How to create a FSA ID (Formerly known as PIN)

An FSA ID is comprised of a username and password and can be used to login to certain Federal Student Aid websites, such as the *Free Application for Federal Student Aid* (FAFSA®) and StudentLoans.gov.

The security of your FSA ID is important. Your FSA ID can be used to:

- Electronically sign Federal Student Aid documents,
- Access your personal records, and
- Make binding legal obligations.

Please complete the following steps in order to obtain your FSA ID:

- ✓ Both parents & students can get a FSA ID at   https://fsaid.ed.gov/npas/index.htm . *Students can get an FSA ID when logging into www.fafsa.gov. Parents cannot get a FSA ID at this site. It specifically states that only students should sign up for their FSA Id on fafsa.gov.*

- ✓ Create an FSA ID
    - o Enter email address then confirm email address.
    - o Create username & password then confirm password.
    - o Confirm age.
    - o Select continue.

- ✓ Personal Identification Information
    - o Enter Social Security Number.
    - o Date of Birth.
    - o First Name, Middle Initial, Last Name.
    - o Select Continue.

- ✓ Link Your PIN to Your FSA ID
    - o Enter your Federal Student Aid PIN below and select VERIFY to link it to your FSA ID. This is for students/parents that have previously been issued a PIN.
    - o If you do not have a PIN number click continue without PIN.

- ✓ Profile Information
    - o First, review the information you have provided carefully.
    - o Then complete the additional questions.
    - o Select continue.

- ✓ Challenge Questions And Answers
    - o Challenge questions and answers are used to retrieve your username or password if you forget them and to unlock your account.
    - o Provide the challenge questions and answers.
    - o Select Continue

- ✓ Review Your Information and Terms & Conditions
    - o Verify the information you provided for your FSA ID. If there is an error, select PREVIOUS and make the appropriate updates. If there are no errors, then read and agree to the Terms & Conditions.
    - o Select Continue.

- ✓ Verify Your E-mail
    - o Enter the secure code 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. You can also continue without verifying

- ✓ FSA ID Created

    - o You have successfully created your FSA ID. You can now use your FSA ID.

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