

STATE OF IOWA — COUNTY OF LINN
CORNELL COLLEGE • Residence Life Office
AFFIDAVIT OF PARENTAL CO-RESIDENCE
Off-Campus Housing Authorization | Academic Year _____ / _____

IMPORTANT NOTICE

Cornell College requires students to live on campus unless they meet an exception. One exception is for students who live at the primary, permanent residence of their parent or guardian within a 30-mile radius of Mount Vernon, IA. This affidavit certifies that the parent's/guardian's claimed address is their genuine, primary, permanent residence and that the student lives with them there full-time. **Owning, leasing, or paying for a property does not by itself constitute residence.** This exception is NOT for families who purchase or rent property near campus primarily for a student's use that is not the parent's or guardian's permanent residence.

PART I — STUDENT INFORMATION

<i>Student Full Legal Name</i>	<i>Student ID Number</i>
<i>Student Email</i>	<i>Student Phone</i>

Claimed Residence Address (must match Registrar's permanent address on file):

<i>Street Address</i>		
<i>City</i>	<i>State</i>	<i>ZIP / County</i>

PART II — PARENT / LEGAL GUARDIAN INFORMATION

(Both parents/guardians residing at the address must also complete a signature block in Part V.)

Parent / Guardian #1

<i>Full Legal Name</i>	<i>Relationship to Student</i>
<i>Phone Number</i>	<i>Email Address</i>

Parent / Guardian #2 (if applicable)

<i>Full Legal Name</i>	<i>Relationship to Student</i>
<i>Phone Number</i>	<i>Email Address</i>

PART III — OWNERSHIP / RIGHT TO OCCUPY (check one and attach proof)

- We OWN the residence. (Attach deed, mortgage statement, or county assessor record.)
- We LEASE the residence as our primary home. (Attach signed lease naming parent/guardian as tenant.)

PART IV — SWORN STATEMENTS OF PARENT(S) / LEGAL GUARDIAN(S)

BEFORE ME, the undersigned notarial officer, personally appeared the parent(s)/guardian(s) below, who, being duly sworn, depose and attest that each of the following is true, accurate, and complete to the best of their knowledge and belief:

1. **PRIMARY DOMICILE.** The address in Part I is our genuine, primary, and permanent residence — the place where we are domiciled as a matter of law and fact. We do not maintain another location as our principal home.
2. **PHYSICAL PRESENCE.** Our presence at this address is permanent and not limited to weekends, holidays, or occasional visits. We eat, sleep, and conduct the ordinary activities of daily life at this address as a continuous matter.
3. **LEGAL TIES.** We acknowledge that Cornell College may verify our primary residence through official records which can include but is not limited to: Iowa driver’s license / ID at this address, Voter registration at this address, Iowa Homestead Tax Credit (county assessor), Vehicle registration at this address, Federal/state income tax return (primary address), Homeowner’s/renter’s insurance.
4. **STUDENT CO-RESIDENCE.** The student identified in Part I resides with us at this address as a genuine member of our household. We have not established or funded a separate or independent residence for the student.
5. **NOT A STUDENT-ONLY ARRANGEMENT; OWNERSHIP IS NOT SUFFICIENT.** This affidavit does not apply to, and we are not using it to describe, a situation in which a property was purchased or leased primarily for the student’s use near Cornell College while they are enrolled. We understand that owning, leasing, paying for, or occasionally visiting a property is not ‘residence’ under this policy.
6. **DUTY TO NOTIFY; CONSENT TO VERIFY.** We agree to notify the Residence Life Office in writing within ten (10) calendar days of any change making any statement herein untrue. We authorize Cornell College to verify our residence through any reasonable means, including contacting the Linn County Assessor, Iowa Secretary of State, landlord, mortgage servicer, or utility provider.
7. **CONSEQUENCES OF FALSE STATEMENTS.** Under Iowa Code § 720.2, knowingly making a false material statement under oath may constitute perjury, a Class “D” felony. Cornell College may also: (a) immediately revoke off-campus authorization; (b) retroactively assess full room and board charges at the published rate for the entire period of the unauthorized arrangement; (c) initiate student disciplinary proceedings up to suspension or expulsion if the student engaged in dishonesty or any other conduct violation; and (d) refer the matter to civil or criminal authorities if appropriate.

PART V — SIGNATURES – DO NOT SIGN BEFORE TAKING AN OATH BEFORE A NOTARY PUBLIC AND AFFIRMING THAT THE INFORMATION PROVIDED IN THIS AFFIDAVIT IS TRUE

Student Acknowledgment: I have read this affidavit, affirm its representations are true, and understand the consequences described in Statement 7.

Signature of Student

Date

Parent / Guardian Declaration: I declare under penalty of perjury pursuant to Iowa Code § 622.1 that the foregoing is true and correct to the best of my knowledge and belief.

Parent / Guardian #1:

Signature of Parent / Guardian #1

Date

Parent / Guardian #2 (if applicable):

Signature of Parent / Guardian #2

Date

PART VI — NOTARIAL CERTIFICATE

State of Iowa, County of _____

Signed and sworn to (or affirmed) before me on _____ (date) by:

(1) Parent / Guardian #1: _____

(2) Parent / Guardian #2: _____

(3) Student: _____

Signature of Notary Public

Date of Notarization

Printed Name of Notary Public

Commission No. & Expiration Date

[Affix Official Notarial Seal Here — Required under Iowa Code § 9B.15]

PART VII — REQUIRED DOCUMENTATION CHECKLIST (Attach to this application and give to Residence Life)

Section A — Required (all must be submitted):

- Utility bill in parent’s/guardian’s name at the claimed address, dated within 90 days
- Deed/mortgage statement (owners) or signed lease (tenants) showing parent’s/guardian’s name
- Student permanent address on file with the Registrar matches claimed address

Section B — Submit at least two (2) for parent/guardian:

- Iowa driver’s license / state ID at claimed address
- Voter registration at claimed address (Iowa SOS)
- Iowa Homestead Tax Credit confirmation (county assessor)
- Vehicle registration at claimed address
- Federal/Iowa income tax return, first page (redact SSN/income)

SUBMISSION INSTRUCTIONS

For Families:

Complete Parts I–III and the checklist before visiting a notary. Do NOT sign until in front of the notary. All signers must appear together. Remote online notarization by an Iowa-commissioned notary is also acceptable.

Ask the notary for a **jurat** (verification upon oath or affirmation, Iowa Code § 9B.16(3)) — not a simple acknowledgment.

For the Notary Public:

Administer an oath or affirmation to all signers. Verify each signer’s identity with photo ID and record it in Part VI. Complete the jurat, affix seal, and enter commission number and expiration as required by Iowa Code § 9B.15.

Note: Notarization verifies identity and the act of signing — not the truth of the statements. Signers bear full legal responsibility.

FRAUD WARNING: Signers are under oath. Knowingly making a false material statement may constitute perjury under Iowa Code § 720.2 (Class “D” felony, up to 5 years / \$7,500 fine). Cornell College reserves the right to verify all claims, revoke authorization, retroactively assess room and board charges, pursue discipline, and refer matters to law enforcement as appropriate— at any time, including after the fact.

Submit completed, notarized form and all documentation to res_life@cornellcollege.edu or in person to the Residence Life Office. Authorization is not valid from year to year; a new affidavit is required annually.

600 First Street SW, Mount Vernon, Iowa 52314 | res_life@cornellcollege.edu | (319) 895-4113