In order to receive Federal funds for college, students must fill out FAFSA.

First, CREATE an FSA ID by following the directions below.

Tips:

- If you have older siblings in college, your parents might already have an FSA ID.
- Only the owner of the FSA ID should create and use the account.
- Never share your FSA ID.
- Parents AND Students MUST have their own FSA ID.
- **IT CAN TAKE UP TO 3 DAYS TO GET VERIFIED. START EARLY.**

Signing up for FSA ID

Step 1 Go to studentaid.gov to get started, click on "Create Account", then click on "Get Started."

Step 2 Enter all required information into the form. Make sure to use your note sheet (on the back) and keep your information in a safe place. ***If a parent is creating a FSA ID and does not have a SSN:** Please have them mark the box "I don't have a Social Security Number". They will then be prompted to include their current mailing address instead. (Tax ID# will NOT be collected.)

Step 3 Review your information and accept the terms and conditions.

Step 4 Confirm your e-mail address and phone number using the secure codes sent to you, which will be sent to the e-mail address and phone number you entered when you created your FSA ID. Once you verify your e-mail address and phone number, you will be able to go back to the FAFSA page and start FAFSA.

It can take the Social Security Administration up to three days to verify your information. You can still work immediately to complete the FAFSA, but the automatic tax pull of information may take a while. Parents in this predicament may need to put in their taxes manually.

For additional help, visit StudentAid.gov

Secondly, Fill out the FAFSA

To complete the Free Application for Federal Student Aid (FAFSA®), you will need:

- Your Full Legal Name (as it appears on your birth certificate): _____
- Your Social Security Number:_____
- Student FSA ID (see below): _____
- Parent FSA ID (see below): _____
- Student Driver's License Number (if you have one):_____
    - o Copy of Parent(s) 2024 W-2 Form (pictures work fine)
    - o Copy of Parent(s) 2024 Federal Tax Return
    - o Copy of Parent(s) current business and investment records
    - o Copy of Student's 2024 W-2 form (if you worked)
    - o Copy of Student's 2024 Federal Tax Return (if you filed)

New to the FAFSA: *Consent.* If you do NOT give the US Dept of Education CONSENT to pull your tax records from the IRS, your student will NOT be eligible for Federal Financial Aid.

FSA ID Worksheet- Please keep this page in a safe place. Usernames and passwords will be needed for every year the students is in college until graduation. FAFSA applications open October 1st for the following school year.

FSA ID: Student

Student Information

User Name: _____
Password: _____
Email address: _____

Challenge Questions:
1._____
Answer: _____
2._____
Answer: _____
3._____
Answer: _____
4._____
Answer: _____

FSA ID: Parent

Parent Information

User Name: _____
Password: _____
Email address: _____

Challenge Questions:
1._____
Answer: _____
2. _____
Answer: _____
3. _____
Answer: _____
4. _____
Answer: _____

Backup Code (This does not change): _____