



Documentation to Support Domicile and Residency

The following documentation may be requested by the institution regarding a person’s responses to the Core Residency Questions. Documents that may be used as proof that: (1) The person or the dependent’s parent established domicile in Texas, and (2) The person or the dependent’s parent has maintained domicile in Texas continuously for at least 12 consecutive months immediately preceding the census date of the term in which the person enrolls, include but are not limited to the following:

Documents that may Support the Establishment of a Domicile in Texas and Maintenance of Domicile in Texas

1. SIGNIFICANT GAINFUL EMPLOYMENT

a. An employer's statement of dates of employment in Texas (beginning and current or ending dates) that encompass at least 12 consecutive months prior to the census date of the term in which the person enrolls or pay stubs for 12 consecutive months prior to the census date, reflecting significant gainful employment in Texas, or proof of other earned income such as pensions, veterans' benefits, social security, and savings from previous earnings for 12 consecutive months prior to the census date. However, employment conditioned on student status, such as work study, the receipt of stipends, fellowships, or research or teaching assistantships does not constitute gainful employment for the purposes of this subchapter.

b. For a person who is unemployed and living on public assistance, written statements from the office of one or more social service agencies located in Texas that attest to the provision of services to the person for the 12 consecutive months prior to the census date of the term in which the person enrolls.

2. RESIDENTIAL REAL PROPERTY

Sole or joint marital ownership of residential real property in Texas with documentation to verify 12 consecutive months of ownership prior to the census date of the term in which the person enrolls, such as a Warranty Deed, with the person or the dependent's parent having established and maintained domicile at that residence.

3. MARRIAGE TO A PERSON WHO HAS ESTABLISHED AND MAINTAINED DOMICILE IN TEXAS

Marriage Certificate or Declaration of Registration of Informal Marriage with documentation to support that spouse has established and maintained domicile in Texas for the 12 consecutive months preceding the census date of the term in which the person enrolls.

4. OWNERSHIP OF A BUSINESS ENTITY

Documents that evidence the organization of the business in Texas that reflect the ownership interest of the person or dependent’s parent, and the customary management of the business by the person or dependent’s parent without the intention of liquidation for the foreseeable future.

Documents that May Provide Support to a Claim of Residence in Texas for the 12 Consecutive Months Immediately Preceding the Census Date of the Term in which the Person Enrolls

1. Utility bills for the 12 consecutive months preceding the census date.
2. Cancelled checks that reflect a Texas residence for the 12 consecutive months preceding the census date.
3. A current credit report that documents the length and place of residence of the person or the dependent's parent to be in Texas and the length of residence to be at least 12 consecutive months preceding the census date.
4. Texas voter registration card that was issued at least 12 months prior to the census date.
5. Lease or rental of residential real property in the name of the person or the dependent's parent for the 12 consecutive months immediately preceding the census date.
6. Texas high school transcript for full senior year immediately preceding the census date or a transcript from a Texas institution of higher education showing presence in the state for the 12 consecutive months preceding the census date.

Other Documents that May be Used to Lend Support To or Clarify an Individual's Claim of Domicile or Residence, as Appropriate, in Texas

Among other documents that may be used to lend support to or clarify an individual's claim of having established and maintained domicile or residence, as appropriate, in Texas are the following:

1. Tax return of the student or parent(s).
2. Visa, passport or other pertinent immigration documents.
3. Leave and Earnings Statements (LES).
4. Pay stubs for the 12 consecutive months immediately preceding the census date, reflecting significant gainful employment in Texas.
5. Documents or statements to clarify answers to Core Residency Questions.
6. A Texas high school transcript to verify thirty-six months' presence in the state and graduation from a Texas high school.
7. State or local licenses to conduct a business or practice a profession in this state.