

**Application for a CERTIFICATE OF RESIDENCE  
For Jefferson County Residents**

In connection with attendance at community colleges in New York State.

Pursuant to Article 126, Sections 6301 & 6305 of the Education Law.

<b>Office Use only</b>
Semester:
Submitted to:
(Faxed/Emailed):
Initial:

I, \_\_\_\_\_  
(Last name)

\_\_\_\_\_  
(First name)

do hereby swear (or affirm):

that I am now and have been for at least one (1) year immediately prior to the date of this affidavit, a legal resident of the **State of New York**; that I have been for at least six (6) months immediately prior to the date of this affidavit, a resident of **Jefferson County**; and that I have **permanently** resided at the following addresses during the one (1) year immediately prior to the date of this application:

**Permanent Residence Dates:** (from) \_\_\_\_\_ (to) \_\_\_\_\_

\_\_\_\_\_ (Street Number) \_\_\_\_\_ (Street Name) \_\_\_\_\_ (City, State) \_\_\_\_\_ (Zip Code) \_\_\_\_\_ (County)

**Other Residence Dates:** (from) \_\_\_\_\_ (to) \_\_\_\_\_

\_\_\_\_\_ (Street Number) \_\_\_\_\_ (Street Name) \_\_\_\_\_ (City, State) \_\_\_\_\_ (Zip Code) \_\_\_\_\_ (County)

The legal or permanent residence of a college student is presumed to be the residence of the parent, guardian, or any other permanent residence **PRIOR** to the student's enrollment at the college. Residency is not gained or lost by attending college, and such attendance does **NOT** change the student's legal residence.

I am currently registered at \_\_\_\_\_.  
(community college)

I further understand that this document is a legal document, and that this application is made for the purpose of securing from the Jefferson County Treasurer a Certificate of Residence pursuant to the requirements of Article 126 of the Education Law.

**Please provide college enrollment or registration.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

My signature on this application certifies that the information provided is truthful and I believe that I have met the Residence requirements of Article 126 of the NYS Education Law.

Education Law, Section 6305 (3), 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/her of satisfactory evidence, issued 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/her registration for each college year, file with the college such a Certificate of Residence issued not earlier than two (2) months prior thereto, and such Certificate of Residence shall be valid for a period of one (1) 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 (1) year and in the county, city, town, intermediate school district or school district, as the case may be, for a period of at least six (6) 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/her 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 (2) or more counties in the state during the six (6) 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.