

U.S. CITIZEN STUDENTS WITH UNDOCUMENTED PARENTS: NAVIGATING THE RESIDENCY DETERMINATION SERVICE (RDS)

DECEMBER 2017

RESIDENCY DETERMINATION SYSTEM (RDS)

Provide the Social Security Number (SSN) or other identification number for this person. If you do not have the number now, it is suggested that you exit the interview and come back later with the information.

Confirm Social Security Number (SSN)

Your Parent/Legal Guardian does not have an SSN or will need to provide a different identification number

Individual Taxpayer Identification Number (ITIN)

parents to see if they qualify for in-state tuition. The system requires students to answer questions about their parents' Social Security number or an ITIN number, or other ID.

If a student enters an **ITIN Number** for his or her parent, the system should allow the student to proceed through the rest of the process without problem.* If the student chooses the option of "Your parent/Legal Guardian does not wish to supply an identification number," the system will automatically classify the student as a "non-resident" for tuition purposes, even if the student has lived in North Carolina for her whole life and has other documents to prove her resident status.

APPEALING THE DECISION

However, the RDS system does allow you to **APPEAL**. You must click the box indicating your desire to appeal within 10 days of receiving your original determination of "non-resident." After you appeal, you will have **additional time** to gather extra documents proving that you and your parents do reside in North Carolina. These documents may include a high school transcript and letter from your high school guidance counselor, among other things. Additional materials discussing this issue, including a step-by-step guide for U.S. citizen students with undocumented parents of how to navigate the RDS system and the appeal process, are found here: <https://www.cfnc.org/rdsresources>.

**Please note that the guidance on this flyer is for the RDS only, not federal FAFSA. For federal FAFSA guidance on students with undocumented parents, click [here](#).*

North Carolina has introduced a new online system, the "Residency Determination Service" (RDS), for students applying to college to determine whether they are "residents" or "non-residents" for purposes of tuition. This can also include resident and non-resident costs and/or scholarships. This online system requires students to log on to a website and answer questions about **themselves** and **their**

CONTACT US

If you have any questions or difficulty with the RDS system, or need more information, contact:

Kate Woomer-Deters
North Carolina Justice Center
919-861-2072
kate@ncjustice.org

**Don't delay in seeking help if you have difficulties with the RDS system!*

MORE INFORMATION FROM THE RDS MATERIALS

From <https://ncresidency.cfnc.org/residencyInfo/studentFAQ>:

What if I or my parents cannot provide a SSN, ITIN, ARN or USCIS identification number?

If you or your parents cannot provide a SSN, ITIN, ARN, or USCIS identification number, you will be considered a nonresident as part of your initial consideration. If you are unable to provide one of these identification numbers, RDS is unable to validate your information with federal and state agencies and you are considered a nonresident for tuition purposes. All students have the ability to appeal a nonresident decision and the ability to provide additional information to support their North Carolina residency.

During an appeal, RDS will consider information pertaining to the student and parent(s). All students must have legal capacity to be determined a resident for North Carolina tuition and state grant purposes. In addition, RDS will require the student (if the student is self-sufficient) and parent(s) (if the student is not self-sufficient) to prove North Carolina domiciliary acts.

From <https://www.cfnc.org/static/pdf/home/sc/dr/Top10ToKnow.pdf>:

5. **US Citizen with Undocumented Parent(s) can request an Appeal:**

The RDS Online Interview depends on Social Security Number (SSN) or other identifiable number to check NC State Agencies' data to help prove your claim of NC Residency for Tuition Purposes. If your parent/legal guardian chooses not to enter an identifying number, the RDS Online Interview determines you to be a Non-Resident. RDS wants the initial Online Interview to be easy and helpful for everyone, but realizes that some students have a more unique living situation than the Online Interview can easily capture. In these cases, students have the ability to request an Appeal.

In the RDS Appeal process, RDS specialists work one-on-one with the students for a residency determination. In this appeal, students have the ability to provide additional information, documentation, answer questions, and ask questions of RDS. This provides the students who initially receive a non-resident determination to further explain their situation.

From <https://ncresidency.cfnc.org/residencyInfo/studentFAQ>:

How does RDS protect my personal information?

We value your trust and understand handling your confidential information with care is of utmost importance. As a result, RDS takes the security of your information very seriously. RDS utilizes advanced technology to ensure any data received and stored is safe, secure and available to only authorized users.

Hosted in a secure server environment, RDS uses firewalls and other advanced technologies to prevent interference or access from outside intruders, including:

- Computer anti-virus software that detects and prevents viruses from entering the computer network systems
- Defense in Depth technology such as firewalls that block unauthorized access by individuals or networks
- Encryption software such as Secure Socket Layer (SSL) to protect the data you input from unauthorized access by third parties when in route between your browser and the RDS servers and when in route between the RDS servers and some other browser or server
- Password protection to ensure that access is provided only to you, anyone to whom you entrust the password and those RDS staff who require such access to administer the Service, and
- External security assessments and vulnerability scans used to identify potential threats and vulnerabilities within the system
- Data destruction procedures to ensure your information is removed from our systems as soon as possible according to the RDS Data Destruction Policy

For more information about the information security practices associated with RDS, please read the [Privacy Policy & Terms of Use](#) accessible via the link provided at the bottom of each page of the website.

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