



North Carolina Residency Determination Service (RDS) Adult Students

DO RDS BEFORE COMPLETING COLLEGE ADMISSION APPLICATIONS

A. WHY DO RDS:

NC LAW REQUIRES RDS TO:

- 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. WHO'S INFORMATION WILL RDS NEED:

- If you are under 24 or don't support yourself, use parent information
- If you support yourself financially, complete the interview by yourself

C. GO TO RDS at: www.ncresidency.org

LOGIN: To RDS with **CFNC** User Name and Password

UPDATE: Your Profile (**BE CORRECT – SSN and Date of Birth are important**)

COMPLETE: The RDS Online interview with a parent or legal guardian (if you need their information)

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

UPLOAD: Documents if RDS is requesting documents

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'll 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 www.ncresidency.org and log on using your username and password.

- **DO A RECONSIDERATION:** to correct or enter additional information
- **DO AN 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)