North Carolina Residency Determination Service (RDS)
<u>High School Students</u>

A. <u>**WHY RDS:**</u>
QUALIFY FOR   In-state TUITION at NC public colleges and universities
BE ELIGIBLE FOR   NC state GRANT consideration at <u>*all*</u> NC colleges and universities

B. <u>**DO RDS FIRST:**</u>
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. <u>**GO TO RDS:**</u>   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. <u>**REMEMBER:**</u>
BE ACCURATE   Mistakes cause BIG problems
FINISH   <u>RDS Online Interview</u> 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. <u>**RDS STATUS SCREEN – when you finish, you see:**</u>
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. <u>**DON'T AGREE with your determination?**</u>
Review your status at RDS. Login at **www.NCresidency.org**
<u>**RECONSIDERATION**</u> to correct or enter additional information
<u>**APPEAL**</u> to provide special information -- you have **10 days to request**
Call RDS toll-free: **844-319-3640**

G. <u>**NEXT -- DO YOUR COLLEGE ADMISSION APPLICATION(S):**</u>
Go to CFNC.org APP HUB (RCN prefills on CFNC applications)
Go to college website (enter RCN when asked)