

Residency FAQs for Nonresident Graduate Students

1. I am classified as a nonresident and want to be classified as a resident for tuition purposes. How do I petition for a change of residency status?

Read the *10 Things Graduate Students need to Know about California Residence for Purposes of Tuition and Fees* and the trifold *Guide for Graduate Students Classified as Nonresidents*. When eligible, go to bearfacts.berkeley.edu, and click on the “Statement of Legal Residence” button, complete and submit the form. Continue to myResidency at or.berkeley.edu/myResidency and view your checklist. Then submit your supporting documentation.

Fall online petitions are available first week of May (Please see <http://registrar.berkeley.edu/Residency/deadline.html>).

2. How do I submit my documents?

Scan and upload your documents to myResidency, using the drop down list to indicate what document it is that you are uploading (myResidency provides instructions on how to upload documents).

3. How do I put together requested documentation? What if I cannot deliver it all at once?

Upload to myResidency at or.berkeley.edu/myResidency. If submitting documentation from an outside source, please have that source send it to you, then scan and upload to myResidency. It is to your advantage to deliver all requested documents in one time rather than multiple packages. However, if you will have a delay of more than three weeks in obtaining some documents, then submit what you have and enclose a note stating what documentation is to follow and when.

4. I submitted documentation, but Residence Affairs requested additional information. Why?

Additional documentation could be required when there is incomplete and/or conflicting information on the petition, when the file is incomplete, when a student still has out-of-state intent, is absent from the state during the entire summer.

5. Do I have to provide all of the information/documentation that Residency requested?

Residency usually requests the minimal amount of information needed to make residency determinations. Providing less than what is requested will probably result in your receiving another letter requesting the missing documentation.

6. How long does it take to receive an answer once I deliver documents to OR?

2 to 3 weeks.

7. How am I notified of the status of my petition?

You will receive an email notification telling you that your residency has been updated and to go to your myResidency portal and look under “My Letters.”

8. Deadlines – when do I have to turn in my SLR or documents?

Please refer to the website (<http://registrar.berkeley.edu/Residency/deadline.html>). The last day to submit a residency classification petition is the day before the start of instruction for the application term.

9. My SLR/petition was denied; how do I appeal the nonresident decision?

You have the opportunity to appeal to the UCOP Office of the General Counsel (OGC). You must do so in writing to OGC within 30 days of the date of your nonresident letter. Information regarding how to appeal can be found at:

<http://www.ucop.edu/ogc/documents/uc-residency-instructions-appeal-form.pdf>

10. I had filed a Residence Classification Petition for a previous semester and the petition was denied. Do I have to submit another petition? Can I petition for a Spring term or do I have to wait until Fall?

Yes, if you want a residency review for another term you must file the online petition for that term. However, you do not need to submit all documents again; submit only those documents that are new, changed, amended, or not previously submitted. Remember to indicate in the “other” line of the checklist any previously semester petitioned and upload this page to your myResidency portal. You can file for either Fall or Spring term and check the deadlines page.

11. Why am I being billed as a Nonresident?

Any student whose file is pending or is in the process of being evaluated is billed the nonresident tuition. This may change depending on the information you provide. If additional documentation is required, you will receive a letter via myResidency specifying what is needed. Once your residency status has been finalized, Residency will notify you of your residence status via myResidency. You can also check Bear Facts.

12. I am not a U.S Citizen or a U.S. Permanent Resident. Am I eligible?

Please go to http://registrar.berkeley.edu/current_students/non-citizen.html where we have a list of visas which are eligible.