

THIS IS NOT A CERTIFICATE OF RESIDENCE

Out of County Application

Affidavit (or Affirmation) and Application for Form B-80

CERTIFICATE OF RESIDENCE

Pursuant to Sections 6301 and 6305 of the Education Law,
In Connection with Attendance at a Community College*

Semester / Year: _____

STATE OF NEW YORK
COUNTY OF _____

Phone # _____

email: _____

(NAME) _____, does hereby swear (or affirm) that he/she resides at _____
_____ in the (City, Village, Town) of _____, State of New York; that he/she now is, and has for
a period of at least one year immediately prior to the date of this affidavit (affirmation) and application been, a resident of the State of
New York; that he/she now is; or has been for a period of _____ months within the six months immediately prior to the date of this affidavit
(or affirmation) and application** a resident of the County of _____ and that he/she has lived at the following places
during the year immediately prior to the date of this affidavit (or affirmation) and application:

ADDRESSES

DATES

Resided at above address

Since: _____

Applicant further states that he/she plans to enroll in **SUNY Schenectady County Community College** and that this affidavit (or
affirmation) and application is made for the 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.

Signature of Applicant

Sworn to (or affirmed) before me this _____ day of _____ 20____.

Signature of Notary Public or Commissioner of Deeds

This Space for Use of Chief Fiscal Office of County

Certificate Issued by _____ 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/her of satisfactory evidence, issue to any person desiring to enroll in a community college as a non-resident student, a certificate of residence showing the 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 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 or 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 purposes of section sixty-three hundred five 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 or more counties in the state during the six months immediately preceding his/her application for a certificate of residence shall be allocated among the several counties proportional to the number of months, or major fraction thereof, of residence in each county.

INSTRUCTIONS

NON-SCHENECTADY COUNTY RESIDENTS

A certificate of residence must be on file at the College for each student who has been a legal resident of New York State for at least one year prior to the semester of registration. The affidavit is due at the time of bill payment and must be dated no earlier than 60 days prior to the first day of the term for which it is used. It is valid for one year.

Complete Form B-80 (reverse side), have it notarized, and submit it to your county treasurer's office along with two forms of identification which verify your residence: one which is more than a year old and one which is 6 months old. You will be issued a Form B-81 which is the certificate you need to turn in to SUNY Schenectady. If you have lived in more than one county in New York State during the last six months, you must obtain a certificate from each county.

OUT OF STATE TUITION IS CHARGED TO STUDENTS WHO HAVE NOT LIVED IN NEW YORK STATE DURING THE PAST TWELVE MONTHS AND TO STUDENTS WHO FAIL TO SUBMIT A VALID CERTIFICATE OF RESIDENCE WITHIN 45 DAYS OF THE START OF THE SEMESTER.

All foreign students not on permanent visas are considered out-of-state residents and will be charged the non-resident tuition.

Some Area County Treasurers

ALBANY County Treasurer, 112 State Street, Albany, NY 12207

Phone: 518-447-7070 option 3

finance@AlbanyCountyNY.gov

FULTON County Treasurer, 223 West Main Street, Johnstown, NY 12095

Phone: 518-736-5580

fctreasurer@fultoncountyny.gov

RENSSELAER County Finance Department, 99 Troy Road, East Greenbush, NY 12061

Phone: 518-270-4080

MONTGOMERY County Treasurer, County Annex Bldg, 20 Park Street, Fonda NY 12068

Phone: 518-853-8175

NEW YORK CITY Comptroller, Division of Fiscal Services, 1 Centre Street Room 1329, New York, NY 10007

Phone: 212-669-2784

CertResHD@comptroller.nyc.gov