FSA and FAFSA Step by Step – URLs and Graphic Example

To file a FAFSA, the student and parent both first need to get FSA IDs. Then then can fill out a FAFSA, or perform the annual renew/update of the student's FAFSA.

These slides show graphically the following actions

- FSA Get an FSA ID and account (Slides 3-8)
- FAFSA Get a Copy of last year's SAR (Slides 9-12)
- FAFSA Renew for coming year (Slides 13-33)
- Follow-up and Summary (Slide 34)

FSA and FAFSA Step by Step URLs and Graphic Examples

Important points

- Save FSA ID username and password *of student*, for future years.
- Save FSA ID username and password *of parent*, for future years.
- Remember that FSA ID login URL is not the same as the FAFSA application URL.
- FSA login URL: https://fsaid.ed.gov/npas/index.htm
- FAFSA login URL: https://fafsa.ed.gov/spa/fafsa/#/LOGIN?locale=en_US
- Make sure to keep Federal tax filing records for student, and for parent, from 2 years in the past, for each year's new FAFSA.

Make a FSA Account Here:

https://fsaid.ed.gov/npas/index.htm

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			English Español	HELP
	Federal Student			
	Create a New FSA ID			
		d that gives you access to Federal Student Aid's online systems and can ser		
	Only create an FSA ID using your own behalf of someone else, including a fan	personal information and for your own exclusive use. You are not author nily member.	ized to create an FSA ID on	
		yee or agent of a commercial entity, or other third party, create an FSA ID reductions, debt consolidation or applying for aid. Misrepresentation of yo		
		the CANCEL button to clear your data even if you did not finish creating y vebsite may not be enough to prevent other people using this computer from the second s		
	until the session expires.			
	Create an FSA ID Manage My F	SA ID		-
	Create your FSA ID username	and password below.		
	Username	Pa-		
	Password		-0	
		✓ Numbers ✓ Uppercase Letters ✓ Lowercase Letters ✓ 8-30 Characters III Show Text		
	Confirm Password		9	
			CONTINUE	

<u>Make a FSA Account Here:</u> <u>https://fsaid.ed.gov/npas/index.htm</u>

- Student needs an FSA account.
- Parent also needs an FSA account.
- Make both accounts.

Log In To Your FSA Account https://fsaid.ed.gov/npas/index.htm

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	Federal Student Aid An OFFICE of the U.S. DEPARTMENT of EDUCATION PROUD SPONSOR of the AMERICAN MIND®	
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	Create an FSA ID Manage My FSA ID PTease enter your. Username, Email, or Phone Password	Forgot My Username Forgot My Username Forgot My Password CONTINUE >

Log i	<u>n to Your FSA Account</u>
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	Tederal Student Aid Proud sponsor of the AMERICAN MIND®
	Warning
	You are accessing a U.S. Federal Government computer system intended to be solely accessed by individual users expressly authorized to access the system by the U.S. Department of Education. Usage may be monitored, recorded, and/or subject to audit. For security purposes and in order to ensure that the system remains available to all expressly authorized users, the U.S. Department of Education monitors the system to identify unauthorized users. Anyone using this system expressly consents to such monitoring and recording. Unauthorized use of this information system is prohibited and subject to criminal and civil penalties. Except as expressly authorized by the U.S. Department of Education, unauthorized attempts to access, obtain, upload, modify, change, and/or delete information on this system are strictly prohibited and are subject to criminal prosecution under 18 U.S.C 1030, and other applicable statutes, which may result in fines and imprisonment. For purposes of this system, unauthorized access includes, but is not limited to:
	Any access by an employee or agent of a commercial entity, or other third party, who is not the individual user, for purposes of commercial advantage or private financial gain (regardless of whether the commercial entity or third party is providing a service to an authorized user of the system); and
	Any access in furtherance of any criminal or tortious act in violation of the Constitution or laws of the United States or any State. If system monitoring reveals information indicating possible criminal activity, such evidence may be provided to law enforcement personnel.

<u>Confirm and Update Your FSA Personal</u> <u>Information here:</u>

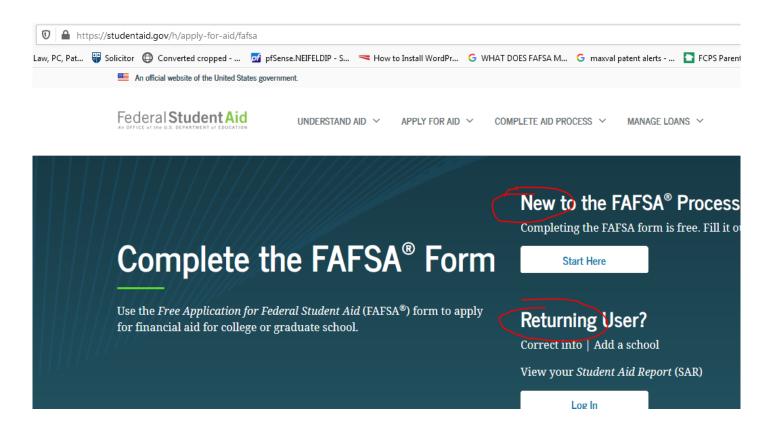
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	Contact Informat	tion			Update Challeng	formation
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	Mailing Address:					

"FAFSA" - Free Application for Federal Student Aid <u>https://studentaid.gov/h/apply-for-aid/fafsa</u>

- Option 1 First time user Complete a new FAFSA
- Option 2 Returning user Update existing FAFSA (Correct info, add schools, view Student Aid Report) for an existing school year, or add a new FAFSA for a subsequent school year.

FAFSA - Free Application for Federal Student Aid <u>https://studentaid.gov/h/apply-for-aid/fafsa</u>



FAFSA – Option 2, Select the Year

https://fafsa.ed.gov/spa/fafsa/#/MY_FAFSA;exiting=undefined

Https://fafsa.ed.gov/spa/fafsa/#/MY_FAFSA:exiting=undefined	
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My FAFSA - 2021-2022	
STUDENT INFORMATION	Current Application Status: Processed Successfully Congratulations, your FAFSA was successfully processed.
	What Happens Next
	 Your FAFSA information was made available to the school(s) you listed on your FAFSA. Your school(s) will use your FAFSA information to determine the aid you may be eligible to receive. Your school(s) will contact you if they need more information or to discuss your financial aid award. If you have questions about your financial aid package contact your school(s).
	You can also:

- <u>View or Print your Student Aid Report (SAR)</u>
- Make FAFSA Corrections to make a change, add a school, or transfer IRS data into your FAFSA
- Create a shareable file with some of your student information using MyStudentData Download.

FAFSA – Option 2, Get a Copy of your "SAR"

https://fafsa.ed.gov/spa/fafsa/#/MY_FAFSA;exiting=undefined

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My FAFSA - 2021-2022 STUDENT INFORMATION	Current Application Status: Processed Successfully Congratulations, your FAFSA was successfully processed.
	 What Happens Next Your FAFSA information was made available to the school(s) you listed on your FAFSA. Your school(s) will use your FAFSA information to determine the aid you may be eligible to receive. Your school(s) will contact you if they need more information or to discuss your financial aid award. If you have questions about your financial aid package contact your school(s).
	You can also: • <u>View or Print your Student Aid Report (SAR)</u> • <u>Make FAFSA Corrections</u> to make a change, add a school, or transfer IRS data into your FAFSA • <u>Create a shareable file with some of your student information using MyStudentData Download.</u>

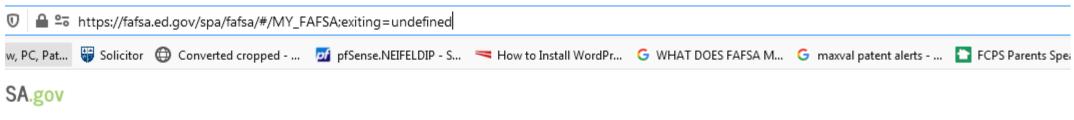
FAFSA – Option 2, Get a Copy of your "SAR"

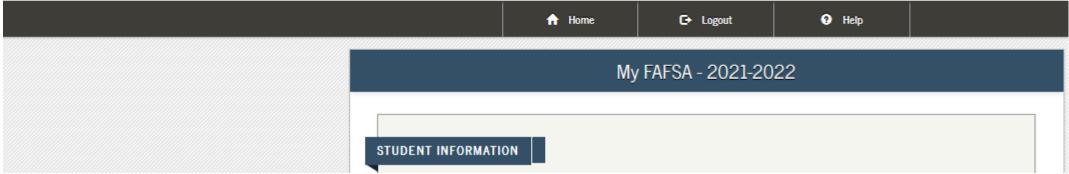
https://fafsa.ed.gov/spa/fafsa/#/CYCLE2021/ESAR;previous=myfafsa

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<i>t</i> .gov	Report) for the selected year. Example, print
Processed Information Federal Student Aid FAFSA.gov 2020-2021 Electronic Student Aid Report (SAR)	a pdf printer.
The SAR summarizes the information you submitted on your 2020-2021 Free Application for Federal Student Aid (FAFSA).	
WARNING: If you are convicted of drug distribution or possession for an offense that occurred where receiving Title IV aid, your eligibility for Title IV student financial aid is subject to suspension or the your drug conviction status changes at any time during the 2020-2021 award year, you must update the drug conviction affecting eligibility question. PREVIOUS PRINT THIS PAGE VIEW STUDENT AID REPORT (PDF)	r termination. If
	Select Printer
Site Last Updated: Sunday, December 6, 2020 2010 fafsa.gov. All rights reserved. FAFSA and NSLDS are trademarks of the U.S. Department of Education	Add Printer Brother MFC-L8600CDW
	4
	Status: Ready Print to file Preferences

FAFSA – Fill out a FAFSA for the Next Year

https://fafsa.ed.gov/spa/fafsa/#/MY_FAFSA;exiting=undefined







FAFSA – Enter a Temporary Save Key https://fafsa.ed.gov/spa/fafsa/#/SAVE_KEY;direction=next

₽ 25	https://fafsa.ed	.gov/spa/fafsa/#/	/SAVE	_KEY;direction=next
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A Home	Help
Start Student's 2	2021-2022 FAFSA
STUDENT INFORMATION Create a Save Key. The Save Key is for temporary use for you or your parent to Create a Save Key •••••	
Re-enter Save Key	•
••••	MY FAFSA

FAFSA – Overview Page Appears

https://fafsa.ed.gov/spa/fafsa/#/CYCLE2122_APPLICATION/INTRODUCTION/1;direction=next

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			Introduction – 2021-2022 FAFSA
			STUDENT INFORMATION
			>Expand All
			> Important information about renewing your FAFSA
			> How can I get help completing my FAFSA?
			> How many steps does it take to complete?
			> How long will it take to complete?
			> Can I save my FAFSA if I can't finish it?
			> Documents needed to complete the FAFSA
			> Signing the FAFSA
			FAFSA on the Web Security and Privacy

FAFSA – Required Information

https://fafsa.ed.gov/spa/fafsa/#/CYCLE2122 APPLICATION/STUDENT DEMOGRAPHICS/1;direction=previous

https://fafsa.ed.gov/spa/fafsa/#/CYCLE2122_APPLICATION/STUDENT_DEMOGRAPHICS/1;direction=previous

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Personal Information for Student							
Student Demographics	ool Selection Dependency Status	Parent Parent Demographics Financials	Student Sign & Su Financials	bmit Confirmation			
	the FAFSA belongs to th the student.	e student, "you" and "your" al	ways (unless otherwise	noted)			
Your Social Securi	ity Number						

FAFSA – Student Information Fields

Student SSN Student First, middle initial, last name Student Date of birth Student email Student mobile Student permanent mailing address, street, city, state, zip Student's state of legal residence When student because a legal resident of that state Student citizen or nationality Student HS and college education status Student year of college. Student interest in work-study.

Student gender Student driver license and state of issuance Student foster care Parent highest school completed Student prior FSA recipient Student High school name, city, state Student College identifier Student Marital status Student Children and dependants Hardship issues (military service, homeless etc.)

FAFSA – Parent Information Fields

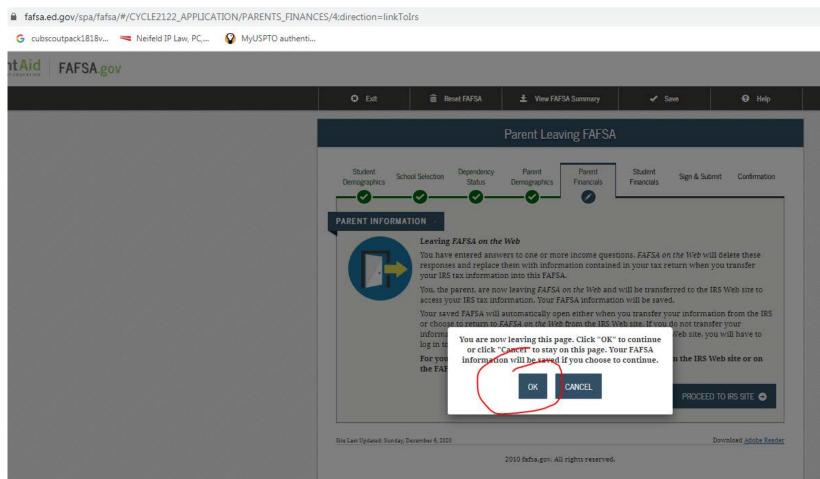
Parents

Marital status, month and year Married or Remarried SSN, name, DOB, email, state of residence Household size Number of household college students Income tax return info, from 2 years prior (e.g., 2019 return for 2021/2022 school year). Use IRS data transfer link to Parent FSA Account, see next two slides.

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FAFSA.gov		
	O Exit	😗 Help
	Parent Tax Filing Status	
	Student School Selection Dependency Parent Parent Financials Sudent Sign & Subm	it Confirmation
	the following pages. For 2019, have your parents completed their IRS income tax return or another tax return? Already completed	0
	What type of income tax return did your parents file for 2019?	0
	IRS 1040	~
	For 2019, what is your parents' tax filing status according to their tax return?	2
	Married-Filed Joint Return	~
	Applying is faster and easier if your parents transfer their tax return information into this FAFSA with Retrieval Tool (IRS DRT)!	the IRS Data

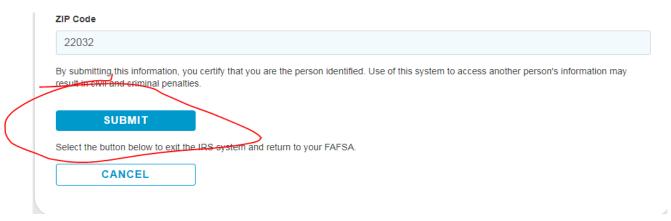
Parents get and FSA account just link their children. Use parent FSA ID and password here.

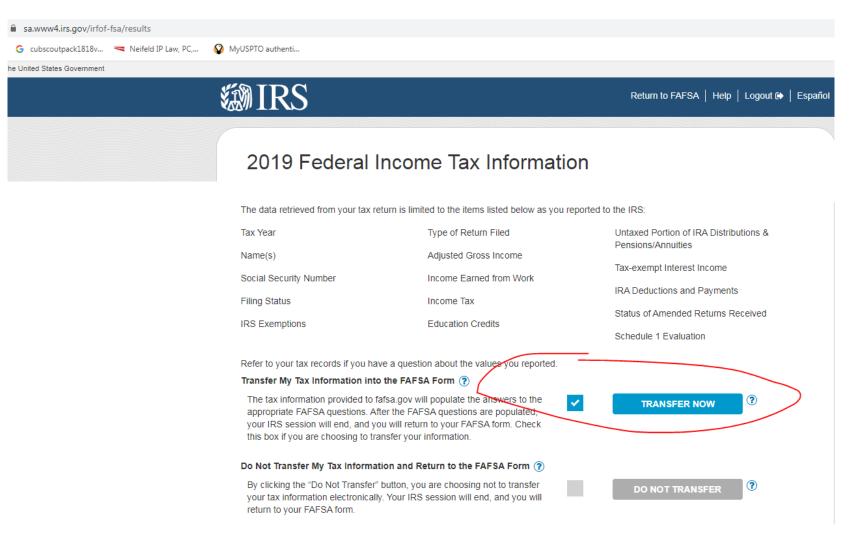
O Exit
Parent Log In to IRS DRT
Student School Selection Dependency Parent Demographics Status Demographics Financials Sign & Submit Confirmation
PARENT INFORMATION You, the parent, should enter the information below and click Next to continue. Otherwise, click Skip IRS DRT. If you have any questions or problems using this tool, click FAFSA Help for assistance. Provide Parent's FSA ID Which parent are you? Parent 2
Parent's FSA ID Username, E-mail Address, or Mobile Number
Forgot Password









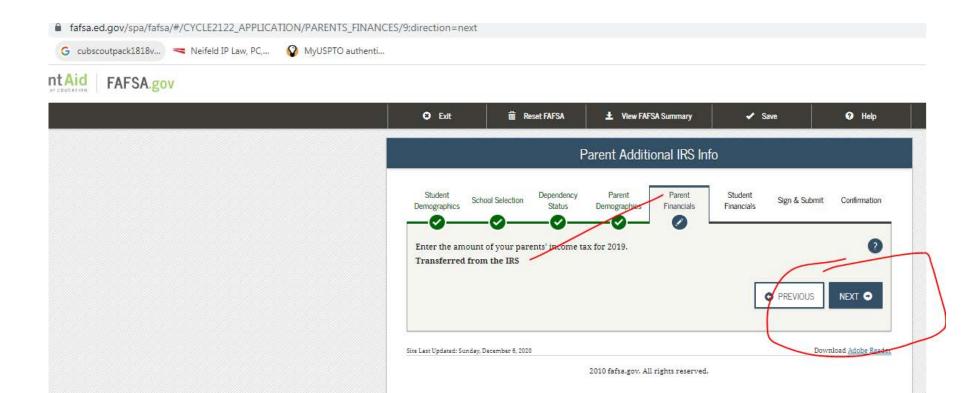


FAFSA – Parent Information Return From IRS Link

Aid FAFSA.gov					
	© Exit	Reset FAFSA	Ł View FAFSA Summary	🖌 Save	😧 Help
			Parent IRS Info		
	Student S Demographics	chool Selection Dependency Status	Parent Demographics	Student Sign & Submit Financials	Confirmation
	The pa that w	rents' IRS tax information ere populated with tax inf	red 2019 IRS tax information has been successfully transfe ormation will be marked with rn information is not displaye	rred into this FAFSA. Ques a "Transferred from the IRS	
	What was your Transferred fro	parents' adjusted gross incor om the IRS	ne for 2019?	• PREVICUS	
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id FAFSA.gov					
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		1	Parent Income from Wor	k	
	Student S Demographics	School Selection Dependency Status	Parent Parent Demographics	Student Sign & Subn Financials	nit Confirmation
	How much did	your Parent 1 (father/mothe	er/stepparent) earn from working (wages, salaries, tips, etc.) ii	n 2019? 2
	How much did	your Parent 2 (father/mothe	er/stepparent) earn from working (wages, salaries, tips, etc.) ii	n 2019?
	S				
	Site Last Updated: Sund:	ay, December 6, 2020			Download Adobe Reader
			2010 fafsa.gov. All rights reserved.		

FAFSA.gov					
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		l	Parent Income from Wor	k	
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	How much did	your Parent 1 (father/mothe	er/stepparent) earn from working	(wages, salaries, tips, etc.) i	n 2019?
	How much did	your Parent 2 (father/mothe	r/stepparent) earn from working	(wages, salaries, tips, etc.) i	
	S				
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FAFSA.gov	
	O Exit
	Parent Questions for Tax Filers Only
	Student School Selection Dependency Parent Demographics School Selection Status Demographics Financials Financials Sign & Submit Confirmation
	Did your parents have any of the following items in 2019? Enter amounts for all that apply. Combat pay or special combat pay. This should be zero for enlisted persons and warrant officers (including commissioned warrant officers) because their combat pay is entirely nontaxable. Only enter taxable combat pay included in your parents adjusted gross income.
	s 0.00
	Student college grant and scholarship aid reported to the IRS in your parents' income. Includes AmeriCorps benefits (awards, living allowances, and interest accrual payments), as well as grant and scholarship portions of fellowships and assistantships.
	\$ 0.00
	Education credits (American Opportunity Tax Credit or Lifetime Learning Tax Credit) from IRS Form Transferred from the IRS
	Untaxed portions of IRA distributions and pensions from IRS Form Transferred from the IRS
	IRA deductions and payments to self-employed SEP, SIMPLE, Keogh, and other qualified plans from IRS Form Transferred from the IRS
	Tax exempt interest income from IRS Form Transferred from the IRS
	The second se

Requires Student Income Tax Return from 2 years back, if filed

FAFSA.gov		300		1	
	⊖ Exit	Reset FAFSA	± View FAFSA Summary	✓ Save	😧 Help
		Ş	Student Tax Filing Stat	tus	
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	STUDENT INFO				
		cation was successfully sav	- 4		
	Appli	cation was successfully sav	eu.		
	Becau	ise the FAFSA belongs to th	e student, "you" and "your"	always (unless otherwise no	oted)
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		tion! You must provide fin ving pages.	ancial information from yo	ur 2019 tax return on the	
	For 2019, have	you completed your IRS incor	ne tax return or another tax re	eturn?	

Requires Student Income Tax Return from 2 years back, if filed

FAFSA – Sign and Submit

- Student must sign using their FSA ID
- Parent must sign using their FSA ID
- This is where one parent needs to have an FSA ID.
- Once filed, check FAFSA status.
- Log in at <u>https://studentaid.gov/h/apply-for-aid/fafsa</u>

FAFSA Status Should Show as "Processing"

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		Му	Fafsa - 2021-20	22
	STUDENT INFORMATI	ON		
	2021-2022	2020-2021		
	Your application was	on Status: Processing submitted and is being pro	cessed. This usually takes	up to three business days

FAFSA Submission Follow-ups

Check in a week to confirm status is "Processed Successfully"



- Save FSA ID username and password of student, for future years.
- Save FSA ID username and password of parent, for future years.
- Remember that FSA ID login URL is not the same as the FAFSA application URL.
- FSA login URL: <u>https://fsaid.ed.gov/npas/index.htm</u>
- FAFSA login URL: <u>https://fafsa.ed.gov/spa/fafsa/#/LOGIN?locale=en_US</u>
- Make sure to keep Federal tax filing records for student, and for parent, from 2 years in the past, for each year's new FAFSA.