- *If you answered YES to question 2, skip to **Part G**.*
- *If you answered NO to 1 and 2 and "self" to question 3, continue to **Part F**.*
- *If you answered NO to 1 and 2 and "parent or guardian" to question 3, skip to **Part G**.*
- *If you answered NO to 1 and 2 and "other" to question 3, skip to **Part H,** write an explanation, and complete **Part I***

PART F. Questions for students who answered "Yes" to Question 1 or "Self" to Question 3 of PART E.

1. Are you a U.S. citizen?	YES [ ]	NO [ ]	
2. Are you a Permanent Resident of the U.S.?	YES [ ]	NO [ ]	
3. Are you a foreign national whose application for Permanent Resident Status has been preliminarily reviewed? (He or she should have received a fee/filing receipt or Notice of Action (I-797) from the USCIS showing his or her I-485 has been reviewed and has not been rejected).	YES [ ]	NO [ ]	
4. Are you a foreign national here with a visa or a Refugee, Asylee, Parolee or here under Temporary Protective Status? If so, indicate which type.	Status & Visa Type:		
5. Do you currently live in Texas? If you are out of state due to a temporary assignment by your employer or other temporary purpose, please explain in Part H.	YES [ ]	NO [ ]	
6. If you are currently living in Texas, how long have you been living here?	Months:	Years:	
b. What is your main purpose for being in the state? *If for reasons other than those listed, give an explanation in Section H*.	Establish/maintain home [ ]	School [ ]	Work Assignment [ ]

If you answer YES for any questions 7 – 10, please see the last page for required supporting documentation

7. If you are a member of the U.S. military, is Texas your Home of Record?	YES [ ]	NO [ ]
a. What state is listed as your military legal residence for tax purposes on your Leave and Earnings Statement (LES)?	State of residence on LES:	

8. Do any of the following apply to you? (Check all that apply)		
a. Hold the title to real property (home, land) in Texas? If yes, date acquired: _____	YES [ ]	NO [ ]
b. Own a business in Texas? If yes, date acquired: _____	YES [ ]	NO [ ]
c. Hold a state or local license to conduct a business/practice a profession in TX? If yes, date acquired: _____	YES [ ]	NO [ ]
9. While living in Texas, have you (Check all that apply) -		
a. been gainfully employed for at least a consecutive 12-month period?	YES [ ]	NO [ ]
b. received services from a social service agency that provides services to homeless persons for at least a consecutive 12-month period?	YES [ ]	NO [ ]
10. Are you married to a person who could answer "yes" to any part of question 8 or 9?	YES [ ]	NO [ ]
b. If yes, indicate which question could be answered yes by your spouse:	Question #:	
c. How long have you been married to the Texas resident?	Months:	Years:

Skip **Part G** and Continue to **Part H** unless directed here by **Part E**.

PART G. Questions for students who answered "Parent" or "Legal Guardian" to Question 3 of PART E.

1. Is the parent or legal guardian upon whom you base your claim of residency a U.S. citizen?		YES [ ]	NO [ ]
2. Is the parent or legal guardian upon whom you base your claim of residency a Permanent Resident?		YES [ ]	NO [ ]
3. Is this parent or legal guardian a foreign national whose application for Permanent Resident Status has been preliminarily reviewed? (He or she should have received a fee/filing receipt or Notice of Action (I-797) from the USCIS showing his or her I-485 has been reviewed and has not been rejected)		YES [ ]	NO [ ]
4. Is this parent or legal guardian a foreign national here with a visa or a Refugee, Asylee, Parolee or here under Temporary Protective Status? If so, indicate which type.		Status & Visa Type:	
5. Does this parent or legal guardian currently live in Texas? *If he or she is out of state due to a temporary assignment by his/her employer or other temporary purpose, please explain in Part H.*		YES [ ]	NO [ ]
6. If he or she is currently living in Texas, how long has he or she been living here?		Months:	Years:
a. What is your parent's or legal guardian's main purpose for being in the state? *If for reasons other than those listed, explain in Section H.*	Establish/maintain home [ ]	Go to College [ ]	Work Assignment [ ]

If you answer YES for any questions 7 – 10, please see the last page for required supporting documentation.

7. If he or she is a member of the U.S. military, is Texas his or her Home of Record?	YES [ ]	NO [ ]
a. What state is listed as his or her military legal residence for tax purposes on his or her Leave and Earnings Statement (LES)?	State of Legal Residence on LES:	

8. Do any of the following apply to your parent or guardian? (Check all that apply)		
d. Holds the title to real property (home, land) in Texas? If yes, date acquired: _____	YES [ ]	NO [ ]
e. Owns a business in Texas? If yes, date acquired: _____	YES [ ]	NO [ ]
f. Holds a state or local license to conduct a business or practice a profession in TX? If yes, date acquired: _____	YES [ ]	NO [ ]

9. While living in Texas, has your parent or guardian (Check all that apply) - a. been gainfully employed for at least a consecutive 12-month period?	YES [ ]	NO [ ]
b. received services from a social service agency that provides services to homeless persons for at least a consecutive 12-month period?	YES [ ]	NO [ ]
10. Is your parent or legal guardian married to a person who could answer "yes" to any part of question 8 or 9?	YES [ ]	NO [ ]
a. If yes, indicate which question could be answered yes by your parent or guardian's spouse:	Question #:	
b. How long has your parent or guardian been married to the Texas resident?	Months:	Years:

Part H. General Comments. Is there any additional information that you believe your college should know in evaluating your eligibility to be classified as a resident? If so, please provide it below (please attach separate sheet, if necessary):

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

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

I understand that officials of my college/university will use the information submitted on this form to determine my status for residency eligibility. I authorize the college/ university 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.

Signature:_____ **Date**: _____

Documentation to Support Claim of Establishing and Maintaining Domicile in Texas

*If you answered **YES to any of Questions 7-10 in PARTS F or G**, please select one item each from Section A and one from Section B to submit to the Financial Aid office (see contact info at bottom of page or deliver in person).*

Documents will serve as proof that 1) the person or the dependent's parent established domicile in Texas, and 2) the person or the dependent's parent has maintained domicile in Texas continuously for at least 12 consecutive months immediately preceding the census date of the term in which the person enrolls, include but are not limited to the following:

SECTION A - Documents that may Support the Establishment of Domicile in Texas and Maintenance of Domicile in Texas

1**. SIGNIFICANT GAINFUL EMPLOYMENT* :**

A. An employer's statement of dates of employment in Texas (beginning and current or ending dates) that encompass at least 12 consecutive months immediately preceding the census date of the term in which the person enrolls. However, employment conditioned on student status, such as work study, the receipt of stipends, fellowships, or research or teaching assistantships does not constitute gainful employment.

B. Other documents that show the person or the dependent's parent, for at least 12 consecutive months immediately preceding the census date of the term in which the person enrolls:
   1) has been engaged in employment intended to provide an income to the person or allow the person to avoid the expense of paying another to perform tasks (as in child care) that is sufficient to provide at least one-half of the individual's tuition and living expenses or represents an average of at least 20 hours per week; or
   2) is self-employed in Texas or is living off his/her earnings; or
   3) is primarily supported by public assistance in Texas.
   4) for a person living on public assistance, written statements from the office of one or more social service agencies located in Texas that attest to the provision of services to the person for the 12 consecutive months immediately preceding the census date of the term in which the person enrolls.

2. SOLE OR JOINT MARITAL OWNERSHIP OF RESIDENTIAL REAL PROPERTY:

Title to residential real property in Texas with documentation to verify 12 consecutive months of ownership immediately preceding the census date of the term in which the person enrolls, such as a Warranty Deed, with the person or the dependent's parent having established and maintained domicile at that residence.

3. MARRIAGE TO A PERSON WHO HAS ESTABLISHED AND MAINTAINED DOMICILE IN TEXAS:

Marriage Certificate or Declaration of Registration of Informal Marriage with documentation Adopted January 2012 to support that spouse has established and maintained domicile in Texas for the 12 consecutive months preceding the census date of the term in which the person enrolls.

4. OWNERSHIP OF A BUSINESS ENTITY:

Documents that evidence the organization of the business in Texas that reflect the ownership interest of the person or dependent's parent, and the customary management of the business by the person or dependent's parent without the intention of liquidation for the foreseeable future.

***NOTE:** a Tax form (1040, 1040A, 1040EZ) may also be used to supplement paystubs or show wages earned while residing in Texas for at least 12 months. Also, if you are a member of the military, you may submit a Leave and Earnings Statement (LES) showing a Texas address.*

SECTION B - Documents that May Provide Support to a Claim of Residence in Texas for the 12 Consecutive Months Immediately Preceding the Census Date of the Term in which the Person Enrolls

1. Utility bills for the 12 consecutive months preceding the census date;
2. A Texas high school transcript for full senior year immediately preceding the census date;
3. A transcript from a Texas institution showing presence in the state for the 12 consecutive months preceding the census date;
4. A Texas driver's license or Texas ID card that has not expired and, if it reflects an origination date, shows an origination date at least 12 months prior to the census date;
5. Cancelled checks that reflect a Texas residence for the 12 consecutive months preceding the census date;
6. A current credit report that documents the length and place of residence of the person or the dependent's parent to be in Texas and the length of residence to be at least 12 consecutive months preceding the census date.
7. Texas voter registration card that was issued at least 12 months prior to the census date.
8. Pay stubs for the 12 consecutive months immediately preceding the census date, reflecting significant gainful employment in Texas;
9. Bank statements reflecting a Texas address for the 12 consecutive months immediately preceding the census date;
10. Written statements from the office of one or more social service agencies, attesting to the provision of services for at least the 12 consecutive months immediately preceding the census date.
11. Lease or rental of residential real property in the name of the person or the dependent's parent for the 12 consecutive months immediately preceding the census date.