

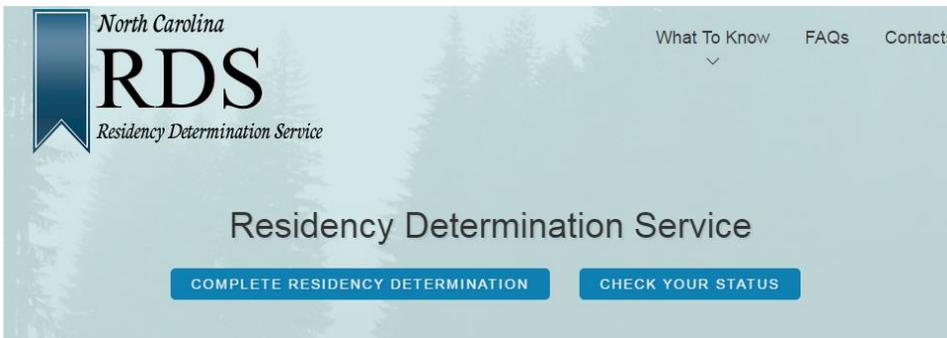


## Establishing/Maintaining Residency for State Grants

The State of North Carolina now determines residency for purposes of state financial aid through its Residency Determination Service (RDS) website (<https://www.ncresidency.org>). You must be determined to be a resident of North Carolina via RDS before you may be considered for any financial aid from the state.

Please follow the below instructions to complete the residency determination:

1. Access [www.NCresidency.org](http://www.NCresidency.org) and select “Complete Residency Determination.” Enter in your login information, which is the same login information you used from the College Foundation of North Carolina (CFNC). If you do not have an account, please click on “Create an Account.”



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CFNC.org

### Sign In to RDS

Use your existing CFNC username and password to sign in to RDS.

Username

Password

[FORGOT USERNAME / PASSWORD?](#)

### First Time Here?

First-time, transfer, and non-degree students applying for undergraduate admission and seeking a residency determination for in-state tuition or state grant purposes are now required to use RDS.

**Students applying for graduate and professional programs should NOT use RDS at this time.** Request residency on the campus to which you are applying. Graduate programs will be required to use RDS once implemented starting in 2018.

If you have questions about whether you should use RDS, see the table listed under the RDS and Campus-Level Residency Determinations drop-down on the Tuition Benefits page of the RDS website at: <https://ncresidency.cfnc.org/residencyinfo/tuition>.

In order for a student to receive the benefits of in-state tuition and state financial aid, a residency determination is required from RDS. **By creating a new account, you are creating a CFNC.org account.** There is no separate account creation for RDS. Should you come back to RDS, simply use your CFNC account to login.

**When you create your account, you can:**

- Request your residency determination or review status any time
- Find tools and resources appropriate to your grade or stage of life
- Store your work, applications, account and other information to pick up or review any time
- Keep a lifelong portfolio to help with future career transitions; and
- Get suggestions based on previous web activity

Creating an account is easy. **Get Started by Clicking Below**

2. Read the “Tips for Completing Your Residency Determination” and check the box of understanding the helpful hints when ready. Then read the “Consent and Authorization,” check the box of agreement and click to start the request.

You are about to begin a new North Carolina residency determination request. Tips for completing your residency request include:

- The average interview takes 10-12 minutes to complete. [Click here](#) for information about data and documentation you may need to gather before starting the interview.
- Do NOT use your browser Back and Forward navigation arrows. Use only the Continue or Make Changes buttons on the interview page. You will be able to review and make changes.
- You may exit your residency request and resume later. The information you enter will be saved after each section you complete. You have 25 days to complete your request. If you do not complete your request within 25 days, you will need to start a new request.
- RDS works best with the latest versions of Google Chrome, Internet Explorer and Firefox browsers. Use of other browsers may affect functionality.

I understand the helpful hints

### CONSENT AND AUTHORIZATION

North Carolina General Statute section 116-143.1 sets forth the specific standards for determining resident status for tuition purposes. Session Law 2015-241 authorized the State Board of Education to coordinate and centralize the process to apply the criteria in G.S. §116-143.1 and directed the state college and university systems to take the necessary actions to facilitate an orderly and centralized process.

I understand that the Residency Determination Service ("RDS") will validate the information that I provide. The validation process supports the determination of residency and helps to ensure that my classification is complete. If validation of my information fails, my residency status will be "non-resident" and "out-of-state" tuition rate will apply.

I understand and acknowledge that the Residency Determination Service may require me to submit my own personal information and personal information from my parent(s), legal guardian(s), or spouse.

I certify that before I submit any information from my parent(s), legal guardian(s), or spouse, I have obtained each and all of their individual consents and authorizations to disclose their information to the RDS.

I Agree

[CLICK HERE TO START REQUEST](#)

3. Review your profile information and click agree if the information is correct. If it is not correct, please click on "Edit Profile" before continuing.

4. Begin answering the questions. You may start, stop and come back to the online interview as needed. However, carefully review your answers before confirming because once they have been confirmed you cannot go back. The list below represents potential types of information that may be requested:

- |   |                           |
|---|---------------------------|
| Driver's License identification number  | Permanent Resident card   |
| Vehicle Registration number   | Marriage certificate      |
| Rental/lease agreement  | Federal/state tax returns |
| Voter Registration  | Approved -130/140/360     |
| Military Leave and Earning Statement (LES)  | Immigration Court Order   |
| I-797 Notice of Approval from USCIS   | Places of employment      |
| Conditional Green Card  | Housing status            |
| Federal tax form to confirm dependent status for parent with approved I-140/I-130 |                           |

**\* You cannot make changes until the interview process is completed in its entirety. You have 25 days after starting to finish the interview questions. After 25 days or an incomplete interview, you must start again. \***

5. Your determination status is completed when you receive a Residency Certification Number (RCN) and all of your pending documents have been submitted by the deadline given.

**\* If you do not submit the pending documents by the deadline given, your determination will be changed to non-resident. \***

If you do not agree with your classification you may request a reconsideration or RDS Appeal. For reconsideration or appeal, click "Need to Update your Determination for your campus" to begin the process again. **There is a 10 calendar day deadline to request an appeal from the day that you start the interview.**

If you are having trouble, please contact the North Carolina Residency Determination Service by using one of the methods below:

- Toll-free Number (844) 319-3640
- Local Number (919) 835-2290
- Email [rdsinfo@ncresidency.org](mailto:rdsinfo@ncresidency.org)