

# FSA ID WORKSHEET

[fsaid.ed.gov](https://fsaid.ed.gov)

Federal Student Aid IDs are required for students to electronically sign the FAFSA. One parent of a dependent student will also need to create an FSA ID.\* *KEEP IN A SAFE PLACE.*

## 1 ENTER AN EMAIL ADDRESS \_\_\_\_\_

The email address must be unique to each individual. You will not be able to use the same email address for student and parent. DO NOT use high school email accounts.

## 2 CREATE A USERNAME \_\_\_\_\_

Must be 6 – 30 characters. Avoid using personal identifiers like your name or birthdate.

## 3 CREATE A PASSWORD \_\_\_\_\_

Must be 8 – 30 characters and include three of the following: uppercase letters, lowercase letters, numbers, or special characters. Avoid personal identifiers.

## 4 COMPLETE YOUR PROFILE

1. Enter your social security number
2. Enter your birthdate
3. Enter your name exactly as it is listed on your social security card

Social Security matches are confirmed within 1 to 3 days. Errors can cause delays.

## 5 CHALLENGE QUESTIONS & ANSWERS

There are five challenge questions and answers. Select two questions from drop down menus. Create two questions yourself. The last question is an optional 8-digit code.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_  
*(optional)*

## 6 VERIFY YOUR EMAIL ADDRESS & MOBILE PHONE NUMBER

FSA will send an email with a code that must be entered to verify your email address. FSA will send a text message with a code used to verify your mobile phone number. Your FSA ID is ready to use!

Parents without a social security number cannot create an FSA ID; they'll sign the FAFSA by mailing a signature page