

Certificate of Residence

OFFICE USE ONLY	
County	____/____
Town	____/____
Months	____/____
Semester	FALL 2010
Reg. #	____/____

Please follow directions carefully:

- Provide all information requested. Form must be signed, notarized, and submitted to the JCC business office.
- Legal address should list street, road, or route number. RDs and box numbers are not sufficient.
- All Chautauqua County residents must provide township of residence.
- Name of property owner is required by your county treasurer.
- Students must account for at least one year of residency in New York state. Accounts that do not have this form on file will be assessed non-resident status.
- New York state law requires students to file a new certificate of residency every year.

For tuition purposes, New York residency means that you have lived in this state as a permanent resident for 12 months prior to the start of the semester. If you have not lived in New York state for 12 consecutive months, contact the business office as soon as possible. New York State Education Law 6305 requires the college to have a current certificate of residence on record for your student account **every academic year**. Please complete this form for the fall 2010 semester no earlier than **July 6, 2010**. You can have your signature notarized at your campus business office in person with proof of identification.

If you live in Chautauqua County, Allegany County, Cattaraugus County, and Erie County, please complete the top portion of the form and return your notarized application to us. The college will have your certificate completed by mail through the business office. **If you live in other counties in New York state**, please forward the certificate of residence, along with proof of your residency, to your county treasurer's office. Return the completed certificate of residency to the college business office.

Thank you for your cooperation in completing this proof of residency requirement. This form is needed for the college to receive support from your community. Please contact the college business office if you have questions: Cattaraugus County Campus: 716.376.7504, Jamestown Campus: 716.338.1003, or North County Center: 716.363.6500.

CERTIFICATE OF RESIDENCE

Affidavit (or Affirmation) for Certificate of Residence Pursuant to Section 6305 of the Education Law in connection with attendance at a community college.

today's date _____ social security number _____
month day year

student's name _____
last first initial

parent or guardian _____
last first initial

student's permanent legal address _____
street or road (include number) post office/city township
county state zipcode

_____ name of property owner _____ student's home phone _____ student's business phone

How long have you lived at the above address? _____ year(s), _____ months Citizenship: U.S. other *If other, list visa type and attach copy.*

If you have not lived at the above address stated on this form for one year, list previous address(es):

_____ street or road _____ post office/city _____ township

_____ county _____ state _____ years / months _____ name of property owner

_____ street or road _____ post office/city _____ township

_____ county _____ state _____ years / months _____ name of property owner

I hereby certify the above address is my permanent legal address, and that I have been a resident of New York state for one (1) year and of the county named above for the last six (6) months preceding my enrollment at Jamestown Community College, Jamestown, NY.

student's signature _____

stamp of notary public: date _____ signature of notary public _____

DO NOT WRITE BELOW THIS LINE

To whom it may concern:

This is to certify that _____ is presently residing in the City or Town (specify) of _____ and has resided in the State of New York for a period of at least one year and in the County of _____ for at least six months immediately preceding the date hereof.

dated at _____, New York this _____ day of _____ 20__

_____ town or city clerk

