COMPLETE YOUR FAFSA

KEENE STATE COLLEGE - FINANCIAL AID



OUR FOCUS TODAY

- 1. FSA ID
- 2. COMPLETING THE FAFSA
- 3. IRS DATA TRANSFER
- 4. SIGNING THE FAFSA
- 5. HELPFUL HINTS FOR SUCCESS

WHAT IS THE FSA ID?

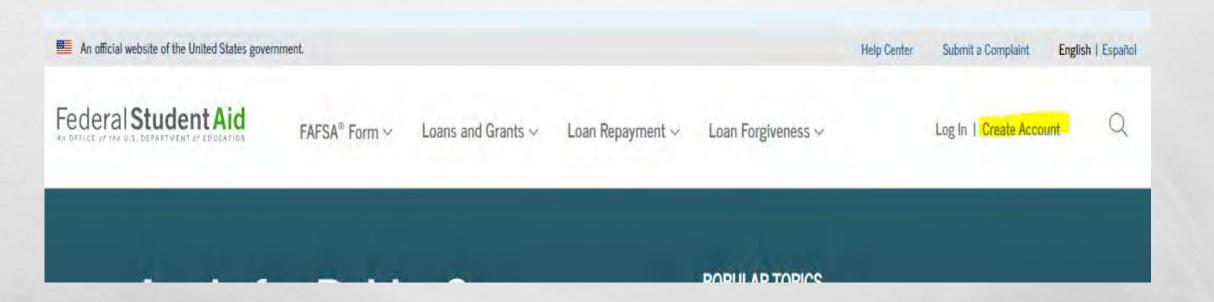
- THE FSA ID IS A USERNAME AND PASSWORD USED BY STUDENTS, PARENTS, AND BORROWERS TO:
 - LOGIN TO U.S. DEPARTMENT OF EDUCATION WEBSITES
 - ELECTRONICALLY SIGN DOCUMENTS
- YOU WILL USE IT:
 - TO SIGN THE FAFSA EVERY YEAR YOU APPLY FOR FEDERAL STUDENT AID AT <u>STUDENTAID.GOV-FAFSA</u>
 - TO SIGN YOU MPN WHEN APPLYING FOR A FEDERAL STUDENT LOAN
 - TO LOG IN AS A FEDERAL STUDENT LOAN BORROWER, TO SELECT A REPAYMENT PLAN OR APPLYING FOR A DEFERMENT

IMPORTANT

- Both the student and parent must create their own, unique, FSA ID
- The FSA ID is your electronic signature
- •You and your parent will each need to use your own e-mail address when creating an FSA ID (you can't use/share the same e-mail address)

GETTING STARTED

- Go to StudentAid.gov
- Click the "Create Account" button



CREATE YOUR FSA ID (USERNAME AND PASSWORD)

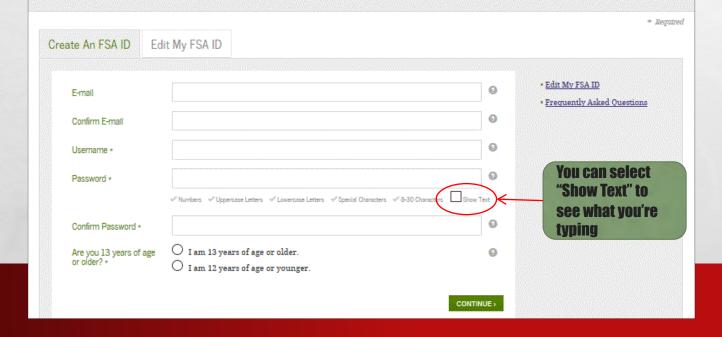
Create a New FSA ID

An FSA ID gives you access to Federal Student Aid's online systems and can serve as your legal signature.

Only create an FSA ID using your own personal information and for your own exclusive use. You are not authorized to create an FSA ID on behalf of someone else, including a family member. Misrepresentation of your identity to the federal government could result in criminal or civil penalties.

To create your own personal FSA ID, enter answers for the questions below and select CONTINUE.

Important: When you are done click the CANCEL button to clear your data, even if you did not finish creating your FSA ID. Just closing your browser window or going to another website may not be enough to prevent other people using this computer from seeing your information until the session expires.



E-mail:

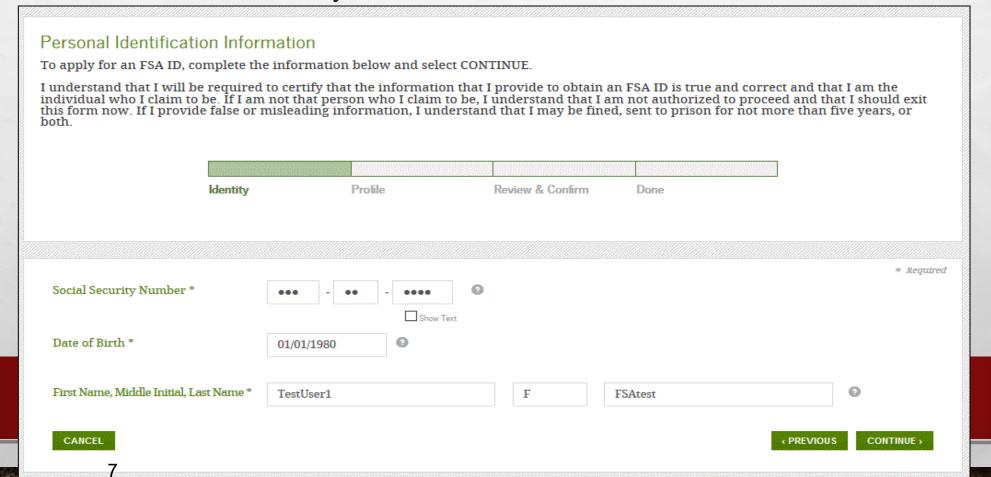
- Optional but strongly recommended
- Each FSA ID must have a unique e-mail address (you and your parent cannot use the same e-mail address)
- You must have access to this e-mail account

Username:

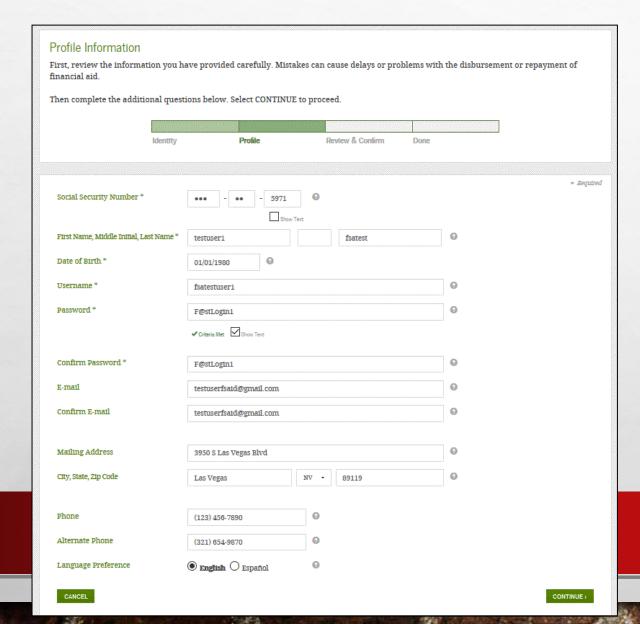
- Don't include personal info such as date of birth or name
- If you see a message "Username taken, create a different username" then someone has already used that username

PROVIDE PERSONAL INFORMATION

- Make sure your Social Security number, date of birth, and name match what's on your Social Security card
- You must have a Social Security number to create an FSA ID.

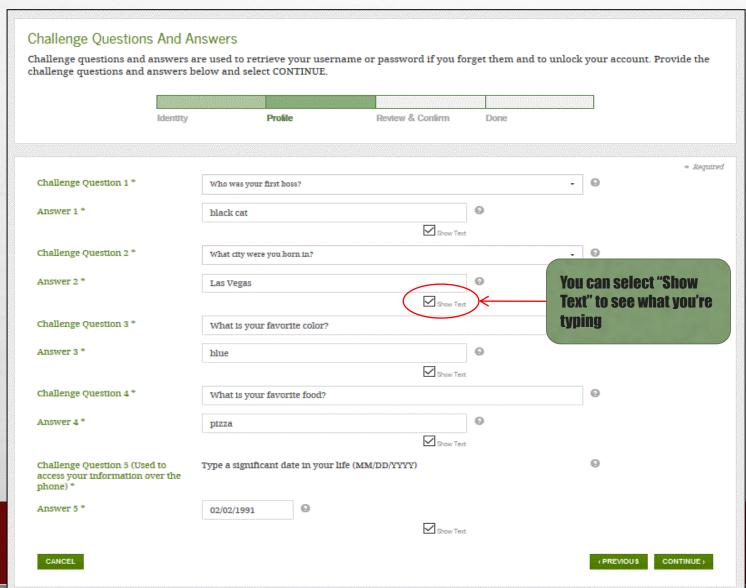


PROVIDE PROFILE INFORMATION



- Confirm information you entered previously and provide additional information
- Make sure your information is correct; any errors could result in a delay or problem in processing your financial aid

SELECT/CREATE CHALLENGE QUESTIONS AND ANSWERS



Answering your challenge questions is one way to unlock your account or reset your username and password

Questions 1 and 2:

 Select a question from the dropdown menu and then enter your answer

Questions 3 and 4:

- Make up your own question and enter your answer
- Make sure the answers will be easy to remember
- Examples of questions:
 - What's your favorite color?
 - What's your favorite food?

Question 5:

- Enter a significant date
- · It can't be your date of birth
- Examples of dates:
 - Favorite holiday
 - Sibling or parent date of birth

REVIEW INFO AND AGREE TO TERMS

Review Your Information and Terms & Conditions Verify the information you provided for your FSA ID below. If there is an error, select PREVIOUS and make the appropriate updates. If there are no errors, then read and agree to the Terms & Conditions and select CONTINUE Review & Confirm Social Security Number: Hearname Password testuserfsaid@gmail.com Are you 13 years of age or older?: I am 13 years of age or older First Name. Middle Initial. Last Name: testuser1 fsatest Date of Birth 01/01/1980 Mailing Address: 3950 S Las Vegas Blvd City, State, Zip Code Las Vegas, NV, 89119 (440)456-7890 (321)654-9870 Language Preference: English Challenge Question 1: Who was your first boss? Answer 1: Challenge Question 2: What city were you born in? Challenge Question 3 What is your favorite color? Answer 3: Challenge Question 4: What is your favorite food? Answer 4: Challenge Question 5 (Used to Type a significant date in your life (MM/DD/YYYY) By submitting this application, you agree not to share your FSA ID with anyone. The security of your FSA ID is important because it can be used to electronically sign Federal Student Aid documents · access your personal records, and · make binding legal obligations. If your FSA ID is lost or stolen, you also agree to I certify that the above information is correct & accept the terms & condition

- Review and confirm your information
- If you need to make a correction, use the "Previous" button
- Review and agree to the terms and conditions for using your FSA ID

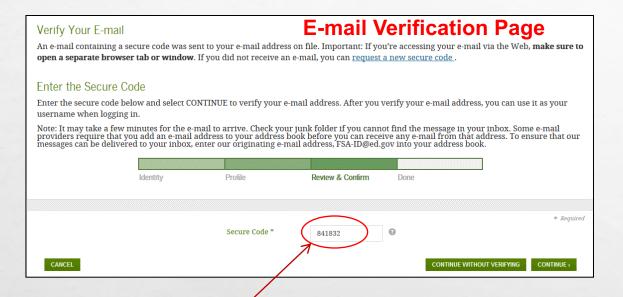
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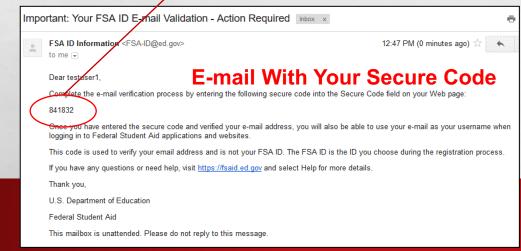
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CONTINUE

VERIFY YOUR E-MAIL





- If you provided an e-mail address, then you will be taken to the E-mail Verification page
- Once you verify your e-mail, you can use your e-mail address as your username when logging in to Department of Education websites
- You can also continue without verifying

How to Verify Your E-mail

- Do not close the E-mail Verification page
- We'll send you an e-mail with a secure code
- Log in to your e-mail account using a different tab or browser window or another device
- Look for an e-mail with the subject line, "Important: Your FSA ID E-mail Validation - Action Required"
- The e-mail will include a six-digit, numeric code that you will enter in the "Secure Code" data field

YOUR FSA ID IS CREATED!

FSA ID Created

You have successfully created your FSA ID. You can now use your FSA ID to complete and electronically sign your *Free Application for Federal Student Aid* (FAFSA $^{\oplus}$; www.fafsa.gov).



Your FSA ID username and password have been created. We will send your information to the Social Security Administration (SSA) for verification. This takes 1-3 days, during which time you can use your FSA ID to complete and electronically sign your Free Application for Federal Student Aid (FAFSA[®]) at www.fafsa.gov.

Once your name, Social Security number, and date of birth are verified with the Social Security Administration (SSA), you can then use your FSA ID to access these Federal Student Aid systems:

Free Application for Federal Student Aid at www.fafsa.gov:

- o Pre-fill data in this year's FAFSA if you filed a FAFSA last year.
- o Make online corrections to an existing FAFSA.
- o View or print an online copy of your Student Aid Report (SAR).

The National Student Loan Data System at www.nslds.ed.gov:

- o View a history of any federal student aid that you have received.
- o Look up your loan servicer information.

StudentLoans.gov at www.studentloans.gov:

- o Complete Entrance Counseling.
- o Electronically sign a master promissory note (MPN).
- o Complete PLUS loan requests.
- o Complete Exit Counseling.

Agreement to Serve (ATS) at www.teach-ats.ed.gov:

o Sign your ATS for the Teacher Education Assistance for College and Higher Education (TEACH) Grant Program.

My Federal Student Aid at StudentAid.gov/log-in:

- o View a history of any federal student aid that you have received.
- o Look up your loan servicer information.

Select RETURN TO LOGIN if you wish to return to the FSA ID log-in page.

Your FSA ID was created

 If you provided an e-mail address, then you will receive a confirmation e-mail

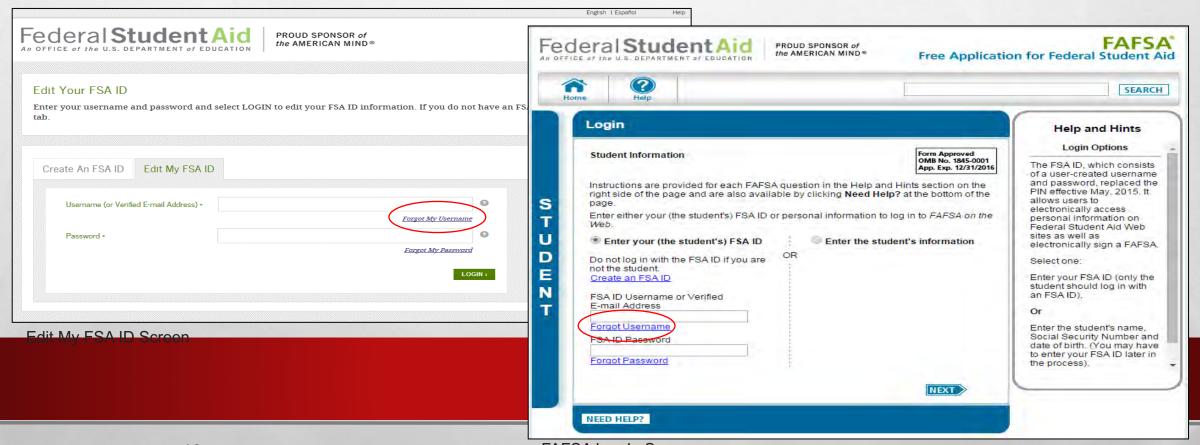
Using Your FSA ID

 You can log in to fafsa.gov and complete, sign, and submit a new (original) FAFSA

RETURN TO LOGIN >

FORGOT MY USERNAME

- Select "Forgot My Username" at the Log In Screen
- The appearance of the link may vary depending on what website you are visiting



WHERE CAN I GET MORE INFORMATION?

ADDITIONAL DETAILS ON THE FSA ID INCLUDING ANSWERS TO FREQUENTLY ASKED QUESTIONS AND TIPS ON CREATING AN FSA ID, CAN BE FOUND AT STUDENTAID.GOV/FSAID

-ALDA

REE APPLICATION for FEDERAL STUDENT AID

e this form to apply free for federal and state student ants, work-study, and loans.

apply free online at fafsa.gov.

ply by the Deadlines

federal aid, submit your application as early as possible, but no earlier than tober 1, 2022. We must receive your application no later than June 30, 2024. Yo

READY — SET — GO — FAFSA 2023-24

a few simple steps, most students and parents who filed a 2021 tax urn can transfer their tax return information directly into their FAFSA form.

ou (or your parents) have missed the 2021 tax filing deadline and still need to file

Federal Student Aid

PROUD SPONSOR of the AMERICAN MIND*

Pay attention to any symbols listed after your state deadline.

States and territories not included in the main listing below: AL*, AS**, AZ+, CO+, FM+*, GU+*, HI+*, KY^5, MH+*, NC^5, ND^5, NE+, NH+*, NM+, OK*, PR*, PW**, RI**, SD**, UT+\$*, VA**, VI**, VT^\$*, WA^*, WI* and WY**.

State Deadline

Alaska Education Grant ^ S Alaska Performance Scholarship: June 30, 2023 # 5

Academic Challenge: July 1:2023 (date received)

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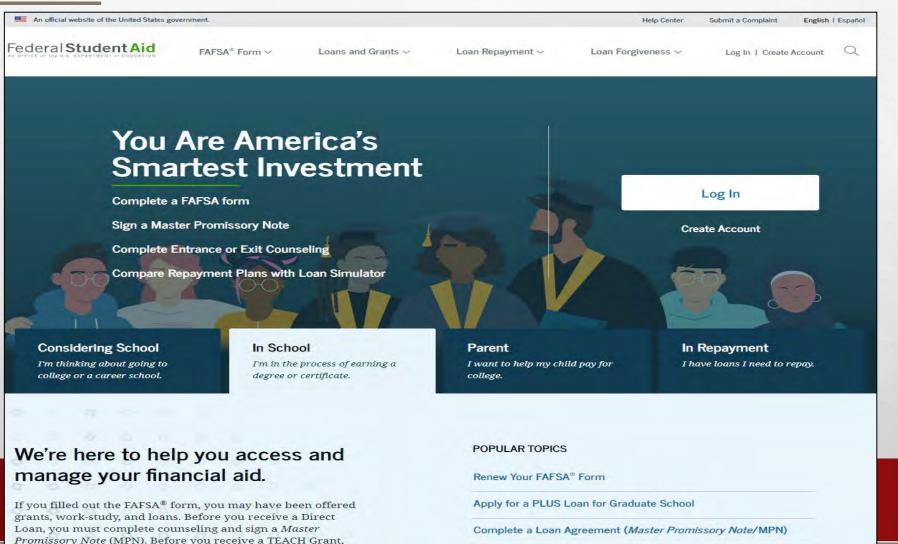
July 1, 2023 (data received); earner priority deadlines may exist for certain programs, *

Opportunity Scholarship: March 1, 2023 (date received) # **

Refer to the Illinois Student Assistance Commission's web site for the Comment Monatons Assert Dromeson (MAD) deadline dates A &

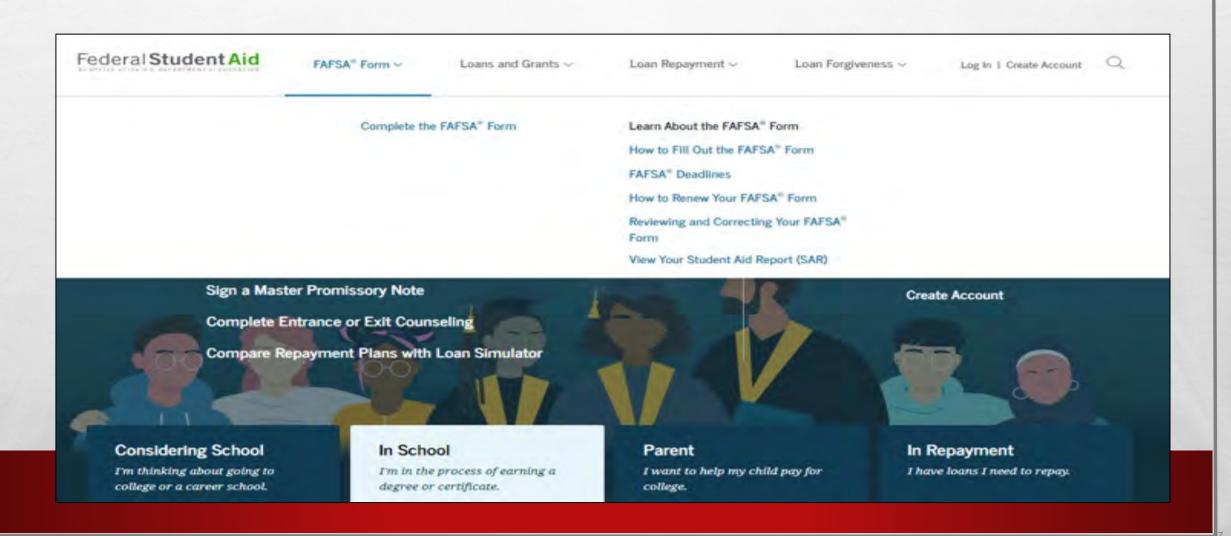


StudentAid.gov





FAFSA® Form

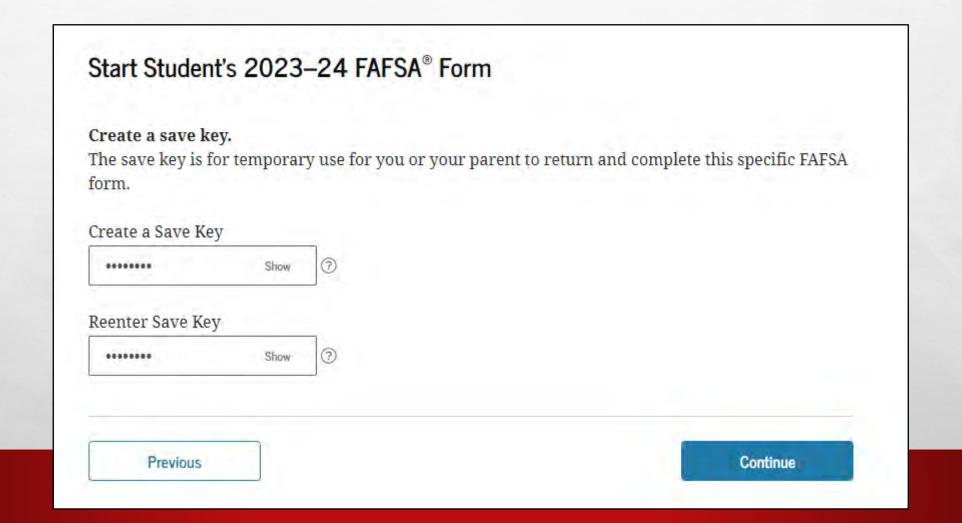


FAFSA® Form Landing Page





Create save key





Role Selection

Welcome to the FAFSA® Form Tell us about yourself. €→ Exit FAFSA Form I am a student and want to access the FAFSA form. I am a parent filling out a FAFSA form for a student. I am a preparer helping a student fill out his or her FAFSA form.

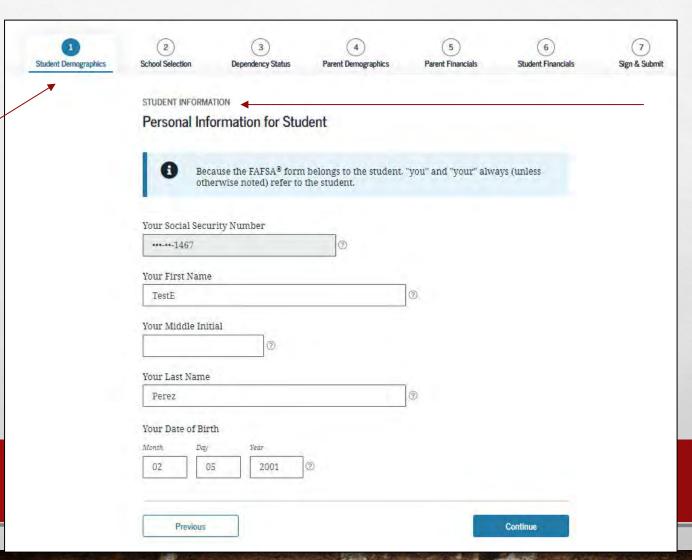


Personal Information for Student

There are 7 sections.

After you complete each section it will update to green font with a checkmark





Always doublecheck whose information you should be adding

7 SECTIONS OF FAFSA

- 1. STUDENT DEMOGRAPHICS
- 2. SCHOOL SELECTION
- 3. DEPENDENCY STATUS
- 4. PARENT DEMOGRAPHICS
- 5. PARENT FINANCIALS
- 6. STUDENT FINANCIALS
- 7. SIGN & SUBMIT

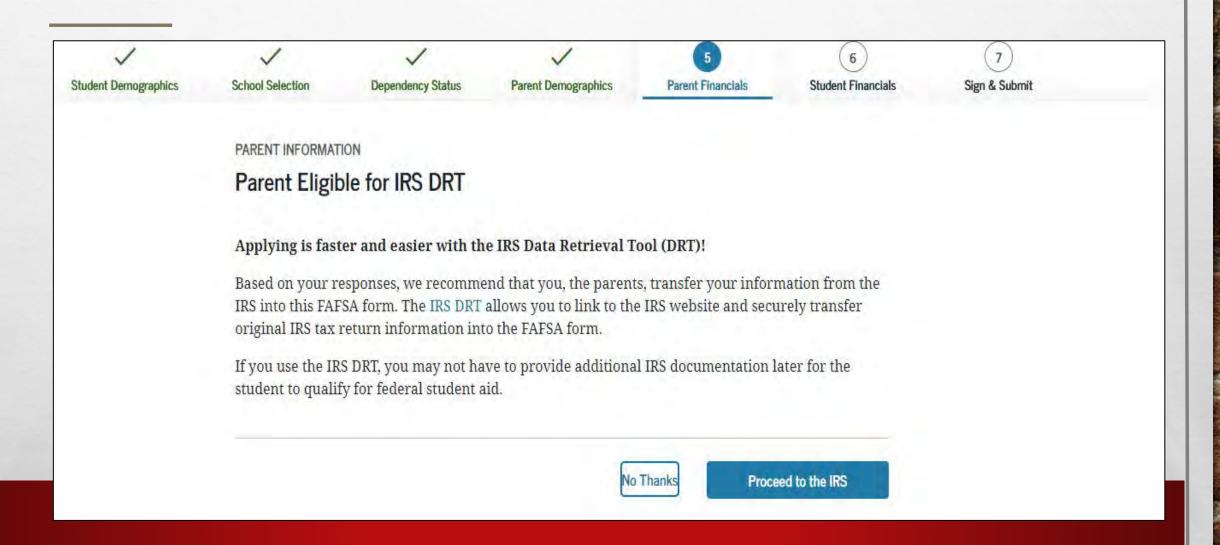


Parent Tax Filing Status

Student Demographics	School Selection	Dependency Status	Parent Demographics	5 Parent Financials	6 Student Financials	7 Sign & Submit
	PARENT INFORMATION Parent Tax Filing Status For 2021, have your parents completed their IRS income tax return or another tax return?					
		Already completed				
	What type of income tax return did your parents file for 2021?					
	IRS Form 1040 ~ ②					
	For 2021, what is your parents' tax filing status according to their tax return?					
	Married-filed joint return ~ ②					
	RECOMMENDED IRS Data Retrieval Tool Applying is faster and easier if your parents transfer their tax return information into this FAFSA® form with the IRS Data Retrieval Tool (DRT)! A For your protection, your tax return information will not display on the IRS website or on the FAFSA® form.					
	Previous Skip IRS DRT and Complete Manually Proceed to the IRS >					

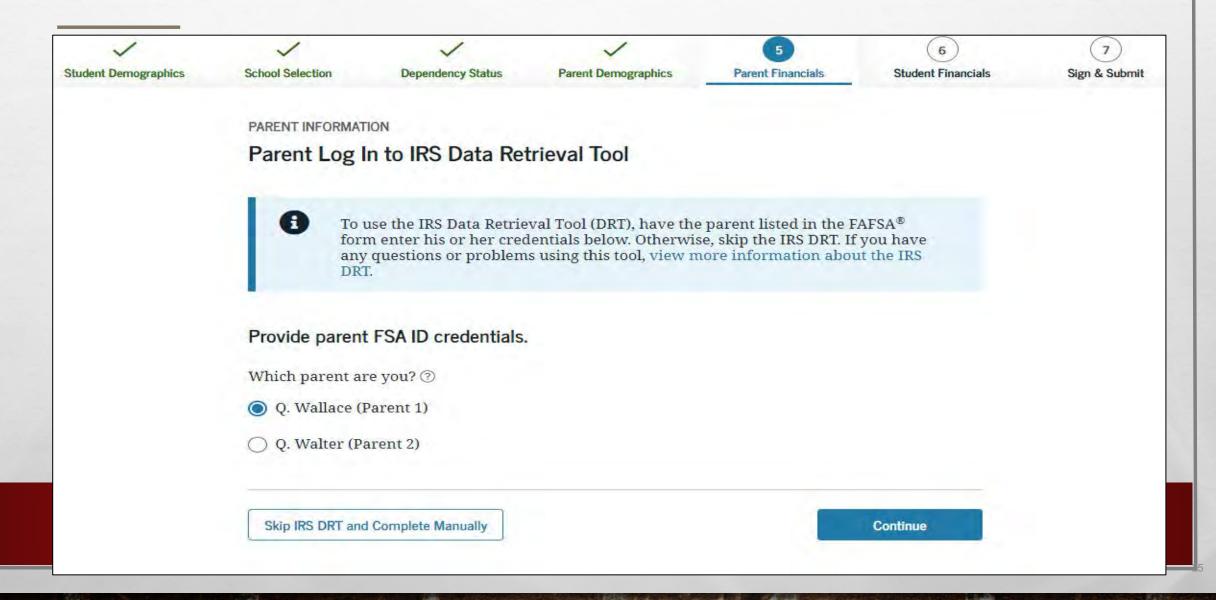
Federal Student Aid

Parent Eligible for IRS DRT



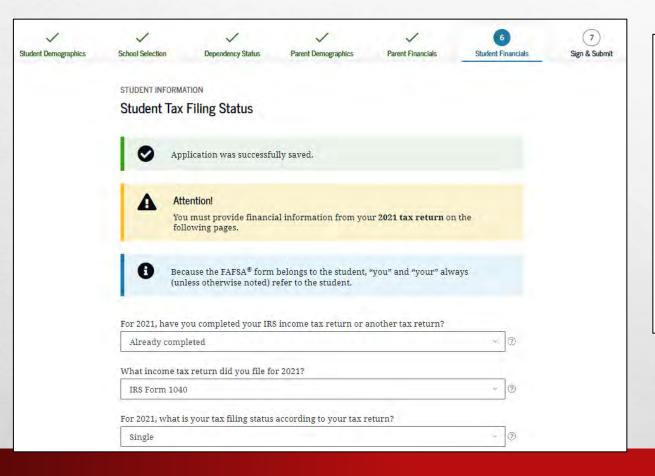


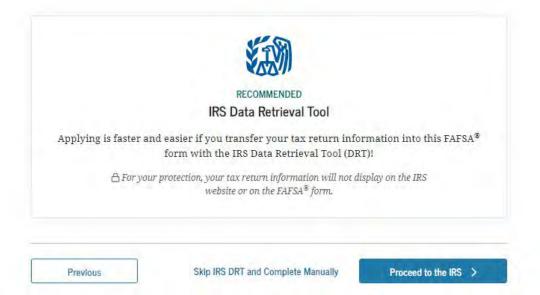
Parent Log In to IRS Data Retrieval Tool



Federal Student Aid

Student Tax Filing Status





TIPS FOR IRS DATA RETRIEVAL

- VERY IMPORTANT FOR BOTH STUDENTS AND PARENTS:
 - ENTER ADDRESS JUST EXACTLY HOW IT APPEARS ON YOUR 2021
 TAX RETURN ADDRESS LABLE
 - DO NOT ADD OR REMOVE ANY PUNCTUATION THAT IS NOT PRINTED ON 2021 TAX RETURN ADDRESS LABLE

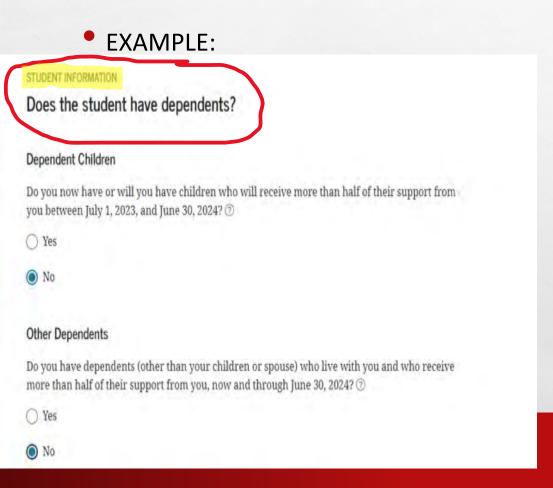
SIGNING AND SUBMITTING FAFSA

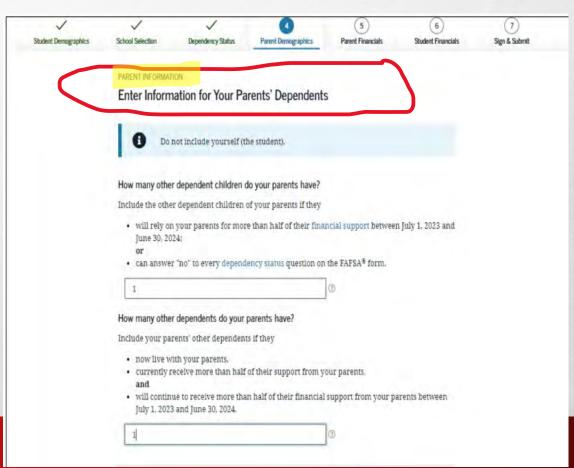
- **BOTH** STUDENT AND PARENT MUST **TAKE TURNS** TO SIGN AND SUBMIT, EACH USING THEIR RESPECTIVE FSA ID'S
- *STUDENT SIGNS AND SUBMITS USING STUDENT FSA ID
- PARENT SIGNS AND SUBMITS USING PARENT FSA ID ONLY ONE PARENT NEEDS TO SIGN

HELPFUL TIPS FOR SUCCESS

 ALWAYS DOUBLE-CHECK AT THE TOP OF EACH SCREEN TO CONFIRM IF ANSWERS REQUIRED ARE REGARDING THE STUDENT OR THE PARENT

VS





DO NOT USE BROWSER BACK BUTTON

- DON'T RUSH TAKE YOUR TIME
 - HELP ICONS ON EVERY PAGE

NEED MORE ASSISTANCE?

FEDERAL STUDENT AID INFORMATION CENTER

1-800-433-3243

KEENE STATE COLLEGE FINANCIAL AID OFFICE

603-358-2280 OR FINANCIAL@KEENE.EDU



Catherine Mullins – Director Catherine.mullins@keene.edu 603-358-2280

Tory Kennedy – Asst Director Victoria.kennedy@keene.edu 603-358-2280

KEEP CALM
AND
GET YOUR
2023-24 FAFSA ON!