

Filling out the FAFSA



JCB Student Services

What is the FAFSA?

It stands for Free Application for Federal Student Aid. We highly recommend you fill it out!

The FAFSA covers any federal aid you might qualify for. New York State also awards aid (TAP) and that application will be linked at the end of the FAFSA if you select a NYS college/university.





Checklist

- ☐ Request an FSA ID for the student and parent
- ☐ Collect Information
- ☐ Complete FAFSA online after October 1st
- ☐ Complete TAP online after FAFSA
- ☐ Complete other forms if needed (Excelsior, CSS Profile)
- ☐ Watch for Student Aid Report (SAR) & keep in touch with the financial aid offices at the schools you are applying to



Step 1: FSA ID

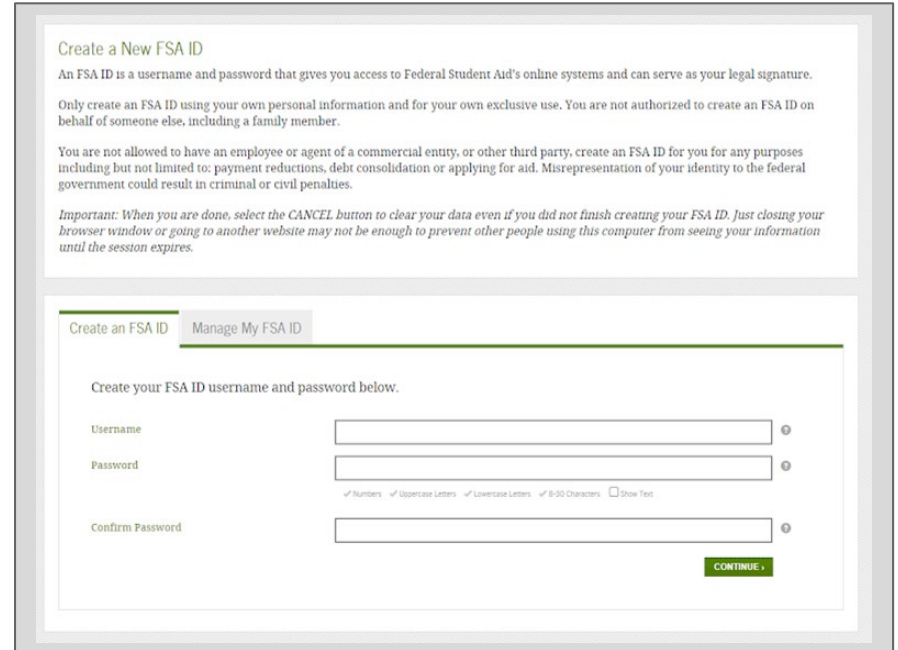
● Why do I need an FSA ID?

- It's your legal signature on the FAFSA

Who needs an FSA ID?

- Student
- 1 Parent

Important Note: an email address and cell phone number cannot be used with more than 1 FSA Id



The screenshot shows the 'Create a New FSA ID' page. At the top, it says 'Create a New FSA ID' and explains that an FSA ID is a username and password for Federal Student Aid's online systems. It includes instructions to create the ID using personal information and not to create it on behalf of someone else. A warning states that users cannot have an employee or agent of a commercial entity create an FSA ID for them. An important note at the bottom of the text section says: 'Important: When you are done, select the CANCEL button to clear your data even if you did not finish creating your FSA ID. Just closing your browser window or going to another website may not be enough to prevent other people using this computer from seeing your information until the session expires.'

Below the text is a form with two tabs: 'Create an FSA ID' (active) and 'Manage My FSA ID'. The form contains three input fields: 'Username', 'Password', and 'Confirm Password'. Each field has a small 'i' icon to its right. Below the 'Password' field, there are four checkmarks indicating password requirements: 'Numbers', 'Uppercase Letters', 'Lowercase Letters', and '8-30 Characters'. There is also a 'Show Text' checkbox. A green 'CONTINUE' button is located at the bottom right of the form.

How to get a FSA ID

providing and not subject to payment restrictions, their consideration in applying for aid. Manipulation of your identity in the online government could result in criminal or civil penalties.

Important: When you are done click the CANCEL button to clear your data, even if you did not finish creating your FSA ID. Just closing your browser window or going to another website may not be enough to prevent other people using this computer from seeing your information until the session expires.

Create an FSA ID

Manage My FSA ID

Please enter your:

E-mail	<input type="text" value="homerade@comcast.com"/>	ⓘ
Confirm E-mail	<input type="text" value="homerade@comcast.com"/>	ⓘ
Username	<input type="text" value="homerade"/>	ⓘ
Password	<input type="password" value="*****"/>	ⓘ ⚙️ Random Letters ⚙️ Lowercase Letters ⚙️ Special Characters ⚙️ No Punctuation ⚙️ No Numbers
Confirm Password	<input type="password" value="*****"/>	ⓘ

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This system is not intended for any access by an employee or agent of a commercial entity, or other third party, who is not the individual authorized user. The purpose of commercial advantage or private financial gain (regardless of whether that commercial entity or third party is providing a service to an authorized user of the system) and any access to furtherance of any criminal or business act in violation of the Government or laws of the United States or of any State. Unauthorized access violates Title 18 U.S.C. 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000.

Click the question mark next to each field to get more information.

Step 2: Collect Information

BEFORE STARTING THE FAFSA

MAKE SURE YOU HAVE THESE IN HAND

FSA IDS

**FEDERAL
INCOME
STATEMENTS**

**BANK &
BROKERAGE
STATEMENTS**

SSN

W-2s

All Income/Bank/Brokerage statements and W-2's must be from 2019!

You will need your Social Security Number (SSN) as well as your parents.

If you have a Driver's License, you will need that as well.

You must use the name on your birth certificate.

Step 3: Complete the FAFSA

There are 8 sections to complete, it will save as you go as long as you create a save key!

The screenshot shows the 'Dependent Student' section of the FAFSA application. At the top, a dark blue header reads 'Dependent Student'. Below it is a progress bar with eight steps: 'Student Demographics', 'School Selection', 'Dependency Status', 'Parent Demographics', 'Parent Financials', 'Student Financials', 'Sign & Submit', and 'Confirmation'. The first two steps are marked with green checkmarks, and the third step, 'Dependency Status', is currently active and highlighted with a blue pencil icon. Below the progress bar, a dark blue box labeled 'STUDENT INFORMATION' contains the following text: 'Based on your answers to the dependency status questions, you are considered a dependent student. This means you must provide [parental](#) information. Select "I will provide information about my parent(s)" and click Next to continue filling out your FAFSA.' Below this, another paragraph states: 'If you have a special circumstance and are unable to provide parental information, under very limited circumstances, you may be able to submit your FAFSA without parental information. Select "I am unable to provide information about my parent(s)" and click Next to get additional information.' There are two radio button options: the first is selected and reads 'I will provide information about my parent(s)', and the second is unselected and reads 'I am unable to provide information about my parent(s)'. At the bottom right of the form area, there is a blue circular icon with a white question mark. Below the form area are two buttons: 'PREVIOUS' with a left arrow and 'NEXT' with a right arrow. At the very bottom of the page, there is a footer with the text 'Site Last Updated: Sunday, September 29, 2019' on the left, 'Download [Adobe Reader](#)' on the right, and '©2010 fafsa.gov. All rights reserved.' in the center.

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Ever unsure what a question is asking? Click on the blue question mark icon for further explanation!

Search for High School

Student
Demographics

School Selection

Dependency Status

Parent
Demographics

Financial
Information

Sign & Submit

Confirmation

STUDENT INFORMATION

✓ Application was successfully saved.

✓ The high school you selected was added to your application. Click **Next** to continue.

i Because the FAFSA belongs to the student, "you" and "your" always (unless otherwise noted) refer to the student.

i Enter the name, city, and state of your high school, then click **Search**. ?

What is the name of your high school?

[YOUR HIGH SCHOOL]

In what city is your high school located?

[YOUR HIGH SCHOOL CITY]

In what state is your high school located?

[YOUR HIGH SCHOOL STATE]

SEARCH

← PREVIOUS

NEXT →

You are the one going to college, so this is your financial aid application! Not your parent or guardian.

JCB High School will not register. You need to enter John. C Birdlebough High School in Phoenix, NY.

College Search Results

Student
Demographics



School Selection



Dependency
Status

Parent
Demographics

Parent
Financials

Student
Financials

Sign & Submit

Confirmation

STUDENT INFORMATION



You can add up to 10 colleges to your FAFSA.

All of the information you include on your FAFSA, with the exception of the list of colleges, will be sent to each of the colleges you list. In addition, all of your FAFSA information, including the list of colleges, will be sent to your state grant agency.



To select schools from the Search Results, click the checkbox to the left of each school you'd like to add to your FAFSA, then click **Next** or **Add More Schools** to continue.

Search Results: 1 to 1 of 1. You have **1 school** selected.

Sort By:

Best Match



School Name: [Pasadena City College](#)

City: Pasadena State: CA Federal School Code: 001261

1

[VIEW COLLEGE INFO](#)

[ADD MORE SCHOOLS](#)

NEXT

You will be asked about ordering your schools. For New York State, the order in which you enter them does not matter.

You can list up to 10 schools. If you are applying to more than 10, you can go back and add more later.

Parent Tax Filing Status

Student Demographics ✓ School Selection ✓ Dependency Status ✓ Parent Demographics ✓ Financial Information Sign & Submit Confirmation

PARENT INFORMATION

✓ Application was successfully saved.

Attention! You must provide financial information from your parents' 2017 tax return on the following pages.

For 2017, have your parents completed their IRS income tax return or another tax return?

Already completed

A

For 2017, what is your parents' tax filing status according to their tax return?

Married-Filed Joint Return

B

Did your parents file a Puerto Rican or foreign tax return for 2017?

☐ Yes ☒ No

C

IRS Data Retrieval Tool

Applying is faster and easier if your parents transfer their tax return information into this FAFSA with the IRS Data Retrieval Tool (IRS DRT)!

LINK TO IRS

D

PREVIOUS

NEXT

If you are eligible to use the IRS Data Retrieval Tool, use it!

Student Leaving FAFSA

If you utilize the IRS DRT, you will be redirected to the IRS website. Your FAFSA will save, and it will return once you have finished with the IRS.

Student Demographics

School Selection

Dependency Status


Parent Demographics

Financial Information

Sign & Submit

Confirmation

STUDENT INFORMATION



Leaving *FAFSA on the Web*

You are now leaving *FAFSA on the Web* and will be transferred to the IRS Web site. Your FAFSA information will be saved.

Your saved FAFSA will automatically open either when you transfer your information from the IRS or choose to return to *FAFSA on the Web* from the IRS Web site. If you do not transfer your information or choose not to return to *FAFSA on the Web* from the IRS Web site, you will have to log in to open your saved FAFSA.

For your protection, your tax return information will not display on the IRS Web site or on the FAFSA.

SKIP IRS DRT

PROCEED TO IRS SITE

Parent IRS Info

Student
Demographics

School Selection

Dependency Status

Parent
Demographics

Financial
Information

Sign & Submit

Confirmation

PARENT INFORMATION

✓ Application was successfully saved.

What type of income tax return did your parents file for 2017?

Select

A

What was your parents' adjusted gross income for 2017?

\$

B

.00

INCOME ESTIMATOR

← PREVIOUS

NEXT →

If you are not using the IRS DRT, you will be directed to start filling out information on your parents financial information. This is where you will need papers such as W-2's and tax returns.

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Parent Income from Work

Student
Demographics

School Selection

Dependency Status

Parent
Demographics

Financial
Information

Sign & Submit

Confirmation

This part can be confusing! The FAFSA will tell you where to find the information they are asking for.

PARENT INFORMATION

How much did your Parent 1 (father/mother/stepparent) earn from working (wages, salaries, tips, etc.) in 2017? This amount is your Parent 1 (father's/mother's/stepparent's) portion of IRS Form 1040-lines 7+12+18 and Box 14 [Code A] of IRS Schedule K-1 (Form 1065).

\$

.00

How much did your Parent 2 (father/mother/stepparent) earn from working (wages, salaries, tips, etc.) in 2017? This amount is your Parent 2 (father's/mother's/stepparent's) portion of IRS Form 1040-lines 7+12+18 and Box 14 [Code A] of IRS Schedule K-1 (Form 1065).

\$

.00

← PREVIOUS

NEXT →

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Preparer Info

Student
Demographics



School Selection



Dependency Status



Parent
Demographics



Financial
Information



Sign & Submit



Confirmation



Are you a [preparer](#)? (This is rare.)



Yes



No



PREVIOUS

NEXT



A preparer is
someone who
charges a fee to
submit the
FAFSA...so
chances are you
will select no!

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Signature Options

Student
Demographics

School Selection

Dependency Status

Parent
Demographics

Financial
Information

Sign & Submit

Confirmation




Student Signature for

Social Security Number: XXX-XX-XXXX

Last Name: [Your Last Name]

Date of Birth: MM/DD/YYYY

SIGN THIS FAFSA 

 SIGNATURE STATUS



NEXT 

The FSA ID that
you created will
allow you to
electronically
sign the FAFSA

Which Parent Signs?

Progress bar showing steps: Student Demographics, School Selection, Dependency Status, Parent Demographics, Parent Financials, Student Financials, Sign & Submit, Confirmation.

Are you signing as the student's Parent 1 or Parent 2?

Parent 1	Parent 2
Social Security Number: XXX-XX-4848 Last Name: last Date of Birth: 06/06/1980	Social Security Number: XXX-XX-4949 Last Name: last Date of Birth: 06/06/1980
 SIGN AS PARENT 1	 SIGN AS PARENT 2

PREVIOUS


Your parent's FSA ID will also allow them to sign.



Congratulations! You finished the FAFSA! Now for the state aid, which you can access from the confirmation page.



2020-2021 Confirmation Page



Congratulations, first!

Your FAFSA was successfully submitted to Federal Student Aid.


Confirmation Number: F 14500020309 08/01/2019 13:00:17


Data Release Number (DRL): 4440

What Happens Next


- You will receive an e-mail version of this page.
- In 3-5 business days, you will receive an e-mail notifying you that your FAFSA was processed.
- Your FAFSA information will be made available to your school(s), and they will use it to determine the aid you may be eligible to receive.
- Your school(s) will contact you if they need more information or when they are ready to discuss your financial aid award.
- If you have questions about your financial aid package, contact your school(s).

An abbreviated version of your confirmation page has been sent to you at the e-mail address:
test@gmail.com

[PRINT THIS PAGE](#) 

Start your state application to apply for Iowa state-based financial aid. 

Does your brother or sister need to complete a FAFSA?

If so, you can transfer your parents' information into a new FAFSA for your brother or sister to save time. Your parents will have to provide a signature again, but that's all. 

FAQ/Resources

● Can I Receive federal student aid if I am homeless or at risk of being homeless?

- Yes - when asked whether you are homeless or at risk of becoming homeless and “unaccompanied” (meaning not with your parents), answer yes and continue with the application

[FAFSA Parent Info](#) : This link has answers to the following questions

- Who is my parent according to the FAFSA?
- What if my parents are divorced or separated?
- What if I have a stepparent?
- What if I live with someone other than my parents?
- What if I’m unable to provide parent information due to special circumstances?
- What if my parents are unwilling to provide their information?
- What if my parents aren’t citizens?

FAQ/Resources

- I filled out my FAFSA! When can I expect to receive information about my financial aid?
 - You have to apply and be accepted by the college first. Once you are accepted, the college will put your financial aid award letter together
 - The timing will vary on how long it will take for them to get you your letter, reach out to the financial aid offices at the colleges you applied to!

Questions?

- Your most valuable resource for financial aid help is to speak with the financial aid office at the college(s) you are applying to!

Mrs. Griswold & Mrs. Ransiear are here to help as well!