FAFSA CHECKLIST

What Is Needed to Complete the FREE Application for Federal Student Aid?

- ☐ At least three days before starting the FAFSA, the student must apply for a Federal Student Aid ID (FSA ID) at **fsaid.ed.gov**. You will need this to log into federal websites and sign the FAFSA electronically.
- ☐ At least three days before starting the FAFSA, one parent must apply for their own Federal Student Aid ID (FSA ID) at **fsaid.ed.gov**. A parent must also sign the FAFSA electronically before submission.
- ☐ Prepare a list of schools the student is interested in attending. You can list ten schools on the FAFSA!
- ☐ Gather the following information:
    - ☐ Student's Social Security Number (or Alien Registration Number if not a U.S. Citizen)
    - ☐ Parents' Social Security Numbers (or Alien Registration Numbers if not U.S. Citizens)
    - ☐ Student's driver's license number (if you have a driver's license)
    - ☐ Student's **and** Parents' 2018 tax records
    - ☐ Records of untaxed income for students **and** parents. This may include: child support received, interest income, tax-deferred or untaxed pensions, and veteran noneducation benefits.
    - ☐ Records of all current assets for students **and** parents. This may include: balances in savings and checking accounts, as well as investments such as stocks, bonds, or real estate.
- ☐ Use the myStudentAid app or go to **fafsa.ed.gov** and complete your FAFSA!

Which Parent's Information Needs Provided on the FAFSA?

- If parents are living together and married or not married: Both
- If parent is widowed or never married: That parent
- If parents are divorced/separated and don't live together: The parent you lived with more during the past 12 months. If you lived the same amount of time with both, who provided more financial support? If the parent reported has remarried, you must include your stepparent's information.
- If you have a court-appointed legal guardian (not your biological parent), you will need to submit court documentation to financial aid confirming your legal guardianship status after you submit the FAFSA.
- If you are in a situation where someone has been given custody of you via a court system (not your biological parent), do the following:
    - o Answer "No" to the question on the FAFSA about Legal Guardianship
    - o Submit your FAFSA without parental information
    - o Contact the Financial Aid Office regarding a dependency appeal
    - o You must submit court documentation showing the custody situation with the appeal

What Happens After You Submit the FAFSA Online?

- An email confirmation and Student Aid Report (SAR) will be sent to the email address listed on the FAFSA.
- **Review the SAR carefully!** If there are potential errors, the SAR will list steps you should take to correct them.
- Monitor your student emails for the institutions to which you are admitted. If additional documentation is needed for your financial aid, they may contact you via email or letter.
- Once your financial aid award offer is available, you will receive notification from the institution(s). West Virginia University begins sending financial aid offer letters in early December. Many institutions do not begin sending notifications until February or March.

Visit **financialaid.wvu.edu/options** for additional ways to help fund educational expenses.