



# SUBMITTING A CERTIFICATE OF RESIDENCE

## Saratoga County

**New York residents receive a considerable discount on in-state tuition at New York public colleges and universities.** Students enrolled in SUNY Adirondack CHS are eligible to receive this discount provided they have submitted a Certificate of Residence (COR).

### Step 1

Please visit the [Saratoga County COR website](#) for details about submitting the Saratoga County Certificate of Residence application (in person or online). Certificates of Residence start being issued 60 days before the start of each college semester.

*NOTE: After classes start, you must go to the Saratoga County office at 40 McMaster St., Ballston Spa.*

### Step 2

Once your student has been issued a Certificate of Residence, scan and email it to [studentaccounts@sunyacc.edu](mailto:studentaccounts@sunyacc.edu).

**Fall 2025** CORs are due by **October 8**.

**Spring 2026** CORs are due by **March 3**.

**Not submitting a COR on time will influence your student's tuition rate. Instead of \$80 per credit hour, you will be charged \$120.**

Most Certificates of Residence are **valid for one year based on semester (not by date)**. Students who submit a COR for a class they're taking in the fall do not have to submit a new one for the spring.

## QUESTIONS?

Contact [chs@sunyacc.edu](mailto:chs@sunyacc.edu)

**IMPORTANT!** Wait to obtain a COR if your student is taking a yearlong CHS course. You will need one for Spring '26; they start being issued 60 days before the start of the spring semester.

### LEARN MORE

SUNYACC.EDU > PROGRAMS & COURSES > HIGH SCHOOL PROGRAMS > COLLEGE IN THE HIGH SCHOOL (CHS)



YOUR FUTURE BEGINS HERE.