

# PARENT FSA ID WORKSHEET

Federal Student Aid IDs are required for students to complete the FAFSA online. It is also needed for parents or dependent students. Keep this worksheet in a safe place. You must choose and remember who P1 (parent one) and P2 (parent two) are.

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

## STEP 1: EMAIL ADDRESS

### ENTER AN EMAIL ADDRESS

P1: \_\_\_\_\_

P2: \_\_\_\_\_

The email must be unique to each individual. You will not be able to use the same email.

## STEP 2: USERNAME

### CREATE A USERNAME

P1: \_\_\_\_\_

P2: \_\_\_\_\_

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

## STEP 3: PASSWORD

### CREATE A PASSWORD

P1: \_\_\_\_\_

P2: \_\_\_\_\_

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

- Upper case
- Lower case
- Number
- Special Character

FAFSA CUSTOMER SERVICE:  
1-800-433-3243

## 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 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).

Parent One:

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

Parent Two:

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

## 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.

SAVE KEY(S):

\_\_\_\_\_

# STUDENT FSA ID WORKSHEET

(Your Name)

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## 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

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## STEP 3: PASSWORD

CREATE A PASSWORD

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