Procedure for Meeting New York State Residency Requirement

If you are an incoming student in Fall 2015 the following must be submitted to Mr. Vito Cavallaro, Director of Financial Aid, during the Summer of 2016. Submissions after August 1, 2016 will not be accepted:

1. A form, provided by Mr. Cavallaro, attesting to the accuracy of the information you will provide (this will need to be notarized). The form will be available in the Student Affairs Office.

2. A copy of a lease or a notarized letter from the individual in whose apartment/house you are living, showing that you have resided in New York State for at least one year.

3. Any two of the following documents:
   a) New York State (NYS) driver’s license or non-driving ID
   b) NYS voter registration card
   c) NYS income taxes
   d) NYS bank account
   e) NYS motor vehicle registration
   f) Proof of ownership of property in NYS

   (You must supply at least 2 items from list A-F)

4. A copy of your parent’s or your own 2015 Federal Income Tax Return showing that you are not being claimed as a dependent by your parents.

5. Copies of evidence showing that you have sources of funds of your own and in your own name, that are equal to the cost of tuition and living expenses for one academic year (i.e. income from a job, checking or savings account, student loans, etc.). This information is often available from the Financial Aid Office if you are receiving financial aid.

6. You must be a USA citizen or a “Permanent Resident” (possess a “Green Card”)