

How to Create an FSA ID

The Federal Student Aid ID (FSA ID) allows students and parents to identify themselves electronically to access FSA websites, including the FAFSA website. An FSA ID is the fastest way to sign your application and have it processed and it's the only way to access or correct your information online.



What To Do:

- Go to studentaid.gov and click on “Create Account” link on top of the page.
 - Click the blue button “Get Started” on the page to begin creating your FSA ID.
 - You will start by entering personal information (first and last name, date of birth, social security number) ➔ click “Continue.”
**Tip: Make sure you enter your name the way it appears on your social security card.*
 - Next, create your username ➔ enter an email address ➔ confirm the email address ➔ create password ➔ click “Continue.”
**Tip: Use a personal email address. Do not use a school-based email address since you may not have access to it after graduation.*
 - Next, enter your permanent address, city, state, ZIP code information and mobile phone number. **Tip: Recommend adding mobile phone number as it allows for you to use for two step verification and will help you access your account if you forget your username or password in the future.*
 - Next, you will be prompted to select your required communications preferences by email or postal mail.
**Tip: Recommend selecting email option.*
 - You will also be asked whether you would like to receive optional communication and will be prompted to select whether you would like to receive these by email, postal mail, both, or not at all by not indicating any option.
 - You will also have the option to select English or Spanish as your preferred language for the communications sent to you.
 - ➔ click “Continue.”
 - Select and create four (4) challenge questions and answers ➔ click “Continue.”
 - Next confirm and verify all the information ➔ edit to make corrections or click the box to certify correct information by accepting Terms & Conditions ➔ click “Continue.”
 - Next, enable two-step verification. A Secure code will be sent to the email address and/or mobile phone number used to sign up. This is to verify the email address and mobile number. ➔ click the “verify” button under SMS Verification and Email Verification. You’ll see a green verified icon appear that tells you you’re successful. **Tip: Make sure to open a new tab or window browser. Do not close out of the current browser window – the Secure Codes you are sent will be entered into the box.*
 - You will also have the option to set up an authenticator app.
 - ➔ click “Continue.”
- Next, you will be provided with a Backup Code that lets you access your account in the event that you cannot use any other two-step verification method. ➔ click “Continue.”
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 - If you entered an email address you will receive a confirmation email.
 - Congratulations, you’ve successfully created your FSA ID.
 - Save your FSA ID username and password for future use. Suggestion: make a “note” in your cell phone and enter your info there for safekeeping. It will be used each year you file for FAFSA and all FSA websites.