

UNDERSTANDING FINANCIAL AID

FAFSA Steps to complete the free application for federal student aid



TIPS FOR SUCCESS

1. Gather important documents to complete the FAFSA:

- You and your parents' full names, dates of birth, and addresses
- You and your parents' Social Security Numbers
- Your Driver's License number if you have one
- Your Alien Registration number if you are not a U.S. citizen
- Information on cash, savings and checking account balances, investments held, including stocks and bonds, real estate (but not including the home in which you live), and business and farm assets for you and your parents.
- Federal income tax information (tax return from two years prior):
 - Correct year tax return (IRS 1040, 1040A, or 1040EZ depending on what form you or your parents filed) including IRS W-2 information;

I'm a student this academic year...	Planning to use Federal Student Aid for this academic year... <i>(matches the FAFSA Application I'll fill out)</i>	So, I'll need this tax year information...	When the FAFSA opens on:
2022-23	2023-24	2021	October 1, 2022
2023-24	2024-25	2022	December 2023
2024-25	2025-26	2023	TBA
2025-26	2026-27	2024	TBA

- Foreign tax returns if applicable;
- Tax return for Puerto Rico, Guam, American Samoa, U.S. Virgin Islands, the Federated States of Micronesia, or Palau if applicable.

2. Visit <https://studentaid.gov/h/apply-for-aid/fafsa>, click **Start Here to begin**, or **Log In as a returning user**.

3. Obtain an FSA ID for student and an FSA ID for one parent.

- Helpful hint: Don't use a school email address and include phone number when possible.

4. Complete the FAFSA online

- Helpful hint: Don't answer a call or text while working on the FAFSA, you'll have to start over
- Helpful hint: IRS Data Retrieval-When trying to connect to the IRS data retrieval tool using your FSA ID, **do not exceed more than three times of incorrectly entering the information**. The fourth try will lock the account, and you will need to call 1-800-4-FED-Aid (800-433-3243)

5. Sign the FAFSA:

- Electronic Signature: Use FSA IDs to electronically sign the FAFSA application
- Verify FSA ID account
- Print Signature Page **only** if **unable to use your FSA ID**

If you and/or your parent are unable to use your FSA ID to electronically sign the FAFSA, you will be required to print a signature page at the end of the FAFSA before submitting. You and/or your parent should sign and mail in the Signature Page

6. If your FAFSA is selected for verification, don't panic

You just need to follow-up with the individual college or university for a few more steps.