How to Create a Federal Student Aid Account (FSA ID)
for those without a Social Security number

When you set up your Student Aid account, you'll create your FSA ID, a username and password that gives you access to Federal Student Aid's online systems and serves as your legal signature. You can only have one FSA ID. The same FSA ID will be used whether you are a parent completing a FAFSA for your first child, a parent completing a FAFSA for a subsequent child, or student completing a FAFSA for yourself.

Only create an FSA ID using your own information and for your own use. The same FSA ID is used to access and complete the FAFSA, sign federal loan documents, and access student loan information. You'll need your FSA ID for years to come, so use this form to keep track of information associated with it, and store this form in a secure location.

Instructions

1. Go to **StudentAid.gov** and **click on "Create Account"**.

2. **Enter personal information**.
   - Legal name and date of birth.
   - Click the box to indicate that you don't have a Social Security Number.
   - Create username and password.
   - Provide email address, mailing address, mobile phone number.

3. **Answer the challenge questions**. Select answers that are easy to remember and won't change over time.

4. **Enter a validation code** to confirm your mobile phone number and email address. You can also set up the Authenticator app on your mobile phone.

5. Save your information in the space provided on the back side of this worksheet.

6. **Answer knowledge-based verification questions, if provided**.

   - If answered correctly, use your FSA ID to complete the FAFSA.

   - If not provided or if answered incorrectly, you will be prompted to do the following.

     ► Contact FSAIC at 800-433-3243.* The representative will initiate the identity verification process.

     ► Complete the Attestation Form available at StudentAid.gov.

     ► Expect an email with a case number and documents needed to verify your identity. You will have two options:

       ◦ A valid driver's license, state or city ID, or foreign passport

       ◦ Utility bill plus one of the following: municipal ID, community ID, or consular ID

     ► Submit the acceptable documentation and signed attestation form to **IDVerification@ed.gov**.

   - Expect an email from FSA stating your identity has been verified, then you can use your FSA ID to complete the FAFSA.

*This process can also be initiated by email or live chat. To use one of these options go to: **https://studentaid.gov/help-center/contact**. Write that you are trying to create an FSA ID and need to verify your identify.*

Your FSA ID Information

Email Address: _____

Username: _____

Password: _____

Mobile Phone Number: _____

Answers to Challenge Questions (answers are case sensitive)

Challenge Question/Answer 1: _____

Challenge Question/Answer 2: _____

Challenge Question/Answer 3: _____

Challenge Question/Answer 4: _____

Your Back Up Code

When you set up the required two-step verification, you will be assigned a backup code. Your backup code lets you access your account if you can't use any other two-step verification method. A backup code can only be used once.

To generate a new backup code:

1. Log into your account at **StudentAid.gov**.

2. Click on **Settings > Two Factor Verification > Generate a New Back Up Code**.

3. Write your backup code here:

   _____

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