

# FSA ID WORKSHEET

(Your Name)

Federal Student Aid IDs are required for students to complete the FAFSA online. It is also needed for parents of dependent students. Keep this worksheet in a safe place.

**To begin, navigate to [FSAID.ED.GOV](https://fsaid.ed.gov)**

## STEP 1: EMAIL ADDRESS

ENTER AN EMAIL ADDRESS

\_\_\_\_\_

The email must be **unique to each individual**. You will not be able to use the same email for you and your parents. **DO NOT** use high school emails.

## STEP 4: PROFILE

- ENTER YOUR SOCIAL SECURITY NUMBER
- ENTER YOUR BIRTHDATE
- ENTER YOUR NAME EXACTLY AS IT IS ON YOUR SOCIAL SECURITY CARD
- ENTER MAILING ADDRESS & PHONE NUMBER

Social Security matches are confirmed within 1-3 days. Errors cause delays.

## STEP 2: USERNAME

CREATE A USERNAME

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Must be between 6-30 characters. Avoid using personal identifies like your name or birthdate.

## STEP 5: CHALLENGE QUESTIONS & ANSWERS

There are 5 challenge questions and answers. The first two you select from a menu. The 3<sup>rd</sup> and 4<sup>th</sup> questions you create yourself. The last is a significant date in your life (not birthdate).

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

## STEP 3: PASSWORD

CREATE A PASSWORD

\_\_\_\_\_

Must be between 8-30 characters and include 3 of the following:

- Upper case
- Lower case
- Number
- Special character

## STEP 6: EMAIL VERIFICATION

FSA will send two emails. One will have a code that must be entered to verify your email address. Your FSA ID is ready to use.