

ULSTER COUNTY COMMUNITY COLLEGE

PRIMARY LEGAL RESIDENCE REQUIREMENTS

Tuition charges at New York State Community Colleges are determined by the location of a student's permanent and primary legal residence (at the time of **and** during the one year prior to registration). **Both** tuition (either full- or part-time) **and** non-resident tuition are charged to the accounts of all new and transfer students; non-resident tuition charges are removed upon receipt in the Student Accounts Office (VAN 204) of proof of their primary legal residence. Students who fail to provide proof are financially liable for the non-resident tuition charges.

ULSTER COUNTY, NY RESIDENTS

Students must provide document(s) showing they have lived in **New York State for one year or more AND** showing they have lived in **Ulster County for 6 months or more.**

Acceptable documents proving permanent and primary legal residence in Ulster County are:

- NYS Driver's License, Learner's Permit, ID Card or Vehicle Registration
- Vehicle Insurance Card
- Voter Registration Card
- NYS Income Tax Return

If student did not file a tax return **and** student lives with their parents, a copy of the parents' Federal Tax Return showing student listed in the Exemptions section as a dependent is acceptable.

NOTE: Documents must have an issue date at least 1 year old as of the semester start date.

NY STATE RESIDENTS

Students who are New York State residents (for at least one year), **BUT ARE NOT** residents of Ulster County must provide the Student Accounts Office with a **Certificate of Residence** to remove the non-resident tuition charge from their account. This document is obtainable from the Treasurer of your home county and must be provided to the Student Accounts Office **no later than 30 days after the first day of the semester** and no earlier than two months prior to the first day of the semester. Applications and instructions for acquiring a Certificate of Residence can be found online at www.sunyulster.edu/admissions/tuition_fees/cert_of_residency.php and the home county's Treasurer's Office website.

OUT OF STATE RESIDENTS

Students whose permanent and primary residence is not in New York State or who have not lived in New York State for one year or more must pay both the tuition and non-resident tuition charges.

MORE QUESTIONS?

Please contact the Student Accounts Office (VAN 204) at 845-687-5099.