

## Instructions for the Application for New York State Residency

**Please read all instructions carefully.**

**Any missing or incomplete information will delay the review process.**

The application and ALL supporting documentation, MUST be handed in by the application deadline of the term in which New York State Residency is being sought.

**DEADLINES:**

**Fall Semester: September 15**

**Spring Semester: February 15**

1. Fill out the application for New York Residency accurately and completely. You MUST provide all information that is requested on this application.
2. The application MUST be notarized before it is submitted for review. Applications that are not notarized will not be considered for review
3. You MUST supply our office with copies the following documentation if applicable:

**\*If you are a dependent student, you must supply these documents for both you and your custodial parent(s)**

**Citizens or Eligible Non Citizens:**

- NYS Driver's License or NYS Identification Card (DMV Issued)
- NYS Vehicle Registration
- NYS Voter Registration
- Signed NYS Residential Lease or Proof of Home Ownership (At least 12 month prior to registration)
- Signed Federal Income Tax Return (1040 form for the prior year)
- Signed NYS Resident Income Tax Return (IT201 or IT203 form for the prior year)
- W-2 and 1099 Statements (from prior year)
- NYS Bank Account (must be a currently held account: one current statement and one statement issued 12 months prior to registration)

**Immigrant, Non-immigrant, Undocumented Students and Other Non-residents:**

- Permanent Residency Card
- Alien Registration Card or Visa (Non-US Citizens only)
- I-797 Notice of Action w/ I-730 approval
- Asylee/Refugee decision approval letter and I-94
- Employment Authorization (EAD) (I-766)

**\*Please visit our website for other acceptable documentation**

4. Submit completed application and all supporting documentation to **Student Financial Services Office**

Your appeal will be reviewed by the Purchase College Residency Appeals Committee. Upon review, you will receive a decision. Decisions made by the Residency Appeals Committee are final.

**If you have any questions or concerns, please reach out to our office at  
(914) 251-6080 or [financialservices@purchase.edu](mailto:financialservices@purchase.edu)**

**Section A: To be completed by applicant**

Name: \_\_\_\_\_  
Last First Middle

Purchase College ID#: \_\_\_\_\_ Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Marital Status: \_\_\_\_\_  
PID MM/DD/YYYY

Permanent Address: \_\_\_\_\_  
Street City State ZIP

Length of time at this address: \_\_\_\_\_ Years \_\_\_\_\_ Months

*If less than 3 years, List your prior addresses below:*

From	To	Street	City	State

**CITIZENSHIP STATUS**

Are you a US Citizen? **YES NO**  
 Are you a US Permanent Resident? **YES NO** If yes, what is your registration number, A# \_\_\_\_\_ **(Attach Copy)**  
 Do you hold a Temporary Visa? **YES NO** If yes, list visa type: \_\_\_\_\_ Expiration Date \_\_\_\_\_ **(Attach Copy)**  
 Are you a Political Asylee/Refugee? **YES NO** If yes, attach copies of the following:  
 1. I-797 Notice of Action w/ I-730 approval  
 2. Asylee/Refugee decision approval letter and I-94  
 3. Employment Authorization (EAD) (I-766)

**EDUCATION**

Did you attend a NY High School for two or more years and graduate from that high school? **YES NO**  
 Were you admitted to Purchase College within five years of your high school graduation date? **YES NO**  
 High School Name: \_\_\_\_\_ HS City: \_\_\_\_\_ HS State: \_\_\_\_\_  
 Period of Attendance: \_\_\_\_\_ Graduation Date: \_\_\_\_\_

**DRIVERS LICENSE/VEHICLE INFORMATION**

Do you have a government issued ID? **YES NO** If yes, in what state? \_\_\_\_\_ Date Issued: \_\_\_\_\_ **(Attach Copy)**  
 Do you have a driver's license? **YES NO** If yes, in what state? \_\_\_\_\_ Date Issued: \_\_\_\_\_ **(Attach Copy)**  
 Do you own a car? **YES NO** If yes, what state is it registered in? \_\_\_\_\_ Registration Date: \_\_\_\_\_ **(Attach Copy)**

**APPLICANT AFFIRMATION**

*The following affirmation statement must be completed and signed before a Notary Public:*

I, \_\_\_\_\_ the applicant herein, being duly sworn, do hereby affirm that I am a bona fide legal resident domiciled in the State of New York and that all the information provided on this form and any attachments thereto, is accurate, complete and true to the best of my knowledge. I understand that providing false information knowingly will disqualify me from consideration for New York Resident Status.

\_\_\_\_\_  
 Signature of Applicant

*Notary Public (Complete, Sign, and Stamp)*

\_\_\_\_\_  
 Signature of Notary

Sworn to me before this \_\_\_\_\_ Day of \_\_\_\_\_, 20\_\_\_\_ (Notary Public)

**Section B: Must be completed by applicants claiming independent status. Individuals under the age of 24 are generally not eligible for independent status. Student claiming financial independence must also provide documented evidence of financial self-sufficiency.**

Are you an emancipated minor or student who if financially independent from parental support? **YES NO**

If yes, when did you become independent? Date: \_\_\_\_\_  
MM/DD/YYYY

Amount of financial support provided to you by parents or legal guardians during the prior year?

YEAR: 20 \_\_\_\_\_ Amount \$ \_\_\_\_\_  
20 \_\_\_\_\_ Amount \$ \_\_\_\_\_

**TAX INFORMATION**

Were you claimed as a dependent on your parents Federal and State income tax return for the prior year? **YES NO**

Will you be claimed as a dependent on your parents Federal and State income tax return for the current year? **YES NO**

List the state(s) in which you filed resident taxes during the last two years:

YEAR: 20 \_\_\_\_\_ State(s): \_\_\_\_\_  
20 \_\_\_\_\_ State(s): \_\_\_\_\_

**(Attach complete copies of the previous year's Federal and State Income Tax Return statements)**

**FINANCIAL SUPPORT**

List your sources of financial support for the last two (2) years:

From	To	Name and Address of Employer(s)	Hours Worked (Per Week)

If not employed, List your financial resources:

Source	Amount
	\$
	\$
	\$
	\$

**HOME INFORMATION**

Do you rent or own? **RENT OWN** **(Attach complete copy of signed lease, property tax bill or deed)**

Did you live in an apartment, house, or building owned by your parent or guardian for more than six (6) weeks during the last two years? YEAR: 20 \_\_\_\_\_ **YES NO**

20 \_\_\_\_\_ **YES NO**

**APPLICANT AFFIRMATION**

*The following affirmation statement must be completed and signed before a Notary Public:*

I, \_\_\_\_\_ the applicant herein, being duly sworn, do hereby affirm that I am a bona fide legal resident domiciled in the State of New York and that all the information provided on this form and any attachments thereto, is accurate, complete and true to the best of my knowledge. I understand that providing false information knowingly will disqualify me from consideration for New York Resident Status.

\_\_\_\_\_  
Signature of Applicant

*Notary Public (Complete, Sign, and Stamp)*

\_\_\_\_\_  
Signature of Notary

Sworn to me before this \_\_\_\_\_ Day of \_\_\_\_\_, 20\_\_\_\_ (Notary Public)

**Section C: To be completed by the custodial parent with whom the student resides or who claims the student as a dependent for income tax purposes**

Name: \_\_\_\_\_ Relationship to student: \_\_\_\_\_  
Last First

Permanent Address: \_\_\_\_\_  
Street City State ZIP

Length of time at this address: \_\_\_\_\_ Years \_\_\_\_\_ Months Phone Number: \_\_\_\_\_

*If less than 3 years, List your prior addresses below:*

From:	To:	Street	City	State

**CITIZENSHIP STATUS**

Are you a US Citizen? **YES NO**  
Are you a US Permanent Resident? **YES NO** If yes, what is your registration number, A# \_\_\_\_\_ (Attach Copy)  
Do you hold a Temporary Visa? **YES NO** If yes, list visa type: \_\_\_\_\_ Expiration Date \_\_\_\_\_ (Attach Copy)  
Are you a Political Asylee/Refugee? **YES NO** If yes, attach copies of the following:  
**1. I-797 Notice of Action w/ I-730 approval**  
**2. Asylee/Refugee decision approval letter and I-94**  
**3. Employment Authorization (EAD) (I-766)**

**TAX INFORMATION**

List the state(s) in which you filed resident taxes during the last two years:  
YEAR: 20 \_\_\_\_\_ State(s): \_\_\_\_\_  
20 \_\_\_\_\_ State(s): \_\_\_\_\_  
**(Attach complete copies of the previous year's Federal and State Income Tax Return statements)**

**DRIVERS LICENSE/VEHICLE INFORMATION**

Do you have a government issued ID? **YES NO** If yes, in what state? \_\_\_\_\_ Date Issued: \_\_\_\_\_ (Attach Copy)  
Do you have a driver's license? **YES NO** If yes, in what state? \_\_\_\_\_ Date Issued: \_\_\_\_\_ (Attach Copy)  
Do you own a car? **YES NO** If yes, what state is it registered in? \_\_\_\_\_ Registration Date: \_\_\_\_\_ (Attach Copy)

**PARENT/CUSTODIAL PARENT AFFIRMATION**

*The following affirmation statement must be completed and signed before a Notary Public:*  
I, \_\_\_\_\_ hereby affirm that all information provided on this form and any attachments thereto, is accurate, complete and true to the best of my knowledge. I understand that providing false information knowingly will disqualify my student from consideration for New York Resident Status.  
  
\_\_\_\_\_  
**Signature of Custodial Parent**  
  
**Notary Public (Complete, Sign, and Stamp)**  
  
\_\_\_\_\_  
**Signature of Notary**

Sworn to me before this \_\_\_\_\_ Day of \_\_\_\_\_, 20\_\_\_\_ (Notary Public)