North Carolina Residency Determination Service (RDS)
Adult 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
   ON YOUR OWN If 24 or older
   WITH Your parent/legal guardian (in most cases)
   OR PROVE You are financially independent

C. **GO TO RDS at** www.ncresidency.org
   STEP 1 LOGIN to RDS with 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 (if 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 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 Less than 15% 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
   • 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 APP HUB (RCN prefills on CFNC applications)
   Go to college website (enter RCN when asked)