

LOS ANGELES COMMUNITY COLLEGES
OFFICE OF THE CHANCELLOR
ADMINISTRATIVE REGULATIONS

INDEX NUMBER E-73

REFERENCE:	TOPIC: Residence Reclassification
ISSUE DATE: March, 1986	INITIATED BY: Educational Services
CHANGES: First paragraph; Section 2, 2(a)(2),2(b),2(c), 2(d), 2(e)	DATE OF CHANGES: October 14, 2004

Students who have been classified as non-residents have the right to a review of their classification (California Code of Regulations, Title 5, Section 54010(a)). A student previously classified as a non-resident may be reclassified as of any residence determination date. A residence determination date is that day immediately preceding the opening day of instruction for any session, as established by the Board, during which the student proposes to attend.

1. **STUDENT MUST PETITION FOR RECLASSIFICATION.**

- a. Petitions are to be submitted to the Admissions Office.
- b. Petitions must be submitted prior to the semester for which reclassification is to be effective. Extenuating circumstances may be considered in cases where a student failed to petition for reclassification prior to the residency determination date. In no case, however, may a student receive a non-resident tuition refund after the date of the first census.
- c. Written documentation may be required of the student in support of the reclassification request.

2. **THE STUDENT'S FINANCIAL INDEPENDENCE MUST BE CONSIDERED.**

- a. A questionnaire to determine financial independence must be submitted with the petition for reclassification.
 - 1) There is no upper age limit for this requirement.
 - 2) Determination of financial independence is not required for students who were classified as non-

residents by the University of California, the California State University, or another community college district, but only for those so classified in the LACCD (Education Code Section 68044).

- b. A student shall be considered financially independent for purposes of residence reclassification if the applicant meets all of the following requirements:
 - 1) Has not and will not be claimed as an exemption for state and federal tax purposes by his or her parent in the calendar year the reclassification application is made and in any of the three calendar years prior to the reclassification application;
 - 2) Has not and will not receive more than seven hundred fifty dollars (\$750) per year in financial assistance from his or her parent in the calendar year the reclassification application is made and in any of the three calendar years prior to the reclassification application; and
 - 3) Has not lived and will not live for more than six weeks in the home of his or her parent during the calendar year the reclassification application is made and in any of the three calendar years prior to the reclassification application.
- c. A student who has established financial independence may be reclassified as a resident if the student has met the requirements of California Code of Regulations, Title 5, Section 54020 - Residence; Section 54022 - Physical Presence; and Section 54024 - Intent.
- d. Failure to satisfy all of the financial independence criteria listed in 2.b. above will not necessarily result in denial of residence status if the one year requirement is met and demonstration of intent is sufficiently strong.
- e. Financial dependence in the current or preceding calendar year shall weigh more heavily against finding California residence than financial dependence in the

preceding second and third calendar years. Financial dependence in the current or preceding calendar year shall be overcome only if (1) the parent on whom the student is dependent is a California resident, or (2) there is no evidence of the student's continuing residence in another state.

3. The Admissions Officer will make a determination, based on the evidence and notify the student within 15 calendar days of receipt of the petition for reclassification.
4. Students have the right to appeal in accordance with Administrative Regulation E-71.