



## North Carolina Residency Determination Service (RDS) High School Students

### A. WHY RDS:

QUALIFY FOR In-state TUITION at NC public colleges and universities  
BE ELIGIBLE FOR NC state GRANT consideration at all NC colleges and universities

### B. DO RDS FIRST:

BEFORE College Admission Applications  
WITH Your parent/legal guardian (in most cases)  
FAFSA TOO Make it easy – do FAFSA too -- much of the information is the same

### C. GO TO RDS:

[www.ncresidency.org](http://www.ncresidency.org)  
STEP 1 **LOGIN** to RDS using your **CFNC** User Name and Password  
STEP 2 **UPDATE** your Profile (**BE ACCURATE – SSN and Date of Birth are critical**)  
STEP 3 **RDS Online Interview** with parent/legal guardian (you need their information)

- social security numbers (or other identifiable number)
- tax return information, vehicle registration, and driver’s license
- voter registration and other information about residency in North Carolina

STEP 4 **UPLOAD** documents (RDS tells you if you need documents – not everyone does)

### D. REMEMBER:

BE ACCURATE Mistakes cause BIG problems  
FINISH **RDS Online Interview** cancelled, if NOT complete in 25 days  
DON'T GUESS RDS checks your answers with NC State Agencies  
Guessing = **NON-resident**  
SUBMIT DOCS RDS shows if you need documents and which ones – not everyone does  
**UPLOAD** or send to RDS  
**NOT** done without required documents (you have 25 days)

### E. RDS STATUS SCREEN – when you finish, you see:

YOUR RCN Residency Certification Number (unique identifier never changes)  
CLASSIFICATION “Resident” or “Non-Resident” AND “In-State” or “Out-of-State” tuition  
DOCUMENTS 20% of students required to submit documents  
RDS shows if you need documents and which ones – NOT everyone does  
**NOT** done without required documents (you have 25 days)

### F. DON'T AGREE with your determination?

**Review your status** at RDS. Login at [www.NCresidency.org](http://www.NCresidency.org)  
**RECONSIDERATION** to correct or enter additional information  
**APPEAL** to provide special information -- you have **10 days to request**  
Call RDS toll-free: **844-319-3640**

### G. NEXT -- DO YOUR COLLEGE ADMISSION APPLICATION(S):

Go to [CFNC.org](http://CFNC.org) APP HUB (RCN prefills on CFNC applications)  
Go to college website (enter RCN when asked)