HOW TO FAFSA

Step 1: **Apply for an FSA ID** www.fsaid.ed.gov

> **What it is:** User name/password (login) you create to sign and submit your FAFSA electronically
>
> **Who needs it?** Student and ONE parent/guardian each need to apply for their own separate, unique FSA IDs
>
> **What you need:** Social security number(s) and/or Alien Registration Number(s); cell phone and/or personal email address, unique user name and password, challenge questions *(Do NOT use your school email address!)*

IMPORTANT: If the parent/guardian does not have a social security number/alien registration number, they cannot create an FSA ID. You will print a signature page at the end of the FAFSA. Your parent/guardian will sign the paper form and mail it to FAFSA at Federal Student Aid Programs PO Box 7656 London, KY 40742-7656 (it will take an extra 7-10 days to process your FAFSA if you mail a signature page.)

VERY IMPORTANT: Make sure to write down your login information and keep it in a safe place. You will need to refer to it every year when you reapply for FAFSA!

Step 2: **Gather all necessary documentation**
See FAFSA checklist to find out what documents you will need

Step 3: **Complete the FAFSA** www.fafsa.ed.gov **2020-21**
Free Application for Federal Student Aid
for students starting college between July 1, 2020 and June 30, 2021.

Step 4: **Review the info you entered for accuracy**

Step 5: **Sign your FAFSA**
Use your FSA ID to sign your FAFSA electronically-both parent & student must sign. If you and your parent DO NOT have FSA ID #s, you will have to print a signature page, sign it and submit it by USPS (US mail) to Federal Student Aid Programs PO Box 7656 London, KY 40742-7656

Step 6: **Submit your FAFSA**
- Don't forget to click the SUBMIT button after signing your FAFSA
- Print your confirmation page

Congratulations…you did it! You have now successfully submitted your FAFSA!

What happens next? FAFSA will send your information to every school you list on your FAFSA. Make sure to check your email regularly for updates or requests for additional information.

You may be selected for VERIFICATION…make sure to respond to requests for additional documentation in a timely manner or your financial aid can be delayed!

FAFSA Demystified - The Best Approach to filling out FAFSA

Part 1 - FAFSA Insiders Infomration

- Free Money, in the form of loans and grants from the governemnt

- May or may not need to be paid back

- Varies from person to person as you fill out the application based on financial status.

- Do Not Hesitate when putting financial information, fafsa.gov is totally safe

- Do not put any false information that may jeopardize your chances for receiving financial aid

- Use the FAFSA Website for Help

Part 2 - Filling the FAFSA for Maximum Success

- Fafsa gives an estimated aid amount for you to use for advantage
- Leave enough time in advance for you to fill out the FAFSA
- Keep all your paperwork ready to refer to when filling out the FAFSA
- Need a system generated pin to keep track of your account
- Stuck? FAFSA provides information on the side as you are filling out the form to help you out
- Tax papers and income information are needed in order to complete the application

Part 3 - Following Up After the FAFSA

- Print out all your online paperwork to have as a reference
- Remember you can always go back and edit your form
- If anything is wrong or incomplete you will recieve an email to check it
- In 7-10 days, you will recieve a SAR (Student aid Report) as a confirmation to your email
- Remember your login information if you ever need to log back in and fix anything up
- Be persistant and remember that you can always call the FAFSA phone number for more information

Step 1 Step 2 Step 3

Create a Login   Fill out the Form   Confirm and Follow Up