

Creating an FSA ID

The first step in completing your FAFSA is to obtain a Federal Student Aid Identification (FSA ID). This ID is used to access the FAFSA and electronically sign the form.

Who needs to create an FSA ID?

Contributor – Student – All students must create an FSA ID	Contributor – Parent(s)	Scenarios
Student	One Parent	If the student is a dependent student with two married parents who filed a joint federal tax return in 2022.
Student	One Parent	If the student is a dependent student with separated or divorced parents. The parent who provided the most financial support in the last year AND the parent’s current spouse if they married after 1/1/23, OR if parent was remarried prior to this date but filed taxes separately from the current spouse.
Student	Both Parents	If the student is a dependent student with two married parents who filed separate federal tax returns in 2022.
Student	Both Parents	If the student is a dependent student with two parents who are unmarried but living together.
Married Student	Spouse	If the student is married and filed taxes separately from current spouse in 2022.
Married Student	Student Only	If the student is over the age of 24 OR married and filing joint federal tax returns in 2022.

What do I need to create an FSA ID?

1. Contributor’s full name
2. Contributor’s Social Security Number
3. Date of Birth
4. Phone number
5. Email address
6. Immediate access to email account
7. Residential address

****Important Note** – If parent(s) do not have a Social Security Number, they will need to go through a verification process to confirm their identity. The process for this will be announce later.

Steps to create an FSA ID

Access site at [HTTPS://WWW.STUDENTAID.GOV/FSA-ID/CREATE-ACCOUNT/LAUNCH](https://www.studentaid.gov/fsa-id/create-account/launch)

1. Click "Get Started"
2. Enter Student Personal Information
3. Create Username and Password
4. Verify your Email Address
5. Complete Challenge Questions
6. 2-Step Verification
7. Review and Submit
8. Write down/take a picture of FSA ID, Username and password for records
9. Repeat process for parent(s) as needed – parents will need a separate email address

	Student Information	Parent #1 Information	Parent #2 Information
Email Address			
Username			
Password			
FSA ID Backup Code			
Challenge Question #1	Question - Answer -	Question – Answer -	Question – Answer -
Challenge Question #2	Question – Answer -	Question – Answer -	Question – Answer –

2-Step Verification Information	Parent #1	Parent #2
Parent Cell Phone Number		
Parent Email Address		
Parent Email Password		