FAFSA Checklist

Don't leave money on the table! More than $24 billion of financial aid goes unclaimed each year.* Complete the Free Application for Federal Student Aid (FAFSA) and find out what federal and state financial aid you may be eligible for to help pay for your college education.

*National College Access Network

Step 1
Create an FSA ID

- Go to StudentAid.gov/fsaid to create an FSA ID.
- Create a username and password then enter your email address.
- Enter your name, date of birth, Social Security number, contact information, and challenge questions and answers.
- Review your information and read and accept the terms and conditions.
- Confirm your email address using the secure code, which will be sent to the email address you entered when you created your FSA ID. Once you verify your email address, you can use it instead of your username to log in to complete your FAFSA. You can also use your FSA ID to sign your FAFSA right away.

Step 2 Need Help?
Find a FAFSA Completion Event

Check with your school counselor about financial aid nights or FAFSA Completion events at your school or in your community. Each year, GSFC partners with schools, colleges and community organizations to host these FREE events across the state to help students and their families complete the FAFSA. Before heading to an event,

- you'll need to bring:
- Your Social Security Number
- Your Alien Registration Number (if you are not a U.S. citizen)
- Your (parent's) most recent federal income tax returns, W-2s, and other records of money earned.
- Bank statements and records of investments (if applicable)
- Records of untaxed income (if applicable)

An FSA ID to sign electronically

Visit GAfutures for more information.
Do not pay anyone to complete the FAFSA for you!
Free means FREE!

Step 3
Filling out the FAFSA

Below are the basic steps for completing the FAFSA. Remember, the application is available October 1. The earlier you submit it, the more opportunity you have to receive federal aid to help pay for your education after high school.

1. Go to fafsa.gov and login using your FSA ID.

Applying online is quicker, easier and ensures your information will be saved for next year. Don't forget, you will need to fill out a FAFSA every school year to be eligible for federal funds.

2. Enter your personal information.

Make sure everything you enter is exactly how it appears on official government documents.

3. Enter your financial information.

The IRS Data Retrieval Tool can transfer your tax data to your application automatically. You should use income records for the tax year prior to the academic year you're applying for.

4. Choose up to 10 schools.

Be sure to include schools you are seriously considering, whether you've applied or have been accepted yet. You will get an estimate of your financial aid eligibility.

5. Think you're finished? Double check.

You can check the status immediately after submitting your FAFSA online. You'll receive a Student Aid Report (SAR) within three weeks from **FederalStudentAidFAFSA@cpsemail.ed.gov** or in the mail if you did not provide and email address. Check it to make sure there are no mistakes. If there are, follow the directions provided to correct and resubmit as soon as possible.

GSFC | Georgia Student Finance Commission

800.505.4732

GAfutures.org
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