



## What you need to complete the 2019/20 FAFSA\*

\*if you cannot provide any of the items needed please speak with a LOSFA representative for further instruction.

### 1. Your FSA ID\*

An FSA ID is a username and password that you can use to log in to certain U.S. Department of Education (ED) websites. Each student, and one parent of each dependent student, will need an FSA ID to complete the FAFSA process on [fafsa.gov](https://fafsa.gov). We recommend creating your FSA ID early—even before you're ready to complete the FAFSA form—to avoid delays in the process.

**IMPORTANT: Do NOT create an FSA ID on behalf of someone else. That means parents should not create FSA IDs for their children and vice versa. Doing so may result in issues signing and submitting the FAFSA form and could lead to financial aid delays. (Also, it's against the rules to create an FSA ID for someone else.)**

### 2. Your Social Security number\*

You can find the number on your Social Security card. If you don't have access to it, and don't know where it is, ask your parent or legal guardian or [get a new or replacement Social Security card](#) from the Social Security Administration. If you are not a U.S. citizen, but meet Federal Student Aid's [basic eligibility requirements](#), you'll also need your Alien Registration number.

### 3. Your driver's license number

If you don't have a driver's license, then don't worry about this step.

### 4. Your 2017 tax records\*

In case you didn't hear about the [changes we made to the FAFSA process](#), beginning with the 2017–18 FAFSA form, we now require you to report income information from an earlier tax year.

- On the 2019–20 FAFSA form, you (and your parents, as appropriate) will report your 2017 income information, rather than your 2018 income information.
- Since you'll probably already have filed your 2017 taxes by the time the FAFSA form launches, you'll be able to import your tax information into the FAFSA form right away using the IRS Data Retrieval Tool (DRT). (No more logging back in to update after filing taxes!)



- Not everyone is eligible to use the IRS DRT; and the IRS DRT does not input all the financial information required on the FAFSA form. Therefore, you should have your 2017 tax return and 2017 IRS W-2 available for reference.

You cannot use your 2018 tax information. We understand that for some families, 2017 income doesn't accurately reflect your current financial situation. If you have experienced a reduction in income since the 2017 tax year, you should complete the FAFSA form with the info it asks for (2017), and then contact each of the schools to which you're applying to explain and document the change in income. They have the ability to assess your situation and make adjustments to your FAFSA form if warranted.

You cannot update your 2019–20 FAFSA form with your 2018 tax information after filing 2018 taxes. 2017 information is what's required. No updates necessary; no updates allowed.

<b>Parent(s) Tax Information</b> Enter the values from the lines listed only for the tax form you have	1040	1040A	1040EZ
Filing Status			
Adjusted Gross Income	Line 37 _____	Line 21 _____	Line 4 _____
Income Tax Amount	Line 56 minus Line 46 _____	Line 28 minus Line 36 _____	Line 10 _____
Exemptions	Line 6d _____	Line 6d _____	On the 1040EZ, if a person didn't check either box on line 5, enter 01 if he or she is single or has never been married, or 02 if he or she is married. If a person checked either the "you" or "spouse" box on line 5, use 1040EZ worksheet line F to determine the number of exemptions (\$4,000 equals one exemption).



<b>Student(s) Tax Information</b> Enter the values from the lines listed only for the tax form you have	1040	1040A	1040EZ
Filing Status			
Adjusted Gross Income	Line 37 _____	Line 21 _____	Line 4 _____
Income Tax Amount	Line 56 minus Line 46 _____	Line 28 minus Line 36 _____	Line 10 _____
Exemptions	Line 6d _____	Line 6d _____	On the 1040EZ, if a person didn't check either box on line 5, enter 01 if he or she is single or has never been married, or 02 if he or she is married. If a person checked either the "you" or "spouse" box on line 5, use 1040EZ worksheet line F to determine the number of exemptions (\$4,000 equals one exemption).

### 5. Records of your untaxed income\*

The FAFSA questions about untaxed income may or may not apply to you; they include things like child support received, interest income, and veterans noneducation benefits. On the 2019–20 FAFSA form, you'll report 2017 tax or calendar year information when asked these questions. Find specific details for [parents](#) and [students](#).

### 6. Records of your assets (money)\*

This section includes savings and checking account balances, as well as the value of investments such as stocks and bonds and real estate (but not the home in which your family lives). You should report the current amounts as of the date you sign the FAFSA form, rather than reporting the 2017 tax year amounts.

**Note:** Misreporting the value of investments is a [common FAFSA mistake](#). Please carefully review what is and is not considered a [student investment](#) and [parent investment](#) to make sure you don't over- or under-report. You may be surprised by what can (and cannot) be excluded.

### 7. List of the school(s) you are interested in attending

**Be sure to add any college you're considering, even if you haven't applied or been accepted yet.**



- Even if there is only a slight chance you'll apply to a college, list the school on your FAFSA form. You can always remove schools later if you decide not to apply, but if you wait to add a school, you could miss out on first-come, first-served financial aid.
- The schools you list on your FAFSA form will automatically receive your FAFSA results electronically. They will use your FAFSA information to determine the types and amounts of financial aid you may receive.
- If you add a school to your FAFSA form and later decide not to apply for admission to that school, that's OK! The school likely won't offer you aid until you've been accepted anyway.
- You can list up to 10 schools at a time on your FAFSA form. [If you're applying to more than 10 schools, here's what you should do.](#)