

Financial Aid Checklist

Fall 2018 for 2019-2020 aid year

- Create a Federal Student Aid ID (FSA ID)** online at fsaid.ed.gov. If you are a **dependent student**, one of your parents will also need to **create a FSA ID**. Be sure to write down your username and password and keep it in a secure place. Use the back of this form to write down critical FSA ID information.
 - A parent may already have one if they were a student or had a prior child in college the past two years. This is a change from the use of a PIN prior to spring 2015.
 - Each user should set up their own FSA ID and not create one for someone else.
 - If not here tonight, they can go back later to create an FSA ID. The FAFSA can be saved without signing tonight.
 - This FSA ID:
 - is used by the student and by a parent for dependent students to sign the FAFSA (every year)
 - is also required if you want to use the IRS data retrieval tool which is recommended
 - is used later by students and potentially parents for federal loan borrowing
 - Tips for FSA ID creation:
 - The name you use for FSA ID creation should match the name on your social security card.
 - Use a personal e-mail account rather than school or work. The FSA ID will be used throughout a college career including graduate school. Use an e-mail you will have long-term access to.
 - Each FSA ID needs a unique e-mail address.

After a FSA ID is created successfully, log out and close your internet browser. Re-open new browser as needed. In order for the FSA ID to be recognized by the FAFSA, it seems any prior browsers must be closed.

- Complete the FAFSA** at fafsa.gov. The FAFSA is a yearly application that is available October 1 for the following school year beginning in August.
 - Student sections have a blue highlight on the left. Parent sections have a purple highlight on the left.
 - IRS data retrieval is recommended for 2017 federal tax data if you are eligible to use. For your protection the amounts that come back to the FAFSA are not shown to you.
- After you submit the FAFSA, you should receive your *Student Aid Report (SAR)* within three days to three weeks. This document lists your answers to the questions on your FAFSA and gives you some basic information about your aid eligibility. Make any necessary corrections and submit them to the FAFSA processor.
- Apply for scholarships. If you are in high school, reach out to your guidance counselor to find out what scholarships you may qualify for. Also, reach out to any schools you are considering attending and ask what scholarships you are eligible to apply for as well.
- Review your college acceptances and compare the colleges' financial aid offers.
- Contact a school's *financial aid office* if you have questions about the aid that school has offered you. In fact, getting to know your financial aid staff early is a good idea no matter what—they can tell you about deadlines, other aid for which you might wish to apply, and important paperwork you might need to submit.
- Notify a school's *financial aid office* of any unexpected changes to income or your personal situation that occurs between 2017 and the 2019-2020 school year.
- If you are taking out **Direct Loans** for the **first time**, you will need to complete the **Loan Agreement for a Subsidized/Unsubsidized Loan (MPN)** and **Entrance Counseling (ELC)** at www.studentloans.gov. These two steps **must** be completed before your loans will be disbursed.

Student FSA ID

Date created: _____

Username _____

Password _____

Email address used: _____

Challenge Questions/Answers:

1) _____

2) _____

3) _____

4) _____

5) _____

Parent FSA ID

Date created: _____

Username _____

Password _____

Email address used: _____

Challenge Questions/Answers:

1) _____

2) _____

3) _____

4) _____

5) _____