



# SAN JUAN COLLEGE

*Admissions and Records*

## **Requirements to Establish New Mexico Residency**

The state of New Mexico has established the residency requirements for tuition purposes. To become a legal resident of New Mexico, for tuition purposes, **each of** the following requirements must be satisfied:

- A. **The Twelve Month Duration Requirement.** A person must physically reside in the state for the twelve consecutive months immediately preceding the term for which the resident classification is requested. **Note:** A student cannot begin to complete the twelve month requirement, until his/her eighteenth birthday. This requirement is waived when the appropriate **Employment Affidavit** is completed and submitted to the Office of Admissions and Records for review.
  
- B. **Financial Independence Requirement.** Only persons who are financially independent may establish residency apart from parents or guardians. A student cannot be approved for residency who is financially dependent upon his or her parents or legal guardians who are nonresidents of New Mexico. Dependency is always determined by the status of the student on their parent's or guardian's previous year Federal Income Tax Form. If the student is shown to be a dependant, they will not be considered financially independent or eligible for residency during the current year.
  
- C. **Written Declaration of Intent Requirement.** The student or person must sign a written declaration of intent to relinquish residency in any other state and to establish residency in New Mexico. **Special Note:** Completion of this form meets this requirement.
  
- D. **Overt Acts Requirement.** Overt acts showing your intent to establish residency and your connection to the State of New Mexico are also required. The required overt acts are evidence of any two of the following:
  - 1. If employed, providing evidence of employment in New Mexico; or
  - 2. If employed, evidence of payment of New Mexico State income tax; or
  - 3. A New Mexico driver's license; or
  - 4. A New Mexico vehicle registration; or
  - 5. Voter registration card in the state of New Mexico.

**Any act considered inconsistent with being a New Mexico resident will cause the request for residency classification to be denied.**

As such, other relevant factors may be considered in addition to the items listed on the front page. For example, additional documentation which may be requested of the student, such as: 1) evidence of a long established bank account of at least six months in New Mexico; or 2) evidence of residential property ownership in New Mexico or evidence of a rental agreement within the state.

The student must meet the requirements of all the overt acts listed in this section unless they can sufficiently demonstrate why they are unable to do so. It is understood that there may be circumstances in which a student would not be able to fulfill the requirements of all overt acts listed earlier. In such instances, San Juan College will allow the student to provide other documentary evidence or reasonable explanation which demonstrates that permanent residency in New Mexico has been established by the student.

Should you have additional questions, please contact the Office of Admissions and Records by calling 566-3441.

# PETITION FOR IN-STATE TUITION CLASSIFICATION

STATE OF NEW MEXICO



ALL REQUIREMENTS MUST  
BE MET BY THE FIRST DAY  
OF CLASSES

DEADLINE FOR  
SUBMISSION OF PETITION

FOR THE \_\_\_\_\_

TERM: 20 \_\_\_\_\_

## FOR OFFICE USE ONLY

Approved  Denied  Effective: Fall  Spring  Summer  20 \_\_\_\_\_

Reviewed by \_\_\_\_\_ Date \_\_\_\_\_

Notes \_\_\_\_\_

Instructions: Please answer all questions using N/A (Not Applicable) for those questions which do not apply to your situation. If you need additional writing space, please attach pages indicating the subject of each attachment. Submit the petition to the appropriate office well in advance of the term for which the request is being made.

PLEASE PRINT OR TYPE

PETITIONER NAME: \_\_\_\_\_ SSN OR ID #: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

List all addresses where you (student) have resided in the last 24 months. Give inclusive month/year for each residence including current residence, the reason you resided at that residence. (For example, parent's home, school, employment, etc.)

Present Address _____	From	To
City _____ State _____ Zip _____ Reason _____	/	/
Previous Address _____	From	To
City _____ State _____ Zip _____ Reason _____	/	/
Previous Address _____	From	To
City _____ State _____ Zip _____ Reason _____	/	/

		1. What state do you consider your permanent home?
YES	NO	2. Do you intend to (or have you) establish (ed) New Mexico residency If yes, student <b>must</b> relinquish residency in all other states.
YES	NO	3. Have you been absent from New Mexico for more than a month in the previous year?
YES	NO	4. Are you married to a New Mexico resident?
YES	NO	5. Are you currently enrolled, or have you attended a higher education institution in the last two years? If yes, complete below:

INSTITUTION		CITY/STATE	Classified as a resident?	
FROM / /	TO / /		YES	NO
FROM / /	TO / /		YES	NO
FROM / /	TO / /		YES	NO

YES	NO	6a. Did you graduate from a New Mexico high school? If yes, please list high school and graduation date: High School: _____ Date: / /
YES	NO	6b. Did you attend for at least year?

7. List all employers, addresses and dates of employment in the previous year. Use additional pages if necessary.

EMPLOYER		City	State	FT/PT
FROM /	TO /			
FROM /	TO /			

YES	NO	<p>8. Did your parents or legal guardian claim you as a dependent on federal tax returns in the immediate preceding tax year?          If yes, who: Parents <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Guardian <input type="checkbox"/>  <b>If you were under the age of 23 in the most recent tax year, a copy of your parents' 1040, 1040A, 1040EZ tax form is required.</b>  <b>If parents filed separately, submit a copy of both parents' returns.</b></p>
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9. If you are less than 19 years of age or answered yes to question 8, please provide the following information:

A. Parent/Guardian Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_

B. If parents' addresses differ, explain: \_\_\_\_\_

YES	NO	<p>10. Are you registered to vote in New Mexico? If so, provide Voter Registration Number: _____          If no, what state are you registered to vote? _____</p>
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YES	NO	<p>11. Did you file a New Mexico income tax return for the previous year?          If no, in what state did you file your taxes? _____</p>
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12. Your driver's license number: \_\_\_\_\_ State: \_\_\_\_\_ Expires: \_\_\_\_\_

YES	NO	<p>13. Do you have a New Mexico State issued ID card? If yes, ID Number: _____ Expiration Date: _____</p>
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YES	NO	<p>14. Do you own residential property in New Mexico? If yes, location: _____</p>
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YES	NO	<p>15. Do you have utilities in your name? If yes, which: _____</p>
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YES	NO	<p>16. Do you own a motor vehicle? If yes, license number: _____ State: _____</p>
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17. List any other information which may be pertinent to your classification as a New Mexico resident for tuition purposes:  
 \_\_\_\_\_  
 \_\_\_\_\_

YES	NO	<p>18. In the previous year, were you participating in the Texas, Arizona or Colorado tuition reciprocity program?</p>
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YES	NO	<p>19. Are you participating in the Western Undergraduate Exchange Program?</p>
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YES	NO	<p>20. Have you been receiving financial assistance from any state other than New Mexico?          If yes, complete the following: Name of granting agency: _____          State: _____ Date Received: _____</p>
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YES	NO	<p>21. Have you separated from the U.S. Armed Forces in the previous two years?          A. Home of record on original entry papers: _____          B. Home of record on State of Legal Residence Certificate (DD 2058): _____</p>
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YES	NO	<p>22. Are you a citizen of the United States? If no, applicant must complete this section:          Country of Citizenship: _____          Date of entry into the United States: _____          Type of Visa: _____          Permanent Resident Alien Registration Number: _____</p>
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I certify that the above is true and correct to the best of my knowledge. I am aware that the Institution may cancel my admission or registration for any false or misleading statement on this petition and assess retroactive tuition and fees.

Petitioner Signature \_\_\_\_\_ Date \_\_\_\_\_