

# Spring/Summer 2010

## Residence Information

A resident of New York State is one who has maintained legal residence in the State for one year and in the County for six months immediately preceding the first day of classes. Proof of residence must be submitted at the time of registration according to the instructions below. An application for Certificate of Residence is printed on this page of the Bulletin to your right for your use. A new application must accompany all address changes.

### 1. Orange County Residents:

Complete Application for Certificate of Residence, have it notarized and submit the completed form to the College at registration by mail or in person.

### 2. New York State Residents from Counties other than Orange County:

Complete Application for Certificate of Residence and turn it in to your County Treasurer. You will receive a Certificate of Residence from the Treasurer. Submit this form to the College at registration by mail or in person. Students who fail to submit a valid Certificate of Residence will be charged double tuition.

**3. New York State Residents** who have lived in more than one county during the past 6 months must complete an Application for Certificate of Residence for each county in which they have resided and proceed as indicated in (1) and (2) of these instructions.

**4. Non-residents of New York State** (living less than one year in the State) are charged out-of-state tuition and do not need to submit proof of residence at registration.

**5. All foreign students who have not held a permanent resident alien card for one year** are classified as out-of-state residents and pay out-of-state tuition. A copy of Permanent Resident Alien Card (front/back) is required.

**6. Military personnel** must submit copies of their PCS orders or DD214.

## AFFIDAVIT (OR AFFIRMATION) AND APPLICATION FOR CERTIFICATE OF RESIDENCE, PURSUANT TO SECTIONS 6301 AND 6305 OF THE EDUCATION LAW, IN CONNECTION WITH ATTENDANCE AT ORANGE COUNTY COMMUNITY COLLEGE\*

STATE OF NEW YORK, Semester: Fall \_\_\_\_\_ Spring \_\_\_\_\_  
COUNTY OF \_\_\_\_\_ Summer I \_\_\_\_\_ II \_\_\_\_\_ III \_\_\_\_\_

Name \_\_\_\_\_ Social Security # \_\_\_\_\_

### Addresses:

### Dates of Residency

Street \_\_\_\_\_ City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Previous (if less than 2 years at current.) From \_\_\_\_\_ To \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
(If Different Than Above)

Citizenship: United States Citizen \_\_\_\_\_ Permanent Resident Alien# \_\_\_\_\_

Date of Issue \_\_\_\_\_

### ATTACH A COPY OF YOUR PERMANENT RESIDENT ALIEN CARD.

I hereby swear (or affirm) that I reside at the above stated address; that I now am and have for a period of at least one year immediately prior to the date of this affidavit (or affirmation) and application been a legal resident of the State of New York; that I now am and have been for a period of at least six (6) months\*\* immediately prior to the date of this affidavit (or affirmation) and application a legal resident of the County of \_\_\_\_\_. I further state I plan to enroll in Orange County Community College and that this affidavit (or affirmation) and application is made for the sole purpose of securing from the Chief Fiscal Officer of the County of \_\_\_\_\_ a certificate of residence pursuant to the requirements of Article 126 of the Education Law.

I hereby swear (or affirm) that I reside legally at the above home address and that I have, for two years immediately prior to the date of this affidavit (or affirmation) and application, resided as stated above.

\_\_\_\_\_  
Signature of Applicant Date

Sworn to (or affirmed) before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ This space for use of Chief Fiscal Office of County  
Certificate Issued ( ) Certificate Denied ( )

\_\_\_\_\_  
Date By

\_\_\_\_\_  
Notary Public or Commissioner of Deeds

\* Education Law, section 6305, provides: "the chief fiscal officer of each county, as defined in section 2.00 of the local finance law, shall upon application and submission to him of satisfactory evidence, issue to any person desiring to enroll in a community college as a non-resident student, a certificate of residence showing that said person is a resident of said county... such person shall, upon his registration for each college year, file with the college such a certificate of residence issued not earlier than two months prior thereto, and such certificate of residence shall be valid for a period of one year from the date of issuance." Education law, section 6301, paragraph 4, defines: "resident" a person who has resided in the state for a period of at least one year and in the county, city, town, intermediate school district of school district, as the case may be, or a period of at least six months, both immediately preceding the date of such person's registration in a community college or, for the purposes of section 6305 of this chapter, his application for a certificate of residence.

\*\* In the event that a person qualified as above for state residence, but has been a resident of two or more counties in the state during the six months immediately preceding his/her application for a certificate of residence pursuant to section 6305 of this chapter, the charges to the counties of residence shall be allocated among the several counties proportional to the number of months, or major fraction thereof, of residence in each county.