

## **Task: Complete Your Residency Determination**

You must receive a RCN (Residency Certification Number) to determine your eligibility for in-state tuition and state grant awards.

### **Residency Determination**

Step 1: Complete an initial consideration residency determination request

There are 3 ways students can choose to do this:

- 1) Directly from the homepage of the RDS website ([www.ncresidency.org](http://www.ncresidency.org))
- 2) From their CFNC account (students must be logged in) using the CFNC Applications Hub.
- 3) Directly from their admissions application through links provided by the campus to which they are applying.

Step 2: Begin the initial consideration

- 1) Login using your CFNC account information and confirm your profile.
- 2) Review the RDS Consent and Authorization
- 3) Begin the initial consideration online interview.

Note: You have 25 calendar days to complete the online residency interview in full and have the ability to start, stop, and come back to the online interview as needed. If the completed interview is not submitted within 25 calendar days, the request will be canceled and the student will be required to begin another initial consideration request when the student returns.

Documents Needed for the Online Interview::

#### **Student:**

- Social Security Number and Date of Birth

#### **Parent**

- 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 3: Classification "Resident"

- 1) If you receive a "Resident" initial classification, you must then proceed to upload documentation so that RDS can verify the information you stated in your application.
- 2) If the student fails validation, the student's residency classification will change from "resident" to "non-resident" and the student and campus will be notified.
- 3) If a student is required to submit documentation to support the RDS classification, a listing of required documents will appear on the student's determination screen at the end of the interview. Not all students will be required to submit documentation.

Notte: The student has 25 calendar days from the date of their initial consideration for documentation to be RECEIVED by RDS. If the documentation is not submitted and received by RDS within 25 calendar days, the student's residency classification will change from "resident" to "non-resident." No extensions are permitted with documentation deadlines.

[Informational Video Link \(also in Spanish\)](#)