

***When student RECEIVES Certificate of Residence, it must be submitted to Bursar's Office within 5 days of receipt. Failure to do so will require the student to pay the non-resident portion of their tuition.**

AFFIDAVIT (OR AFFIRMATION) AND APPLICATION FOR CERTIFICATE OF RESIDENCE, PURSUANT TO SECTION 6301 AND 6305 OF THE EDUCATION LAW, in connection to

Attendance at _____
(Name of Community College)

(Check all that apply) Full Time Part-Time On-Line Overseas Special _____

STATE OF NEW YORK, Semester _____ COUNTY OF SUFFOLK

Name: _____ Student ID # _____

Daytime Phone: _____ Email Address: _____

<u>Addresses:</u>				<u>Dates of Residency</u>		
_____				From	To	Present Date
_____				_____	_____	_____
Street	City	State	Zip			
Street	City	State	Zip			

Mailing Address: _____

(If Different Than Above)

Select Township Babylon Huntington Shelter Island Southold
Of Residence: Brookhaven Islip Smithtown
East Hampton Riverhead Southampton

Citizenship: United States Citizen Visa Type _____ Resident Alien # _____

I hereby swear and 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 **Suffolk**. I further state I plan to enroll in (Enter name of 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 **Suffolk** a certificate of residence pursuant to the requirements of Article 126 of the Education Law.

(Signature of Applicant)

(Date)

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 registration for each college year, file with the college such certificate of residence issued not earlier than two months prior thereof, and such certificate of residence shall be valid for one year from date of issuance."

EDUCATION LAW, Section 6301, paragraph 5 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, as the case may be, for a period of at least six months, both immediately preceding the date of such person's registration in a community college, or for the purpose of Section Sixty-Three Hundred Five of this chapter, his application of a certificate of residence.

**In the event that a person qualified as above for a 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 Sixty-Three Hundred Five of this chapter, the charges to the counties of residence shall be allocated among the several counties proportioned to the number of months, or major fraction thereof, of residence in each county.

REVISED 6/2020