

WSU Residency for Tuition Purposes

Required Documents Checklist: Financially Dependent Student

The residency of financially dependent students is based on the domicile of ONE parent, step-parent, or legal guardian, which will be noted as “parent” here. Submitted documents will be for that one parent in PDF, JPG, or PNG format. Photos of the document may be submitted, though Apple iPhone images must be converted to JPG (the iOS default is HEIC which we cannot open). Student documents are not needed, except when citizenship documents are needed to prove eligible citizenship status.

Domicile: Provide documents for the parent living in Washington

1. **Housing documentation** showing the parent’s **physical presence within the state** of Washington for the entire 12 month period prior to the term. Housing documents must list the address, name of the parent, and dates of occupation for the entire 12 month time period.
 - Lease or rental agreement pages showing address and term plus the signature page, **OR**
 - Home purchase agreement showing physical address & date of closing, **OR**
 - Combination of rent receipts or tenant ledger and mail delivered to the address, **OR**
 - Combination of a notarized letter from landlord or person you lived with and mail delivered the address.
2. **Driver’s license, learner permit, or state identification card** issued in Washington state at least 6 months prior to the start of the term. Maintaining other state documents is an indicator that the parent is NOT a Washington resident.
3. **Vehicle registration** issued in Washington state at least 6 months prior to the start of the term. Maintaining vehicle registration in another state is an indicator that the parent is NOT a Washington resident. Required if the parent drives.
4. **Voter Registration**, if the parent votes.

Dependence: Provide documents for the Parent showing that the student is financially dependent.

- **IRS Tax Transcript** the tax year prior to this calendar year showing dependents, **OR**
- **Signed Federal 1040** first and signature pages, **OR**
- **Notarized letter from the parent** stating the intent to claim the student as a dependent when taxes are filed or stating that the student is considered a dependent, though will not be claimed on taxes on advice from a tax professional.

Immigration status: Required of parent and/or student when either is not a US Citizen. Include copies of both sides of any submitted documents.

- **Resident Alien Card**, **OR**
- **VISA**, **OR**
- **Other verification document** demonstrating an immigration status that is eligible for resident status in Washington.