



New York State County Chief Fiscal Officers

Please use this information sheet to determine where you need to submit your completed Application for Certificate of Residence. The NYS Education Law states that the timeline to apply for your Certificate of Residence is no sooner than 60 days before the first day of classes and no later than 30 days after the first day of classes. If you fail to obtain a Certificate of Residence, you will be responsible for paying the non-resident tuition charge on your bill. Certificates of Residence are valid for one year from the date of issuance.

Albany County

Jeffrey Neal, Director of Finance
112 State Street, RM 800
Albany, NY 12207
(518) 447-7130

Allegany County

Terri Ross, Treasurer
7 Court St.
Belmont, NY 14813
(585) 268-9289

Broome County

Jerome Z. Knebel, Comm. of Finance
44 Hawley St., 2nd Fl., PO Box 1766
Binghamton, NY 13902
(607) 778-2162

First time applicants must include a letter from an unrelated person (minister, lawyer, or employer) verifying residency in NY for 1 year and Broome County for 6 months.

Cattaraugus County

Joseph G. Keller, Treasurer
1 Leo Moss Drive – Suite 1325
Olean, NY 14760
(716) 373-8010

Cayuga County

James Orman, Treasurer
160 Genesee St., 5th Floor
Auburn, NY 13021
(315) 253-1211

Please make sure you have county's specific application form & instructions.

Chautauqua County

Darin Shulz, Director of Finance
Gerace Office Bldg, 3 North Erie Street
Mayville, NY 14757-1007
(716) 753-4223

Chemung County

Joseph Sartori, Treasurer
320 East Market St. PO Box 588
Elmira, NY 14902
(607) 737-2927

Application must be certified by town clerk, then taken to county Treasurer

Chenango County

William E. Evans, Treasurer
5 Court St.
Norwich, NY 13815
(607) 337-1414

County has specific instructions. Please make sure you have a copy of these.

Clinton County

Joseph W. Giroux, Treasurer
Government Cntr - 137 Margaret St.
Plattsburgh, NY 12901
(518) 565-4730

Columbia County

Kenneth H. Wilber, Treasurer
560 Warren Street - PO Box 574
Hudson, NY 12534
(518) 828-0513

Cortland County

Patrick J. O'Mara, Treasurer
60 Central Ave. RM 113
Cortland, NY 13045
(607) 753-5070

Delaware County

Beverly J. Shields, Treasurer
111 Main Street, PO Box 431
Delhi, NY 13753
(607) 746-2121

County has specific instructions. Please make sure you have a copy of these.

Dutchess County

Pamela Barrack, Comm. of Finance
22 Market Street, 3rd Floor
Poughkeepsie, NY 12601-3294
(845) 486-2032

Please make sure you have county's specific application form & instructions.

Erie County

Mark C. Poloncarz, Comptroller
95 Franklin St., RM 1154
Buffalo, NY 14202-3971
(716) 858-8400

Essex County

Michael G. Diskin, Treasurer
7551 Court St., PO Box 217
Elizabethtown, NY 12932
(518) 873-3310

Franklin County

Byron A. Varin, Treasurer
355 West Main Street, Suite 140
Malone, NY 12953
(518) 481-1515

Fulton County

Edgar T. Blodgett, Treasurer
223 W. Main St., PO Box 128
Johnstown, NY 12095
(518) 736-5583

Genesee County

Scott D. German, Treasurer
County Building #1 - 15 Main Street
Batavia, NY 14020
(518) 344-2550, ext. 2210

Greene County

Willis Vermilyea, Treasurer
411 Main Street, PO Box 191
Catskill, NY 12414
(518) 943-4152

Hamilton County

Beth Hunt, Treasurer
County Office Building, Box 206
Lake Pleasant, NY 12108
(518) 548-7911

Jefferson County

Nancy D. Brown, Treasurer
175 Arsenal Street
Watertown, NY 13601
(315) 785-3055

Lewis County

Vicki Roy, Treasurer
Courthouse, 7660 State Street
Lowville, NY 13367
(315) 376-5325

Livingston County

Carolyn D. Taylor, Treasurer
6 Court Street, RM 203
Geneseo, NY 14454-1043
(585) 243-7050

Must appear at Treasurer's office in person

Madison County

Cindy Edick, Treasurer
PO Box 665
Wampsville, NY 13163
(315) 366-2371

Monroe County

Real Property Tax Service Agency
39 W. Main St., RM 304
Rochester, NY 14614
(585) 753-1125

Please make sure you have county's specific application form & instructions.

Montgomery County

Shawn J. Bowerman, Treasurer
20 Park St., PO Box 1500
Fonda, NY 12068-1500
(518) 853-8175

Nassau County

John Mastromarino, Treasurer
240 Old Country Road, RM 312
Mineola, NY 11501-4248
(516) 571-1496

Please make sure you have county's specific application form & instructions.

New York City

Bronx, Kings (Brooklyn), N.Y. (Manhattan), Queens, & Richmond

John C. Liu, Comptroller
Municipal Building RM 703
1 Center St.
New York, NY 10007
(212) 669-2784

Please make sure you have county's specific application form & instructions. You must appear at their office in person

Niagara County

Kyle R. Andrews, Treasurer
59 Park Avenue
Lockport, NY 14094-2740
(716) 439-7007

Oneida County

Joseph J. Timpano, Comptroller
800 Park Ave., 5th Floor
Utica, NY 13501
(315) 798-5780

Onondaga County

Department of Finance
Civic Center 15th Floor
421 Montgomery St.
Syracuse, NY 13202-2998
(315) 435-2426

Ontario County

Gary Baxter, Treasurer
20 Ontario St. – 2nd Floor
Canandaigua, NY 14424
(585) 396-4432

Orange County

Joel Kleiman, Finance Commissioner
265 Main St.
Goshen, NY 10924
(845) 291-2485

Please make sure you have county's specific application form & instructions.

Orleans County

Susan M. Heard, Treasurer
34 E. Park St., Central Hall
Albion, NY 14411
(585) 589-5353

Oswego County

John W. Kruk, Treasurer
46 East Bridge Street
Oswego, NY 13126
(315) 349-8393
Toll Free #1-888-349-8392

Otsego County

Dan Crowell, Treasurer
197 Main Street, Box 265
Cooperstown, NY 13326
(607) 547-4235

Putnam County

William J. Carlin, Finance Comm.
40 Gleneida Ave., RM 105
Carmel, NY 10512
(845) 225-3848

Rensselaer County

Michael J. Slawson, CFO
1600 7th Ave., 5th Floor
Troy, NY 12180
(518) 270-2750

Rockland County

H. Chris Kopf, Finance Comm.
18 New Hempstead Rd., 3rd Floor
New City, NY 10956
(845) 638-5131

St. Lawrence Co.

Robert O. McNeil, Treasurer
Courthouse – 48 Court Street
Canton, NY 13617-1194
(315) 379-2234

Saratoga County

Samuel J. Pitcherale, Treasurer
40 McMaster Street
Ballston Spa, NY 12020
(518) 884-4724, ext. 4325
Please make sure you have county's specific application form & instructions.

Schenectady County

George Davidson, Finance Comm.
620 State Street, 3rd Floor
Schenectady, NY 12305
(518) 388-4262

Schoharie County

William Cherry, Treasurer
284 Main St., 1st Floor, PO Box 9
Schoharie, NY 12157
(518) 295-8386

Schuyler County

Margaret E. Starbuck, Treasurer
105 9th St, Unit 17
Watkins Glen, NY 14891
(607) 535-8181

Seneca County

Nicholas A. Sciotti, Treasurer
1 DiPronio Drive
Waterloo, NY 13165
(315) 539-1735

Steuben County

Carol S. Whitehead, Treasurer
3 East Pulteney Square
Bath, NY 14810
(607) 664-2488
Please make sure you have county's specific application form & instructions.

Suffolk County

Joseph Sawicki Jr., Comptroller
100 Veterans Mem. Hgwy - Box 6100
Hauppauge, NY 11788-0099
(631) 853-5052
Please make sure you have county's specific application form & instructions.

Sullivan County

Ira J. Cohen, Treasurer
100 North Street
Monticello, NY 12701
(845) 794-3000, Ext. 5014

Tioga County

James P. McFadden, Treasurer
56 Main Street, RM 210
Owego, NY 13827
(607) 687-8670

Tompkins County

David Squires, Finance Director
125 East Court Street, 2nd Floor
Ithaca, NY 14850
(607) 274-5545
Please make sure you have county's specific application form & instructions.

Ulster County

Treasurer
244 Fair St., 4th Floor, PO Box 1800
Kingston, NY 12402
(845) 340-3460
Please make sure you have county's specific application form & instructions.

Warren County

Francis X. O'Keefe, Treasurer
1340 State Route 9
Lake George, NY 12845
(518) 761-6375

Washington County

Phyllis Cooper, Treasurer
383 Broadway, Building B
Fort Edward, NY 12828
(518) 746-2220

Wayne County

Thomas Wamick, Treasurer
16 William Street, PO Box 8
Lyons, NY 14489
(315) 946-7441

Westchester County

Ann Marie Berg, Finance Comm.
148 Martine Avenue, RM 726
White Plains, NY 10601
(914) 995-3896
Please make sure you have county's specific application form & instructions.

Wyoming County

Cheryl Mayer, Treasurer
143 North Main Street
Warsaw, NY 14569
(585) 786-8812

Yates County

Bonnie L. Percy, Treasurer
417 Liberty Street, Suite 1081
Penn Yan, NY 14527
(315) 536-5192