



Creating an FSA ID

Step 1: <https://fsaid.ed.gov/npas/index.htm> Create a username and password. Then, click continue.

The screenshot shows the 'Create an FSA ID' form. At the top, there are two tabs: 'Create an FSA ID' (active) and 'Manage My FSA ID'. Below the tabs, the instruction reads: 'Create your FSA ID username and password below.' There are three input fields: 'Username', 'Password', and 'Confirm Password'. Each field has a small question mark icon to its right. Below the 'Password' field, there are several checkboxes: 'Numbers', 'Uppercase Letters', 'Lowercase Letters', '8-30 Characters', and 'Show Text'. A green 'CONTINUE' button is located at the bottom right of the form.

Step 2: Enter your personal identification information and press continue.

The screenshot shows the 'Personal Identification Information' form. At the top, the title is 'Personal Identification Information'. Below the title, the instruction reads: 'To apply for an FSA ID, enter your information below and select CONTINUE.' There is a disclaimer: 'I understand that I will be required to certify that the information that I provide to obtain an FSA ID is true and correct and that I am the individual who I claim to be. If I am not that person who I claim to be, I understand that I am not authorized to proceed and that I should exit this form now. If I provide false or misleading information, I understand that I may be fined, sent to prison for not more than five years, or both.' Below the disclaimer is a progress bar with five steps: 1. Personal Information (highlighted), 2. Contact Information, 3. Challenge Questions, 4. Confirm and Verify, 5. Complete. Below the progress bar, the instruction reads: 'Enter your name, date of birth, and social security number exactly as they appear on your Social Security card.' There are five input fields: 'First Name', 'Middle Initial', 'Last Name', 'Date of Birth', and 'Social Security Number'. Each field has a small question mark icon to its right. Below the 'Social Security Number' field, there is a 'Show Text' checkbox.



Step 3: Provide your contact information. Make sure you enter an email that you can access.

Contact Information

Progress: 1 Personal Information, 2 Contact Information, 3 Challenge Questions, 4 Confirm and Verify, 5 Complete

Email

Confirm Email

Mobile Phone

Confirm Mobile Phone

I would like to use my phone to receive one-time secure codes if I forget my username or password. I have read and agree to the [Terms](#) and [Privacy Policy](#). Message and data rates may apply.

Alternate Phone

Mailing Address

City, State, Zip Code --

Step 4: Choose your challenge questions. Pick questions you will remember the answers to.

Challenge Questions And Answers

Providing challenge questions and answers adds an extra level of security to your FSA ID. If you forget your account information, then you can retrieve it by providing the answers to your challenge questions.

Choose questions and answers that are easy for you to remember but hard for others to guess. You must provide the four required challenge questions and answers below. When you're finished, select CONTINUE.

Progress: 1 Personal Information, 2 Contact Information, 3 Challenge Questions, 4 Confirm and Verify, 5 Complete

Challenge Question 1

Answer 1

3-50 Alphabetic or Numeric Characters Only Show Text

Challenge Question 2

Answer 2

3-50 Alphabetic or Numeric Characters Only Show Text

Step 5: Read the terms and conditions. Select *I certify that the above information is correct and accept the term and conditions.*

Terms and Conditions

Read before you proceed.

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 and accept the terms and conditions.

◀ PREVIOUS
CONTINUE ▶

Step 6: You will receive a text with a secure code to verify your mobile phone. Enter the code and click verify.

Step 7: You will receive an email with a secure code to verify your email address. Enter the code and click verify.

Step 8: Congratulations! You have completed your FSA ID when you receive the confirmation, below.

FSA ID Created



Your FSA ID has been created. You may immediately use your FSA ID to sign an original (first-time) FAFSA form, but nothing else (not even a Renewal FAFSA form). All other activities require that we match your information with the Social Security Administration (SSA) for verification. If you verified your email address, you'll receive an email once your information is matched with the SSA (one to three days from the date you apply).

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

fafsa.gov:

- Prefill data in this year's FAFSA form if you filed a FAFSA form last year.
- Make online corrections to an existing FAFSA form.
- View or print an online copy of your Student Aid Report.

myStudentAid app:

- Electronically sign your (or your child's) FAFSA form.
- Fill out a FAFSA Renewal.
- Manage your FSA ID.
- View your federal student aid history using the myFederalLoans service.