HOW TO
CREATE A FSA ID

The FSA ID – a username and password – has replaced the Federal Student Aid PIN and must be used to log in to certain U.S. Department of Education websites. Your FSA ID confirms your identity when you access your financial aid information and electronically sign Federal Student Aid documents. If you do not already have an FSA ID, create one by logging in to **https://studentaid.gov/fsa-id/sign-in/landing**.

STEP 1
When logging in to the website listed above, click on "Create an Account." Then click on "Get Started."
Important: *Both the Student and Parent(s) need to have an FSA ID. Each parent in the household must also have their own FSA ID. Only the owner of the FSA ID should create and use the account. Never share your FSA ID.*

STEP 2
Enter your personal information and create a username and password.
Important: *The Student and Parent(s) cannot use the same mobile number and e-mail address. Each parent must also have their own mobile number and email address.*

STEP 3
Enter your contact information, communication preferences, and challenge questions and answers.

STEP 4
Review your information and read and accept the terms and conditions.

STEP 5
Confirm your mobile number and e-mail address using the secure codes, which will be sent to the mobile number (via text message) and e-mail address you entered when you created your FSA ID. **Save your back-up code.**

STEP 6
For students who previously had a FAFSA PIN, you can link your PIN to your new FSA ID which will allow you to use your FSA ID immediately. On the FSA ID website, select "edit my FSA ID" and click on "link your PIN". Enter the necessary information and click on "verify."

If you linked a previous PIN to your new FSA ID, you can use your FSA ID to sign a FAFSA right away. If you did not have a previous PIN, your FSA ID will be available to use once the Social Security Administration verifies your information in one to three days. For help, visit **https://studentaid.gov/fsa-id/sign-in/landing**.

HAVING TROUBLE USING YOUR FSA ID?
In the event that a user has locked their FSA ID, they can go to **https://studentaid.gov/fsa-id/sign-in/landing** and click on the tab "Forgot My Password".

The user should log into the site with either their username or their verified e-mail address and password, and click the "Login" button. Once logged in, the user will be taken to a page that states: "Your FSA ID is locked. To unlock it, use one of the following options".

Users are then directed to verify their identity by selecting one of the options listed. Once the user's identity is verified, their account will be unlocked.

Students and parents who require additional assistance with their FSA ID should contact FSAIC at 1-800-4-FED-AID (1-800-433-3243). Web chat is also available from the FAFSA.gov "Help" page under "Contact Us"