Federal Student Aid (FSA) ID

Federal Student Aid IDs (FSA ID) are a username and password, created by the individual student and/or parent. FSA IDs are used to sign the Free Application for Federal Student Aid (FAFSA) and, as a result, are a crucial part of the FAFSA-completion process. ***All FAFSA-filers are required to create an FSA ID; if the student is dependent, a parent and, in some cases, two parents are required to create an FSA ID***. Here are a few recommendations regarding the FSA IDs.

- Create an FSA ID at https://studentaid.gov/fsa-id/sign-in/landing. ***Create an FSA ID <u>at least 3-5 days</u> before you plan to work on the FAFSA; identity <u>must</u> be verified with the Social Security Administration before they are fully functional.***
- FSA IDs are linked to the user's Social Security Number. *Please double check that the name, birthdate, and SSN used on the FSA ID application match **exactly** what is listed on your Social Security card*. They will not work if the Social Security Administration cannot verify the individual's identity.
- **Beginning in fall 2023, individuals without an SSN will be able to create an FSA ID. Please check back after August 1, 2023, for more information and details about this process.**
- Users are ***required*** to link an email address to their FSA ID and may also link to a cell phone number, which is recommended. A second step in this process is verifying by entering a secure code that has been sent. ***The FSA ID is not finalized until the email address, and the cell number if entered, are verified***. Remember:
  - A *verified* email address *and/or* cell phone number can be used interchangeably with the username, offering greater flexibility.
  - If the username and/or password are forgotten, a user may send a secure code to their *verified* email and/or cell phone number, which allows for easier retrieval and/or reset.
- Federal Student Aid uses a two-step verification process. ***All FSA ID users are <u>required</u> to set up, and use, two-step verification***. Individuals may use their verified email address and/or cell phone numbers for two-step verification; users also may use an authenticator app.
- All FSA ID users will receive a backup code, ***this is one-time use only***! Please store it safely and securely.
- Federal Student Aid does not permit passwords to include any aspects of the user's legal name, DOB, or SSN.
- Show text when answering challenge questions to ensure they are typed as intended.
- Write everything down and save it in a safe, secure spot. See the next page for a place to write everything down!

Although it is understandable the many reasons why students create parent FSA IDs (and vice versa), please <u>*only create an FSA ID for yourself*</u>. ***An FSA ID serves as a legally binding signature***. When it is necessary, one suggestion is to use the same password for both accounts, to minimize what detail needs to be remembered.

Student: _____   **Backup Code:** _____

Email Address: _____

Username: _____

Password: _____

Challenge Questions and Answers:

Question #1: _____

Answer #1: _____

Question #2: _____

Answer #2: _____

Question #3: _____

Answer #3: _____

Question #4: _____

Answer #4: _____

Parent: _____   **Backup Code:** _____

Email Address: _____

Username: _____

Password: _____

Challenge Questions and Answers:

Question #1: _____

Answer #1: _____

Question #2: _____

Answer #2: _____

Question #3: _____

Answer #3: _____

Question #4: _____

Answer #4: _____