San Antonio College

One of the Alamo Colleges

Enrollment Services

Acceptable Residency Documentation

Domicile in TEXAS
Part A

Documents that may Support the Establishment of a Domicile in Texas and Maintenance of Domicile in Texas

1. **Significant Gainful Employment**
   a. *Employer' statement of dates employed* (beginning & current or ending dates)
   b. *Other documents* that show the person
      i. 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 individuals' tuition and living expenses or represents an average of at least 20 hrs per week; or
      ii. *Is self employed* in TX or is living off his/her earning; or
      iii. *Is primarily supported by public assistance in TX*
   c. *For homeless* person, written statement from the office of one or more social service agencies located in TX that attest to the provision of services to the homeless 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 Estate**
   a. *Title to residential real property in TX* with documentation to verify 12 consecutive months immediately preceding the census date of the term in which the person enrolls
3. **Marriage to a Person** who has established and maintained domicile 12 consecutive months immediately 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.

Establishing 12 month Residency:

Part B

Documents that May Provide **Support** a Claim of Residence in TX for the **12 Consecutive Months Immediately Preceding Census Date of the Term in which Person Enrolls**

1. **Utility bill** 12 consecutive months immediately preceding the census date of the term in which the person enrolls
2. **A TX High School transcript for** full senior year immediately preceding the census date
3. **Transcript from a TX Institution ;** showing presence in the state for the 12 consecutive months preceding the census date;
4. **TX Drivers 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. **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. **TX 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 statement** from the office of one or more social service agencies located in TX that attest to the provision of services to the homeless person for the 12 consecutive months immediately preceding the census date of the term in which the person enrolls
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.

Part C

Other Documents that **May be Used to Lend Support to or Clarify** an Individual's Claim of Domicile or Residence, as Appropriate, in Texas

Among other documents that may be used to lend support to or clarify an individual's claim of having established and maintained domicile or residence, as appropriate, in Texas are the following:

1. **Tax return** (student or parent(s).
2. **Visa, passport** or other pertinent immigration documents.
3. **Leave & Earnings Statements** (LES).
4. **Documents or statements** to clarify answers to Core Residency Questions.
5. **A Texas high school transcript** to verify thirty-six months' presence in the state and graduation from a Texas high school.
6. **State or local licenses to** conduct a business or practice a profession in this state.

Reference links:

www.collegeforalltexans.com

www.thecb.state.tx.us

THECB Current Rules:
Chapter 21. Student Services
SUBCHAPTER B. Adopted January 2011