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, NC law requires RDS to ask for parent information)
   - 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)
   - LOGIN to RDS using your CFNC User Name and Password
   - UPDATE your Profile *(BE ACCURATE – SSN and Date of Birth are critical)*
   - 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
   - UPLOAD documents (RDS tells you if you need documents – not everyone does)

D. **REMEMBER:**
   - 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**

   Some students may have special circumstances that prevent the RDS system from determining your residency status. If you believe you should be considered a resident of North Carolina, you may appeal the RDS determination, and you will have the opportunity to show RDS additional documents and proof of your residency in North Carolina. 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)