These materials were designed to gather data for research on residency requirements, and for adoption as training materials for persons in residency, admissions, or financial and offices. They are explained at length in Dr. Padilla's 1988 UH dissertation, "Residency Classification in Texas Colleges: The Application of Complex Legislation to the Complex Circumstances of Students." The research protocols, cover letters, permission forms, and sample response sheets are included for research use. Consult IHELG for additional publications on residency requirements.
University of Houston Law Center/Institute for Higher Education Law and Governance (IHELG)

The University of Houston Institute for Higher Education Law and Governance (IHELG) provides a unique service to colleges and universities worldwide. It has as its primary aim providing information and publications to colleges and universities related to the field of higher education law, and also has a broader mission to be a focal point for discussion and thoughtful analysis of higher education legal issues. IHELG provides information, research, and analysis for those involved in managing the higher education enterprise internationally through publications, conferences, and the maintenance of a database of individuals and institutions. IHELG is especially concerned with creating dialogue and cooperation among academic institutions in the United States, and also has interests in higher education in industrialized nations and those in the developing countries of the Third World.

The UHLC/IHELG works in a series of concentric circles. At the core of the enterprise is the analytic study of postsecondary institutions—with special emphasis on the legal issues that affect colleges and universities. The next ring of the circle is made up of affiliated scholars whose research is in law and higher education as a field of study. Many scholars from all over the world have either spent time in residence, or have participated in Institute activities. Finally, many others from governmental agencies and legislative staff concerned with higher education participate in the activities of the Center. All IHELG monographs are available to a wide audience, at low cost.

Programs and Resources

IHELG has as its purpose the stimulation of an international consciousness among higher education institutions concerning issues of higher education law and the provision of documentation and analysis relating to higher education development. The following activities form the core of the Institute's activities:

Higher Education Law Library

Houston Roundtable on Higher Education Law

Houston Roundtable on Higher Education Finance

Publication series

Study opportunities

Conferences

Bibliographical and document service

Networking and commentary

Research projects funded internally or externally
APPENDIX 1
HYPOTHETICAL STUDENT PROFILE SUMMARIES

1a. Sandra H. Livingstone

Facts: The student is a 23 year old married female. She moved to Texas with husband and enrolled in classes within two months as a full-time student. After 12 months in Texas (as a student) she is applying for change of residency based on: 1) 12 months in the state, 2) marriage to a Texas resident (husband was employed full-time and not a student for 14 months after arriving in Texas, 3) claimed by husband as dependent for income tax purposes, 4) lease agreement, 5) voter registration, 6) car registration, and 7) valid Texas Driver's License.

Questions: Does marriage to a Texas resident plus having resided in the state for 12 qualify her for reclassification despite not having been employed in the state, and having been a full-time student since two months after her arrival? Has she established residency on her own merits as required by the Coordinating Board rule that states, "A nonresident who marries a resident must establish his or her own residency by meeting the standard requirement. (See Individuals over 18)" (p. 8, Rules and Regulations: Residence Status)?

1b. Sandra H. Livingstone

This is the same profile (Sandra H. Livingstone 1a) with one difference. In addition to the facts presented in the first profile, the student and her husband have purchased a home in Texas. She offers documentation of that purchase as further evidence of having established domicile.

2. Gerard L. Brown

Facts: The student is a 22 year old male from Michigan. He has resided in the state for 15 months. He entered state to "look for work," but has been unemployed for 12 of the 15 months in the state. He has local bank account and can produce utility receipts documenting continuous presence in the state. His license plates and registration for his car were issued in Michigan and he is still using a Michigan driver's license.

Question: Does his presence in the state qualify him for residency or must he have worked for a longer period of time? Statute Section 54.052(e) states, "An individual who is 18 years of age or over who has come from outside Texas and who is gainfully employed in Texas for a 12-month period immediately preceding registration in an educational institution shall be classified as a resident student as long as he continues to maintain a legal residence in Texas."
3. Janie M. Schiller

Facts: The student is a 17 year old female who has lived her entire life in Texas. Her parents divorced and her mother was given custody and currently claims her as a dependent for tax purposes. She, however, does not reside with her mother who is now a Florida resident and has been so for almost 2 years. She has continued as a high school student in Texas while living with her grandmother. She has applied for college and is requesting residency for tuition purposes.

Question: Statute Section 54.052(c) states, "An individual who is under 18 years of age or is a dependent and who is living away from his family and whose family resides in another state or has not resided in Texas for the 12-month period immediately preceding the date of registration shall be classified as a nonresident student." Statute Section 54.055 states, "An individual who is 18 years of age or under who is a dependent and whose parents were formerly residents of Texas is entitled to pay the resident tuition fee following the parents' change of legal residence to another state, as long as the individual remains continuously enrolled in a regular session in a state-supported institution of higher education." She is in transition from high school to college. Does the statute apply?

4. Frank J. Barton

Facts: The student is a 19 year old male. He moved to Texas and entered college two months after entering the state. He is employed full-time as a busboy at a local restaurant and is enrolled as a part-time student. He has resided in the state continuously for the past 14 months and is registered to vote, has his car registered in the state, has a valid Texas driver's license, and has supplied copies of his own income tax records. He is also involved in local civic and charitable organizations.

Questions: Does his employment in the state along with the other documentation he submitted establish his intent to reside in Texas for other than educational reasons? How heavily is full-time employment weighed and does the nature of the employment affect the outcome?

5. Jimmy R. Sanchez

Facts: The student is a 23 year old male. He is a naturalized citizen of the United States who entered the state from Arizona. Almost immediately after his arrival in Texas he secured full-time employment and work for approximately 10 months. After living in Texas for 10 months he enlisted in the military. Three months prior to enlisting he relocated his mother from Arizona to the apartment at
which he was residing and paid rent and utilities throughout the period of his military service. While in the military he continued to use the address of the apartment as his permanent mailing address. Upon his discharge he returned to Texas and took up residence in the apartment with his mother. After 2 months back in the state he is registering for classes and is seeking to be classified as a Texas resident for tuition purposes.

Questions: Is the 12 month residency requirement met even though the student physically resided in the state for only 10 months prior to enlisting and 2 months after his discharge. Is the continued payment of rent and utilities sufficient evidence of an intent to be a true resident of the state?

6. Francis N. Ryan II

Facts: The student is a 22 year old male who moved to Texas and enrolled in classes at the university within two months of the move. He paid nonresident tuition for one year and is now seeking reclassification as a Texas resident. Submitted as evidence is a notarized affidavit from an elderly couple stating that they have employed Francis from the time he entered the state. His work responsibilities included care of their lawn and garden, maintenance of two automobiles, regular chauffeur responsibilities, and assisting them with their needs. At any time he was present in the home he was "on call" and responsible for other routine household chores. The affidavit further states that Francis answered an ad they placed in the newspaper and was one of many candidates they interviewed before making a final selection. They state that they chose to employ him on the strength of the letters of recommendation he presented and on the strength of a personal employment interview they conducted with him. After one year in the state he is seeking reclassification based upon 12 months in the state, being gainfully employed, having registered to vote, and possessing a valid Texas driver's license. Also furnished as evidence are documents showing that he maintains a checking and savings account at a neighboring bank. Because of the non monetary nature of his compensation, he has chosen not to file federal income tax statements.

Questions: Does the nature of his employment qualify as gainful employment? Does the fact of his having been a student while residing in the state for the 12 months combined with the unique nature of his employment negate the possibility of being reclassified to resident status?

7. Natalie M. Pierson

Facts: The student is a 24 year old female. She has been attending college and paying resident tuition because of
waivers due to her position as a teaching assistant. After two years on waivers, she has completed her masters and been hired as a member of the schools professional staff. Because she has been in the state for 24 months and now has a full-time professional appointment on the college's staff, she is asking to be classified as a resident while she pursues doctoral courses.

Questions: Is the time in the state while on tuition waivers considered in making a residency determination? Does the acceptance of a full-time professional position establish her intent to be a resident? Must she wait an additional 12 months before being reclassified?

8. Jason H. Bell

Facts: Student is a 19 year old male from outside the state. His father was a military pilot and was killed during an accident. His mother requested him to accompany her to Texas even though he had not been claimed as a dependent and had not been living with his parents for two years. Because of the need to help his mother, he will be living with her. Claiming exemption under Statute Section 54.058(f) which states, "The spouse and children of a member of the Armed Forces of the United States who dies or is killed are entitled to pay the resident tuition fee, if the wife and children become residents of Texas within 60 days of the date of death..." The Coordinating Board rules and regulations, however, state that "members of the immediate family (which includes spouse or dependent children) of members of the armed forces who dies..." (p. 11). Their classification remains as nonresident but they qualify for a waiver.

Question: Does the fact of the student not having been a dependent for tax purposes or not having lived with his parents disqualify him from obtaining the waiver?

9. Sandra Mitchellleti

Facts: Student is a 19 year old female. She has been living with her grandmother in the state on a year around basis for two and one-half years. While she has been a student for most of that time, she has resided in a home purchased by her mother who is intending to move to Texas. Because of the nature of her work, the mother has lived both in Texas and in New York and maintains homes in both places. She has resided in the Texas residence for 8 months of the year each of the past two years. She has submitted as proof of her intent to reside in the state a letter of employment documenting her having been assigned to open a branch of the business in the state and manage it. While she maintains a Michigan driver's license, she owns a car that is registered in Texas and owns the home in which her mother and daughter (the student) reside.
Question: Do the unique circumstances provide sufficient proof of the intent of residency in the state by the mother? If so, is residency thereby conferred to the daughter who is a dependent and has been living in Texas, albeit as a student, for the past two years?

10. **Lawrence Aronowski**

Facts: The student is a 22 year old male who entered the United States as a political exile. He has been working full-time in the state as a construction worker since his arrival. He has resided in the state for 14 months. During the first 6 months in the state and the country, his status was as a pending asylee and for the following 8 months he had asylee status. He is now enrolling for classes as a part-time student and is requesting to pay resident tuition.

Question: Does the 12 month durational residency requirement "clock" begin from the time he entered the state or does it begin after he was officially granted status as a political asylee? Does the fact of full-time employment influence his qualification for residency?

11. **Carlos Weisman**

Facts: The student is an 18 year old male and an entering freshman. Born in Mexico, his parents brought him to the United States at the age of 8. His parents entered the country without documentation. He attended elementary, junior high, and high schools in the state. His presence in the state has been continuous. He has applied for and been accepted to college.

Question: While not in the United States as a legal resident, he has resided in the state for ten years with his parents. Is his domicile established in Texas? Does he qualify for residency for tuition purposes?

12. **Kinto Mogabi**

Facts: The student is a 25 year old male from Nigeria. He entered the United States on an F-1 visa which expired when he failed to maintain full-time enrollment. He has been residing in the state for the past 6 years while out of status with the Immigration and Naturalization Service. During that time he has been employed full-time and has purchased a home. He is now returning to school as a part-time student.

Questions: While he has met the durational residency requirement of 12 months and has been gainfully employed, can he qualify for payment of the resident tuition rate despite not being in status for immigration purposes?
APPENDIX 1a

Hypothetical Student Profile #1a

Name: Sandra H. Livingstone   Age: 23   Sex: F
Place of Birth: Louisville, Ky.   Date of Birth: 6/27/63
Citizenship: U.S.   Type of Visa: N/A
Current Address:

5307 Marigold   Texas   (local)
Street/Address   City/State   Zip  County

Address(es) for prior 3 years:

7597 Eastern Parkway Apt. #37 Louisville, Ky. 7/20/83-10/20/85
Street/Address   City/State   From   To

5307 Marigold   (local), Texas 10/30/85-present
Street/Address   City/State   From   To

School attended during prior two years:

(School where residency change being requested) 1/86 - 12/86
School   Location   From   To

N/A
School   Location   From   To

N/A
School   Location   From   To

Employment for previous two year period:

Cutler's Dept. Store Louisville, Ky (correct) 8/13/83 - 9/5/85
Employer   City/State   Telephone   From   To

Not currently employed
Employer   City/State   Telephone   From   To

Employer   City/State   Telephone   From   To

Length of time in Texas prior to enrolling in college: 2 months
Purpose in coming to Texas: Husband transferred by his company

Claimed on parent's/guardian's income tax preceding year: Yes
Previously filed request for change in residence status: No
Semester of request: N/A Result/Reason: N/A
Hypothetical Student Profile # 1a (continued)

Parent/Legal Guardian/Spouse Information

Name: Henry Livingstone  Relationship: Husband
Current Address:
5307 Marigold (local), Texas (local) City/State zip County

Parent(s)/Legal Guardian(s) residence status: Texas resident
Citizenship: U.S. Visa: N/A Place of Birth: Louisville
Address(es) for prior 3 years:
7597 Eastern Parkway #37 Louisville, Kentucky 7/20/83-10/20/85
Street/Address City/State From To

5307 Marigold (local), Texas 10/30/85-present
Street/Address City/State From To

Employment for previous two year period:

Mercury Steel Importers Louisville, Ky (correct) 6/13/80-10/20/85
Employer City/State Telephone From To

Mercury Steel Importers Texas (correct) 10/20/85 - present
Employer City/State Telephone From To

Schools attended during prior two years:
N/A
School Location From To

Arrived Texas:10/85 Purpose: Transferred by company
Tax years student claimed as dependent: 1984,85,will claim 86

Student Military Service

Service period: N/A Active Duty:
Date entered: Age at entry:
Place of entry (City/State):
Address(es) for previous two years:
Street/Address City/State From To

Street/Address City/State From To

Length of time in Texas prior to entry:
Hypothetical Student Profile #1a (continued)

Documents Attached

Employment letters with dates of employment: Attached letter from husband's employer verifying transfer and his current employment as a full time employee.

Bank account documentation: Yes
Utility receipts: Yes
Rent receipts: 
Copy of lease agreement: Yes
Copy of visa type: 
Valid Driver's License: Yes
Expiration date: 11/12/89
Car registration: Yes, 
Tax returns: Husband's
Military discharge papers: 
Marriage License: 
Court order of guardianship: 
Voter registration: Yes
Naturalization papers: 
Green card: 
Home mortgage/ownership papers: 
Other documents:

Cover Letter/Statement of Circumstances

Student has included a short cover letter in which she requests a change in residency status to Texas resident. Her marriage to a Texas Resident, and her being claimed as his dependent for tax purposes, Texas are the basis for claiming to meet the qualifications for Texas residency. She also documents having resided in Texas for over 12 months while she attended the university as a full-time student.

Hypothetical Student Profile #1b

Same as Profile #1a, Sandra H. Livingstone, with one added fact. For profile 1b, she and her husband have purchased a home in (local), Texas and resided there for the past 4 months. All other facts and evidence remains the same.
APPENDIX 1b

Hypothetical Student Profile #2

Name: Gerard L. Brown  Age: 22  Sex: M
Place of Birth: Detroit, Michigan  Date of Birth: 9/23/64
Citizenship: U.S.  Type of Visa: N/A

Current Address:

8304 Sampson  Texas (local)
Street/Address  City/State  Zip  County

Address(es) for prior 3 years:

107 Schoolcraft #1786  Detroit, Mich.  3/07/83 - 6/01/84
Street/Address  City/State  From  To

3946 Canal #37  Detroit, Mich.  6/01/84 - 8/02/85
Street/Address  City/State  From  To

8304 Sampson  Texas  9/5/85 - present
Street/Address  City/State  From  To

Schools attended during prior two years:

(A Detroit community college)  9/83 - 12/83
School  Location  From  To

(A Detroit community college)  9/84 - 12/84
School  Location  From  To

Employment for previous two year period:

Auto Assembly Division, Detroit Mich. (correct) 2/83 - 6/85
Employer  City/State  Telephone  From  To

Kal's Kustom Kars  Texas (correct)  11/85-2/2/86
Employer  City/State  Telephone  From  To

Currently unemployed
Employer  City/State  Telephone  From  To

Length of time in Texas prior to enrolling in college: 15 months
Purpose in coming to Texas: Looking for work after being laid off by Auto Assembly Division.
Claimed on parent's/guardian's income tax preceding year: N/A
Previously filed request for change in residence status: N/A
Semester of request: N/A  Result/Reason: 
Hypothetical Student Profile # 2 (continued)

Parent/Legal Guardian/Spouse Information

Name: N/A Relationship: ____________________________
Current Address: ____________________________
Street/Address: ____________________________ City/State: __________ Zip ________ County ________
Parent(s)/Legal Guardian(s) residence status: ____________________________
Citizenship: ____________________________ Visa: ____________________________ Place of Birth: ____________________________
Address(es) for prior 3 years:
Street/Address: ____________________________ City/State: __________ From ________ To ________
Street/Address: ____________________________ City/State: __________ From ________ To ________
Street/Address: ____________________________ City/State: __________ From ________ To ________
Employment for previous two year period:
Employer: ____________________________ City/State: __________ Telephone: __________ From ________ To ________
Employer: ____________________________ City/State: __________ Telephone: __________ From ________ To ________
Schools attended during prior two years:
School: ____________________________ Location: ____________________________ From ________ To ________
School: ____________________________ Location: ____________________________ From ________ To ________
Arrived Texas: ________ Purpose: ____________________________
Tax years student claimed as dependent: ____________________________

Student Military Service

Service period: N/A Active Duty: ____________________________
Date entered: ________ Age at entry: ____________________________
Place of entry (City/State): ____________________________
Address(es) for previous two years:
Street/Address: ____________________________ City/State: __________ From ________ To ________
Street/Address: ____________________________ City/State: __________ From ________ To ________
Length of time in Texas prior to entry: ____________________________
Hypothetical Student Profile #2 (continued)

Documents Attached

Employment letters with dates of employment: Letter from Kal's Kustom Kars stating that student worked from 11/8/85 to 2/2/86 when downturn in economy forced his termination.

Bank account documentation: Yes
Utility receipts: Yes
Copy of lease agreement: Yes
Valid Driver's License: (Detroit)
Car registration: (Michigan)
Military discharge papers:
Court order of guardianship:
Naturalization papers:
Home mortgage/ownership papers:

Other documents:

Rent receipts: Yes
Copy of visa type:
Expiration date: 5/31/88
Tax returns:
Marriage License:
Voter registration:
Green card:

Cover Letter/Statement of Circumstances

11/20/86

To Whom It May Concern:

My name is Gerry Brown and I am applying for admission to your institution for the Spring 1987 semester. I have been living in Texas for 15 months. I moved here from Michigan after having lost my job as an assembly line worker. There was no work to be found there, so I moved here to Texas. Unfortunately, times are tough here too. During the time I have been here in Texas, I have realized that I need to continue my education as employment opportunities for people without a college degree are not what I want for the rest of my life. I have saved up some money from my work at the assembly plant and also from some insurance money from my dad's death. It is enough for tuition, but only if I am allowed to pay in-state tuition. I intend to work part-time at one of the businesses near the school to help make ends meet. I sincerely hope that you will consider my situation and let me pay the in-state rate.

Sincerely,
Gerry Brown
APPENDIX 1c

Hypothetical Student Profile #3

Name: Janie M. Schiller                      Age: 17              Sex: F
Place of Birth: Galveston, Texas              Date of Birth: 2/31/1969
Citizenship: U.S.                               Type of Visa: N/A

Current Address:

1631 Avenue O.                                Galveston, Texas 77550
Street/Address                                Galveston
City/State                                    Zip
County

Address(es) for prior 3 years:

Street/Address                                City/State From To

1631 Avenue O.                                Galveston, Texas 6/1985 - present
Street/Address                                City/State From To

Schools attended during prior two years:

Scarborough High School  Houston, Texas 9/84 --- 6/85
School Location                                     From To

Ball High                                          Galveston, Texas 9/85 --- 12/86
School Location                                     From To

School Location From To

Employment for previous two year period:

N/A

Employer City/State Telephone From To

Employer City/State Telephone From To

Employer City/State Telephone From To

Length of time in Texas prior to enrolling in college: 17 years
Purpose in coming to Texas: Born here

Claimed on parent's/guardian's income tax preceding year: yes
Previously filed request for change in residence status: N/A
Semester of request: ____________________ Result/Reason: ____________________
Hypothetical Student Profile # 3 (continued)

Parent/Legal Guardian/Spouse Information

Name: Samantha Dennison  Relationship: Mother
Current Address: 293 1st Avenue So.  Tampa, Florida (correct)  City/State Zip County

Parent(s)/Legal Guardian(s) residence status: Florida resident
Citizenship: U.S.  Visa: N/A  Place of Birth: Houston, Tx.
Address(es) for prior 3 years:
4976 W. 52nd Street  Houston, Texas  6/1960 - 6/1985

293 1st Avenue So.  Tampa, Florida  6/1985 - present

Employment for previous two year period:

Dennison Furniture  Tampa, Fla. (correct)  6/1985 - present

N/A

Employer  City/State  Telephone  From  To

Schools attended during prior two years:

N/A

School  Location  From  To

Arrived Texas: Purpose: Born in Texas
Tax years student claimed as dependent: 1970 to present

Student Military Service

Service period: N/A  Active Duty:
Date entered: Age at entry:
Place of entry (City/State):
Address(es) for previous two years:

293 1st Avenue So.  Tampa, Florida  6/1985 - present

Street/Address  City/State  From  To

Street/Address  City/State  From  To

Length of time in Texas prior to entry:
Hypothetical Student Profile #3 (continued)

Documents Attached

Employment letters with dates of employment: Letter from Mark Dennison of Dennison Furniture stating that he is Samantha's brother and offered her work in the family business following Samantha's divorce.

Bank account documentation: Trust account in Janie's name.
Utility receipts: Rent receipts:
Copy of lease agreement: Copy of visa type:
Valid Driver's License: Expiration date:
Car registration: Tax returns: Yes, mother's
Military discharge papers: Marriage License:
Court order of guardianship: Voter registration:
Naturalization papers: Green card:
Home mortgage/ownership papers:
Other documents:

Cover Letter/Statement of Circumstances

Notarized affidavit from Mr. & Mrs. John Dennison, parents of Samantha and grandparents of Janie Schiller, stating that Janie has lived with them continuously, except for 2 weeks each summer when she has stayed with her mother in Florida, and that she has been attending high school. While they are not legal guardians, they have been taking care of Janie since the divorce. Samantha needed to reestablish her life and find employment so she went to work in her brother's furniture store in Florida. Samantha did not want to uproot Janie and felt that she would be better off with them (the grandparents) who could care for Janie while she finished high school. Janie is now ready for college and wishes to continue living with them even though she will be actually living in the residence halls/or apartment while at school.

Notarized affidavit from Samantha Dennison stating the same facts as the statement from the grandparents. She also includes statement to the effect that she has established a trust fund for Janie and given signature authority to the grandparents until Janie turns 18.
APPENDIX 1d

Hypothetical Student Profile #4

Name: Frank J. Barton Age: 19 Sex: M
Place of Birth: Pasadena, Calif. Date of Birth: 9/29/67
Citizenship: U.S. Type of Visa: N/A
Current Address:

(Address near your campus) (local) (local)
Street/Address City/State Zip County

Address(es) for prior 3 years:

2266 E. Washington Blvd. Pasadena, Calif. 4/80 - 10/85
Street/Address City/State From To

(Address near your campus) (local) 10/10/85 - present
Street/Address City/State From To

Street/Address City/State From To

Schools attended during prior two years:

Foothills Community College, Pasadena, Calif. 9/84 - 6/85
School Location From To

Pasadena High School Pasadena, Calif. 9/82 - 6/84
School Location From To

Employment for previous two year period:

The Oaken Bucket (local) Texas (correct) 10/10/85 - present
Employer City/State Telephone From To

Employer City/State Telephone From To

Employer City/State Telephone From To

Length of time in Texas prior to enrolling in college: 2 months
Purpose in coming to Texas: To live and work.

Claimed on parent's/guardian's income tax preceding year: No
Previously filed request for change in residence status: No
Semester of request: N/A Result/Reason: N/A
Hypothetical Student Profile # 4 (continued)

Parent/Legal Guardian/Spouse Information

Name: N/A Relationship: 

Current Address: 

Street/Address City/State Zip County

Parent(s)/Legal Guardian(s) residence status: 
Citizenship: Visa: Place of Birth: 
Address(es) for prior 3 years:

Street/Address City/State From To 

Street/Address City/State From To 

Street/Address City/State From To 

Employment for previous two year period:

Employer City/State Telephone From To

Employer City/State Telephone From To

Schools attended during prior two years:

School Location From To 

School Location From To 

Arrived Texas: Purpose: 
Tax years student claimed as dependent: 

Student Military Service

Service period: N/A Active Duty: 
Date entered: Age at entry: 
Place of entry (City/State): 
Address(es) for previous two years:

Street/Address City/State From To 

Street/Address City/State From To 

Length of time in Texas prior to entry: 


Hypothetical Student Profile #4 (continued)

Documents Attached

Employment letters with dates of employment: Employment letter from The Oaken Bucket verifying that he is employed full-time as a busboy and has been employed for past 12 months.

Bank account documentation: Yes
Utility receipts: Yes Rent receipts: Yes
Copy of lease agreement: Yes Copy of visa type:
Valid Driver's License: Yes Expiration date: 10/20/89
Car registration: Yes Tax returns: Yes
Military discharge papers: Marriage License: 
Court order of guardianship: Voter registration: Yes
Naturalization papers: Green card:
Home mortgage/ownership papers:
Other documents:

Membership card in local Jr. Jaycees, and Red Cross Volunteer organization.

Cover Letter/Statement of Circumstances

12/10/86

TO WHOM IT MAY CONCERN:

I have been living in Texas for 14 months and have been gainfully employed throughout that time. While I have been a student for the past two regular semesters, my enrollment has only been part-time. I took two courses during the Spring 1986 semester and am completing 1 course this semester. I am not dependent upon anyone for money and make my own decisions. I was also not claimed on any income tax return other than my own. My intent is to live here in Texas. The attached documents demonstrate that intent. For those reasons, I am respectfully requesting that my tuition status be reclassified from out-of-state to in-state.

Should you have any questions about this request, please do not hesitate to contact me.

Sincerely,
Frank Barton
APPENDIX 1e

Hypothetical Student Profile #5

Name: Jimmy R. Sanchez  Age: 23  Sex: M
Place of Birth: Chihuahua, Mexico  Date of Birth: 11/24/63
Citizenship: U.S.  Type of Visa: (Naturalized)

Current Address:

1329 E. 33rd Street  (local) Texas  (local)
Street/Address  City/State  Zip  County

Address(es) for prior 3 years:

1329 E. 33rd Street  (local) Texas  10/20/86-present
Street/Address  City/State  From  To

Fort Lewis  Tacoma, Wash.  5/20/85-10/15/86
Street/Address  City/State  From  To

Camp Pendleton  California  10/5/83-5/20/85
Street/Address  City/State  From  To

Schools attended during prior two years:

N/A

School  Location  From  To

Employment for previous two year period:

Private, U.S. Army
Employer  City/State  Telephone  From  To

Employer  City/State  Telephone  From  To

Employer  City/State  Telephone  From  To

Length of time in Texas prior to enrolling in college: 12 months

Purpose in coming to Texas: To make my home and find a job

Claimed on parent's/guardian's income tax preceding year: No
Previously filed request for change in residence status: No
Semester of request: N/A  Result/Reason: N/A
Hypothetical Student Profile # 5 (continued)

Parent/Legal Guardian/Spouse Information

Name: N/A Relationship: 
Current Address: 
Street/Address: City/State Zip County

Parent(s)/Legal Guardian(s) residence status:
Citizenship: Visa: Place of Birth:
Address(es) for prior 3 years:
Street/Address: City/State From To
Street/Address: City/State From To
Street/Address: City/State From To

Employment for previous two year period:

Employer: City/State Telephone From To
Employer: City/State Telephone From To

Schools attended during prior two years:

School: Location From To
School: Location From To

Arrived Texas: Purpose:
Tax years student claimed as dependent:

Student Military Service

Service period: 10/5/83 - 10/15/86 Active Duty: Yes
Date entered: 10/5/83 Age at entry: 20 years
Place of entry (City/State): (local), Texas
Address(es) for previous two years:
1329 E. 33rd. (local), Texas 12/4/82 - 10/5/83
Street/Address: City/State From To
1423 Palo Alto Phoenix, Arizona 3/8/73 - 12/4/82
Street/Address: City/State From To

Length of time in Texas prior to entry: 10 months
Hypothetical Student Profile #5 (continued)

Documents Attached

Employment letters with dates of employment: Letter from Ben's Meat Market, (local), Texas, verifying employment from 12/12/82 to 10/1/83.

Bank account documentation: Texas account since 12/6/82
Utility receipts: 12/4/82 - present Rent receipts: 
Copy of lease agreement: Yes Present Copy of visa type: 
Valid Driver's License: Texas Expiration date: 12/6/90
Car registration: Yes Tax returns: Yes
Military discharge papers: Yes Marriage License: 
Court order of guardianship: Voter registration: Yes
Naturalization papers: Yes Green card: 
Home mortgage/ownership papers: 
Other documents: 
Rent and utility receipts he paid for his apartment throughout his period of serving in the military.

Cover Letter/Statement of Circumstances

11/10/86

TO WHOM IT MAY CONCERN:

My name is Jimmy Sanchez and on 10/15/86 I was Honorably Discharged from the Army. I had previously written for admission to your college and was accepted. Recently I spoke with an admissions counselor and a question was raised about whether or not I would be charged in-state or out-of-state tuition. I was informed that I must have resided in the state for 12 months prior to enrolling in college. While I have only been living back here in Texas for the past month since my discharge, I did live at the same home, my apartment, for 10 months before joining the Army. So when I actually enroll, I will have been living in the state for 12 months. It is also important for you to realize that I have paid the rent and utilities on the apartment, received mail there, and moved my elderly mother to the apartment from Arizona to live with me, three months before I enlisted. I have lived in the apartment since just after moving to Texas from Arizona. Upon my discharge, I returned to the apartment where I have lived up to the present. I am sure that this information will clear up any questions that may have come up.

I am looking very much forward to beginning school in January.

Sincerely,

Jimmy Sanchez
APPENDIX 1f

Hypothetical Student Profile #6

Name: Francis N. Ryan II Age: 22 Sex: M
Place of Birth: Kansas City, Mo. Date of Birth: 6/21/64
Citizenship: American Type of Visa: N/A

Current Address:
4310 Lawndale #40 (local), Texas (local)
Street/Address City/State Zip County

Address(es) for prior 3 years:

123 Rosewood #53 Lansing, Michigan 8/2/84-11/1/85
Street/Address City/State From To

3721 Hilltop #97 San Francisco, Ca. 6/1/80 - 8/2/84
Street/Address City/State From To

Schools attended during prior two years:

Michigan State Lansing, Michigan 9/84 - 6/85
School Location From To

San Francisco State, San Francisco, Ca. 9/83 - 6/84
School Location From To

Employment for previous two year period:

Mr. & Mrs. Tom L. Cole (local), Texas (correct) 11/5/85-present
Employer City/State Telephone From To

Baxter Carpetmasters Lansing, Mich. (correct) 8/2/84-11/1/85
Employer City/State Telephone From To

Employer City/State Telephone From To

Length of time in Texas prior to enrolling in college: 2 months
Purpose in coming to Texas: Better job opportunities and
to live in a warmer climate.
Claimed on parent's/guardian's income tax preceding year: N/A
Previously filed request for change in residence status: N/A
Semester of request: N/A Result/Reason: N/A
Hypothetical Student Profile # 6 (continued)

Parent/Legal Guardian/Spouse Information

Name: N/A Relationship: 

Current Address:

Street/Address City/State Zip

Parent(s)/Legal Guardian(s) residence status:
Citizenship: Visa: Place of Birth: 
Address(es) for prior 3 years:

Street/Address City/State From To

Street/Address City/State From To

Street/Address City/State From To

Employment for previous two year period:

Employer City/State Telephone From To

Employer City/State Telephone From To

Schools attended during prior two years:

School Location From To

School Location From To

Arrived Texas: Purpose:
Tax years student claimed as dependent:

Student Military Service

Service period: N/A Active Duty:
Date entered: Age at entry:
Place of entry (City/State):
Address(es) for previous two years:

Street/Address City/State From To

Street/Address City/State From To

Length of time in Texas prior to entry:
Hypothetical Student Profile #6 (continued)

Documents Attached

Employment letters with dates of employment:

Bank account documentation: Checking and Savings
Utility receipts: Rent receipts:
Copy of lease agreement: Copy of visa type:
Valid Driver's License: Yes Expiration date: 1989
Car registration: Yes Tax returns:
Military discharge papers: Marriage License:
Court order of guardianship: Voter registration: Yes
Naturalization papers: Green card:
Home mortgage/ownership papers: Other documents:
Copy of newspaper add placed in local paper by the Cole's, and a copy of the job description he received at the time of his interview.

Cover Letter/Statement of Circumstances

Notarized Affidavit: States that he paid nonresident tuition for the first year he enrolled at the university but is now seeking reclassification based upon having resided in the state for 12 months prior to registering for the Spring 1987 semester. He also bases his request for reclassification on having been gainfully employed by the Cole family as attendant, handyman, and general assistant. He also states in the affidavit that because of the non monetary nature of the compensation he receives, he has chosen not to file federal income tax reports.

Notarized Affidavit: Statements by the Cole family verifying that Francis has been employed by them for over twelve months. His duties with them have included but not been limited to care of their extensive lawn and garden, maintenance of their two automobiles, regular chauffeur responsibilities, and being "on call" whenever he is in the home. While at home his primary responsibility is to assist them and carry out other household duties they are unable to perform because of their advanced age. They chose to employ him because of the strong letters of recommendation he presented to them and on the strength of the employment interview they conducted.
APPENDIX lg

Hypothetical Student Profile #7

Name: Natalie M. Pierson  
Age: 24  
Sex: F

Place of Birth: Omaha, Nebraska  
Date of Birth: 10/23/62

Citizenship: U.S.  
Type of Visa: N/A

Current Address:

1489 Cascade  
(local), Texas  
(local)

Street/Address  
City/State  
Zip  County

Address(es) for prior 3 years:

1489 Cascade  
(local), Texas  
7/1/84-present

Street/Address  
City/State  
From  To

421 Gastinaux,  
New Orleans, La.  
8/4/80 - 7/1/84

Street/Address  
City/State  
From  To

Schools attended during prior two years:

(Your institution) (local), Texas  
9/1/84 - present

School  
Location  
From  To

Tulane University  
New Orleans, Louisiana  
9/80 - 6/84

School  
Location  
From  To

Employment for previous two year period:

(Your institution) (local), Texas (correct)  
9/1/84 - present

Employer  
City/State  
Telephone  
From  To

Employer  
City/State  
Telephone  
From  To

Length of time in Texas prior to enrolling in college: 1 month

Purpose in coming to Texas: I was accepted as a graduate student and secured a position as a teaching assistant.

Claimed on parent's/guardian's income tax preceding year: N/A

Previously filed request for change in residence status: No

Semester of request: N/A  
Result/Reason: N/A
Hypothetical Student Profile # 7 (continued)

Parent/Legal Guardian/Spouse Information

Name: N/A ______________________ Relationship: ______________

Current Address:

Street/Address __________________ City/State Zip County

Parent(s)/Legal Guardian(s) residence status: ______________________
Citizenship: _______ Visa: _______ Place of Birth: ______________

Address(es) for prior 3 years:

Street/Address __________________ City/State From To

Street/Address __________________ City/State From To

Street/Address __________________ City/State From To

Employment for previous two year period:

Employer __________________ City/State Telephone From To

Employer __________________ City/State Telephone From To

Schools attended during prior two years:

School __________________ Location From To

School __________________ Location From To

Arrived Texas: ______ Purpose: ______________________
Tax years student claimed as dependent: ______________________

Student Military Service

Service period: N/A _______ Active Duty: ______________________
Date entered: _______ Age at entry: ______________________
Place of entry (City/State): ______________________

Address(es) for previous two years:

Street/Address __________________ City/State From To

Street/Address __________________ City/State From To

Length of time in Texas prior to entry: ______________________
Hypothetical Student Profile #7 (continued)

Documents Attached

Employment letters with dates of employment: Letter verifying her employment as a teaching assistant for two years during which time she received a tuition waiver. Letter verifying her recent appointment as a student activities counselor/adviser, a full-time professional staff position.

Bank account documentation: Yes
Utility receipts: Yes Rent receipts: Yes
Copy of lease agreement: Yes Copy of visa type:
Valid Driver's License: Yes Expiration date: 1988
Car registration: Yes Tax returns: Yes
Military discharge papers: Marriage License:
Court order of guardianship: Voter registration: Yes
Naturalization papers: Green card:
Home mortgage/ownership papers:
Other documents:
Copies of tuition waivers she received during past two years of graduate school.

Cover Letter/Statement of Circumstances

11/30/86

TO WHOM IT MAY CONCERN:

This letter is to formally request my reclassification as a state resident so that I may pay the resident rate of tuition. For the past two years I was granted waivers because of my position as a teaching assistant. Attached is a letter of appointment documenting that I have been hired as a professional staff member in the Student Activities Department. I will be working in the capacity of Student Activities Counselor/Adviser. While working, it is my intent to begin a doctoral program.

Having resided in the state for two years and now having sought and found a full-time professional appointment is, I believe, sufficient to demonstrate the choice I have made to make my home here in Texas. That decision is further demonstrated by the fact that I have been an active voter, conduct all of my business affairs in this state, and reside here year around.

Thank you for your assistance.

Sincerely,
Natalie Pierson
APPENDIX 1h

Hypothetical Student Profile #8

Name: Jason H. Bell
Place of Birth: Cincinnati, Ohio
Citizenship: U.S.
Current Address:

1639 Prairie (local), Texas (local)
Street/Address City/State Zip County

Address(es) for prior 3 years:

5636 S. Cornell Dr. Chicago, Illinois 3/84 - 12/86
Street/Address City/State From To

173 Erie Street Chanahon, Illinois 8/82 - 3/84
Street/Address City/State From To

Schools attended during prior two years:

University of Chicago Chicago, Illinois 6/84 - 12/86
School Location From To

Chanahon High School Chanahon, Illinois 9/82 - 6/84
School Location From To

Employment for previous two year period:

Accent Incorporated Chicago, Ill. (correct) 6/84 - 12/86
Employer City/State Telephone From To

N/A
Employer City/State Telephone From To

Employer City/State Telephone From To

Length of time in Texas prior to enrolling in college: 1 month
Purpose in coming to Texas: To care for my mother who was recently widowed. My father died in a plane crash.
Claimed on parent's/guardian's income tax preceding year: N/A
Previously filed request for change in residence status: N/A
Semester of request: N/A Result/Reason: N/A
Hypothetical Student Profile # 8 (continued)

Parent/Legal Guardian/Spouse Information

Name: N/A Relationship: 

Current Address:

Street/Address City/State Zip County

Parent(s)/Legal Guardian(s) residence status:

Citizenship: Visa: Place of Birth:

Address(es) for prior 3 years:

Street/Address City/State From To

Street/Address City/State From To

Street/Address City/State From To

Employment for previous two year period:

Employer City/State Telephone From To

Employer City/State Telephone From To

Schools attended during prior two years:

School Location From To

School Location From To

Arrived Texas: Purpose:

Tax years student claimed as dependent:

Student Military Service

Service period: N/A Active Duty:

Date entered: Age at entry:

Place of entry (City/State):

Address(es) for previous two years:

Street/Address City/State From To

Street/Address City/State From To

Length of time in Texas prior to entry:
Hypothetical Student Profile #8 (continued)

Documents Attached

Employment letters with dates of employment: Letter from Accent Inc. verifying full-time employment.

Bank account documentation: Yes, new.
Utility receipts:_________ Rent receipts:_________
Copy of lease agreement:_________ Copy of visa type:_________
Valid Driver's License:_________ Expiration date:_________
Car registration:_________ Tax returns:_________
Military discharge papers:_________ Marriage License:_________
Court order of guardianship:_________ Voter registration:_________
Naturalization papers:_________ Green card:_________
Home mortgage/ownership papers:_________
Other documents:
Letter from the Navy documenting that his father was killed while in active duty by a plane crash. Father was a navy pilot. Crash occurred 11/2/86.

Cover Letter/Statement of Circumstances

12/14/86

TO WHOM IT MAY CONCERN:

On November 2, 1986 my father, Captain Richard Bell, was killed when the Navy plane he was piloting malfunctioned and crashed. He was a Navy career man and as such had been stationed many places across the country. For the last four years, I had not lived with my parents but decided to live in Illinois. For the past two years, I have been totally independent.

Because of the death of my father, my mother has decided to live here in Texas. Her sister felt it would be good for her, she, my aunt, has been living in Texas for the past three years. Needless to say, the death of my dad has been very difficult for my mom to take. She keeps talking about how lost she feels and how much she needs me. At her request, I have decided to move with her to Texas. It is my intention to continue my education, so I am filing this letter as my notification to you of my intent to live here and continue my education. It is my understanding that by doing so I am qualified to pay the in-state tuition rate.

Thank you for your attention to this matter and I look forward to my first semester at your university.

Sincerely,

Jason R. Bell
APPENDIX 11

Hypothetical Student Profile #9

Name: Sandra Michelleti Age: 19 Sex: F
Place of Birth: New York, New York Date of Birth: 12/16/1967 Type of Visa: N/A
Citizenship: U.S.
Current Address:

8833 Stadium Dr. (local), Texas (local)
Street/Address City/State zip county

Address(es) for prior 3 years:

8833 Stadium Dr. (local), Texas 7/1/84-present
Street/Address City/State From To

7649 Clover Hillburn, New York 3/76-7/1/84
Street/Address City/State From To

Schools attended during prior two years:

(Your institution) (local), Texas Location 9/84 - present
School Location From To

School Location From To

School Location From To

Employment for previous two year period:

N/A
Employer City/State Telephone From To

Employer City/State Telephone From To

Employer City/State Telephone From To

Length of time in Texas prior to enrolling in college: 2 months
Purpose in coming to Texas: We moved here.

Claimed on parent's/guardian's income tax preceding year: Yes
Previously filed request for change in residence status: No
Semester of request: N/A Result/Reason: N/A
Hypothetical Student Profile # 9 (continued)

Parent/Legal Guardian/Spouse Information

Name: Monica Mitchelleti Relationship: Mother
Current Address:
7649 Clover Hillburn, New York (local)
Street/Address City/State Zip

Parent(s)/Legal Guardian(s) residence status: Texas/New York
Citizenship: U.S. Visa: N/A Place of Birth: Naples, Italy
Address(es) for prior 3 years:
Both the Hillburn and the (local), Texas addresses for 2 years
Street/Address City/State From To

7649 Clover Hillburn, New York 3/76 - present
Street/Address City/State From To

Employment for previous two year period:

Bertonelli's Furs New York, New York (correct) 3/76 - present
Employer City/State Telephone From To

Employer City/State Telephone From To

Schools attended during prior two years:

N/A
School Location From To

School Location From To

Arrived Texas: 7/1/84 Purpose: Establish home & business branch
Tax years student claimed as dependent: each year to present

Student Military Service

Service period: N/A Active Duty:
Date entered: Age at entry:
Place of entry (City/State):
Address(es) for previous two years:
Street/Address City/State From To

Street/Address City/State From To

Length of time in Texas prior to entry: 
Hypothetical Student Profile #9 (continued)

Documents Attached

Employment letters with dates of employment: Letter from Bertonelli's Furs that she has been a Vice President of the company for the past 8 years and employed with them for just over 10 years. Has been assigned to open new branch in Texas.

All of the following documents are from student's mother:
Bank account documentation: Texas & New York
Utility receipts: Texas Rent receipts:__________________________
Copy of lease agreement:__________ Copy of visa type:__________
Valid Driver's License: New York Expiration date:______________
Car registration: Texas Tax returns: Yes
Military discharge papers:_______ Marriage License:___________
Court order of guardianship:______ Voter registration:_________
Naturalization papers:___________ Green card:_______________
Home mortgage/ownership papers: (local), Texas

Other documents:

Cover Letter/Statement of Circumstances

10/12/86

TO WHOM IT MAY CONCERN:

My name is Monica Mitchelleti, the mother of Sandra Mitchelleti who is in her third year at your university. I am requesting that you reclassify her as a Texas resident so that she may now pay the in-state tuition rate. She has been living in Texas under the care of my mother for the past two-and-a-half years. I have been splitting my residence between (local), Texas and New York because of my work situation. Fourteen months ago, (see attached copy of mortgage), I purchased a home. Both my mother and my daughter have resided there since that time and I reside there for approximately 8 months of the year. It has been necessary for me to maintain a home in New York because of my responsibilities as a vice president of my company. Two years ago I was charged with opening up a branch office in (local), Texas. Since then, it has been my intent to move permanently to Texas once the purchasing network was reorganized. For approximately the next 4 months I will need to remain here in New York to finalize the project. Since both my mother and my daughter have resided continuously in Texas for over two years and for the past fourteen months in the home which we own, I believe she now qualifies to pay the in-state rate.

Thank you for your attention and I will look forward to your reply.

Sincerely,

Monica Mitchelleti
APPENDIX 1j

Hypothetical Student Profile #10

Name: Lawrence Aronowski  
Age: 22  
Sex: M  
Place of Birth: Warsaw, Poland  
Date of Birth: 2/14/1964  
Citizenship: Political asylee  
Type of Visa:  
Current Address:  
7101 Selma (local), Texas (local)  
Address(es) for prior 3 years:  
7101 Selma (local), Texas 10/6/85-present  
Street/Address  
City/State  
From  
To  
2-78 W. 45 Street Warsaw, Poland 2/64-10/85  
Street/Address  
City/State  
From  
To  
Schools attended during prior two years:  
Have not attended since secondary education in Poland.  
School  
Location  
From  
To  
School  
Location  
From  
To  
School  
Location  
From  
To  
Employment for previous two year period:  
Arrow Construction (local), Texas (correct) 10/15/85-present  
Employer  
City/State  
Telephone  
From  
To  
Gromowski Construction Warsaw, Poland 8/82 - 9/10/85  
Employer  
City/State  
Telephone  
From  
To  
Employer  
City/State  
Telephone  
From  
To  
Length of time in Texas prior to enrolling in college: 14 months  
Purpose in coming to Texas: To make a new home because of the political situation in Poland is impossible for me.  
Claimed on parent's/guardian's income tax preceding year: N/A  
Previously filed request for change in residence status: N/A  
Semester of request: N/A  
Result/Reason: N/A
Hypothetical Student Profile # 10 (continued)

Parent/Legal Guardian/Spouse Information

Name: N/A Relationship: 

Current Address: 

Street/Address City/State Zip County

Parent(s)/Legal Guardian(s) residence status: 
Citizenship: Visa: Place of Birth: 
Address(es) for prior 3 years: 

Street/Address City/State From To 

Street/Address City/State From To

Street/Address City/State From To

Employment for previous two year period:

Employer City/State Telephone From To

Employer City/State Telephone From To

Schools attended during prior two years:

School Location From To

School Location From To

Arrived Texas: Purpose: 
Tax years student claimed as dependent: 

Student Military Service

Service period: N/A Active Duty: 
Date entered: Age at entry: 
Place of entry (City/State): 
Address(es) for previous two years:

Street/Address City/State From To

Street/Address City/State From To

Length of time in Texas prior to entry:
Documents Attached

Employment letters with dates of employment: Letter from Arrow Construction verifying his employment as a brick mason for past 14 months (10/15/85 - present).

Bank account documentation: Yes
Utility receipts: Yes
Copy of lease agreement: Yes
Valid Driver's License: Yes
Car registration: Yes
Military discharge papers: Yes
Court order of guardianship: 
Naturalization papers: 
Home mortgage/ownership papers: 
Rent receipts: Yes
Copy of visa type: 
Expiration date: 1988
Tax returns: Yes
Marriage License: 
Voter registration: 
Green card: 
Other documents:
Documents from Immigration and Naturalization Service showing that he was a pending political asylee from 10/10/85 - 4/14/86 and received political asylee status as of 4/14/86 to present.

Cover Letter/Statement of Circumstances

Notarized Affidavit from his attorney (an immigration law attorney) documenting that he has known Lawrence Aronowski since his arrival in this country and that since his arrival he has made clear his intent to apply for permanent residency and to be a Texas resident.

Notarized Affidavit from Lawrence Aronowski stating his intent to continue making his home in Texas. He further states that he will continue to work full-time for at least two more years and go to school part-time until he has saved up enough money to become a full-time student. He has resided in the state for 14 months prior to enrolling for the upcoming Spring 1987 semester and has been gainfully employed throughout that period. He is requesting classification as a state resident. "My home here in Texas is the only place that I can call home, I have no other."
APPENDIX 1k

Hypothetical Student Profile #11

Name: Carlos Weisman  Age: 18  Sex: M
Place of Birth: Mexico  Date of Birth: 4/21/68
Citizenship:  Type of Visa: N/A
Current Address:
804 1st Ave. N.  (local), Texas  (local)
Street/Address  City/State  Zip  County

Address(es) for prior 3 years:
804 1st. Ave. N.  (local), Texas  1977 - present
Street/Address  City/State  From  To

Schools attended during prior two years:
(Local) High School  (Local), Texas  9/1983 - 5/1986
School  Location  From  To

(Local) Elementary  (Local), Texas  1/1977 - 5/1983
School  Location  From  To

Employment for previous two year period:
Markle Grocery Store  (Local), Texas (Correct)  12/84 - 6/1986
Employer  City/State  Telephone  From  To

Employer  City/State  Telephone  From  To

Length of time in Texas prior to enrolling in college: 10 years
Purpose in coming to Texas: To live.

Claimed on parent's/guardian's income tax preceding year: yes
Previously filed request for change in residence status: n/a
Semester of request:  Result/Reason: ________________
Hypothetical Student Profile # 11 (continued)

Parent/Legal Guardian Information

Name: Mr. & Mrs. Hector Weisman  Relationship: Parents
Current Address:
804 1st. Ave. N.  (Local), Texas  (correct)
Street/Address  City/State  Zip  County

Parent(s)/Legal Guardian(s) residence status: Texas
Citizenship:  Visa:  Place of Birth: Mexico
Address(es) for prior 3 years:
804 1st Ave. N.  (Local), Texas  1/1977-present
Street/Address  City/State  From  To

Employment for previous two year period:

Martin Trucking  (Local), Texas  (correct)  6/1977 to present
Employer  City/State  Telephone  From  To

Schools attended during prior two years:

N/A
School  Location  From  To

School  Location  From  To

Arrived Texas: 1977  Purpose: Employment
Tax years student claimed as dependent:  Each year

Student Military Service

Service period:  N/A  Active Duty:  
Date entered:  Age at entry:  
Place of entry (City/State):  
Address(es) for previous two years:
Street/Address  City/State  From  To

Length of time in Texas prior to entry:  

Hypothetical Student Profile #11 (continued)

Documents Attached

Employment letters with dates of employment:
Letter from Markle Grocery Store verifying dates of part-time employment.

Bank account documentation:
Utility receipts: yes
Rent receipts: yes
Copy of lease agreement: yes
Copy of visa type: yes
Valid Driver's License: yes, Texas
Expiration date: 1989
Car registration: parent's car
Tax returns: parent's
Military discharge papers: yes
Marriage License:
Court order of guardianship:
Voter registration:
Naturalization papers:
Green card:
Home mortgage/ownership papers:
Other documents: Letter from father's employer.

Cover Letter/Statement of Circumstances

To Whom it May Concern,

When I applied to the university, I was very surprised to be classified as a nonresident of Texas. As you can see by the information on this residency questionnaire, I have been living here in Texas for the past 10 years since my parents brought me here from Mexico. My entire family lives here, my mother and father, my two older brothers and their wives and children, and my grandmother. This is really the only home I have known as I was only 8 years old when we came to Texas. Thank you for your help in this matter.

Sincerely,

Carlos Weisman
APPENDIX 11

Hypothetical Student Profile #12

Name: Kinto Mogabi
Place of Birth: Legos, Nigeria
Citizenship: ?
Current Address:

1056 Martin Street (local), Texas (local)
City/State Zip County

Address(es) for prior 3 years:

1056 Martin Street (local), Texas 6/20/83-present
Street/Address City/State From To

8741 Anderson Ave. (local), Texas 2/3/80-6/20/83
Street/Address City/State From To

Schools attended during prior two years:

n/a
School Location From To

Employment for previous two year period:

Channel Equipment Sales (local), Texas (correct) 1/5/82-present
Employer City/State Telephone From To

Employer City/State Telephone From To

Length of time in Texas prior to enrolling in college: 2 weeks
Purpose in coming to Texas: I came as a student in 1981 but dropped out of school for financial reasons.

Claimed on parent's/guardian's income tax preceding year: N/A
Previously filed request for change in residence status: 
Semester of request: ____________ Result/Reason: ____________
Hypothetical Student Profile # 12 (continued)

Parent/Legal Guardian Information

Name: N/A Relationship: ______________

Current Address:

Street/Address ______________ City/State Zip County

Parent(s)/Legal Guardian(s) residence status: ______________

Citizenship: _______ Visa: _______ Place of Birth: _______

Address(es) for prior 3 years:

Street/Address ______________ City/State From To

Street/Address ______________ City/State From To

Street/Address ______________ City/State From To

Employment for previous two year period:

Employer ______________ City/State Telephone From To

Employer ______________ City/State Telephone From To

Schools attended during prior two years:

School ______________ Location From To

School ______________ Location From To

Arrived Texas: _______ Purpose: ____________________________

Tax years student claimed as dependent: ____________________________

Student Military Service

Service period: N/A Active Duty: ______________

Date entered: _______ Age at entry: _______

Place of entry (City/State): ____________________________

Address(es) for previous two years:

Street/Address ______________ City/State From To

Street/Address ______________ City/State From To

Length of time in Texas prior to entry: ____________________________
Hypothetical Student Profile #12 (continued)

Documents Attached

Employment letters with dates of employment:
Letter from Channel Equipment Sales documenting dates of employment as full-time salesman.

Bank account documentation: Local checking, savings, & C.D.
Utility receipts: yes
Rent receipts: __________
Copy of lease agreement: __________
Copy of visa type: __________
Valid Driver's License: Texas Expiration date: 1988
Car registration: yes, Texas Tax returns: yes
Military discharge papers: __________
Marriage License: __________
Court order of guardianship: _______ Voter registration: _______
Naturalization papers: __________
Green card: __________
Home mortgage/ownership papers: yes
Other documents:

Letter from employer stating that he has been an exemplary employee and employed with the company as a full-time salesman for the past 5 years.

Cover Letter/Statement of Circumstances

TO WHOM IT MAY CONCERN:

I am asking you to reclassify me from a nonresident to a resident of Texas. While I understand that my way of entering this country has been unorthodox, I have, nevertheless, established this country and this state as my home. I am completely independent financially, own the home in which I live, have a Texas Driver's License, pay taxes, and am employed full-time. During the time I have been a salesman with my company, I have been able to make a living and meet my expenses. I will continue to work full-time and be attending school on a part-time basis. By earning a college degree, it is my hope to be able to advance to management status.

Thank you for your time and assistance.

Sincerely,
Kinto Mogabi
APPENDIX 2
INSTRUCTION SHEET

The following are profiles of 12 hypothetical students. While the students do not exist, the profiles are representative of patterns of facts encountered by residency determination officers in making classifications for tuition purposes. Some of the situations or particular facts are those encountered with a great deal of frequency while others are dealt with less frequently or even infrequently.

As a participant in this study, you are asked to classify each of the 12 hypothetical students as residents or nonresidents for tuition purposes. On the blank response forms attached to each of the profiles, please indicate the classification you assign and explain the rationale for your decision. If you cannot make a determination on a particular student, (e.g. because there is insufficient information, or the information is not clear), please explain the reason for not classifying the student and outline the procedures you would follow in order to be able to make a classification. IMPORTANT: The profiles should be taken at face value. There has been no attempt to mislead or provide only partial information. Each profile is intended to provide all the necessary information and represent that which each of the hypothetical students would (or could) provide. It should be assumed that reference checks or verifications would prove the information to be correct.

Because these profiles will be used in several different cities, references to (Local), Texas or (Local) High School, should be interpreted as the city in which your university is located and as a high school in your city.

Please enclose with the completed materials a copy of the residency questionnaire you use on a routine basis. The questionnaire will provide an additional perspective on the process of residency determination as it is carried out at your institution.

Thank you for your assistance.

Please return all materials to:
APPENDIX 3
RESPONSE FORM

Please complete the following demographic information. It is necessary only for the analysis of the data and will not be part of the published dissertation.

Residency Officer ____________________________ Date __________
Institution ____________________________ Phone (_____) __________

RESIDENCY CLASSIFICATION

PROFILE # ______ HYPOTHETICAL STUDENT ____________________________

I would classify this hypothetical student as:
(please circle your response)

RESIDENT NONRESIDENT

My reasons for making the classification are:
(Use page 2 for additional comments)
NOTE: Use this section only if you cannot make a residency determination. Please outline the steps you would take in order to be able to make a classification.

I cannot make a residency classification for the following reasons:
APPENDIX 4

INTERVIEW SCHEDULE

1. How long have you been responsible for residency determination?

2. What percentage of your job responsibilities does residency determination comprise and what are your other duties? Probe.

3. Approximately how many residency determinations do you make in a given year? How many does your institution make?

4. Do others share responsibility for residency determination? If so, how many and from what offices/departments.

5. In what department do you work? What is its size and approximate number of staff members? What is your job title?

6. Describe the type and amount of training in residency determination that you have received. None, little, substantial, extensive? (Formal/informal & within the university and outside it) Probe.


8. How would you rate the complexity of the residency statutes, rules, and regulations: simple, somewhat complex, complex, very complex? (Differentiate between their assessment of the complexity of the statutes, rules, and regulations themselves, and the operational complexity they experience when actually applying them.) Probe.

9. Are some sections of the statutes, rules, and regulations more complex or difficult to apply to student circumstances? Probe.

10. Are there certain student circumstances that you find more difficult to evaluate in making your determinations? What would those be? Probe.


12. Are there certain criteria or types of evidence to which you give greater weight or consideration? What would those be? Probe.

13. How does your institution fulfill the requirement that students verify the accuracy of their residence status?

14. How satisfied are you with the current structure for residency determination? Probe.
15. What degree of change is needed: none, some, substantial, or extensive? What changes would you recommend? Probe.

16. Under the current system, what do you believe to be your primary responsibilities in applying the statutes, rules, and regulations? Probe.

17. Describe the discretion you have in making determinations? Probe—How are they interpreting discretion? How comfortable are they with exercising discretion?

18. In making residency determinations, do you consult with other individuals at your university? If so, who would they be and when would you consult them? Probe.

19. Are there persons outside your university with whom you consult? Who would they be and under what circumstances would you consult them? Probe.

20. Are your decisions reviewed by another person and if so, whom?

21. How would you rate the degree of supervision you receive: little, some, substantial, extensive? Probe.


23. Please describe your experience in making residency determinations for the twelve (12) hypothetical students used in this study. What problems were there? How realistic was the process? Probe.

24. Is there anything that we have not discussed that you feel is important in examining residency determination?
APPENDIX 5
CODING SCHEDULE

BIASES

BFCP = Bias for current practice
BACP = Bias against current practice
BCN  = Bias for changing current practice
BE   = Bias in weighting certain types of evidence
BFFPA = Bias for giving personal attention to students
BAPPA = Bias against giving personal attention to students
BSS  = Bias in using certain subsections of the statutes, rules, and regulations more frequently
BC   = Bias regarding certain student circumstances
BL   = Bias for liberal interpretation of statutes, rules, & regulations
BS   = Bias for strict interpretation
BPRRO = Bias due to perception of role as a residency officer

COMPLEXITY

CSRR = Complexity of the statutes, rules, and regulations
CSS  = Complexity of student situations
CD   = Degree of complexity
CO   = Objective complexity (the degree of complexity seen at face value)
CS   = Subjective complexity (degree of complexity they experience despite their experience level or expertise)
CC   = Contributes to complexity
CL   = Limits complexity
CLC  = Complexity due to lack of clarity of the statutes, rules, and regulations

DISCRETION

DD   = Degree of discretion
DI   = Discretion within the institution
DSRR = Discretion in interpreting the statutes, rules, & regulations
DSN  = Discretion used based on student need

STRUCTURE

SSI  = Size of institution
SSD  = Size of department
SNS  = Number of staff members
SNRCW = Number of residency coworkers
SNSC = Number of students classified
SOR  = Other responsibilities of the residency officers
SCP  = Collegial/professional working environment
SIR  = Interviewee's role within the institution
SAP  = Structure of the appeals process
SIC  = Institutional character
SUPERVISION

SUD = Degree of supervision
SUN = Number of supervisors
SUNR = Number of persons reviewing officer's decisions
SUP = Preferred degree of supervision
SFC = Frequency of consultation with others (self supervision)

TRAINING

TLE = Length of experience with residency determination
TOT = Types of training
TFT = Formal training
TIT = Informal training
TAD = Amount of additional training desired
TEP = Self-perception of extent of training

MISCELLANEOUS

A/E = Attitudes and expressions
P = Problem areas cited in residency determination
V = Validity factors (research instrument)
PR = Process or method used in residency determination
February 1987

Mr./Mrs.
University
Street
City/State/Zip

Dear ,

This letter is to ask your help with a study of the state statutes, rules, and regulations governing residency determination for tuition purposes.

Until now, little research has been conducted on the practice of residency determination. That which has been done has focused primarily upon the statutes, rules, and regulations in use across the country. Currently, very little is known about what happens when the statutes, rules, and regulations are applied to the life situations of students. Mr. has undertaken a study as part of his dissertation that I believe will yield important information for each of our respective institutions.

The study is divided into two parts. The first consists of standardized residency questionnaires that profile twelve hypothetical students. Each profile is a composite of the circumstances of real students. With your approval, the twelve questionnaires will be used by the supervising residency officer of your university to classify the hypothetical students as residents or nonresidents. The residency officer will also be asked to explain the rationale for each classification. If no classification can be made using the information provided, the residency officer will be asked to outline the steps that would be taken in order to make a classification.

The second part of the study is a telephone interview. The interview will be used to further examine residency determination by eliciting the experience and insight of residency officers.

Within a few days of receiving this letter, Mr. will contact you by phone to further explain the study and ask your help in identifying the supervising residency officer of your institution. The residency officer will be contacted by mail and then phone in order to explain the study and extend the invitation to participate. Participation will, of course, be completely voluntary and participants are free to withdraw from the study at any time. The results of the study will be made available to you and to all participants. The identities of each university and the participating officers will remain strictly confidential in all reported results of the study. Thank you for your assistance.

Sincerely,
February , 1987

Mr/Mrs
University
Street
City/State/Zip

Dear ,

This letter is to request your help with a study of the state statutes, rules, and regulations governing residency determination for tuition purposes. Recently, was contacted by Mr. University, and asked to identify the staff member best qualified to participate in the study. You have been recommended. Please take a moment to read the following description of the study. Within a few days, you will be contacted by telephone. At that time the study will be explained in greater detail, any questions you have will be answered, and you will be invited to participate in the study. Enclosed with this letter is a consent form. During the contact by telephone you will be asked to sign and return it if you decide to participate in the study. Upon its return, you will be mailed the materials to be used in the study. Participation is, of course, completely voluntary and you are free to withdraw from the study at any time. Copies of the results of the study will be sent to you and to all participants. In all reported results of the study, your identity and that of your institution will remain strictly confidential.

Until now, little research has been conducted on the practice of residency determination. That which has been done has focused primarily upon the statutes, rules, and regulations in use across the country. Currently, little is known about what happens when the statutes, rules, and regulations are applied to the life situations of students. How clear are the guidelines for residency determination? What types of student situations are the most difficult to interpret when making residency classifications? Are residency officers satisfied with the current structure for making determinations? What changes, if any, do they feel are needed? These and other questions cannot be reliably answered with the present level of information on residency determination. This study is being undertaken as a first step in gaining a more thorough understanding of residency determination.

The study is divided into two parts. The first consists of standardized residency questionnaires that profile twelve hypothetical students. Each profile is a composite of the circumstances of real students. The residency officers participating in the study will be asked to classify the hypothetical students as residents or nonresidents. They will also be asked to explain the rationale for each classification. If no classification can be made using the information provided, the residency officers will be asked to outline the steps they would take in order to make a classification. The time required for
classifying the hypothetical students and explaining the rationale for the classifications is approximately two hours.

The second part of the study is a telephone interview of approximately one hour in length. The interview will be used to further examine residency determination by eliciting the experience and insight of each of the participating residency officers.

While the study is being conducted as part of a doctoral dissertation, my interest in the practice of residency determination stems from my work as an Appeals Committee. In both capacities, responding to questions about residency is a common activity. It is my hope that the information obtained from the study will be of benefit to each of our respective institutions.

I look forward to speaking with you in the next few days.

Sincerely,

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THIS PROJECT HAS BEEN REVIEWED BY THE UNIVI COMMITTEE FOR THE PROTECTION OF HUMAN SUBJECTS (PHONE: ...
APPENDIX 8

I, ____________________________, agree to participate in the study of the application of the state statutes, rules, and regulations to the life circumstances of students. I have read the letter sent to me describing the purpose of the study and the form in which I am being asked to participate. In addition to the letter, I was contacted by telephone, the study was explained in greater detail, and my questions were answered.

I understand that upon return of this form, I will be mailed 12 hypothetical student profiles entered on standardized residency questionnaires which I am asked to classify as residents or nonresidents for tuition purposes. I further understand that in addition to making the residency classifications I am asked to explain my reasons for making the classifications. The approximate time required is two hours. I have also made an appointment for a telephone interview which will last approximately one hour. The interview will focus on my experience, views, and insight as a residency determination officer. I understand that although my name will be recorded on the forms I complete, my identity and that of my institution will be held in strictest confidence and not appear in any of the published or reported findings of the study. As a participant I will be provided with a report on the findings.

I have been informed that there is minimal risk involved in my participation in the study. The risk stems from the remote possibility that my identity could be linked with the classifications I make in the study. In such a case, students obtaining the information and who I had previously classified as nonresidents might appeal their classifications if they believed their circumstances to be similar to one of the hypothetical students I classified as a resident.

I have been informed that my participation is voluntary and that I may withdraw my consent and discontinue my participation at any time. Should I have any questions or problems that arise from my participation in this study, I should contact part of his dissertation, at ( ).

Date________________ Signature__________________________
(Participant)

Date________________ Signature__________________________
(Researcher)

THIS PROJECT HAS BEEN REVIEWED BY THE UNIVERSITY COMMITTEE FOR THE PROTECTION OF HUMAN SUBJECTS (phone:__________________________
__________________________)
APPENDIX 9

THE HYPOTHETICAL STUDENT PROFILES: Classifications and Rationale

The following data were collected using the written survey instrument (Appendix 1). Data reduction was used to eliminate redundancy in the responses by interviewees, and to organize the data. Where necessary, the responses were edited and condensed carefully to retain the initial meaning and make the data more manageable. An example of the format used for reporting the data is provided to assist the reader.

EXAMPLE:

PROFILE 13. John Q. Doe = number and name of profile as it appeared on the survey instrument

IIA. NONRESIDENT (IIA. = the code for an individual residency officer. NONRESIDENT = classification given the hypothetical student by the residency officer)

(7) Has resided in the state only 9 months
(7 = the frequency with which the 9 residency officers cited the criterion as influential in their classification of the hypothetical student)

Note: (5) is used in place of a frequency when a statement of opinion or an example of procedure is reported by a residency officer.

SURVEY RESULTS: Classifications and Rationale

PROFILE 1A. Sandra H. Livingstone

IA. RESIDENT:

(5) Married prior to entering Texas
(2) Both in state more than 12 months
(1) Her status changes based on husband's status

IIA. NONRESIDENT

(4) Primarily full-time student
(3) Must establish residency for self
(1) Joint tax return not sufficient
IIIA. RESIDENT

(3) Spouse was transferred to Texas
(5) Married prior to entering Texas
(1) Her intent is other than education

IB. NONRESIDENT

(4) Enrolled two months after entering Texas
(3) Husband's employment for 12 months does not apply
(2) Additional evidence required

IIB. RESIDENT

(2) Dependent, carried on husband's tax return
(2) In Texas more than 12 months
(5) Entered state as a team
(3) Husband's employment record is an important factor

IIIB. NONRESIDENT

(4) State Statute Section 54.052(f): Over 18, and
registered prior to residing in state for 12 months
(2) Evidence too weak

IC. RESIDENT

(2) Dependent of Texas resident (husband)
(5) Married prior to entering Texas

IIC. NONRESIDENT

(3) Must establish residency independently, husband's
status does not influence
(4) Enrolled after only 2 months in state

IIIC. RESIDENT

(1) Domicile has been established
(3) Entered Texas because of husband's employment
(5) Entered as a family unit

RESULTS: 5 classified as resident - 4 classified as nonresident
0 did not classify