

CUNY SCHOOL OF PUBLIC HEALTH

Required proof and other relevant documentation must accompany the CUNY Residency application in order for an accurate residency determination to be rendered. Under no circumstance will the application be considered unless all applicable questions have been answered, and all required documentation covering a period of at least twelve consecutive months immediately preceding the first day of classes has been provided.

The residency of dependent students (under age 24) reflects that of his/her custodial parent(s), regardless of how long the student lives in New York State. Residence in dormitory facility does not constitute residence in New York State

NON-UNITED STATES CITIZENS

Students residing in the United States with TEMPORARY IMMIGRATION STATUS OR PETITION STATUS ARE NOT ELIGIBLE for classification (for tuition charging purposes) as a New York State official resident, and should not complete the application.

Students in the United States on any temporary visa, (except A-1, A-2, A-3, E-1, E-2, G-1, G-2, G-3, G-4, G-5, H-1, H-4, I, K, L, N, R, S, T, U, V) are not eligible for classification as a New York State resident. Students with a Permanent Resident or a Refugee Visa, or any of the exceptions listed above, must submit the required documents listed below and submit the Visa and any official correspondence from the U.S. Department of Immigration having relevance to their status in the United States.

IF A STUDENT IS THE HOLDER OF A PERMANENT RESIDENT CARD, THE CARD MUST BE BROUGHT WITH THIS APPLICATION.

QUALIFYING FOR THE IN-STATE RESIDENT TUITION

A college student may qualify for the resident tuition rate if he/she continuously maintained his/her place of abode in the State of New York for a period of at least twelve consecutive months immediately preceding the first day of classes.

REQUIRED DOCUMENTATION WHICH MUST ACCOMPANY THE RESIDENCY APPLICATION

Students must submit required documents as proof of residency from items “a” through “p” listed below.

- The college must obtain one item from “a”, or “b”, or “c”, or “d”;

OR

- The college must obtain two items from “e” through “p” (Note: All items must document proof of residency for the 12 month period immediately preceding the first day of classes. Documents 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).

Submit One item from the following; “a”, or “b”, or “c”, or “d”:

- 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) Budget/benefit letter from New York City Public Assistance with the student’s New York address covering the 12 month period immediately preceding the first day of classes and including the student’s name.
- c) Benefits letter from Social Security with the student’s New York address covering the 12 month period immediately preceding the first day of classes and including the student’s name.
- d) Copies of your most recent complete New York State tax return with the pre-printed address label (mailed by IRS to your home) and the corresponding W-2 form.

OR

Submit Two items from “e” through “p”:

- e) Copies of the most recent complete New York State tax return without the preprinted address label and the corresponding W-2 form. Response to New York State form 4506 requesting State tax information is acceptable if the State government acknowledges that the party in question has in fact filed a tax return from the address noted,
- f) A valid New York State driver’s license showing the date of issuance one year prior to the first day of classes,
- g) Homeowner’s or renter’s insurance policy,

- h) Automobile registration,
- i) Automobile insurance certificate,
- j) New York State “non- driver’s license” which is issued to non-drivers (for identification purposes) by the Department of Motor Vehicles or other official City, State, or Federal agencies,
- k) Telephone or utility bills or payment of services such as cable TV covering a period of up to 12 months,
- l) Monthly bank or credit card statements covering a period of 12 months (dollar amounts may be blocked out),
- m) Armed Forces identification card DD Form 2A (green),
- n) Attendance as a juror in New York State,
- o) Apartment 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 doesn’t 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,
- p) Postmarked mail addressed to a student at a New York address more than 12 months immediately preceding the first day of classes (a P.O. Box is not acceptable).

****Please note all documents submitted become the legal property of the college and may not be surrendered back to the applicant.**