In accordance with the rules and regulations set forth by the State of New Mexico Higher Education Department, the following documentation is required to support a petition to establish residency for tuition purposes.

1. **12 consecutive months of residency.** Proof that you have resided in New Mexico for the immediately preceding 12 consecutive months. Examples of acceptable documents (or combination of documents) to prove 12 months physical presence include:

   - Employment verification on company letterhead. *No pay stubs, please.*
   - Lease or rental agreement. If lease is month to month, a notarized letter from the landlord or property manager that verifies actual dates of residence may be submitted. *No rent receipts, please.*
   - Unofficial transcript that shows continuous enrollment at a New Mexico institution of higher education over the past 12 months (12 month period must include a summer term).

2. **Financial independence.**
   If under the age of 23:
   - Financially dependent, a copy of the parents’ or guardians’ previous year federal income tax return(s) showing the petitioner was claimed as a dependent, and the parents’ address as New Mexico. *This documentation may also be used as proof of one of the two required overt acts.*
   OR
   - Financially independent of parents who reside out-of-state, a copy of the parents’ or guardians’ previous year federal income tax return(s) showing the petitioner was not claimed as a dependent.

3. **U.S. citizen or permanent resident.** To establish residency for tuition purposes, you must be a U.S. citizen or permanent resident of the U.S. Permanent residents must submit a copy of their Alien Registration card.

4. **Overt acts.** Documentation of two of following overt acts to support intent to establish permanent residency in New Mexico:
   - A New Mexico driver’s license or state issued ID card. *Another state’s DL undermines intent. MVD requires a NM DL with residency!*
   - Copy of New Mexico state income tax return for the previous year.
   - Evidence of employment within the State of New Mexico. If you submit a letter from your employer to prove 12-months physical presence in New Mexico, you *may not* also use the letter as one of your overt acts.
   - New Mexico vehicle registration.
   - New Mexico voter registration.
   - Proof of residential property ownership in New Mexico. If you submit such proof to support 12-months physical presence in New Mexico, you *may not* also use it as one of your overt acts.
   - Rental agreement within New Mexico. If you submit a rental agreement to support 12 months physical presence in New Mexico, you *may not* also use it as one of your overt acts.
   - Utility bills (e.g., electric, gas, telephone, water) showing the petitioner’s name and a New Mexico address.

Any act considered inconsistent with being a resident of New Mexico will cause the petition for residency for in-state tuition purposes to be denied.