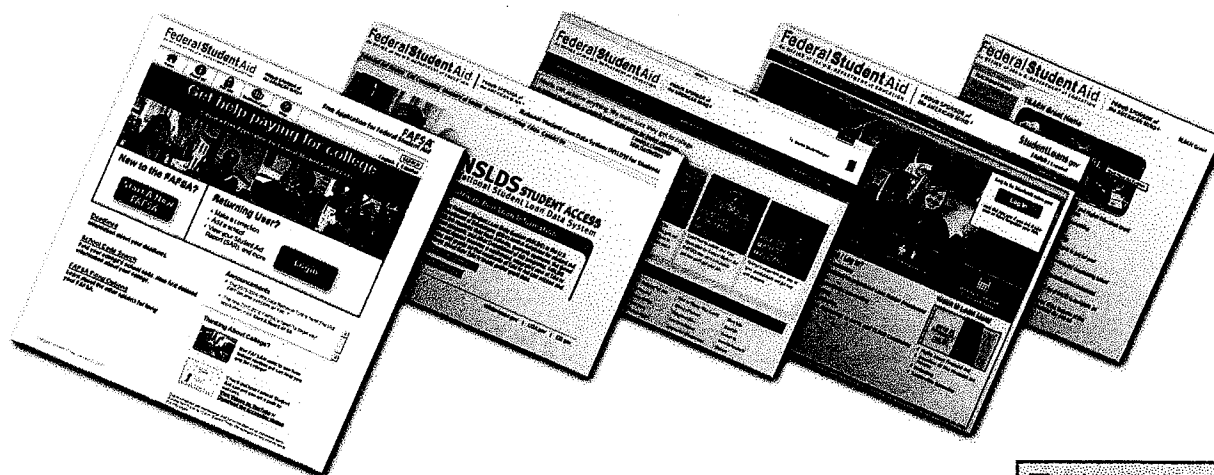


# How to create an FSA ID



The FSA ID — a username and password — has replaced the Federal Student Aid PIN and must be used to log in to certain U.S. Department of Education websites. Your FSA ID confirms your identity when you access your financial aid information and electronically sign Federal Student Aid documents. If you do not already have an FSA ID, you can create one when logging in to [fafsa.gov](http://fafsa.gov), the National Student Loan Data System (NSLDS®) at [www.nslds.ed.gov](http://www.nslds.ed.gov), [StudentLoans.gov](http://StudentLoans.gov), [StudentAid.gov](http://StudentAid.gov), and Agreement to Serve (ATS) at [www.teach-ats.ed.gov](http://www.teach-ats.ed.gov).



## Step 1

When logging in to one of the websites listed above, click the link to create an FSA ID.

**Tip: Important:** Only the owner of the FSA ID should create and use the account. Never share your FSA ID.

## Step 2

Create a username and password, and enter your e-mail address.

## Step 3

Enter your name, date of birth, Social Security number, contact information, and challenge questions and answers.

## Step 4

If you have a Federal Student Aid PIN, you will be able to enter it and link it to your FSA ID. You can still create an FSA ID if you have forgotten or do not have a PIN.

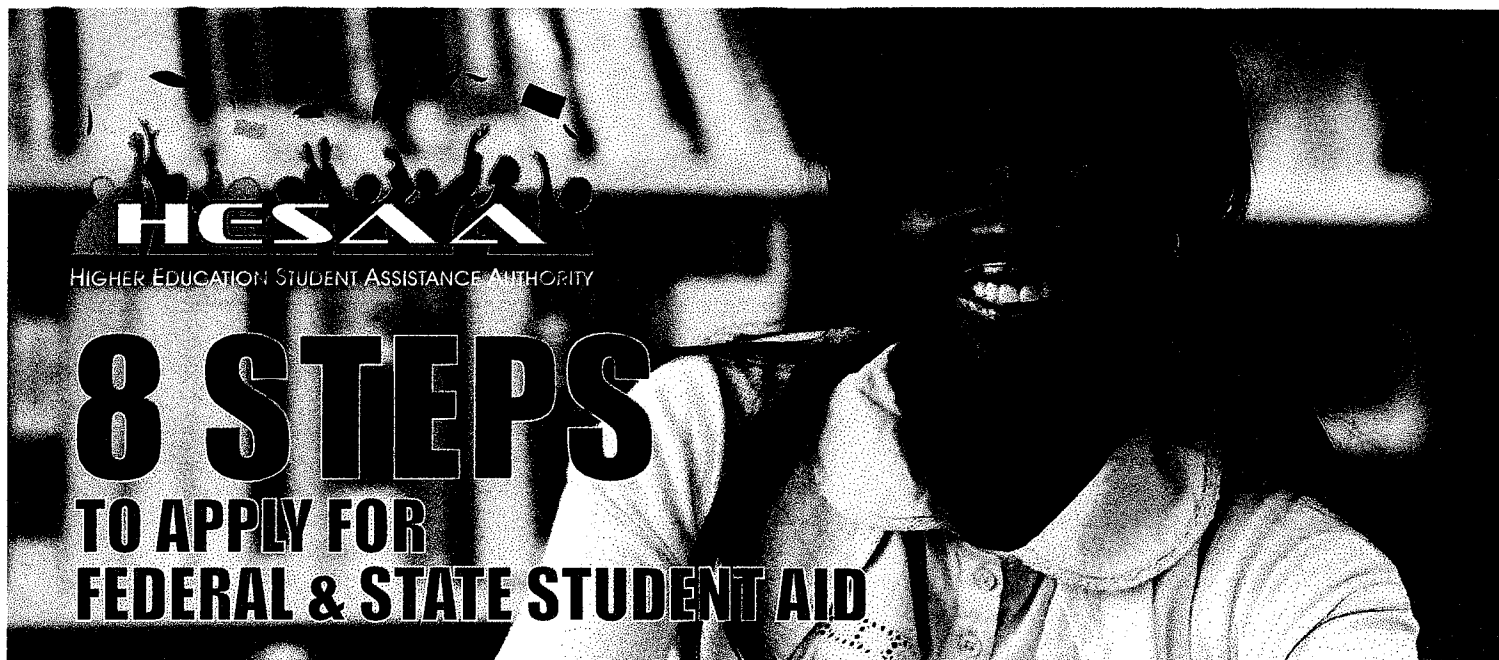
## Step 5

Review your information, and read and accept the terms and conditions.

## Step 6

Confirm your e-mail address using the secure code, which will be sent to the e-mail address you entered when you created your FSA ID. Once you verify your e-mail address, you can use it instead of your username to log in to the websites.

You can use your FSA ID to sign a FAFSA right away. Once the Social Security Administration verifies your information in one to three days, or if you have linked your PIN to your FSA ID, you will be able to use your FSA ID to access the websites listed above. For help, visit [StudentAid.gov/fsaid](http://StudentAid.gov/fsaid).



**HESAA**

HIGHER EDUCATION STUDENT ASSISTANCE AUTHORITY

# 8 STEPS TO APPLY FOR FEDERAL & STATE STUDENT AID

## STEP 1 - GET FREE HELP!

Get free information and help from your school counselor, the financial aid office at the college or career school you plan to attend, or HESAA at: [www.hesaa.org](http://www.hesaa.org) or 609-584-4480 or the U.S. Department of Education (ED) at: [www.FederalStudentAid.ed.gov](http://www.FederalStudentAid.ed.gov) or 1-800-4-FED-AID (1-800-433-3243). Free help is available any time during the application process. You should never have to pay for help.

## STEP 2 - KNOW YOUR 2019-2020 DEADLINES!

New Jersey State Deadlines

First-time NJ State Grant Applicants

Fall/Spring Applicants – September 15, 2019

Spring Only – February 15, 2020

Renewal Tuition Aid Grant Recipients

April 15, 2019

Federal Deadlines

Complete the FAFSA between October 1st and June 30th of the following year (no exceptions to either date) BUT apply as soon as possible. To meet deadlines apply online at [www.fafsa.gov](http://www.fafsa.gov).

Your college may have deadlines too.

## STEP 3 - PREPARE!

Use IRS Data Retrieval Tool (DRT) to complete your FAFSA! If you are unable to use DRT, you will need to collect your 2017 tax returns and other records of income. A full list of what you need is available at [www.fafsa.gov](http://www.fafsa.gov)

## STEP 4 - LOGIN AND COMPLETE FAFSA!

Create your user ID and password by clicking on the FSA ID tab at the top of the [www.fafsa.gov](http://www.fafsa.gov) web page.

## STEP 5 - ANSWER NEW JERSEY QUESTIONS!

To submit additional information required to be considered for New Jersey State grants and scholarships, New Jersey residents should click the link on the FAFSA on the Web confirmation page entitled "Optional Feature – Start your state application..." Once completed you will be notified to login to <https://njfams.hesaa.org> to view the status of your State grant application by the Higher Education Student Assistance Authority.

## STEP 6 - YOUR FAFSA RESULTS!

The U.S. Department of Education will send you your Student Aid Report (SAR) – the result of processing your FAFSA. Review your SAR, and if necessary, make changes or corrections and submit your SAR for reprocessing. You can submit corrections online at [www.fafsa.gov](http://www.fafsa.gov). Your complete, corrected SAR will contain your Expected Family Contribution (EFC), which determines your federal student aid eligibility.

## STEP 7 - VERIFY YOUR ANSWERS!

If you are selected for federal verification, your school's financial aid office will ask you to submit tax return transcripts and other documents, as appropriate. Be sure to meet the school's deadlines. To request an IRS tax return transcript go to [www.irs.gov](http://www.irs.gov) - it's free.

*Note: The State of New Jersey may also request documents to verify information reported on the FAFSA.*

## STEP 8 - GET AWARD QUESTIONS ANSWERED!

**All Students:** Contact the financial aid office if you have any questions about the aid being offered.

**First-Time Applicants:** Review award letters from schools to compare amounts and types of aid being offered. Decide which school to attend based on a combination of (a) how well the school fits your needs and (b) its affordability after all aid is taken into account.

**For more information**

Revised 10/23/18