



University  
of Houston  
Victoria

**Office of Admissions and Records**  
3007 N. Ben Wilson  
Victoria, TX 77901  
Telephone: 361-570-4110  
Fax: 361-580-5500

**Core Residency Questions**

~~~

**Notary Signature Required**

Texas Higher Education Coordinating Board rule 21.731 requires each student applying to enroll at an institution to respond to a set of core residency questions for the purpose of determining the student's eligibility for classification as a resident. For students who wish to request a change in their current resident status at UHV, complete the questions below and submit to the Office of Admissions and Records at the address above with support documentation.

**PART A. Student Basic Information. All students must complete this section.**

Name: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

**PART B. Previous Enrollment. For all 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 in a fall or spring term?

Yes     No

If you answered "no," please continue to **Part C**.

If you answered "yes," complete questions 2-5:

2. What Texas public institution did you last attend? \_\_\_\_\_  
*(give full name of College/University, not just initials)*

3. In which terms were you last enrolled? (check all that apply)

Fall 200\_\_     Spring 200\_\_

4. During your last semester at a Texas public institution, did you pay resident (in-state) or non-resident (out-of-state)?

resident (in-state)     non-resident (out-of-state)     unknown

5. If you paid in-state tuition at your last institution, was it because you were classified as a resident or because you were a non-resident who received a waiver?

resident     non-resident 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, proceed to Part C.

**PART C. Residency Claim.**

Are you a resident of Texas?     yes     no

If you answered yes, continue to **Part D**.

If you answered no, complete the following question and continue to **Part I**.

**Of what state or country are you a resident?** \_\_\_\_\_

If you are uncertain, continue to **Part D**.

**PART D. Acquisition of High School Diploma or GED.**

1. a. Did you graduate or will you graduate from high school or complete a GED in Texas prior to the term for which you are applying?  Yes  No
1. b. If you graduated or will graduate from high school, what was the name and city of the school? \_\_\_\_\_
2. Did you live or will you have lived in Texas 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 Texas for the previous 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, complete a copy of the **Affidavit** provided as an Attachment to this form, skip to **Part I** of this form, and submit both this form and the affidavit to your institution.

**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?  
(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.)  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**, provide 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.**

|                                                                                                                                                                                                                                                                       | Yes | No | Years | Mo. | Visa/Status |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|-------|-----|-------------|
| 1. Are you a U.S. Citizen?                                                                                                                                                                                                                                            |     |    |       |     |             |
| 2. Are you a Permanent Resident of the U.S.?                                                                                                                                                                                                                          |     |    |       |     |             |
| 3. Are you a foreign national whose application for Permanent Resident status has been preliminarily reviewed? (You should have received a fee/filing receipt or Notice of Action (I-797) from USCIS showing your I-485 has been reviewed and has not been rejected). |     |    |       |     |             |
| 4. Are you a foreign national here with a visa or are you a Refugee, Asylee, Parolee or here under Temporary Protective Status? If so, indicate which.                                                                                                                |     |    |       |     |             |

|                                                                                                                                      |                                                                                                                                          |           |  |  |  |
|--------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|-----------|--|--|--|
| 5. Do you currently live in Texas? If you are out of state due to a temporary assignment by your employer, please explain in Part H. |                                                                                                                                          |           |  |  |  |
| 6. a. If you currently live in Texas, how long have you been living here?                                                            |                                                                                                                                          |           |  |  |  |
| b. What is your main purpose for being in the state? If for reasons other than those listed, give an explanation in Section H.       | <input type="checkbox"/> Go To College<br><input type="checkbox"/> Establish/Maintain a Home<br><input type="checkbox"/> Work Assignment |           |  |  |  |
|                                                                                                                                      | <b>Yes</b>                                                                                                                               | <b>No</b> |  |  |  |
| 7. If you are a member of the U.S. military, is Texas your home of record?                                                           |                                                                                                                                          |           |  |  |  |
| What state is listed as your military legal residence for tax purposes on the Leave and Earnings Statement?                          | <b>State:</b>                                                                                                                            |           |  |  |  |
| 8. Do any of the following apply to you? (Check all that apply)                                                                      |                                                                                                                                          |           |  |  |  |
| a. Hold the title to real property (home, land) in Texas?                                                                            |                                                                                                                                          |           |  |  |  |
| b. Hold a state or local license to conduct a business or practice a profession in Texas?                                            |                                                                                                                                          |           |  |  |  |
| c. Own a business in Texas?                                                                                                          |                                                                                                                                          |           |  |  |  |
| 9. For the past 12 months, have you: (Check all that apply)                                                                          |                                                                                                                                          |           |  |  |  |
| a. Been gainfully employed in Texas?                                                                                                 |                                                                                                                                          |           |  |  |  |
| b. Received services from a social service agency that provides services to homeless persons?                                        |                                                                                                                                          |           |  |  |  |
| 10. a. Are you married to a person who could answer "yes" to any part of question 8 or 9?                                            |                                                                                                                                          |           |  |  |  |
| b. If yes, indicate which question could be answered yes by your spouse: _____                                                       |                                                                                                                                          |           |  |  |  |
| c. How long have you been married to the Texas resident? Number of years: _____                                                      |                                                                                                                                          |           |  |  |  |

Skip **Part G** and continue to **Part H**.

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

|                                                                                                                                                                                                                                                                                                               | Yes | No | Years | Mo. | Visa/Status |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|-------|-----|-------------|
| 1. Is the parent or legal guardian upon whom you base your claim of residency a U.S. citizen?                                                                                                                                                                                                                 |     |    |       |     |             |
| 2. Is the parent or legal guardian upon whom you base your claim of residency a Permanent Resident?                                                                                                                                                                                                           |     |    |       |     |             |
| 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) |     |    |       |     |             |
| 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.                                                                                                                                       |     |    |       |     |             |
| 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, please explain in Part H.                                                                                                                                      |     |    |       |     |             |

|                                                                                                                                                                                                                                                                 |                                                                                                                              |                                                       |                                             |       |  |  |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|---------------------------------------------|-------|--|--|--|
| 6. a. If he or she is currently living in Texas, how long has he or she been living here? _____<br>b. What is your parent's or legal guardian's main purpose for being in the state? If for reasons other than those listed, given an explanation in Section H. | Go to College<br><input type="checkbox"/>                                                                                    | Establish/maintain a home<br><input type="checkbox"/> | Work assignment<br><input type="checkbox"/> |       |  |  |  |
| 7. If he or she is a member of the U.S. military, is Texas his or her home of record?<br>What state is listed as his or her military legal residence for tax purposes on his or her leave and earnings statement?                                               | <table border="1"> <tr> <td></td> <td></td> </tr> <tr> <td colspan="2" style="text-align: center;">State</td> </tr> </table> |                                                       |                                             | State |  |  |  |
|                                                                                                                                                                                                                                                                 |                                                                                                                              |                                                       |                                             |       |  |  |  |
| State                                                                                                                                                                                                                                                           |                                                                                                                              |                                                       |                                             |       |  |  |  |

**Yes No**

|                                                                                                                                                                                                                                                                                              |           |        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--------|
| 8. Do any of the following apply to your parent or guardian? (Check all that apply)<br>a. Holds the title to real property (home, land) in Texas?<br>b. Owns a business in Texas?<br>c. Holds a state or local license to conduct a business or practice a profession in Texas?              | a.        |        |
|                                                                                                                                                                                                                                                                                              | b.        |        |
|                                                                                                                                                                                                                                                                                              | c.        |        |
| 9. For the past 12 months, has your parent or guardian: (check all that apply)<br>a. been gainfully employed in Texas?<br>b. Received services from a social service agency that provides services to homeless persons?                                                                      | a.        |        |
|                                                                                                                                                                                                                                                                                              | b.        |        |
| 10. a. Is your parent or legal guardian married to a person who could answer "yes" to any part of question 8 or 9?<br>b. If yes, indicate which question be answered yes by your parent or guardian's spouse:<br>c. How long has your parent or guardian been married to the Texas resident? |           |        |
|                                                                                                                                                                                                                                                                                              | Question: |        |
|                                                                                                                                                                                                                                                                                              | Years     | Months |

**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:

**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, or appropriate disciplinary action.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

RESIDENCY AFFIDAVIT

STATE OF TEXAS     §  
                  §  
COUNTY OF \_\_\_\_\_ §

Before me, the undersigned Notary Public, on this day personally appeared

\_\_\_\_\_,  
who being by me duly sworn upon his/her oath, deposed and said:

1. My name is \_\_\_\_\_. I am \_\_\_\_\_ years of age and have personal knowledge of the facts stated herein and they are all true and correct.
2. I graduated or will graduate from a Texas high school or received my GED certificate in Texas.
3. I resided in Texas for three years leading up to graduation from high school or receiving my GED certificate.
4. I have resided or will have resided in Texas for the 12 months prior to the census date of the semester in which I will enroll in the University of Houston-Victoria.
5. I have filed or will file an application to become a permanent resident at the earliest opportunity that I am eligible to do so.

In witness whereof, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ .

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Student ID #)

**SUBSCRIBED TO AND SWORN TO BEFORE ME**, on the \_\_\_\_\_ day  
of \_\_\_\_\_, \_\_\_\_\_, to certify which  
witness my hand and official seal.

\_\_\_\_\_  
Notary Public in and for the State of Texas

## Establishing a Domicile in Texas

### **Part A – Documentation that can support the establishment of a domicile and demonstrate the maintenance of a residence in Texas for 12 months.**

1. An employer's statement of dates of employment (beginning and current or ending dates) that encompass at least 12 months. Other documents that show the person has been engaged in activities intended to provide an income to a person or allow a person to avoid the expense of paying another person to perform the tasks (as in child care or the maintenance of a home) may also be used, as well as documents that show the person is self-employed, employed as a homemaker, or is living off his/her earnings, or through public assistance. Student employment, such as work-study, the receipt of stipends, fellowships, or research/teaching assistantships, does not qualify as a basis for establishing a domicile.
2. For a homeless person, written statements from the office of one or more social service agencies located in Texas that attests to the provision of services to the homeless person for the 12 months prior to the census date of the term in which the person enrolls.

### **Part B – Documentation (combined with at least ONE Part C document) which can support the establishment of a domicile and demonstrate the maintenance of a residence in Texas for 12 months.** Domicile must be accomplished and maintained for the 12 months prior to the census date of the term in which the person enrolls.

1. Title to real property in Texas
2. Marriage Certificate with documentation to support that spouse is a domiciliary of Texas
3. Ownership of business in Texas with documents that evidence the organization or the business as a partnership or corporation and reflect the ownership interest of the person or dependent's parent.
4. State or local licenses to conduct a business or practice a profession in Texas

### **Part C – Documents that may be used to demonstrate maintenance of a residence for 12 months.** These documents do not show the establishment of a domicile. They only support a person's claim to have resided in the state for at least 12 months. Activities in Part A and B of this chart may be used to establish a domicile.

1. Utility bills (electricity, gas, water, home telephone) for the 12 months preceding the census date;
2. A Texas high school transcript for full senior year preceding the census date;
3. A transcript from a Texas institution showing presence in the state for the 12 months preceding the census date;
4. A Texas driver's license or Texas ID card with an expiration date of not more than 4 years;
5. Cancelled checks that reflect a Texas residence for the 12 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;
7. Texas voter registration card that has not expired;
8. Pay stubs for the 12 months preceding the census date;
9. Bank statements reflecting a Texas address for the 12 months preceding the census date;
10. Ownership of real property with copies of utility bills for the 12 months preceding census date;
11. Registration or verification from licenser, showing Texas address for licensee;
12. Written statements from the office of one or more social service agencies, attesting to the provision of services for at least the 12 months preceding the census date;
13. Lease or rental of real property, other than campus housing, in the name of the person or the dependent's parent for the 12 months preceding the census date.

- |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"><li>• A person shall provide UHV with any additional or changed information which may affect his/her residency.</li><li>• UHV may reclassify a person who had previously been classified based on additional/changed information.</li><li>• Any change made under this rule shall apply to the first succeeding semester in which the person is enrolled, if the change is made on or after the census date (12<sup>th</sup> class day) of that semester.</li><li>• If the change is made prior to the census date, it will apply to the current semester.</li></ul> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|