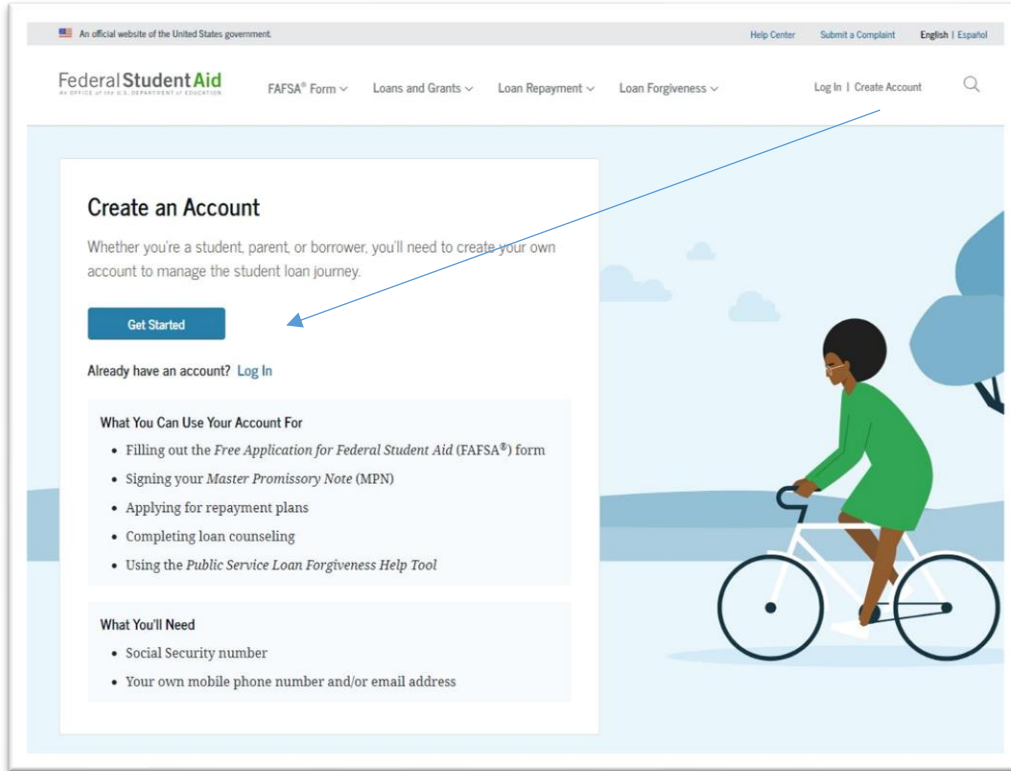# How to... Create Your FSA ID

Create an Account (FSA ID)

Step 1: **Enter your Log-in Information** Provide your e-mail address, and a unique username and password. Please note the e-mail address you choose can only be linked to one FSA ID. Parenand students must use a separate e-mail address when creating an FSA ID.

Step 2: Enter your Personal Information

Provide your Social Security Number, date of birth, and name. Click "Continue".

Step 3:

Link Your PIN to Your FSA ID (Optional)

If you already have a Federal Student Aid 4-digit PIN that was used previously, it may be linked to your FSA ID. Type the same PIN that was used for your FAFSA in the space provided. This allows you to immediately use your FSA ID on any of the ED websites that require an FSA ID. Click "Verify".

If you do not link your PIN to your FSA ID, your information will need to be confirmed with the Social Security Administration (SSA) which takes 1 -3 days. During this time you may use the FSA ID to sign an original FAFSA, but nothing else. Once your information is verified, you will receive an e-mail indicating that the process is complete. At that time, you will be able to use your FSA ID to fully access your financial aid information. Click "Continue Without PIN".

Entering Profile Information

Step 4: In this page you will be entering various fields of information about yourself. You will need to come up with a username and password that you can easily remember. This will become your new login information for your FSA ID. Include your email, mailing address, and phone number. Click "Continue".

Step 5:

Security Questions- For security purposes, provide answers to five challenge questions. These questions are for you to answer in case you forget your username or password. Choose questions that you will remember later on. These questions will need to be answered in order to recover your account. Click "Continue".

Step 6:

Submit your FSA ID Information - Agree to the terms and conditions. Click "Continue".

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 & accept the terms & conditions

CANCEL ‹ PREVIOUS CONTINUE ›

Verify your email address (this is optional but helpful). By verifying your email address, you can use your email address as your username when logging into certain ESD websites. This verification also allows you to retrieve your username or password, or reset your password without answering challenge questions. Click "Continue".

Verify Your E-mail

An e-mail containing a secure code was sent to your e-mail address on file. Important: If you're accessing your e-mail via the Web, **make sure to open a separate browser tab or window**. If you did not receive an e-mail, you can request a new secure code .

Enter the Secure Code

Enter the secure code below and select CONTINUE to verify your e-mail address. After you verify your e-mail address, you can use it as your username when logging in.

Note: It may take a few minutes for the e-mail to arrive. Check your junk folder if you cannot find the message in your inbox. Some e-mail providers require that you add an e-mail address to your address book before you can receive any e-mail from that address. To ensure that our messages can be delivered to your inbox, enter our originating e-mail address, FSA-ID@ed.gov into your address book.

| Identity | Profile | Review & Confirm | Done |

* Required

Secure Code * [   ] ❓

CANCEL CONTINUE WITHOUT VERIFYING CONTINUE ›

Questions?

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