

Recover Account Name & Reset Password in RDS

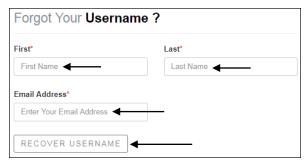
If you get the message, "There is an RDS/CFNC account already created with this email address," it means you already have an account for CFNC.org or NCResidency.org (RDS). If so, DO NOT CREATE A NEW ACCOUNT. Instead, recover your existing account, using the steps below, and use the same login info for both sites:

Recover Username: www.NCresidency.org

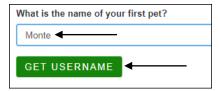
1. On the Sign In to RDS page, click the Forgot Username / Password? link.



 On the next page, under Forgot Your Username?, enter your first name, last name, and email address, then click Recover Username. If you have forgotten your email address, please contact the Student Help line at 844.319.3640 during business hours.



3. Answer your security question in the text box provided, then click Get Username.

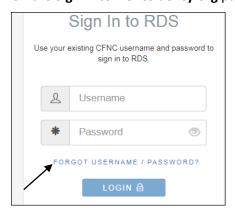


4. Your account name is displayed. Click the **Back** button to return to the **Sign In to RDS** page.



Reset Password: www.NCresidency.org

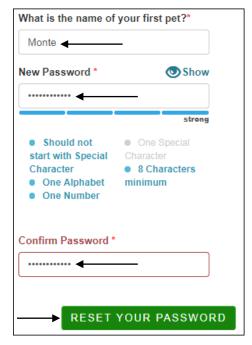
1. On the Sign In to NCResidency.org page, click the Forgot your account name or password? link.



2. On the next page, under Forgot Your Password?, enter your username and last name, then click Reset Password.



3. Answer your security question, enter your new password twice, then click **Reset Your Password**.



4. You return to the Sign In to RDS page.