



In-State Residency Documentation List

Along with your Application for In-State Residency, submit a copy of your Alabama Driver License or Alabama ID **and** copies of 3 of the following documents:

- Selective Service Registration (Alabama address)
- Proof of graduation from an Alabama High School within 3 years of date of application to the school (copy of transcript or diploma)
- Alabama auto title registration
- Alabama auto tag receipt
- Insurance policy with an Alabama address (**Only 1 item from this category**)
- Alabama hunting/fishing license
- Alabama pistol permit
- Stock/Bond Registration (Alabama address)
- Annuities or Retirement Plan (Alabama address)
- Payment of Alabama state taxes as a resident (if you are a minor, tax return should state your name as a dependent)
- Proof of ownership of residence or other real property in state and payment of ad valorem taxes on the residency or property
- Payment of state taxes on personal property and possession of state license plate (e.g., automobile, boat, etc.)
- Full-time Employment of applicant, spouse or parent in Alabama (letter from employer on company letterhead stating **full-time** employment and **hire date**)
- Proof of residency in state of parent, spouse or children
- Alabama Voter Registration (**prior registration required**)
- Possession of state or local licenses to do business or practice a profession in Alabama
- Membership in religious, professional, business, civil or social organization in Alabama (letter on letterhead)
- Checking, savings or investment account, or safety deposit box in Alabama (Alabama address)
- Last Will and Testament with in-state address

- Military Orders or DD Form 214 in Alabama
- Consular Orders in Alabama

Only documents from the list above are valid forms of documentation.

*Copies of documents should be attached to your residency application and may be submitted to Enrollment Services (**2601 Carson Road • Birmingham, AL 35215**) for scanning. Documents may also be faxed to **205-856-8091** or e-mailed to **admissions@jeffersonstate.edu**. Write your J# on each document.

The deadline to submit your Application for In-State Residency is five days after the end of schedule adjustment in the semester for which you are applying. Applications received after that deadline will be processed for the next semester.