THE FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA)

To receive financial assistance, it is recommended that you first complete a Free Application for Federal Student Aid (FAFSA). Most scholarships require a completed FAFSA.

The Free Application for Federal Student Aid (FAFSA) is FREE to fill out. If a website asks for payment, you are on the wrong website. Visit www.fafsa.gov for the option to file the FAFSA electronically or to fill out a paper form (it is highly recommended to file the FAFSA electronically for quicker processing).

You will need these documents to complete your FAFSA:

✓ Your Social Security Number (it is important that you enter it correctly on the FAFSA)
✓ Your parents’ Social Security Numbers (if you are considered a dependent student)
✓ Your driver’s license number (if applicable)
✓ Your alien registration number (if you are not a U.S. citizen)
✓ Federal tax information or tax returns, including IRS W-2 information, for you (and your spouse, if you are married), and for your parents if you are a dependent student:
  ○ IRS 1040, 1040A, 1040EZ
  ○ Foreign tax return, or
  ○ Tax return for Puerto Rico, Guam, American Samoa, the US Virgin Islands, the Marshall Islands, the Federated States of Micronesia, or Palau
✓ Records of your untaxed income, such as child support received, interest income, and veterans non-education benefits, for you, and for your parents if you are a dependent student
✓ Information on savings and checking account balances; investments, including stocks and bonds and real estate, but not including the home in which you live; and business and farm assets for you, and for your parents if you are a dependent student

Keep copies of these records as you might need them again. DO NOT send any records to the campus unless it is requested by the campus.
**How to create an FSA ID**

The FSA ID — a username and password — has replaced the Federal Student Aid PIN and must be used to log in to certain U.S. Department of Education websites. Your FSA ID confirms your identity when you access your financial aid information and electronically sign Federal Student Aid documents. If you do not already have an FSA ID, you can create one when logging in to fasfa.gov, the National Student Loan Data System (NSLDS®) at www.nslds.ed.gov, StudentLoans.gov, StudentAid.gov, and Agreement to Serve (ATS) at www.teach-ats.ed.gov.

---

**Step 1**
When logging in to one of the websites listed above, click the link to create an FSA ID.

**Step 2**
Create a username and password, and enter your e-mail address.

**Step 3**
Enter your name, date of birth, Social Security number, contact information, and challenge questions and answers.

**Step 4**
If you have a Federal Student Aid PIN, you will be able to enter it and link it to your FSA ID. You can still create an FSA ID if you have forgotten or do not have a PIN.

**Step 5**
Review your information, and read and accept the terms and conditions.

**Step 6**
Confirm your e-mail address using the secure code, which will be sent to the e-mail address you entered when you created your FSA ID. Once you verify your e-mail address, you can use it instead of your username to log in to the websites.

You can use your FSA ID to sign a FAFSA right away. Once the Social Security Administration verifies your information in one to three days, or if you have linked your PIN to your FSA ID, you will be able to use your FSA ID to access the websites listed above. For help, visit StudentAid.gov/fsaid.