Residency Determination Service

What is it?

An online application process that all students applying for admission to a North Carolina public college or university and/or who are seeking to be eligible for a NC State grant as part of their financial aid, are **REQUIRED** to fill out. This form determines whether they are deemed a NC resident for tuition purposes.

Students complete only "one" residency determination for all NC Colleges & Universities.

Once completed, students will be given a *"Residency Certification Number"* or **RCN** to be entered into their college applications.

What info do I need to fill it out?

> **For Active Duty Military Families:**
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> - ✓ **LES**
> - ✓ **Duty Station Orders Information**

> **Most Students:**
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> - ✓ **CFNC account/ log-in information**
> - ✓ **Parent(s)' & Student's SSN**
> - ✓ **Residence Information**
> - ✓ **Federal/state tax return**
> - ✓ **Vehicle registration, driver's license**

> **Non-Citizens:**
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> - ✓ **Alien Registration Number, U.S. Citizenship and Immigration Service, ITIN Identifiers**
> - ✓ **Permanent Resident Card**
> - ✓ **EAD with approved category code**
> - ✓ **I-485 Receipt Notice & Approved I-130/140/360**
> - ✓ **Federal tax form to confirm dependent status**

When do I need to fill this out?

Students should fill this out the summer before and in the fall of their senior year. Students will not be able to complete an application to NC Colleges/Universities without it.

Steps/Checklist:

☐ Step#1: Create a CFNC account if you haven't done so already. You will use this log-in to sign in and complete the residency form.

☐ Step#2: Go to www.ncresidency.org , click "Complete Residency Determination", and log-in using CFNC account information.

☐ Step#3: Have all the information listed above in front of you and ready to use. Complete the online form. Immediately after completion, students are given their **RCN**

☐ Step #4: As you are filling out your college applications, put your **RCN** in the space provided.

> ***For applications that use the CFNC application portal, the RCN will be automatically entered in the application if student has already completed RDS.***