

Certificate of Residence Application - ACE

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

Directions for completing on back

Academic Year: 2022-2023- Check the term you are registering for below

Fall Winter Spring Summer

High School _____ Graduation Year _____

SOCIAL SECURITY NUMBER or CCC ID# _____ Date of Birth _____

Student Telephone Number _____ Parents Cell _____
Home Cell

Student Email (enter an email for college correspondence) _____

Student Legal Name: I, _____ *(please print name)*, hereby affirm that I am, and have

been for a period of at least one year immediately prior to the date of this affidavit, a resident of the state of New

York, and that I have resided at the following address for _____ year(s), _____ month(s):
Street or Road Address (No PO Boxes) City State Zip County

Town of Residence Name of Property Owner

Previous addresses (if you have not lived at the above address for at least one year):

Street or Road Address City State Zip County Years Months

Street or Road Address City State Zip County Years Months

I further affirm that I plan to enroll at Corning Community college and that this affidavit is made for the purpose of securing a certificate that I have met the residence requirements of Article 126 of Education Law.

Student Signature: _____

Form must be signed in front of a Notary.

Notary Public: Sworn to (or affirmed) before me, _____ This _____ day of _____ Signature _____	Town Clerk: (if applicable) Signature _____	Chief Fiscal Officer of County Certificate Issued Certificate not Issued By _____ Date _____
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Instructions for Completing Certificate of Residence Application

All students must complete a Certificate of Residency Application each academic year. Please refer to the following counties for specific directions for submitting your application.

For students from CHEMUNG, SCHUYLER and STEUBEN Counties:

- 1) Complete this application and sign it before a Notary Public. You can find a Notary Public either at your high school, local county building, banks, or call the ACE office to set up an appointment. 607-962-9491.
- 2) Email or mail this Notarized application to the ACE office at ace@corning-cc.edu
- 3) If you do not know your CCC ID #, you can use your Social Security number.

The ACE office will send your completed application to the County Treasurer on your behalf.

If you live in the following Counties: Livingston, Ontario, Orange, Tompkins, Tioga and Yates (or any other county not listed).

- 1) Complete this Certificate of Residency Application and sign in front of a Notary Public. You can find a Notary Public either at your high school, local county building, banks, or call the ACE office to set up an appointment. 607-962-9491.
- 2) Go to the following website and select your county of Residence to see the requirements and where to submit your application to: https://www.corning-cc.edu/current-students/certificate_of_residence.php
[Certificate of Residence](#)
- 3) Submit your application to your county to receive your Certificate of Residency. The actual Certificate is what needs to be submitted to the college. Please email the certificate to ace@corning-cc.edu.

We recommend that you keep a copy of your notarized application and/or Actual Certificate for your records.

Contact ACE@corning-cc.edu for any questions:
607-962-9533 - Kim Perkins, Director of ACE
607-962-9491- Wendi Hammond, ACE Assistant