

## **NYS RESIDENCE REQUIREMENTS FOR ATTENDANCE AT A COMMUNITY COLLEGE**

Because NYS Community Colleges receive a portion of their funding from the county they reside in, all students are required to prove their residence as follows:

- Have resided in New York State for a minimum of one year prior, **AND**
- Resided in your home county for six months prior to the first day of classes.

### **1. DUTCHESS COUNTY RESIDENTS**

Complete the Affirmation of Dutchess County Residence form.

### **2. NON-DUTCHESS COUNTY RESIDENTS**

You must submit a Certificate of Residence issued by your County Treasurer. Please see our listing of NYS County Treasurer's Offices. Many counties have different requirements. It is suggested that you call your county first to ensure you get the most accurate information.

### **\*\*IMPORTANT PLEASE READ\*\***

**Please note per New York State Education Law, Certificates cannot be dated more than 60 days before the start of the semester and 30 days after the start of the semester. If you fail to submit your certificate to Dutchess Community College within this time frame, you will be responsible for paying the non-resident tuition. Certificates are only good for one year from the date of issue.**

**NO CERTIFICATES WILL BE ACCEPTED THAT DO NOT FALL WITHIN THE PUBLISHED DATES.**

### **TIME FRAMES FOR SUBMITTING CERTIFICATES OF RESIDENCE**

1. **Winter 2017** – No later than December 19, 2016
2. **Spring 2017** – November 17, 2016 to February 17, 2017
3. **Summer 2017** -
  - a. **Session beginning May 22, 2017** - March 22, 2017 - June 22, 2017
  - b. **Session beginning July 5, 2017** - May 5, 2017 – August 5, 2017

Albany County	(518) 447-7070	Division of Finance, 112 State St, Rm 800, Albany NY 12207
Allegany County	(585) 268-9289	Treasurer's Office, Courthouse, 7 Court Street, Belmont NY 14813
Broome County	(607) 88-2161	Finance Dept, PO Box 1766, 44 Hawley St, Binghamton NY 13901
Cattaraugus County	(716) 373-8010	Treasurer's Office, One Leo Moss Drive, Suite 1325, Olean NY 14760
Cayuga County	(315) 253-1211	Treasurer's Office, Co. Ofc. Bldg., 15th Fl., 160 Genesee St, Auburn NY 13021
Chautauqua County	(716) 753-4223	Finance Dept, 3 N Erie St #110., Mayville, NY 14757
Chemung County	(607) 737-2927	320 E. Market St., Elmira NY 14901
Chenango County	(607) 337-1414	Treasurer's Office, County Ofc Bldg., 5 Court Street, 2nd Fl, Norwich NY 13815
Clinton County	(518) 565-4730	Treasurer's Office, 137 Margaret Street, Ste 205, Plattsburgh NY 12901
Columbia County	(518) 828-0513	Columbia County Treasurer, 15 N. 6th Street, Hudson, NY 12534
Cortland County	(607) 753-5070	Treasurer's Office, 60 Central Avenue., Cortland NY 13045
Delaware County	(607) 746-2121	Treasurer's Office, PO Box 431, 111 Main Street, Delhi NY 13753
Erie County	(716) 858-8345	Comptroller's Office, 95 Franklin St, Ste 1100 Buffalo NY 14202
Essex County	(518) 873-3310	Treasurer's Office, PO Box 217, Eliz8.bethtown NY 12932
Franklin County	(518) 481-1512	Treasurer's Office, 355 V,lest Main St, Ste 140, Malone NY 12953
Fulton County	(518) 736-5580	Treasurer's Office, 223 W. Main St, Johnstown NY 12095
Genesee County	(585) 344-2550	Treasurer's Office, County Bldg. I, 15 Main St, Batavia NY 14020
Greene County	(518) 943-4152	Treasurer's Office, PO Box 191, 411 Main St, Catskill NY 12414
Hamilton County	(518) 548-7911	Treasurer's Office, 102 Colinty View Drive, Lake Pleasant NY 12108
Herkimer County	(315) 867-1150	Treasurer's Office., 108 Court St, Suite 3100, Herkimer NY 13350
Jefferson County	(315) 785-3055	Treasurer's Office, 175 Arsenal St., Watertown NY 13601
Lewis County	(315) 376-5325	Treasurer's Office, Court House, Lowville NY 13367
Livingston County	(585) 243-7050	Livingston Gov't Center, 6 Court St., Rm 203, Geneseo NY 14454 (IN PERSON ONLY)
Madison County	(315) 366-2371	Treasurer, Co. Office Bldg, N. Court Street, PO Box 665, Wampsville NY 13163
Monroe County	(585) 753-1125	Real Property Serv., Cmnty Office Bldg., 39 West Main St., Rm 304, Rochester, NY 14614
Montgomery County	(518) 853-8175	Treasurer's Office, PO-Box 1500, 20 Park St., Fonda NY 12068
Nassau County	(516) 571-5020	Treasurer's Office, 240 Old Country Rd., Mineola NY 11501
New York City	(212) 669-2784	Comptroller's Ofc., Municipal Bldg., Rm 703, 1 Centre St, Manhattan NY 10007
Niagara County	(716) 439-7018	Treasurer's Office, 59 Park Avenue, Lockport NY 14094
Oneida County	(315) 798-5780	Comptroller's Office, 800 Park Ave., 5th Fl, Utica NY 13501
Onondaga County	(315) 435-2426	Finance Dept, John H Mulroy Civic Center, 15 <sup>th</sup> Fl, 421 Montgomery Street, Syracuse NY 13202
Ontario County	(585) 396-4432	Treasurer's Office, 20 Ontario St, 2nd Fl, Canandaigua NY 14424
Orange County	(845) 291-2485	Dept of Finance, Mailing address: 265 Main St., Goshen NY 10924, Physical address: 30 Matthews St, Ste 102, Goshen NY 10924
Orleans County	(585) 589-5353	Treasurer's Office, 34 East Park St, Albion NY 14411
Oswego County	(315) 349-8393	Treasurer's Office, 46 East Bridge St, Oswego NY 13126
Otsego County	(607) 547-4235	Treasurer's Office, 197 Main Street, Cooperstown NY 13326
Putnam County	(845) 808-1075 X 49330	Dept. of Finance, 40 Gleneida Ave, Rm 105, Carmel NY 10512
Rensselaer	(518) 270-2750	Rensselaer County Ofc Bldg, 1600 7th Ave, 4th Floor, Troy, NY 12180
Rockland County	(845) 638-5129	Finance Office, 18 New Hempstead Rd., 3rd Fl., New City NY 10956
St. Lawrence County	(315) 379-2234	Treasurer's Office, Court House, 48 Court Street, Canton NY 13617
Saratoga	(518) 884-4724	40 McMaster Street, Ballston Spa NY 12020
Schenectady County	(518) 388-4260	Finance Dept., 620 State Street, 3rd Fl, Schenectady NY 12305
Schoharie County	(518) 295-8386	Treasurer's Office, 284 Main St, 1st Fl, Schoharie NY 12157
Schuyler County	(607) 535-8181	Treasurer's Office, 105 9th St., Unit 17, Watkins Glen NY 14891
Seneca County	(315) 539-1735	Treasurer's Office, 1 DiPronio Drive, Waterloo NY 13165
Steuben County	(607) 664-2488	Treasurer's Office, 3 E. Pulteney Sq., Bath NY 14810
Suffolk County	(631) 853-5052	Comptroller's Office, PO Box 6100, Hauppauge NY 11788 (MAIL IN ONLY)
Sullivan County	(845) 794-3000	Treasurer's Office, 100 North St., Monticello NY 12701
Tioga County	(607) 687-8675	Treasurer's Office, 56 Main St., PO Box 298, Owego NY 13827
Tompkins County	(607) 274-5545	Finance Office, 125 E. Court St, 2nd Fl, Ithaca NY 14850
Ulster County	N/A	Treasurer's Office, 244 Fair St, PO Box 1800, Kingston NY 12402
Warren County	(518) 761-6378	Treasurer's Office, 1340 State Rt 9, Lake George NY 12845
Washington County	(518) 746-2220	Treasurer's Office, Municipal Center Bldg B, 2nd Fl, 383 Broadway, Fort Edward NY 12828
Wayne County	(315) 946-7441	Treasurer's Office, 16 William Street, Lyons NY 14489
Westchester County	(914) 995-5006	Treasurer's Office, 148 Martine Ave., Room 724/Cert, White Plains NY 10601 (MAIL IN ONLY)
Wyoming County	(585) 786-8812	Treasurer's Office, 143 N. Main St., Warsaw NY 14569
Yates County	(315) 536-5192	Treasurer's Office, 417 Liberty Street, Penn Yan NY 14527

, Mon-Thurs ONLY/9am-noon and 1pm-3pm