

How to  
Complete...

# The 2017-18 FAFSA

The FAFSA (Free Application for Federal Student Aid) will calculate an estimate or index of how much you and your family are expected to contribute to finance your education, and will be used by the university to calculate the amount of aid you are eligible to receive. Please complete this application by March 1 of each year. The Trine school code is 001839.

## Before you begin, you will need:

For students and parents of dependent students:

- Social Security number
- Driver's License (if any)
- W-2 forms and other records of money earned during the 2015 year
- Income Tax Returns for the 2015 year

## You may also need (if applicable):

- Records of child support paid and/or received
- Records of taxable earnings from Federal Work-Study or other need-based work programs
- Current stock, bond, and other investment records
- Records of student grant, scholarship and fellowship aid, including AmeriCorps awards, that was included in your (or your parents') AGI
- Current business and farm records

## There are 7 basic steps to complete the application:

1. [Account Creation and Login](#)
2. [Student Demographics](#)
3. [School Selection](#)
4. [Dependency Status](#)
5. [Parent Demographics](#)
6. [Parent and Student Financial Information](#)
7. [Sign and Submit](#)

## Reminder:

**FSA ID**

If you need an FSA ID go to <https://fsaid.ed.gov>. If you already have an FSA ID continue to next step.

To submit the FAFSA, you will need a FSA ID that serves as an identifier and electronic signature. Both you and your parent (if a dependent student) will need an FSA ID to use throughout the FAFSA process (please note: as of May 10, 2015 the FSA ID replaced the PIN). The Social Security Administration will verify your information and confirm your ID in order for you to access your Student Aid Report, make corrections to your FAFSA, renew your FAFSA from the previous year, and access the National Student Loan Data System.

**Start Here**

<https://fafsa.gov> First-time users click “Start a New FAFSA”. Returning users click “Login”.



### Step 1: Account Creation and Login

Next enter Student’s FSA ID or Student Information.

First time users will then select the school year on the Get Started page based on the academic year they will begin college (2017-2018). Returning users will select the appropriate school year on the tab at top of the My FAFSA page. Then they may choose the “Renewal” option.

**Create a Save Key and Review Introduction Page:** Once you have logged in using your FSA ID, you will be instructed to create a save key. The save key allows you to return to the FAFSA or make a correction later if you need to stop and save your work before submission. It also allows you to share access to your application or correction if your parent needs to add information or sign it.

**Complete**

Enter answers to required information.

**Step 2: Student Demographics** Information such as name, address, social security number, date of birth, telephone number, driver’s license number, email address, and marital status. The name you enter must match the name exactly on your Social Security card, and your date of birth must be formatted as MMDDYYYY with no dashes. Continue answering personal information and student eligibility questions 1-31.

**Step 3: School Selection** The next section of the FAFSA will allow you to enter which schools you would like to receive the application (up to 10), along with your plans for housing (on campus, off campus, or with parent). Trine's school code is 001839.

**Step 4: Dependency Status** The next set of 13 "yes" or "no" questions are to determine your dependency status. If determined dependent, you must include your parents' personal and financial information on the FAFSA whether they plan to help you finance your education or not. If determined independent, you must include your spouse's personal and financial information (if applicable).

**Step 5: Parent Demographics** This section asks questions about the custodial parent(s) whose information is required on the FAFSA. The student's parents must provide answers to the questions if the student is a dependent student (i.e., if they answered "No" to every question in Dependency section). The Expected Family Contribution (EFC) calculation uses information from this part of the FAFSA to determine what portion of the student's parents' income and assets should be available to contribute to the student's educational cost.

**Step 6a: Parent Financial Information** Here you will enter financial information from your parent's 2015 income tax return and/or 2015 W-2 forms. **Remember:** The Dept. of Education strongly recommends using the IRS Data Retrieval Tool to automatically import the tax information from the IRS directly into the FAFSA.

**Step 6b: Student Financial Information** Here you will enter your financial information from your 2015 income tax return and/or 2015 W-2 forms. **Remember:** The Dept. of Education strongly recommends using the IRS Data Retrieval Tool to automatically import the tax information from the IRS directly into the FAFSA.

**Sign**

Signatures from both you and your parent (if dependent).

**Step 7a: Sign** The FSA ID will be used as your signature on the FAFSA. Anyone who signs the FAFSA is certifying all the information on the form is correct and that they are willing to provide documents to prove it is correct. If you or your family paid a fee to someone to fill out your FAFSA, they will also need to provide their SSN and Employment Identification Number (EIN).

**Submit**

Click the submit button.

**Step 7b: Submit** Save, print or email the conformation page for your personal records. If any information changes after you submit the FAFSA, you may log back in using your personal information or FSA ID to make corrections. You should receive an e-mail from FAFSA within 5 business days after completion with a link to your student aid report (SAR). Please review this for accuracy. The schools you listed to receive your application will get a copy of the FAFSA within 3-5 business days of completion.