

CERTIFICATE OF RESIDENCE

New York State residents who reside in Orleans County attending a Community College may obtain a Certificate of Residence to avoid additional tuition charges.

The certificate can be issued any time between (a) two months prior to the student's registration date and (b) 30 days after the start of classes. Applying for and submitting a Certificate to the college outside of this time frame will result in increased tuition charges.

Please complete a Certificate of Residence application (links below) and submit to the Orleans County Treasurer's office with sufficient proof of residency either in person or by mail to the Orleans County Treasurer, 34 East Park St, Albion, NY 14411, or emailed to certificates@orleanscountyny.gov

To obtain a Certificate of Residence you need to provide sufficient proof of residing in New York State for at least one year and Orleans County for six months immediately preceding the application date.

Examples of proof can be any of the following that meet the timeframe requirements and contains both your name and Orleans County physical address:

- New York State Issued photo ID
- Bank statement
- Utility bill or credit card statement
- Voter registration card
- Car insurance ID card or vehicle registration
- High School report card
- Apartment lease

If you have any questions, please contact this office at (585) 589-5353 or by email at certificates@orleanscountyny.gov