

Instructions for Residence Reclassification

Current SSU students wishing to apply for residence reclassification may submit the Residence Reclassification Request Form and supporting documents by the following deadline dates:

- May 1st for Fall semesters
- October 1st for Spring semesters

Nonresident students will continue to be responsible for nonresident tuition until reclassification is approved by Admissions and Records. Refunds will be made according to University policy. Please allow up to six weeks to process your request. Requests for residence reclassification for a previous semester are not accepted.

To be eligible as a resident you must be able to demonstrate your physical presence in California, show intent to make California your permanent home, and maintain proper immigration status for at least one year prior to September 20 for the Fall semester, and January 25 for the Spring semester.

If you wish to apply for a residence reclassification, please follow these instructions:

1. Complete a **Residence Reclassification Form**.
2. Attach copies of the following documents to verify California residential ties.
 - Driver's License (or I.D. card if you don't drive)
 - Current automobile registration
 - Voter registration
 - Most recent **State** income tax return
 - Current W-2
 - Opening date of bank account
 - Proof of when you began Employment
 - Citizens of other countries will need to provide documentation to verify immigration status.
3. Mail documentation to:
Office of Admissions & Records
Sonoma State University
1801 E Cotati Ave.
Rohnert Park, CA 94928

You may also drop off your document at Salazar Hall, Room 2037. You will be notified of your residence determination by mail.