

AB 540 ATTENDANCE WORKSHEET

Becoming eligible for in-state tuition in California

Are you undocumented and want to go to college in California?

At Immigrants Rising, we are deeply committed to helping you meet your educational goals. Getting your college degree will not only help you earn a living, but will also pave the way for you, your family, your community and future generations to thrive. In California, you can pay in-state tuition (avoiding out-of-state fees) through [AB 540](#). This law allows you to pay in-state tuition fees, which are 3-4 times lower than out-of-state tuition fees. Once you meet eligibility for in-state tuition, you can also apply for state financial aid through the California Dream Act application.

To be eligible for AB 540, you must be undocumented, DACAmented, a T & U Visa Holder, a U.S citizen, or a lawfully present immigrant.

2022-23 ESTIMATED AVERAGE OF UNDERGRADUATE TUITION FOR FULL TIME ATTENDANCE IN CALIFORNIA

	In-State/Resident Tuition & Fees (AB 540/SB 68)	Out of State/Non-Resident Fees* (Non-AB 540/SB 68)
Eligible for the CA Dream Act	Yes	No
California Community College	\$1,185	\$7,000
California State University	\$7,227	\$9,504
University of California	\$14,037	\$29,754

*Out-of-State/Non-Resident Fees are additional fees if Non-AB 540

Using This Worksheet

Since completing the educational eligibility requirements for AB 540 takes at least three years, we want to be sure you don't lose track of what you've done. We created this AB 540 Attendance Worksheet so you'll have a central location to keep the count of your attendance and degree requirements and monitor your progress. Use [Calculating Your Eligibility for In-State Tuition in CA](#) guide for more details about calculating your attendance requirements.

Step 1: Calculate your attendance.

Step 2: Identify your degree or transfer requirements. You can work on step 1 & 2 at the same time.

Step 3: Get approved to pay resident fees.

Step 4: Apply for the CA Dream Act by March 2.

Fill it out and keep a paper copy in a safe place or download this PDF and save it on your computer. Don't forget: We believe in you!

STEP 1: CALCULATE YOUR ATTENDANCE

Check your transcripts or attendance records to find your units or hours. Contact the registrar for more info.

FIRST YEAR Review your attendance during your **first year** of studies at a California school. This can take place in one year or over multiple years. The goal is to meet the equivalent number of hours or units.

School Name(s) _____

- | | | |
|---------------------------------------|---------------------|-----------------------|
| <input type="checkbox"/> High School | 1 year = 55 credits | Total credits # _____ |
| <input type="checkbox"/> Adult School | 1 year = 420 hours | Total hours # _____ |

CA Community College

- | | | |
|--|----------------------------|---------------------|
| <input type="checkbox"/> Noncredit courses | 1 year = 420 hours | Total hours # _____ |
| <input type="checkbox"/> Credit courses * | 1 year = 24 semester units | Total units # _____ |
| | 1 year = 36 quarter units | |

* SB 1141 removed the two year maximum for credit courses at California Community Colleges.

SECOND YEAR Review your attendance during your **second year** of studies at a California school. This can take place in one year or over multiple years. The goal is to meet the equivalent number of hours or units.

School Name(s) _____

- | | | |
|---------------------------------------|---------------------|-----------------------|
| <input type="checkbox"/> High School | 1 year = 55 credits | Total credits # _____ |
| <input type="checkbox"/> Adult School | 1 year = 420 hours | Total hours # _____ |

CA Community College

- | | | |
|--|----------------------------|---------------------|
| <input type="checkbox"/> Noncredit courses | 1 year = 420 hours | Total hours # _____ |
| <input type="checkbox"/> Credit courses * | 1 year = 24 semester units | Total units # _____ |
| | 1 year = 36 quarter units | |

* SB 1141 removed the two year maximum for credit courses at California Community Colleges.

THIRD YEAR Review your attendance during your **third year** of studies at a California school. This can take place in one year or over multiple years. The goal is to meet the equivalent number of hours or units.

School Name(s) _____

- | | | |
|---------------------------------------|---------------------|-----------------------|
| <input type="checkbox"/> High School | 1 year = 55 credits | Total credits # _____ |
| <input type="checkbox"/> Adult School | 1 year = 420 hours | Total hours # _____ |

CA Community College

- | | | |
|--|----------------------------|---------------------|
| <input type="checkbox"/> Noncredit courses | 1 year = 420 hours | Total hours # _____ |
| <input type="checkbox"/> Credit courses * | 1 year = 24 semester units | Total units # _____ |
| | 1 year = 36 quarter units | |

* SB 1141 removed the two year maximum for credit courses at California Community Colleges.

STEP 2: IDENTIFY YOUR DEGREE OR TRANSFER REQUIREMENTS

Choose one of the options below. Check your transcripts or ask the Registrar at your school for your records.

CALIFORNIA HIGH SCHOOL

School Name(s) _____ Year Completed _____

- High School Diploma
- General Equivalency Diploma (GED)
- High School Equivalency Test (HiSet)

OR

CALIFORNIA COMMUNITY COLLEGE

School Name(s) _____ Year Completed _____

- Associate's Degree
- Minimum Transfer Requirements for a CSU or UC

HERE IS AN EXAMPLE OF HOW A STUDENT MET THE REQUIREMENTS FOR IN-STATE TUITION ELIGIBILITY

Year 1: Adult School Year 2: Community College Year 3: Community College High School Diploma	<p><i>"I took my time to earn my High School Diploma and I'm so glad I did. With AB 540/SB 68, I received enough financial aid to attend a public CA university."</i></p> <p>Akiko, Current Undergraduate Student</p>
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STEP 3: GET APPROVED TO PAY RESIDENT FEES

Your school will verify that you meet the eligibility requirements.

Now that you've completed your requirements, you need to submit the following paperwork to the college or university you plan to attend:

- Submit AB 540 Non-Resident Tuition Exemption Form:
 - Read [Submitting Your AB 540 Non-Resident Tuition Exemption Form](#).
 - If you're attending a California Community College, [submit this form](#).
 - If you're attending a California State University, [submit this form](#).
 - If you're attending a University of California campus, [submit this form](#).
- Transcripts & Attendance records (as required)

For more information, read [Submitting Your AB 540 Non-Resident Tuition Exemption Form](#).

STEP 4: APPLY FOR THE CA DREAM ACT

Meeting the eligibility for AB 540 means that you can apply for the CA Dream Act.

- Submit your CA Dream Act application by March 2 to be considered for maximum aid
- Use our [CA Dream Act Checklist](#) to make sure you don't miss out on any steps
- Submit the application at dream.csac.ca.gov

"I applied to the CA Dream Act by completing my AB 540/SB 68 requirements. I was able to receive financial aid and finished my Master's degree."

Linda, AB 540/SB 68 Graduate Student

"Although my immigration status defines how far I can travel, AB 540/SB 68 shows me that it will never define how far I can dream."

Daniela, Current Community College Student

IMPORTANT THINGS TO REMEMBER:

- All attendance must take place after 2001 at an accredited CA high school, CA adult school or CA Community College (credit or non-credit courses).
- High school students who are attending college classes must meet specific requirements to count the attendance separately.
- Individuals who graduate from a California high school, without having completed three years of high school attendance, can combine California elementary schools, middle schools and high schools attendance to meet the requirement.
- California high schools must be established by the State Board Of Education. Check with your school if they meet the requirements.
- California adult schools must be established by: a) County Office of Education, b) Unified School District/High School District or c) The Department of Corrections and Rehabilitation. Check with your school to see if they meet requirements.

ADDITIONAL RESOURCES:

- For more detailed info about the AB 540 requirements, check out our [Quick Guide](#).
- Learn more about how to calculate your attendance with [Calculating Your Eligibility for In-State Tuition in CA](#) guide.
- You can also use our [In-State Tuition Tool](#) to help you determine if you have met the requirements.
- Get contact information at the [California Undocumented Map](#)! These advocates help undocumented students at CCCs, CSUs & UCs.
- Check immigrantsrising.org/resources for a complete list of resources.

Immigrants Rising helps you make decisions based on your potential, not your perceived limits. Visit our website so you can see what's possible: immigrantsrising.org. For inquiries regarding this resource, please contact Nancy Jodaitis, Director of Higher Education, at nancy@immigrantsrising.org