

HOSTOS COMMUNITY COLLEGE APPLICATION FOR NEW YORK RESIDENCY

Semester Applying For: Fall 20_____ Spring 20_____

Print Name _____

EMPL ID # _____

Students must complete the attached CUNY Residency Form with the appropriate documentation

Please provide one of the following as proof of status if you are a U.S. citizen, permanent resident or in a qualifying immigration status (see section on the back of this form for details)

- | | |
|--|---|
| <input type="checkbox"/> U.S. Birth Certificate or Passport | <input type="checkbox"/> Receipt for USCIS Form I-751 |
| <input type="checkbox"/> Certificate of Naturalization | <input type="checkbox"/> Receipt for USCIS Form I-698 |
| <input type="checkbox"/> Permanent Resident (green) Card | <input type="checkbox"/> I-551 stamp in passport |
| <input type="checkbox"/> Unexpired Conditional Permanent Resident Card | <input type="checkbox"/> Copy of USCIS Form I-90 |

Instructions: The student must submit two of items “a” through “m” (Please bring **original** documentation)

Note: All items must document residency for the 12 month period immediately preceding the first day of classes.

Documents in the same category covering the first and last months of the previous twelve month period are acceptable provided that they show the student living at the same address.

- a. Lease, deed or rent registration form (used for rent stabilized apartments) signed by the landlord, which is either a public or private agency, and the student or parent of the student with the same surname
- b. Letter showing eligibility or disbursement of Social Security or New York City Public Assistance with the student’s New York address covering the 12-month period immediately preceding the first day of classes
- c. Copies of the most recent complete Federal and New York State tax returns and the corresponding W-2 form. Responses to Federal form 4506 and New York State form 4506 requesting Federal and State tax information is acceptable if the Federal and State governments acknowledge that the party in question has in fact filed a tax return from the address noted
- d. A valid New York State driver’s license or a non-driver license issued at least one year prior to the first day of classes
- e. IDNYC New York City municipal identification card, showing the date of issuance at least one year prior to the first day of classes
- f. Homeowner’s or renter’s insurance policy
- g. Automobile registration or insurance certificate
- h. Voter registration certificate or card
- i. Bills for telephone, utility, cable TV or other home services covering a period of 12 months
- j. Monthly bank or credit card statements covering a period of 12 months (dollar amounts may be blocked out)
- k. Attendance as a juror in New York State
- l. Housing lease signed by the landlord (who is an individual and is not a public or private agency) and the student. If the student’s name does not appear on the lease, the “Alternate Lease Statement” may be substituted. The “Alternate Lease Statement” must be completed and notarized by both the person whose name appears on the lease/contract and the student. The person whose name appears on the lease/contract must also submit proof (i.e., lease, telephone, utility, or similar type bills) of residency at his/her current address for the previous 12 months
- m. Postmarked mail addressed to a student at a New York address at least 12 months immediately preceding the first day of classes (a P.O. Box is not acceptable)

FOR OFFICE USE ONLY

Received by _____ Approved by _____ Denied by _____ Date _____

Reason for Denial _____

For complete information about residency requirements see the **University Tuition and Fee Manual** at:
<http://www2.cuny.edu/about/administration/offices/legal-affairs/university-tuition-fee-manual/>



CITY UNIVERSITY RESIDENCY FORM

Semester: _____

CUNY RESIDENCY FORM: Part A

1. Last Name _____ First Name _____ Middle Initial _____
2. CUNYfirst ID/Student ID _____ Date of Birth ____/____/____
Phone No. (_____) _____ Email address _____
3. Are you a U.S. citizen? Yes No Are you a permanent resident alien? Yes No
Are you here on a visa? Yes No Visa type _____ Expiration Date _____
4. Did you attend a New York State high school for two or more years, and graduate from that high school?
Yes No If yes, high school name and address _____
Date of Attendance From _____ To _____ Graduation Date _____
5. Do you have a GED/TASC issued by NYS? Yes No Date Issued _____
6. If you answered “yes” to item 4 or 5, did you apply to CUNY within 5 years of your high school graduation or receiving a GED/TASC? Yes No Date of first application to CUNY _____
7. Are you a veteran or other individual eligible for educational assistance under federal GI bills?
Yes No If yes, attach supporting documents.

IMPORTANT: If you answered “yes” to question 4 or 5, and to question 6, and are not lawfully present in the US, you need to complete Section B (affidavit) of this Residency Form but not Section C. If you answered “yes” to question 4 or 5, and to question 6, and are a resident of another state, you do not need to complete any other sections of this form. If you answered “yes” to question 7, you do not need to complete any other sections of this form. All other students must complete Part C of this form and submit appropriate supporting documentation.

Please note that some students who are here on visas may not be eligible for the resident tuition rate. Please refer to the CUNY Tuition and Fee Manual (see link below) for a comprehensive list of eligible visa types.

To Be Completed by All Students

I certify that all information provided and all statements made in all sections of this Residency Form are true and correct to the best of my knowledge.

I understand that if I provide false information or withhold relevant information in order to obtain resident status, The City University may revoke its determination of in-state residency, and that I will owe non-resident tuition to the University for each semester or session that I have attended under these circumstances. I also understand that I may be subject to disciplinary action.

DATE _____ STUDENT SIGNATURE _____

- The colleges will not review any residency determination unless the request for the review is made in writing, and all required documentation is submitted on or before the last day of finals in the semester for which resident tuition is being sought.
- Complete rules regarding eligibility for the resident tuition rate and appeals procedure are set forth in CUNY’s Tuition and Fee Manual at <http://www.cuny.edu/about/administration/offices/la/tuition-fee-manual.html>



CUNY RESIDENCY FORM: Part B

Affidavit of Intent to Legalize Immigration Status

_____, being duly sworn, deposes and says that he/she does not currently
(Student's Name)
have lawful immigration status but, has filed an application to legalize his/her immigration status or will file
such an application as soon as he/she is eligible to do so.

(Student's Signature)

Sworn to me this _____ day of the month of _____, 20____
_____, State of New York, County of _____



CUNY RESIDENCY FORM: Part C

Semester: _____

1. Last Name _____ First Name _____ Middle Initial _____

2. CUNYfirst ID/Student ID _____ Email: _____

3. Current Address _____

STREET CITY STATE ZIP CODE

A. Live with parents _____, or other relatives _____, or other than a relative _____

1) If other relatives, describe relationship. _____

2) If other than a relative, describe situation. _____

List below all your addresses, including temporary addresses and summer addresses during the past 12 months, starting from your current address and working backwards.

FROM	TO	COMPLETE ADDRESS
Mo__ Day__ Yr__ - Mo__ Day__ Yr__		STREET CITY STATE ZIP
Mo__ Day__ Yr__ - Mo__ Day__ Yr__		STREET CITY STATE ZIP
Mo__ Day__ Yr__ - Mo__ Day__ Yr__		STREET CITY STATE ZIP

4. A. Parents' permanent address _____
STREET
CITY STATE ZIP

B. If you are under the age of 18, does anyone other than your parents serve as your legal guardian?
Yes___ No___
If yes, what is their name and address? _____

C. Where did you live during the last June through August period? If different from 4.A., give reason for being elsewhere during period

5. A. Please list below all full-time and part-time employment (including summer employment and voluntary activities) during the past 12 months starting with the most recent employment.

EMPLOYER	ADDRESS (CITY/STATE)	FROM	TO
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

B. What is the source of your support? _____

C. Did you file a New York City/State resident income tax return during the past 12 months? _____

D. Did you file a Federal income tax return during the past 12 months? _____

6. What are your purposes for residing in New York City or New York State? _____

7. Have you applied for any financial aid, scholarships, or other benefits provided under the laws of the State of New York or the United States? Yes _____ No _____

If yes, specify and indicate what benefits you are receiving. _____

8. At the present time is it your intention to permanently live in New York City or New York State?

Yes _____ No _____ Uncertain _____

If uncertain, please explain. _____

9. Do you have any other proof other than the items indicated for completing the Residency Form that you wish to present in support of your application to be declared a resident of New York City/New York State for the City University of New York tuition purposes? Yes _____ No _____

If yes, please provide details and attach relevant documents. _____
