

Jefferson State Community College

In-State Residency Documentation Checklist

Along with your Application for In-State Residency, submit a copy of your Alabama Driver's License or another Alabama government-issued photo 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 registration (official registration receipt from courthouse)
- ☐ Insurance policy with an Alabama address (Only 1 item from this category)
- ☐ Alabama hunting/fishing license (current)
- ☐ Alabama pistol permit (current)
- ☐ 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) (State Form 40)
- ☐ Proof of ownership of residence or other real property in state and payment of ad valorem taxes on the residency or property (No rental leases)
- ☐ Payment of state taxes on personal property & possession of state license plate (Automobile, Boat)
- ☐ 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/Active)
- ☐ 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
- ☐ Checking, savings or investment account, or safety deposit box in Alabama (Alabama address)
- ☐ Last Will and Testament with in-state address

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

Submitting your documents: Attach copies to your residency application and submit them to Enrollment Services, 2601 Carson Road, Birmingham, AL 35215, for scanning. Documents may also be emailed to admissions@jeffersonstate.edu or nitaiones@jeffersonstate.edu. Write your A# on each document.

Residency Application Deadline

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. Once the semester has ended, no residency adjustments can be made per the business office.