



Acceptable Residency Documentation To Establish Domicile in TEXAS

Documents that may Support the Establishment of a Domicile in Texas and Maintenance of Domicile in Texas for the 12 consecutive months immediately preceding the census date of the term in which the person enrolls.

1. Significant Gainful Employment

- a. *Employer' statement of dates employed* (beginning & current or ending dates).
 1. Letter of Employment – must be on employer letterhead with contact information, must be dated, and contain name and dates of employment.
 2. Or 12 consecutive months of all paystubs or Bank Statements showing Direct Deposit.
- b. *Other documents* that show the person
 1. Has been engaged in employment intended to provide an income to the person or allow the person to avoid the expense of paying another to perform tasks (as in child care) that is sufficient to provide at least one-half of the individuals' tuition and living expenses or represents an average of at least 20 hours per week; or
 2. *Is self-employed* in TX or is living off his/her earning; or
 - i. 12 consecutive months of Bank Statements showing transactions in TX.
 3. *Is primarily supported by public assistance in TX.*
 - i. Letter or Notice from the supporting agency.
- c. *For homeless person*, written statement from the office of one or more social service agencies located in TX that attest to the provision of services to the homeless person.
 - i. Letter or Notice from the supporting agency.

2. Sole or joint Marital Ownership of Residential Real Estate

- a. *Title to residential real property in TX* with documentation to verify 12 consecutive months immediately preceding the census date of the term in which the person enrolls.
 1. Proof of home ownership – such as Bexar County Appraisal Listing, Mortgage Statement, or Deed.

3. Ownership of a Business Entity

- a. 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.
 1. Certificate of Filing with the Office of the TX Secretary of State or a "Doing Business As" filing with any county in TX.

4. Marriage to a Person

- a. Who has established and maintained domicile 12 consecutive months immediately preceding the census date of the term in which the person enrolls.
 1. Marriage Certificate or copy of County Filing of a Common Law Marriage; and
 2. One qualifying item from numbers 1 through 3 above.

Northwest Vista Contact for Information: nvc-admissions@alamo.edu

Submitting Documentation for Dependent Persons

Any documentation submitted on behalf of a dependent person will require proof of dependency such as

- a. Signed 1040 Tax Return or 1095 form
- b. Official Document issued by a Court of Law.