



# FSA ID GUIDE AND TRACKER

Your FSA ID gives you access to Federal Student Aid's online system and serves as your legal signature. Both student & contributor(s) should each create an FSA ID username and password to electronically sign the FAFSA. Only create an FSA ID using your own personal information and for your own exclusive use. You'll use your FSA ID every year you are in college to complete the FAFSA and review your federal student aid.

**STEP 1: Enter Personal Information (First Name, Middle Initial, Last Name, Date of Birth and Social Security Number)**

**STEP 2: Create Username and Enter Email & Password**



Use a non-school related email address that you will have access to after graduation

**STEP 3: Mailing Address & Mobile Phone Number**

**STEP 4: Choose Communication & Language Preferences**

**STEP 5: Select & Answer Four Challenge Questions (See Below)**

**STEP 6: Review Information, Confirm & Verify**

**STEP 7: Enable Two-Step Verification**

## Challenge Questions

To avoid getting locked out, select FOUR questions you want to answer ahead of time. Write your answers below exactly as they are typed to keep track in the event you are later locked out.

What was the name of your elementary school? \_\_\_\_\_

What city were you born in? \_\_\_\_\_

What was the name of your first pet? \_\_\_\_\_

What was your high school's mascot? \_\_\_\_\_

What color was your first car? \_\_\_\_\_

What is the name of the street where you grew up? \_\_\_\_\_

What is your father's middle name? \_\_\_\_\_

What was the name of your first teacher? \_\_\_\_\_



# My FSA ID Information

Use the blank spaces below to keep track of the information you used to create your FSA ID, or your contributor used to create their FSA ID. Please be sure to write everything EXACTLY as it was entered to prevent any delays.

## Student FSA ID Information

Username: \_\_\_\_\_

Password: \_\_\_\_\_

Email: \_\_\_\_\_

Challenge Answer 1: \_\_\_\_\_

Challenge Answer 2: \_\_\_\_\_

Challenge Answer 3: \_\_\_\_\_

Challenge Answer 4: \_\_\_\_\_

Backup Code: \_\_\_\_\_

## Contributor 1 FSA ID Information

Username: \_\_\_\_\_

Password: \_\_\_\_\_

Email: \_\_\_\_\_

Challenge Answer 1: \_\_\_\_\_

Challenge Answer 2: \_\_\_\_\_

Challenge Answer 3: \_\_\_\_\_

Challenge Answer 4: \_\_\_\_\_

Backup Code: \_\_\_\_\_

## Contributor 2 FSA ID Information\*

Username: \_\_\_\_\_

Password: \_\_\_\_\_

Email: \_\_\_\_\_

Challenge Answer 1: \_\_\_\_\_

Challenge Answer 2: \_\_\_\_\_

Challenge Answer 3: \_\_\_\_\_

Challenge Answer 4: \_\_\_\_\_

Backup Code: \_\_\_\_\_

*\*Only create Parent 2 FSA ID if married and filed 2023 taxes separately. Married filing jointly requires only Parent 1 FSA ID.*