

# Free Application for Federal Student Aid (FAFSA)

You can use this instruction sheet/checklist to prepare to complete FAFSA online.

## STEP 1: Go to **fsaid.ed.gov** to make FSA IDs

- Student *\*must\** make a FSA ID.
- Parent(s)/legal guardian(s) can make FSA IDs to sign FAFSA electronically, or they can print, sign, and mail a signature page at the end of the application.
- To make FSA IDs, you will need your **social security number**.

Student FSA ID

- Username: \_\_\_\_\_
- Password: \_\_\_\_\_

Parent/Legal Guardian FSA ID

- Username: \_\_\_\_\_
- Password: \_\_\_\_\_

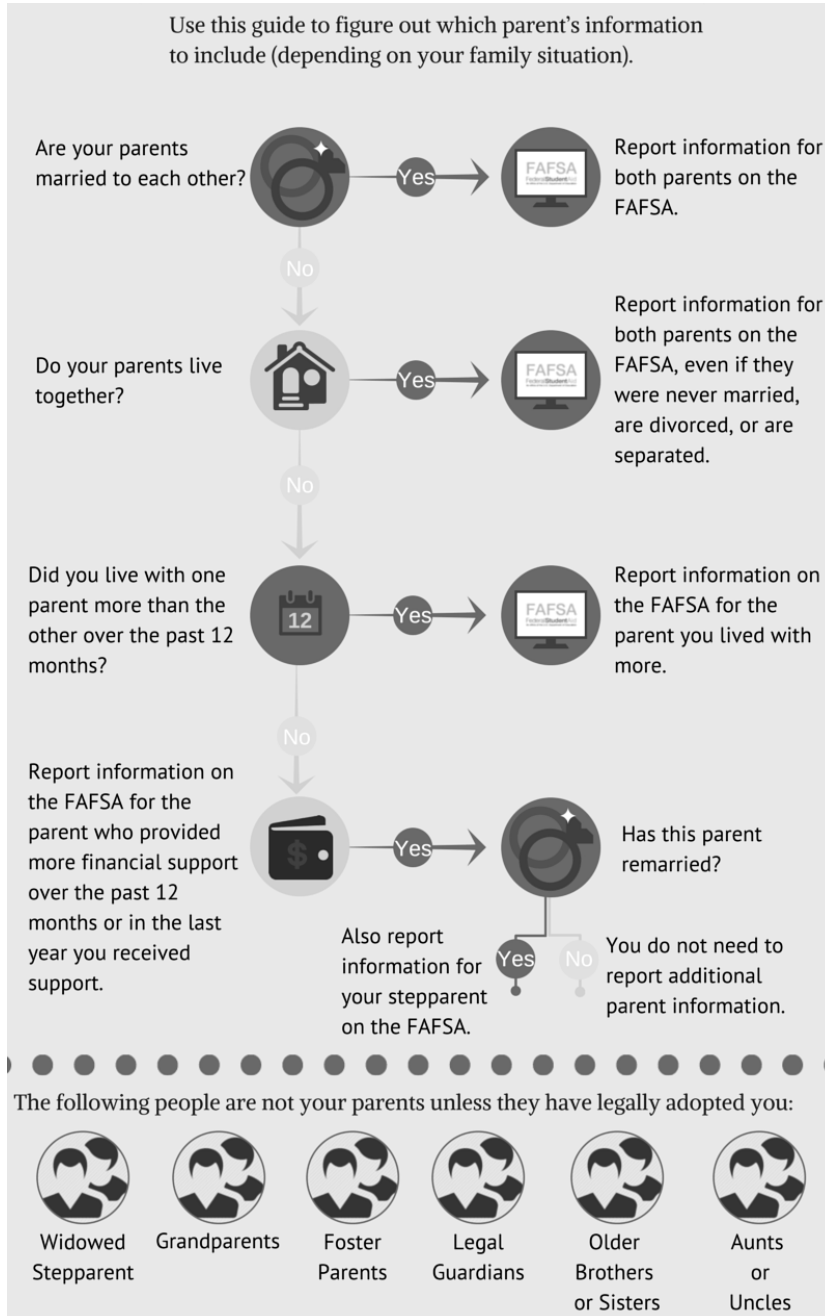
## STEP 2: Go to **fafsa.gov** to complete the 2022-2023 FAFSA

- Student Social Security Number: \_\_\_\_\_
- Student Driver License Number: \_\_\_\_\_
- Parent 1/Legal Guardian 1 Social Security Number: \_\_\_\_\_  
*If no Social Security # → Put 000-00-0000*
- Parent 2/Legal Guardian 2 Social Security Number: \_\_\_\_\_  
*If no Social Security # → Put 000-00-0000*
- Financial Information from 2020
  - 2020 Tax returns and W-2 forms for parents and student
  - Records of untaxed income including workers compensation, disability benefits, child support payments, veterans benefits, and untaxed portion of pensions
  - *Note: If prompted about IRS Data Retrieval, link to IRS to transfer info from IRS to FAFSA and save time!*
- If parents are married: month \_\_\_\_\_ and day \_\_\_\_\_ of marriage
- If parents are separated or divorced, month \_\_\_\_\_ and day \_\_\_\_\_  
\_\_\_\_\_ of separation or divorce:
- Date of Birth for (1) student, (2) parent(s)/legal guardian(s)

## STEP 3: Student and Parent/Legal Guardian must sign and submit the FAFSA.

Please feel free to text/call Mr. Anderson at [919.391.6441](tel:919.391.6441) or email [nhs.dukecac@gmail.com](mailto:nhs.dukecac@gmail.com) to ask questions or make an appointment about FAFSA or anything else related to college.

## I've submitted my FAFSA, now what?



- You should receive a confirmation email almost immediately. The email may indicate:
  - whether you're eligible for a **Pell Grant** - free money from the government that you do *\*not\** need to pay back. It caps at \$6,345 per year and would be applied directly to the school you go to.
  - whether you're eligible for a **Stafford Loan** - a federal loan that *does* need to be paid back.
- If you submitted your FAFSA with no errors, you will receive an email in about a week indicating that your FAFSA is successfully processed.
- If you don't receive an email, log in to FAFSA to check your progress.