



## **OUT-OF-COUNTY CHARGEBACK ASSISTANCE**

Students who reside in a county other than Hudson and who take Courses at HCCC because their school does not offer a specific academic program may avoid paying the out-of-county rate for tuition. Students must apply for and be accepted for admission at HCCC and then must submit HCCC's letter of acceptance to their community college Admission or Bursars office, and obtain a "Certification of Inability to Admit" from that school.

Students must send or bring that certificate to their home county chief Fiscal officer. The county will then issue a "Certification of Residence" to the students. Both certifications must be brought or mailed to the Bursar's Office. Please make a copy of your Chargeback documents before bringing them to the Bursars office. The Bursar's Office will then bill the appropriate county for the difference between the in-county and out-of-county tuition rate. All students are responsible for payment of other charges on their student accounts and any tuition charges not paid by their home county. Students are responsible for ensuring that completed forms are filed in the Bursar's Office each semester.