Created your FSA ID

Your FSA ID, which is your account username and password, allows you to complete and update the FAFSA form. The FSA ID is your legal signature and should NOT be created or used by anyone other than you-not your parent, a school official or anyone else.   You will use your FSA ID every year to fill out your FAFSA form and for the lifetime of your student loans.   Couple of tips:

- Students need to create their own FSA ID to complete the FAFSA process.

- Parents will need to create their own FSA ID to complete the FAFSA process.

- An email address can only be associated with one account, an account you must have access to.

- Students…DO NOT use your school email address.

- You will need to create both the accounts at least a week prior to starting the FAFSA.   It can take up to three to five days before the FSA ID's are verified.

- **Go to https://studentaid.gov/fsa-id/create-account/launch to start the process**

Next, enter your First Name, Middle Initial (if applicable), and Last Name as it appears on your Social Security card.

Enter your Date of Birth, type numbers only. For example: March 14, 1988 would be entered 03 14 1988

Enter your Social Security Number.

Double-check everything to make sure spellings are accurate and numbers are in the correct order. Click continue to move to the next step.

Step 1 of 7
Personal Information

I understand that I'll be required to certify that the information I provide to create an account (FSA ID) is true and correct and that I'm the individual I claim to be.

If I'm not the person I claim to be, I understand that I'm not authorized to proceed and that I should exit this form now. If I provide false or misleading information, I understand that I might be subject to a fine, prison time, or both.

First Name

Middle Initial

Last Name

Date of Birth

Month   Day   Year

Social Security Number

ⓘ Note: A user can only have one account associated with his or her Social Security number.

Cancel   Continue

Enter a Username.

Enter your email address.   Use a permanent email that you check frequently. Students should **not** use their school email addresses.

Enter your email address a second time to confirm.

Enter a password. Must be at least 8 characters, have at least one number, and include upper case and lower case letters.

Confirm the password.

Make sure to write down your username and password. Then place them in a folder in a secure area with the rest of the FAFSA information. You will need them in future years.   See last page where you can keep track of all your information.

Click on continue to go to the next step.

Step 2 of 7

Account Information

Because financial aid agreements are legally binding, you can't create an account for someone else, even another family member. Parents and students must create their own accounts.

Username

⊚

Email Address

⊚

Confirm Email Address

⊚

Password

Show Password   ⊚

✓ Uppercase
✓ Lowercase
✓ Number
✓ 8+ characters

Confirm Password

Show Password   ⊚

Previous   Continue

Next, enter your permanent address information.

Step 3 of 7

Contact Information

Permanent Address

Address

City

State

ZIP Code

Enter your mobile phone number, and then confirm the number. Make sure this is a number you have access to and check frequently.

Mobile Phone Account Access

We strongly recommend setting up your mobile phone for account access. This option helps you gain access to your account if you are locked out, as well as allows your mobile phone to be used for two-step verification.

Mobile Phone

Confirm Mobile Phone

☑ es, I agree to use my mobile phone for account access.

ⓘ By selecting this option, I agree to receive text messages on my mobile phone for two-step verification and account recovery. I have reviewed and agree to Federal Student Aid's Terms and Conditions and privacy policy. Additional information is available in Federal Student Aid's privacy policy.

Message and data rates may apply. Message frequency varies. Reply HELP for help or STOP to opt out.

Alternate Phone Number (Optional)

⊕ Add Alternate Phone Number

Previous   Continue

It is recommended you check the agree box to receive text messages for account verification. Then click on continue to move to the next step.

Next, select if you want to receive required communications through email or postal mail.

Select if you want to receive optional communications by email or text message.

Choose language preference and then click continue.

Next is the completion of four challenge questions. Use the page at the end of this document to write down your answers.

Challenge Questions

Challenge questions and answers are used to retrieve your username or password if you forget them or if you need to unlock your account.

Note: Answers are not case-sensitive.

Challenge Question 1

Question

Select

Answer

Show Answer

Challenge Question 2

Question

Select

Answer

Show Answ

Review to make sure the information is correct. If needed, you can edit and make changes. Read the Terms and Conditions section and check the box. Then click continue.

Confirm and Verify

Verify the information you provided for your account below. If there is an error, click "Edit" on the section where the error exists to correct the information.

Personal Information   Edit

NAME

DATE OF BIRTH

SOCIAL SECURITY NUMBER

Account Information   Edit

USERNAME

Challenge Questions   Edit

CHALLENGE QUESTION 1
What was the name of your first pet?
********

CHALLENGE QUESTION 2
What city were you born in?
****

CHALLENGE QUESTION 3
What is your mother's maiden name?
******

CHALLENGE QUESTION 4
What color was your first car?
****

gree to Federal Student Aid's Terms and Conditions.

Previous   Continue

Next, Enable Two-Step Verification for both your phone and email. Click on Verify next to the method you are using.

You should receive an email or text message containing a secure code. A box will pop up for you to enter the code, then click continue.
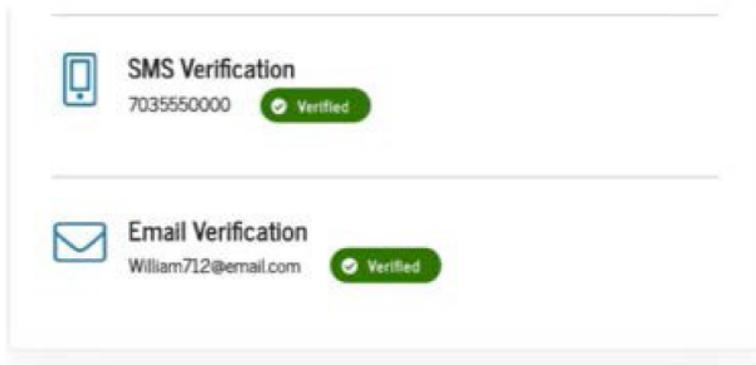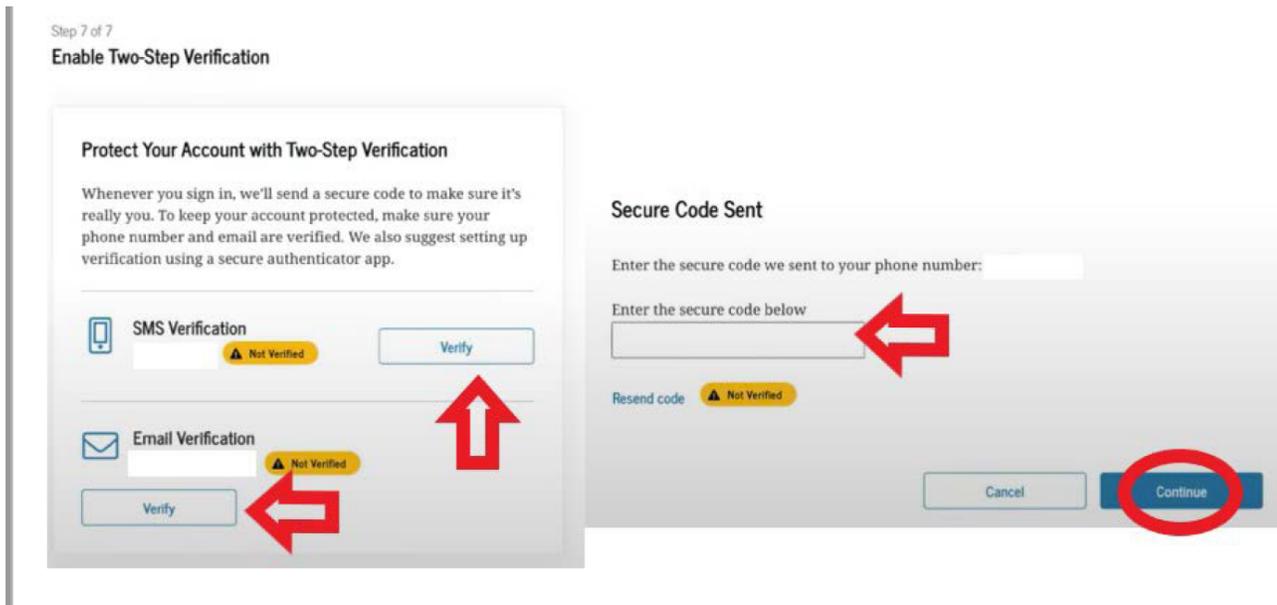
You can choose to set up an Authenticator App or click continue.

If you choose to use an Authenticator, you will need to download an app from the mobile store on your phone. Next, scan the QR code or enter the key displayed on your screen. When you have the app set up click continue. Enter the secure code and then click finish.
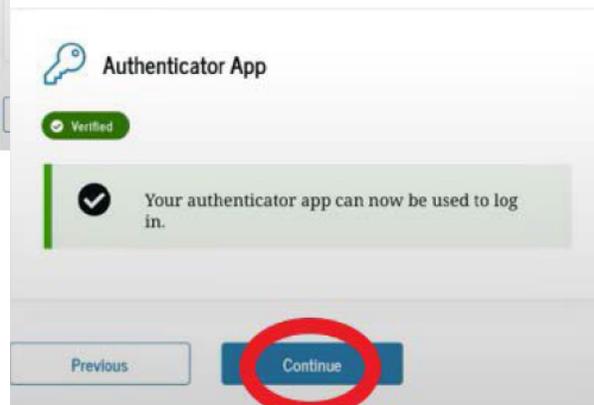
Once the Authenticator is verified click on continue.

A back up code is generated automatically when you enable the two-step verification. Make sure you write down the code and keep it with the rest of your FAFSA information. Check the box and then click continue.

Step 7 of 7

Enable Two-Step Verification: Backup Code

ℹ️ We recommend storing your backup code in a safe place.

Your backup code is a special code that lets you access your account in the event that you cannot use any other two-step verification method.

Your Backup Code Is:

WPF6JIL73FFF

☑ I have stored this backup code somewhere safe.

Previous   Continue

The final screen indicates that you have successfully completed your FSA ID! You should also receive a confirmation email.

La Crosse Promise
Future Centers

FSA ID CHEAT SHEET

Username: _____

Password: _____

Email used to create account: _____

Security question #1: _____

Security question #1 answer: _____

Security question #2: _____

Security question #2 answer: _____

Security question #3: _____

Security question #3 answer: _____

Security question #4: _____

Security question #4 answer: _____

Keep this information in a safe place. You will need it to apply for financial aid and to access your student loans throughout your college years.

Have questions? Need help? Contact Future Center Advisor Kathi Millard at kmillard@lacrossesd.org.