

# FILE THE 2021-2022 FAFSA

## DEADLINE TO FILE: FEBRUARY 1, 2021

### FSA ID

In order to file a FAFSA, you will be required to create an FSA ID. The FSA ID gives you access to Federal Student Aid's online systems and serves as your legal signature for your FAFSA. You, as a student, will need to use your personal information to create the FSA ID. Your parent(s)/guardian(s) will be required to create their own FSA ID to sign your FAFSA as well. Your parent(s)/guardian(s) must use their personal information to create an FSA ID. This means that students and parent(s)/guardian(s) will have their own unique FSA IDs and cannot use the same email address.

You can create your FSA ID any time before you file the FAFSA. You and your parent(s)/guardian(s) are encouraged to create your FSA IDs as soon as possible to avoid delays with the completion of your FAFSA.

**Please remember that creating your FSA ID is NOT the same as filing your FAFSA. If you create an FSA ID but do not file the 2021-2022 FAFSA by February 1, 2021, you will no longer be eligible for TN Promise.**

### Creating Your FSA ID

Visit [fsaid.ed.gov](https://fsaid.ed.gov) and follow these steps to create your FSA ID. If you have questions during the process, click on the grey question marks next to each field for additional information.

- Under the **Create an FSA ID** tab, enter your email address, then enter your email address again to confirm.
  - Create a username and password. (The password must include at least three of these four criteria: numbers, uppercase letters, lowercase letters and/or special characters.)
  - Re-enter your password to confirm.
- Enter your first name, middle initial and last name.
- Enter your date of birth in the mm/dd/yyyy format (e.g., 01/05/2000).
- Enter your full Social Security number. **Make sure this is your CORRECT Social Security number!**
- Click **Continue**.
- Enter your home address, phone number and language preference (English or Spanish).
- If you have a mobile number, we recommend you select **Yes, I would like to register my mobile number for account recovery**.
- Click **Continue**.
- You will be required to answer four challenge questions. If you forget your FSA ID password, answering challenge questions is one way to reset it.
- For Questions 1 and 2, select a question from the list and type your answer. You will create your own question for Questions 3 and 4. Choose questions and answers that are easy for you to remember but difficult for others to guess.
  - The answers you create must have at least three characters. They are not case sensitive.
- Question 5 is optional. Your answer must be eight digits if you choose to answer.
- Click **Continue**.
- Review the information you provided, and read the terms and conditions.
- Click the box under the terms and conditions that says, **I certify that the above information is correct & accept the terms and conditions**.
- On the next screen, you will verify your mobile phone number if you selected "Yes, I would like to register my mobile number for account recovery" earlier in the application.
  - A text message containing a secure code will be sent to your mobile number. Once received, enter it in the secure code box and click **Submit**.
- On the next screen, you will verify your email address.
  - An email containing a secure code will be sent to the email address you provided at the beginning of the FSA ID application. Enter the secure code and click **Submit**.
- Finished!** You have created your FSA ID.
  - Remember, you will use this information to submit your FAFSA each year, as well as access a submitted FAFSA to make changes.

If you have trouble creating your FSA ID, please contact the FSA ID helpline at **1-800-557-7394**. You can also webchat with an FSA ID representative: visit [www.fafsa.gov](https://www.fafsa.gov), click **Help**, click **Contact Us**, click **Live Help**.

**MY FSA ID:** \_\_\_\_\_