# **Creating Your FSA ID**

To access and electronically sign the FAFSA® you need an FSA ID—create yours online at fsaid.ed.gov!

## Things to know before you begin

- You must have a Social Security number to create an FSA ID
- Students and parents each need their own FSA ID
- Avoid the risk of identity theft—don't let anyone create your FSA ID for you

### 7 steps to creating your FSA ID

#### 1. Provide E-mail Address

- Not required, but strongly recommended (so you can retrieve your username and password if you forget)
- Students and parents cannot use the same e-mail address
- Use an e-mail account that you frequently check and will have access to for the next several years (students should not use their high school e-mail account)

#### 2. Choose Username and Password

- Don't include personal info such as your date of birth or name
- If you see a message "Username taken, create a different username" then someone already has that username
- Don't share your username or password with anyone

#### 3. Provide Personal Identification Information

 Make sure your Social Security number and name match what's on your Social Security card

#### 4. Review Profile Information

- Provide additional information such as your mailing address and phone number
- Make sure your information is correct; any errors could result in a delay or problem in receiving financial aid
- Select if you would like to receive Federal Student Aid information in Spanish

Tip ⋺

Have all of your information ready—
if you take too long to enter it, your
session will time-out and you will
have to start over

#### 5. Create Challenge Questions and Answers

#### Challenge Questions 1 and 2:

 Select questions from the dropdown menus and then enter your answers

#### Challenge Questions 3 and 4:

- Make up your own questions and enter your answers
- Make sure the answers will be easy to remember
- · Examples of questions:
  - What's your favorite color?
  - What's your favorite food?

#### Challenge Question 5:

- · Enter a significant date
- · It can't be your date of birth
- · Examples of dates:
  - Favorite holiday
  - Sibling or parent date of birth

### 6. Review Your Information and Terms and Conditions

- Review and confirm all the information you've provided
- If you need to make a correction, use the "Previous" button
- · Review and accept the terms and conditions

#### 7. Verify Your E-mail (if you provided one)

- You will be taken to the E-mail Verification page (Do not close the E-mail Verification page)
- Log in to your e-mail account using a different tab, browser window, or another device such as your phone
- Look for an e-mail with the subject line, "Important: Your FSA ID E-mail Validation— Action Required" (check your junk folder if you do not see the e-mail)
- Retrieve the six-digit secure code that is included in that e-mail
- Enter the six-digit code in the "Secure Code" data field on the E-mail Verification page and click "Continue"

## Congratulations, you'll see a screen confirming you've successfully created your FSA ID.

#### You can now use your FSA ID to:

- . Go to FAFSA.gov and:
  - Complete, sign, and submit a new FAFSA
  - Update an existing FAFSA
- Go to StudentLoans.gov and:
  - Access information about the student loans you receive



PLEASE NOTE: Your Username does not expire, but your Password must be changed every 18 months. If you log in and your password has expired, you will be required to change your password. Once you change your password, you will need to log in with your new password.

