



Proof of Residence for City of Troy Residents

Step 1: Complete the form below

Step 2: Gather the necessary documentation (list of acceptable documentation on other side) to establish residency for:

1. 12 months in New York State AND
2. Previous 6 months in the City of Troy AND
3. Current in the City of Troy

Step 3: Submit the completed form and documentation to the Hudson Valley Community College Cashier's Office in person or by mail

Step ID #: H _____

Last Name _____ First Name _____ M.I. _____
(Please Print)

Current Street Address: _____
(no P.O. boxes allowed)

How long have you lived at the address listed above? _____

If less than 6 months, list the address of your residence prior to your above Troy address:

(no P.O. boxes allowed)

Certification Statement: I do hereby certify that I am not _____, and have been for a period of at least one year immediately prior to the date of this application, a resident of the State of New York; and not _____, or have been for a period of _____ months within the 6 months immediately prior to the date of this application, a resident of the City of Troy.

I will produce proofs of residency in person at the Cashier's Office, or provide a copy of my proofs with this form and mail it to the Cashier's Office, in order to have non-resident tuition charges removed from my account. See the other side of this form for a listing of acceptable documentation.

I understand that I will be responsible for payment of the non-resident tuition charge if it is subsequently determined that I am not a resident of the City of Troy.

Step Signature _____

Date _____

All applicants must provide IDENTIFICATION and separate DOCUMENTATION which shows evidence of each of the following (multiple documents may be necessary to satisfy each requirement):