

# FINISH THE FAFSA IN FIVE STEPS

# 1

## CREATE AN FSA ID

- ▶ The FSA ID is your username and password.
- ▶ Use your FSA ID to access and electronically sign your FAFSA and student loan applications, make corrections to your FAFSA and more.
- ▶ Go to [StudentAid.gov](https://StudentAid.gov) to sign up.
- ▶ Save your FSA ID to use again next year.
- ▶ If you're a dependent student, review the [Who Needs an FSA ID? flowchart](#) to determine which parent(s) should also create an FSA ID. Utilize the FSA ID worksheet at [UCanGo2.org](https://UCanGo2.org).

# 2

## GATHER MATERIALS

- ▶ Social Security card.
- ▶ W-2 forms and tax returns specified on the FAFSA.
- ▶ Current balance of cash, checking and savings accounts.
- ▶ Determine your dependency status with our [Dependency Questionnaire](#).
- ▶ If you're a dependent student, you'll also need your parents' financial information.

# 3

## FILL IT OUT

- ▶ Apply online at [FAFSA.gov](https://FAFSA.gov).
- ▶ Enter student and parent names as shown on Social Security cards.
- ▶ Send your FAFSA results to up to 20 campuses.
- ▶ Contributors must consent to have their Federal Tax Information (FTI) transferred to the FAFSA through the IRS.

# 4

## SIGN & SUBMIT

- ▶ Review your answers from the Summary page to search for errors.
- ▶ Review your Confirmation page for information about the campuses you've selected and an estimate of your federal aid eligibility.

# 5

## FOLLOW UP

- ▶ Watch your email for a FAFSA Submission Summary and information from the institutions that received your FAFSA results.
- ▶ Provide any other necessary documentation required by your institution, such as your accepted financial aid offer, and follow up with your college financial aid office if you have additional questions.

startwith  
fafsa.org

UCanGo2.org

## RESOURCES

### UCanGo2.org

Visit [UCanGo2.org](https://UCanGo2.org) or [StartWithFAFSA.org](https://StartWithFAFSA.org) for helpful tools and information about planning and paying for education after high school. Contact us at [UCanGo2@ocap.org](mailto:UCanGo2@ocap.org) or 866.443.7420.

### FAFSA.gov

Complete and submit the FAFSA.

### StudentAid.gov

Create a Federal Student Aid ID (FSA ID) 3-5 days prior to starting your online FAFSA. Parent(s) of dependent students will also need an FSA ID to access and sign the FAFSA.

### ReadySetRepay.org

Learn about making smart borrowing decisions and strategies for successful student loan repayment.

### OKcollegestart.org

Find useful financial aid planning information and tools to calculate college costs, identify ways to make college more affordable and search for scholarships.

### OklahomaMoneyMatters.org


Find helpful tools and resources to empower you to make positive financial choices.

### Financial Aid Office

Contact your college financial aid office if you have questions or need to follow up after you've submitted the FAFSA.

# FAFSA FACTS

A college education is an investment in your future, and financial aid is available to help manage the cost. One of the most important steps you can take to find grants, scholarships and low-cost loans is completing the Free Application for Federal Student Aid (FAFSA). We have some handy tips that will help you complete the FAFSA and start down the road to success!

- ▶ Complete the FAFSA as soon as it's available every year to meet college and state deadlines.
- ▶ Never pay to complete the FAFSA — the first letter in FAFSA stands for FREE!
- ▶ Set up your Federal Student Aid ID (FSA ID) at [StudentAid.gov](https://studentaid.gov) at least 3-5 days before you complete the FAFSA. Use the [Who Needs a Federal Student Aid ID? flyer](#) and [FSA ID worksheet](#) to keep track of your information. Find them at [UCanGo2.org/publications](https://ucango2.org/publications).
- ▶ Visit [FAFSA.gov](https://fafsa.gov) to complete the application online when it becomes available and receive step-by-step instructions.
- ▶ Hit the “Save” button often. Always use the “Next” and “Previous” buttons on the site. Never use the “Back” button on your browser or you may lose your information.
- ▶ If you have a question while completing the FAFSA online, you can check out “Tool Tips” for detailed information on each item. Look for this icon: 
- ▶ All contributors who provide information on the FAFSA must consent to have their Federal Tax Information (FTI) transferred to the FAFSA through the IRS, even if they have not filed taxes.
- ▶ Dependent students will have their parents enter their income and asset information when completing the FAFSA. If you have a special situation, you should contact your campus financial aid office.
- ▶ You should receive a copy of the FAFSA Submission Summary after submitting your FAFSA. Remember to review the summary for accuracy.
- ▶ Even if you think you won't qualify for aid, fill out the FAFSA anyway! Income is only one of the factors considered and nearly everyone qualifies for some type of financial aid.
- ▶ Because [StudentAid.gov](https://studentaid.gov) is a secure site, your information is encrypted for privacy.

The Free Application for Federal Student Aid (FAFSA) must be completed every year you need financial aid for college. The FAFSA should be completed as soon as it becomes available for the upcoming academic year. Don't wait! Although you may qualify for several types of aid, if you wait too long, some funds may be exhausted.

