

## FSA ID WORKSHEET

Bulletin 741, *Louisiana Handbook for School Administrators*, requires each graduating high school senior in a Louisiana public high school complete and submit either the *Free Application for Federal Student Aid (FAFSA)* or sign a waiver. The Free Application for Federal Student Aid (FAFSA) **must** be completed to receive TOPS or TOPS Tech.

1. The student and one parent will each need a FSA ID username & password.
2. Items needed to create your FSA ID: Social Security Number & Name (as printed on your SS Card), personal email address, cell phone number.
3. Create your student and Parent FSA ID Username & Password at [WWW.STUDENTAID.GOV](http://WWW.STUDENTAID.GOV)
  - a. Student and parent cannot use the same email address or cell phone number.
  - b. Students should not use their school email.
4. It is important to verify your email address and cell phone number.
5. Your FSA ID will be needed annually for FAFSA/TOPS/TOPS Tech renewal.
6. Store a photo of your completed worksheet on your phone for easy access.

<b>SENIOR: FSA ID Information</b>	
Student Username: 6 to 30 characters; combination of letters (upper & lowercase) & numbers	
Student Password: 8 to 30 characters; combination of letters (upper & lowercase), numbers, & special characters	
Save Key:	
Email Address: (not school email)	
Cell Phone Number:	
Challenge Questions/Answers:	
<ol style="list-style-type: none"> <li>1.</li> <li>2.</li> <li>3.</li> <li>4.</li> </ol>	
<input type="checkbox"/> I have verified my Cell Phone Number by entering the secure code that was sent to me in a text. <input type="checkbox"/> I have verified my Email Address by entering the secure code that was sent to me in an email.	
<b>PARENT: FSA ID Information</b>	
Parent Username: 6 to 30 characters; combination of letters (upper & lowercase) & numbers	
Parent Password: 8 to 30 characters; combination of letters (upper & lowercase), numbers, & special characters	
Save Key:	
Email Address: (not the same as student)	
Cell Phone Number:	
Challenge Questions/Answers:	
<ol style="list-style-type: none"> <li>1.</li> <li>2.</li> <li>3.</li> <li>4.</li> </ol>	
<input type="checkbox"/> I have verified my Cell Phone Number by entering the secure code that was sent to me in a text. <input type="checkbox"/> I have verified my Email Address by entering the secure code that was sent to me in an email.	