COLLEGE NOW

Steps For Creating a StudentAid.gov (FSA ID)

STEP 1:

CREATE YOUR ACCOUNT

- Start here: **studentaid.gov.**
- Click on “Create Account” on the top right portion of the page.
- Once you are on the “Create Account” page, select your language (English or Spanish), then click on “Get Started”.

STEP 2:

PERSONAL INFORMATION

- Provide your full name, date of birth and 9-digit Social Security number as they appear on your Social Security card.

STEP 3:

EMAIL ADDRESS

- Enter your personal email address. Do not use your school email address as it will not be accessible after graduation.
- Verify your email address. An email from the Department of Education will be sent to the personal email address entered in this step. It may take a few minutes to receive the email. Enter the six-digit code from that email into the box.
- If you do not receive the email, check your spam folder.

Step 4:

MOBILE PHONE NUMBER

- Provide a mobile phone number. The phone number will allow for authentication and will aid in account recovery.
- Verify your mobile phone number. A text from the Department of Education will be sent to the mobile phone number entered. Enter the six-digit code from that text.

STEP 5:

CONTACT INFORMATION

- Provide a permanent mailing address in case you decide to receive communications by postal mail.

STEP 6:

COMMUNICATION PREFERENCES

- You must select whether to receive required communications by email (recommended) or postal mail.
- You may opt in to receive informational emails and/or text messages regarding programs for which you may be eligible.

STEP 7:

USERNAME & PASSWORD

- **Username**: Create a username you will remember. If you see the message, “The username you entered is already in use”, then you need to create another one.
- **Password**: Do not include personal information, such as date of birth, name or Social Security Number.
- Your password must be between 8-30 characters in length and include at least one uppercase letter, one lowercase letter and one number. Special characters are not accepted.

STEP 8:

REVIEW & AGREE TO TERMS

- Review carefully and confirm your information.
- If you need to make a correction, use the “Edit” button within that tile of information.
- Review and agree to FSA’s terms and conditions

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STEP 9:

ENABLE TWO-STEP VERIFICATION

- Whenever you sign into your account, FSA will send a secure code to confirm that it is you. To protect your account, you will need to verify your phone number and email. FSA also suggests setting up an authenticator app.
- Select the "verify" button next to the "SMS Verification" and the "Email Verification" buttons to confirm your contact information.
    - To confirm your phone number: you will be sent a text message with the six-digit secure code to be entered.
    - To confirm your email: you will be sent an email message with the six-digit secure code to be entered. *If the code does not arrive within a few minutes, hit the "resend code" after checking your spam folder.
    - Once you verify your mobile phone number and email, you can use them to log in, unlock your account, retrieve your username, or reset your password.
- **Authenticator App (recommended):**
    - Follow the instructions by clicking on the + sign: "set up authenticator app." • Download an authenticator app from your mobile app store or use one you have already downloaded.
    - Scan the QR code or copy the key to the authenticator app and enter the secure code.
- **Backup Code:** This is a special code allowing access to your account, in the event you are not able to use your 2-step verification methods. This code will be automatically generated for you; please write this code in a secure location.

CONGRATULATIONS: YOUR FSA ID HAS BEEN CREATED!

HELPFUL TIPS

- A question mark icon next to each question serves as your "help" button, if needed.
- Your information will be sent to the Social Security Administration (SSA) for confirmation.
- You can immediately use your account username and password to sign an original (first time) FAFSA form.
- Parents without SSN: Please contact your College Now advisor for support.

CONTACT US

216-241-5586

fafsa@collegenowgc.org

collegenowgc.org