

NC Residency Steps

Toll-Free #	Local #	Fax #	Email
844-319-3640	919-835-2290	919-835-2427	rdsinfo@ncresidency.org

1. Go to NCResidency.org
2. Choose 'Complete Residency Determination'
3. Log In/Create an Account (Call Toll Free # if you cannot create an account, or you get an error message)
4. Answer the questions to the best of your ability. Carefully review all information. You CANNOT make changes after you confirm each answer. You may need to contact your parent in order to answer certain questions.

5. Once completed, you may see the screen below. It will display your Certification #, resident status, and the valid date. If you are required to upload documents pay attention to the deadline, and follow the prompts.

6. If you think your determination is incorrect, you have the option to file a Reconsideration Request or an Appeal. Choose the 'Think your determination is incorrect' and follow the prompts.

Document Name	For	Required	Status	Select File
Copy of payroll or paystub		Yes	Missing	Choose File No file chosen UPLOAD REMOVE

7. Once you complete a Reconsideration or Appeal, you may be required to upload documents (such as above). Pay attention to the deadline, and follow the prompts.
8. We will be notified of your Residency Status, and any pending outcomes. If you have questions, please contact RDS at the numbers listed above.