

How To Create An FSA ID

FSA IDs are required for students to electronically sign the FAFSA.

****One parent of a dependent student will ALSO need to create an FSA ID****

To start creating an FSA ID, go to: **fsaid.ed.gov**

Step 1

ENTER YOUR PERSONAL EMAIL ADDRESS _____

The email address must be your personal email, **NOT** your high school email address. You will not be able to use the same email address for you and parent.

Step 2

CREATE A USERNAME _____

Your username must be 6-30 characters (ex. jsmith123). **Avoid** using your birthdate or parts of your social security number.

Step 3

CREATE A PASSWORD _____

Your password must be 8-30 characters and include three of the following: uppercase letters (ex. ABC), lowercase letters (ex. abc), numbers (ex. 123), or special characters (ex. @, #, &).

Step 4

COMPLETE YOUR PROFILE

You must enter these items below:

Your **Social Security Number**

Your **Name** (As Listed on Your Social Security Card)

Your **Home Address**

Your **Birthdate**

Your **Cell Phone Number**

Step 5

COMPLETE CHALLENGE QUESTIONS & ANSWERS

There are five challenge questions and answers. For two questions, you will select a question from the drop down menus. The last two questions will be created by you. The last question is an optional 8-digit code.

Step 6

VERIFY YOUR EMAIL ADDRESS & MOBILE PHONE NUMBER

You will get a text sent to your phone first and the code on the text will be entered on the website to verify your phone number. After you verify your phone, an email with a code will be sent to your email address to verify your email address on the website. *Codes may take a few minutes, be patient! If you do not receive a code, press Resend Code*

After you verify both, your FSA ID will be ready to use!

***Parents without a social security number** cannot create an FSA ID; they'll sign the FAFSA by mailing a signature page to the Federal Student Aid Program (come see your counselor or college adviser to help you!)

Additional Information for the Class of 2023

- The Free Application for Federal Student Aid (FAFSA) opens October 2022- March 2023
- In October, when you start your FAFSA Form, it will ask you to create a SAVE KEY. You will share this Save Key with the parent that also created an FSA ID. This will allow them to connect to your application and assist you completing it.
- Remember, only 1 parent needs to create an FSA ID (if they don't already have one).