

## Federal Student Aid ID (FSA ID)

An FSA ID gives you access to Federal Student Aid's online systems and can serve as your legal written signature. Create an FSA ID using your own personal information and for your own exclusive use. Your FSA ID is used to sign legally binding documents electronically. **Don't give your FSA ID to anyone—not even to someone helping you fill out the Free Application for Federal Student Aid (FAFSA).** You are not authorized to create an FSA ID on behalf of someone else, including a family member.

To create an FSA ID go to [fsaid.ed.gov](https://fsaid.ed.gov). Complete this form to keep track of important information related to your FSA ID. This information should be kept confidential and stored in a secure location.

### **Student Information:**

Student Email Address: \_\_\_\_\_

Username: \_\_\_\_\_

Password: \_\_\_\_\_

Challenge Question/Answer #1: \_\_\_\_\_

Challenge Question/Answer #2: \_\_\_\_\_

Challenge Question/Answer #3 (create your own): \_\_\_\_\_

Challenge Question/Answer #4 (create your own): \_\_\_\_\_

Significant Date Answer (MM/DD/YYYY): \_\_\_\_\_

### **Parent Information (if appropriate)**

Parent Email Address: \_\_\_\_\_

Username: \_\_\_\_\_

Password: \_\_\_\_\_

Challenge Question/Answer #1: \_\_\_\_\_

Challenge Question/Answer #2: \_\_\_\_\_

Challenge Question/Answer #3 (create your own): \_\_\_\_\_

Challenge Question/Answer #4 (create your own): \_\_\_\_\_

Significant Date Answer (MM/DD/YYYY): \_\_\_\_\_

### **FSA ID Resources:**

[www.StudentAid.gov/fsaid](https://www.StudentAid.gov/fsaid)

Federal Student Aid YouTube Video – “How do I create an FSA ID?”

<https://www.youtube.com/watch?v=Li0q7hkFns>

## Creating a Federal Student Aid (FSA) ID

The FSA ID process consists of three main steps:

1. Enter your log-in information.
  - Provide your email address, a unique username, and password, and verify that you are at least 13 years old.
2. Enter your personal information.
  - Provide your Social Security number, name, and date of birth.
  - Include your mailing address, email address, telephone number, and language preference.
  - For security purposes, provide answers to five challenge questions.
3. Submit your FSA ID information.
  - Agree to the terms and conditions.
  - Verify your email address. (This is optional, but helpful. By verifying your email address, you can use your email address as your username when logging into certain Department of Education websites. This verification also allows you to retrieve your username or reset your password without answering challenge questions.)

## Helpful Tips When Creating an FSA ID

### **Be sure to enter your information accurately.**

Your information will be verified with the Social Security Administration and making a mistake, especially with your social security number, name, or birthdate, will cause delays.

### **A Social Security Number (SSN) is required to create an FSA ID.**

Your SSN, name, and date of birth must all match with the Social Security Administration.

### **An Email is not required to complete an FSA ID.**

An email address is not required to create or use an FSA ID. However, it is strongly recommended that you do enter your email address when you create your FSA ID. If your email address is on file, it's easier to help you if you get locked out of your account or forget your username or password. Also, your email address, once verified, can be used as an alternative to your username when you log in to fafsa.gov

### **An FSA ID can be associated with only one email address.**

Students and Parents cannot use the same email address when creating an FSA ID.

### **If you have an email address other than a high school address, use that alternate email.**

Once you graduate, your high school email address will likely be deleted. You will need to use your FSA ID for many years, so link it to an email address you will continue to use.

### **It is important to access your email when creating an FSA ID.**

A secure code will be sent to your email address that you will need to retrieve when creating your FSA ID. Entering this secure code will confirm your email address. This is optional, but helpful. By verifying your email address, you can use your email address as your username when logging into certain websites. This verification also allows you to retrieve your username or reset your password without answering challenge questions.

### **Your FSA ID can be used immediately to sign an original Free Application for Federal Student Aid (FAFSA).**

Once the Social Security Administration verifies your information in 1-3 days, you will be able to start a renewal FAFSA, make changes to an existing FAFSA, and log into U.S. Department of Education websites. You will receive an email indicating that the process is complete.