Change of Address/Certificate of Residency Form

Change of address

If you have changed either your permanent address or your mailing address from the addresses that the college has for you, please complete all of the applicable items below. Please print legibly

Student’s name: ____________________________________________________________ Student number __________________

New permanent address:

Street address __________________________________________________________________________________________
City __________________ State __________ Zip code __________________

Current telephone number: (____________) __________________________________________

New mailing address:

Street address/Post office box __________________________________________________________________________
City __________________ State __________ Zip Code __________________

Student’s signature: ________________________________________________________________________________ Date________________

Certification of residency (only required of those changing their state of residency to Massachusetts)

I have been a Massachusetts resident for six (6) continuous months and intend to remain here indefinitely. As proof of my intent to remain in Massachusetts, I possess at least two (2) of the following documents, which I shall present to the institution upon request. These documents* are dated within at least one (1) year of the start date of the academic semester for which I seek to enroll (except possibly for my high school diploma). The institution reserves the right to make any additional inquiries regarding the applicant’s status and to require submission of additional documentation it deems necessary. Please check off those documents you possess as proof of your intent to remain in Massachusetts.

- Valid driver’s License
- Valid car registration
- Mass. high school diplomas
- Record of parent’s residency for unemancipated person*
- Utility bills*
- Voter registration*
- Signed lease or rent receipt*
- Employment pay stub*
- State/federal tax returns*
- Military home of record*
- Other _____________________

Certification of information

I certify that this information is true and accurate. I understand that any misrepresentation, omission or incorrect information shall be cause for disciplinary action up to dismissal, with no right of appeal or to a tuition refund.

Student’s signature: ____________________________________________________________ Date________________

Parent/guardian’s signature: ______________________________________________________ Date________________
(if applicant is under 18 years old)