

# FILE THE 2022-2023 FAFSA

## DEADLINE TO FILE: FEBRUARY 1, 2022

### Filing the FAFSA

The Free Application for Federal Student Aid (FAFSA) serves as the application for the federal Pell Grant, Tennessee Education Lottery Scholarships (TELS) and Tennessee Student Assistance Award (TSAA). You will be required to file the FAFSA every year to not only remain eligible for TN Promise, but to qualify for federal or state financial aid. In addition to being a TN Promise requirement, filing the FAFSA by **February 1, 2022** increases the probability that eligible students will receive more aid. You will receive email reminders of the FAFSA filing deadline.

Your high school and local colleges may host events from October-January to assist you and your parent with the filing process. We encourage you to attend an in-person or virtual FAFSA filing event, if possible, to ensure the accuracy and completion of your FAFSA.

1. On or after October 1, 2021, visit [www.fafsa.gov](http://www.fafsa.gov). This is the official FAFSA website. **DO NOT complete the application at www.fafsa.com or any other website that asks you for a fee. FAFSA filing is free.**
2. Make sure you select the **2022-2023 FAFSA** application. If you file the wrong year's FAFSA and do not file the 2022-2023 FAFSA by February 1, 2022, you will no longer be eligible for TN Promise.
3. You will need to create an **FSA ID**. Please see page 6 for detailed instructions on creating the FSA ID.
4. It is important to enter the correct Social Security number. If entered incorrectly, this will lead to future complications with receiving your aid. Triple check that this is correct, as it can cause major issues down the road.
5. Please make sure you select the TN Promise eligible institution you plan to attend as the **first choice school!** If you change your mind, you must log back into your FAFSA and change it so the post-secondary institution can retrieve your information. You must also change your institution on the TSAC Student Portal. See pages 19-20 of this handbook for instructions.
6. You will utilize **2020 tax information** to complete the 2022-2023 FAFSA. If you and your parent have filed and completed your 2020 taxes, you can select **Already Completed** and answer the financial questions based on 2020 taxes. If you or your parent have not completed 2020 taxes at the time of FAFSA completion, you must select **I will file my taxes**, file the 2022-2023 FAFSA based on estimations and later update your FAFSA with the filed tax information. If you or your parent were unemployed or disabled in 2020, you will select **Not Going To File** and continue with the FAFSA.
7. Even if you are 18 years old, you will need your parent information to complete the FAFSA unless you are married, have children who receive more than half of their support from you, were in foster care, are a ward of the court, are emancipated from your parents, are homeless, are in a legal guardianship and/or have parents who are deceased. If you report one or more of these situations as true, you may be required to provide court documentation.
8. If you feel lost, click the question mark outside the answer box for any question. Information will appear indicating where to find the appropriate answer or a tip on how to continue.
9. At the end, you and your parent will sign your FAFSA electronically using the FSA IDs you created. You can create your FSA ID the same day you file. Make sure you click **Submit** to successfully file your FAFSA. If you click save, your FAFSA will not be submitted. You will receive a confirmation email after successfully submitting your FAFSA – **keep this email for your records!**

If you lose your FSA ID and password or have trouble accessing your FAFSA, contact the FAFSA helpline at **1-800-4FEDAID (1-800-433-3243)**.

### QUICK TIP

Do not wait until the last minute to complete the 2022-2023 FAFSA as you may hit a roadblock and need assistance/additional time. Do not allow procrastination to result in the loss of your TN Promise eligibility!