



**Erie County Comptroller's Office**  
 Edward A. Rath County Office Building  
 95 Franklin Street, Room 1154  
 Buffalo, New York 14202  
**Phone:** (716) 858-8400

## AFFIDAVIT (OR AFFIRMATION) AND APPLICATION FOR CERTIFICATE OF RESIDENCE

Pursuant to Sections 6305\* & 6301\*\* of the Education Law

**Important: Student Must Complete All Shaded Areas  
 FAXED COPIES NOT ACCEPTABLE**

**Community College Name:** \_\_\_\_\_

**Semester:** \_\_\_\_\_ **Year:** \_\_\_\_\_

**STATE OF NEW YORK,  
 COUNTY OF ERIE**

**Applicant's Phone Number:** (\_\_\_\_) \_\_\_\_\_

**PERMANENT/LEGAL ADDRESS**

**\*\*\* PRINT ALL INFORMATION \*\*\***

I, \_\_\_\_\_ do hereby swear that I reside at \_\_\_\_\_,  
(Print Full Name) (Print Legal Address)  
 In the (City) (Village) (Town) of \_\_\_\_\_, Zip Code \_\_\_\_\_, County of Erie, State of New York;  
 that I now am and have **for a period of one year** prior to the date of this affidavit (or affirmation) been a **resident of the State of New York**; that I now am, or have been for a **period of \_\_\_\_\_ months** within the six months immediately prior to the date of this affidavit (or affirmation) a resident of the **County of Erie** and that I have lived at the following places during the year immediately prior to the date of this affidavit (or affirmation) and application:

Time frame living at above address: \_\_\_\_\_ / \_\_\_\_\_ to **Present Time**

**If less than one year, list prior addresses below:**

| Address, City, State, Zip Code<br><small>(Please indicate time frame)</small> | Month/Year                    |
|---|-------------------------------|
| _____   | From: ____/____ To: ____/____ |
| _____   | From: ____/____ To: ____/____ |

**Citizenship:**  United States Citizen  Visa Type: \_\_\_\_\_  Resident Alien No.: \_\_\_\_\_

I further state, I plan to enroll in \_\_\_\_\_ **Community College** and that this affidavit (or affirmation) and application is made for the sole purpose of securing from the Chief Fiscal Officer of the County of Erie a Certificate of Residence pursuant to the requirements of Article 119 and 126 of the Education Law.

Sworn to before me this \_\_\_\_\_ day  
 of \_\_\_\_\_, 20\_\_\_\_  
**(Notary Public or Commissioner of Deeds)**  
 \_\_\_\_\_  
**(Notary Signature)**

**STUDENT SIGNATURE MUST BE NOTARIZED**

\_\_\_\_\_  
**(Student Signature) (Date)**

THIS SPACE FOR USE OF  
 CHIEF FISCAL OFFICER OF COUNTY OF ERIE

\_\_\_\_\_  
**(Chief Fiscal Officer Signature) (Date)**

**\* Education Law, Section 6305, provides:** "The chief fiscal officer of each county, as defined by Section 2.00 of the local finance law, shall upon application and submission to him a satisfactory evidence, issue 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 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 in the **county, city, town, intermediate school district or school districts** 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 purpose of section sixty-three hundred and five of this chapter, his 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 pursuant to section sixty-three hundred and five of the chapter, the charges to the counties of residence shall be allocated among several counties proportional to the number of months, or major fraction thereof, of residence in each county.**