How to create an FSA ID

Before you fill out the Free Application for Federal Student Aid (FAFSA), you should create your username and password. This makes the process go much more smoothly when you are actually completing and submitting the application. Follow these steps:

The FSA ID is a username and password you use to log in to certain U.S. Department of Education websites, including StudentAid.gov. The FSA ID is your legal signature and shouldn’t be created or used by anyone other than you—not even your parent, your child, a school official, or a loan company representative. You’ll use your FSA ID every year you fill out a Free Application for Federal Student Aid (FAFSA*) form and for the lifetime of your federal student loans.

**Step 1**
Go to: https://studentaid.gov/fsa-id/create-account/launch
Click on the "Get Started" button

You’ll need your Social Security number, full name, and date of birth.

**Step 2**
Create a memorable username and password
We strongly recommend that you provide a mobile phone number and e-mail address (easier to unlock your account and retrieve account information)

Dependent Students: Student AND one Parent need an FSA ID
(under the age of 24, not married, not a veteran, etc.)

Independent Students: Only student needs an FSA ID
(over the age of 24, married, support children more than 50%, etc.)

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

FSA ID (Student)

<table>
<thead>
<tr>
<th>USE THIS TO LOG IN FOR THE FAFSA</th>
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</thead>
<tbody>
<tr>
<td>Username: ______________________</td>
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<tr>
<td>Password: ______________________</td>
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FSA ID (Parent)

<table>
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<tr>
<th>USE THIS TO LOG IN FOR THE FAFSA</th>
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<tr>
<td>Username: ______________________</td>
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<tr>
<td>Password: ______________________</td>
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Please triple-check that these are entered correctly!!

Challenge questions: You cannot provide the same answer for multiple questions, AND you cannot use an answer that includes your name or date of birth or you will be required to start over.

**Step 4**
Review your information, and read and accept the terms and conditions.

**Step 5**
Confirm your account using the secure code. Once you verify your account, you can use your FSA ID to sign in to the FAFSA.

When you first create your FSA ID, all you’ll be able to use the ID for is to complete, sign, and submit an original (first-time) FAFSA form. You’ll have to wait one to three days for your information to be confirmed by the Social Security Administration (SSA) before you can use your FSA ID for other actions, such as submitting a Renewal FAFSA form, completing required online counseling sessions for loans, or signing a Master Promissory Note. If you provided an email address, then you’ll receive an email letting you know that your information was successfully matched with the SSA and you can use your FSA ID for all of its purposes.

Now that you and a parent (if applicable) have signed-up for an FSA ID, you can begin filling out the FAFSA! (StudentAid.gov)
Create a Federal Student Aid ID (FSA ID). See other side for instructions.

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

- Your Social Security Number (can be found on Social Security card)
- Your driver’s license (if any)
- W-2 Forms from 2020 and other records of any money earned
- Your (and/or your parents’) Federal Income Tax Return from 2020— IRS Form 1040 and Schedules 1, 2, and/or 3 (if used), foreign tax return, or tax return from Puerto Rico, Guam, American Samoa, the U.S. Virgin Islands, the Marshall Islands, the Federated State of Micronesia
- Any untaxed income records from 2020 — e.g., payments to tax deferred pension and savings plans, tax exempt interest and child support received in 2020
- Records of taxable earnings from Federal Work-Study or other need-based work programs in 2020
- Records of any grants, scholarships, and fellowship aid that was included in your or your parents’ 2020 adjusted gross income (AGI)
- Any current bank statements
- Any current business and investment mortgage information, business and farm records, stock, bonds and other investment records
- Documentation that you are a U.S. permanent resident or other eligible non-citizen, if applicable

The 2022-2023 FAFSA opens on October 1st, 2021 at StudentAid.gov

- Click “Apply for Aid” and "Complete the FAFSA Form"
- Sign-in with your Student FSA ID
- Select “2022-2023”

There are seven sections on the FAFSA:

- Student Demographics
  - SSN, Date of Birth, Address, E-mail, Marital Status, Citizenship Status, Selective Service Registration, High School Completion Status, etc.
- School Selection
  - You can search for schools by institution name, city, and state, OR you can enter a school code (EWC’s School Code = 003929)
- Dependency Status
  - List of questions that determine whether you are a dependent, or independent student
  - This status is based off of the questions that are asked in this section on the FAFSA
  - This status is not determined by whether or not a student files their own taxes, or lives on their own; to be independent, a student must qualify according to the questions asked
  - You may be required to verify your information/dependency status
- Parent Demographics
  - Marital Status, SSN, Date of Birth, Address, E-mail, Household Information, etc.
- Financial Information
  - You may be able to transfer your federal tax return information into your FAFSA using the IRS Data Retrieval Tool.
  - If you were not able to use the IRS Data Retrieval Tool, follow the instructions—there are “Help and Hints” which tell you which line(s) to look at on your tax return to provide accurate info for that question.
  - Investments: Please read the FAFSA instructions so you know what to and what not to include.
- Sign and Submit
  - If you are a Dependent Student, your parent will need to enter their FSA ID to sign the FAFSA
- Confirmation
  - You will receive a Student Aid Report (SAR) in approximately one week via e-mail.
  - The SAR outlines estimates of financial aid—these estimates are not guaranteed amounts.
  - The amount you receive depends on your eligibility, cost of attendance, and enrollment.

*If you plan to attend EWC during the summer of 2022, you will also want to complete the 2021-2022 FAFSA, which is based off of 2019 tax information. The Priority Deadline for completing the 2022-2023 FAFSA is March 15, 2022.

REMEMBER: A COMPLETED FAFSA IS ALSO REQUIRED EACH YEAR TO RECEIVE ANY INSTITUTIONAL SCHOLARSHIPS!!!