



CORTLAND COUNTY AFFIDAVIT and APPLICATION FOR CERTIFICATE OF RESIDENCE

Pursuant to Sections 6301* and 6305** of the Education Law

Cortland County Treasurer's Office

60 Central Avenue

Cortland New York 13045-2718

Phone: (607) 753-5070

STATE OF NEW YORK,)
)
COUNTY OF CORTLAND)

ACADEMIC YEAR: _____ (yyyy)

SEMESTER: FALL SPRING _____
(check one) WINTER SUMMER

I, _____ do hereby swear (or affirm) that I reside

Print Applicant's Name (Last, First, MI)

at _____ If currently a Cortland County resident, **please check one below.**

Print Permanent Street Address

City/Town, State, Zip Code

- | | | | |
|--|---|---|----------------------------------|
| <input type="checkbox"/> Cortland City | <input type="checkbox"/> Cuyler | <input type="checkbox"/> Lapeer | <input type="checkbox"/> Solon |
| <input type="checkbox"/> Cincinnatus | <input type="checkbox"/> Freetown | <input type="checkbox"/> Marathon-Village of Marathon | <input type="checkbox"/> Taylor |
| <input type="checkbox"/> Cortlandville-Village of Homer | <input type="checkbox"/> Harford | <input type="checkbox"/> Marathon | <input type="checkbox"/> Truxton |
| <input type="checkbox"/> Cortlandville-Village of McGraw | <input type="checkbox"/> Homer-Village of Homer | <input type="checkbox"/> Preble | <input type="checkbox"/> Virgil |
| <input type="checkbox"/> Cortlandville | <input type="checkbox"/> Homer | <input type="checkbox"/> Scott | <input type="checkbox"/> Willet |

I have resided at the above Permanent Street Address from ____/____/____ (MM/dd/yyyy) to present.*

IF you lived at the above Permanent Street Address for **LESS THAN** twelve months, please list below Previous Street Addresses for the past twelve months. (List Street Address, City/Town, Zip Code. No PO Boxes Allowed. Please include Municipality for Cortland County Addresses only.)

1. _____ Start Date: ____/____/____ End Date: ____/____/____
2. _____ Start Date: ____/____/____ End Date: ____/____/____
3. _____ Start Date: ____/____/____ End Date: ____/____/____
4. _____ Start Date: ____/____/____ End Date: ____/____/____

***NOTE: The applicant MUST PROVIDE a Proof of Residence, a document, placing the applicant within the starting month of EACH address listed.**

I do hereby swear (or affirm) that I now am or have been for a period of _____ months, within the last six months, to the date of this affidavit (or affirmation) been a resident of Cortland County. I do hereby swear (or affirm) that I now am, or have been for a period of one year, to the date of this affidavit (or affirmation) been a resident of the State of New York.

Email Address (If you want Certificate of Residence sent to you via Email): _____

Photo ID Type (please check one): Student ID Driver's License Passport State Issued ID Military ID **ID NUMBER:** _____

If You ARE NOT a US Citizen: COUNTRY: _____; **VISA TYPE:** _____ **OR Resident Alien Card No.:** _____

I further state I plan to enroll at: _____
(Name of NYS Community College where you are enrolled/registering for classes)

and this affidavit (or affirmation) and application is made for the sole purpose of securing from the Chief Fiscal Officer of Cortland County, a Certificate of Residence, pursuant to the requirements Article 126 of the NYS Education Law.

Sworn Before Me This _____ Day of _____
_____ 20_____

(Notary Public, State of New York)

(Signature in the presence of Notary Public) (Date)

THIS SPACE FOR USE OF CHIEF FISCAL OFFICE OF COUNTY
Certificate Issued: APPROVED DENIED HOLD
Reason Certificate NOT Issued: _____

*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, school district or community college region, 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 article his or her application for a certificate of residence;

In the event that a person is qualified for state residence, but has been a resident of two or more counties in the state during the six months immediately preceding application pursuant to Section 6305, the charges of the counties of residence, shall be allocated proportional to the number of months, or fraction thereof, of residence in each county.

**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 form 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 form issued not earlier than two months prior thereto, and such certificate of residence form shall be valid for a period of one year from the date of issuance.