

UW Tacoma Residency Questionnaire documentation checklist for financially dependent students.

Student Name (last, first)	UW student number (if available)	UW email address (if available)

You must include this completed checklist with your completed Residency Questionnaire and supporting documentation. *Your questionnaire will not be reviewed if this checklist or required documentation is not submitted.*

Submission of the documentation listed below is necessary for the Residency Office to review your questionnaire. The Residence Classification Office may require additional documentation or clarification in order to determine whether you have met the requirements showing qualification for residency for tuition purposes. Submitting the Residency Questionnaire, this checklist, and any supporting documentation does not guarantee residency for tuition purposes. Submitting this checklist is not a substitute for submitting a completed Residency Questionnaire and providing supporting documentation.

By initialing each required item, I am certifying that I have read the required items and understand I and my parent(s)/legal guardian(s) must provide the required documentation listed for the University of Washington Residence Classification Office to review my residency questionnaire.

- Documentation of your financially dependent status.** Acceptable documents include:
 - A copy of the federal IRS tax return signature page and the listing of dependents of the parent(s) or legal guardian(s) who claimed you as a dependent for the most recent tax year; OR
 - A signed, notarized statement from your parent(s) or legal guardian(s) indicating that you will be claimed on their federal IRS tax return for the most recent tax year (if taxes have not yet been filed), OR
 - Other documentation showing that you are financially dependent upon your parent(s), legal guardian(s) or another person (such as evidence they are paying for your tuition, housing, or living expenses).

INITIALS _____

- Documentation showing that your parent(s)/legal guardian(s) resided within the state of Washington for the entire 12-month period prior to the first day of the quarter in which you are seeking residency.** Acceptable documents include:
 - A copy of the first and signature page of their lease or rental agreement, OR
 - Copies of rent receipts or tenant ledger from landlord, OR
 - A notarized letter from their landlord (OR person they lived with), OR
 - A home purchase agreement showing the physical address of the home and date of closing.

INITIALS _____

- Documentation of your parent(s)/legal guardian(s)'s physical presence in the state of Washington for the entire 12-month period prior to the first day of the quarter in which you are seeking residency.** Note that the housing documentation above is **not** sufficient to show a parent or guardian's physical presence; however, different forms of documentation can be combined to cover the 12-month period in question. Acceptable documents include:
 - Pay stubs or signed employer letter on letterhead showing employment in the state, OR
 - Bank/Credit Card records showing physical transactions that the person has made in the state.

INITIALS _____

4. **State of Washington voter's registration** for your parent(s)/legal guardian(s) *if they are currently registered to vote*. Acceptable documents include:
- A copy of their official voter's registration card, OR
 - A copy of the information from the Secretary of State website found [here](#), OR
 - A statement from the county auditor indicating the date registered

INITIALS _____ NOT PROVIDED (REASON) _____

5. **State of Washington vehicle registration** if your parent(s)/legal guardian(s) **owns or is using** a vehicle in the state. Residents of the State of Washington are required to title and register their vehicle(s) within 30 days of moving to and establishing a domicile in the state. Acceptable documents include:
- A copy of the vehicle registration (a copy of the title is not accepted as proof for residency purposes).
Note: If the vehicle was purchased less than 12 months prior to the term you are seeking residency, you must provide a copy of the bill of sale in addition to the vehicle registration.

INITIALS _____ NOT PROVIDED (REASON) _____

6. **State of Washington driver's license or State of Washington identification card** for parent(s)/legal guardian(s). Residents of the State of Washington are required obtain a State of Washington driver's license or state identification card within 30 days of moving to and establishing a domicile in the state.

INITIALS _____ NOT PROVIDED (REASON) _____

7. **Documentation of banking and financial relationships in Washington** – If your parent(s) or legal guardian(s) have a bank account, please provide documentation of when and where that account was established.

INITIALS _____ NOT PROVIDED (REASON) _____

8. **Non-US Citizens** - If you and/or your parent(s)/legal guardian(s) are not a U.S. citizen, but hold permanent or temporary resident status, or "Refugee-Parolee," "Conditional Entrant" status, or are permanently residing in the United States under color of law, attach a copy of both sides of the Resident Alien Card, Temporary Resident Card or other verification of status with USCIS.

INITIALS _____ NOT PROVIDED (REASON) _____

9. **Other supporting documentation.** If applicable, submit additional documentation, for example, business or professional licenses, as described in Section 3.10-11 of the Residency Questionnaire.

INITIALS _____ NOT PROVIDED (REASON) _____

10. **Both student and parent/legal guardian must sign and date Section 3 on page two of the questionnaire.** Note that Section 3 of the Residency Questionnaire should be completed by your **parent or legal guardian**.

INITIALS _____

NAME of person completing section 3 _____

Relationship to you: _____

Note: Unless specified otherwise, parent(s) refers to the parent domiciled in the State of Washington, and legal guardian(s) refers to a court-appointed legal guardian.