

2023-2024 FAFSA Completion Steps

- 1.) [Create FSA IDs](#) for the student and at least one parent (parents might already have an FSA ID from their own college education or from completing the FAFSA for an older child. You will need the student's & parent's social security numbers and birthdates to do this. **Use a personal email that you check often.** Create your FSA ID at: [https:// studentaid.gov/fsa-id/create-account/launch](https://studentaid.gov/fsa-id/create-account/launch)
- 2.) Write down FSA ID login information on the back of this form and keep it somewhere safe—you will need it every year that you are in college and every year that you need to access student loan information
- 3.) Gather your required documents & information:
 - FSA IDs for student & parent
 - Student's social security number, driver license number, and/or alien registration number
 - Student's **2021** Income Tax Returns, W-2s, and other records of money
 - Parent's **2021** Income Tax Returns, W-2s, and other records of money
 - Bank statements and records of investments (if applicable)
 - Records of untaxed income
- 4.) **Starting on October 1st**, you are ready to start your FAFSA at fafsa.gov
 - Click "Start Here"
 - Select your role (student, parent, etc) and login with your FSA ID
 - Select the application year **2023-2024**—this is the year you will be in college, so that is the year you should choose
 - Answer every question on the form fully and truthfully—do not skip any sections/questions and do not guess/estimate answers
 - For section 2 "School Selection", on the Add Your High School page, enter this exact information for your school, click search, and then select the matching school option:

School City/State	School Name (according to FAFSA)
Keller, TX	Keller H S
Keller, TX	Fossil Ridge H S
Keller, TX	Central H S
Fort Worth, TX	Timber Creek H S
Keller, TX	Keller Learning Center

- 5.) If you need help answering any of the questions while working on the form at home, try these resources:
 - [FAFSA YouTube Channel Tutorials](#)— go to <https://bit.ly/3JpglmK>
 - Step-by-Step Guide to Completing the FAFSA Questions—go to <https://www.nitrocollege.com/fafsa-guide>
 - FAFSA Live Help Phone Number **1-800-433-3243**—for problems with website access or technical issues, you will have to call for help from FAFSA directly

What happens after FAFSA Submission?

Immediately After Submission:

- If you were able to sign & submit online, your application will be **processed in 3-5 days**. The email address connected to the student's FSA ID should receive notification of this. If you mailed in signature pages, your processing time is up to two weeks from mailing.
- If you receive emails or notifications to submit verification documents or physical signature pages, do this ASAP. The FAFSA will not process without this step if it is required for your student.
- After processing, the Student Aid Report (SAR) will be visible on the application page of FAFSA.gov and will have been sent to the requested colleges. You may also add schools on this page.
- To be eligible for Texas-based grants, born-male students who are 18 must be registered with Selective Service. 17 year-olds should register within the 30 days following their 18th birthday. Check your registration status and register at <https://www.sss.gov/>

Later in the Spring Semester:

- The college will process your FAFSA in the spring semester if you have been admitted and completed any other financial aid paperwork required by the college itself. **Contact your college financial aid office after applying for admission** to confirm any additional requirements.
- Starting in **late February through late April**, the college will send a letter, email, or college account notification when your financial aid package is ready. **Check your college email regularly – once admitted they will not contact your personal email address any longer.**
- Accept or decline the financial aid offers the college has provided by the deadline given. Contact the financial aid office with any questions or inquiries about additional funding options.

Don't Worry – This is Normal:

- You will not receive a financial aid offer directly from FAFSA.
- There is a long wait between when you apply and when the college sends your financial aid offer. **Most students do not receive their offers until March or April.**
- Not all colleges process FAFSAs automatically. Make sure your student has applied for admission and contacted the college Financial Aid office for additional requirements to ensure their FAFSA is processed in a timely manner this spring.
- You will not see anything listed in the "My Aid" section of the FAFSA website until after the first semester of college has begun and federal funds have been dispersed.

Student FSA ID

Username: _____

Password: _____

Parent FSA ID

Username: _____

Password: _____

Keep this information and remember to complete the FAFSA renewal application every October 1st to secure your college funding for the next school year! Your college will also remind you when it's time to renew.