Welcome!
The Financial Aid Webinar will begin shortly.
Completing Your
2024-25 FAFSA
University of San Francisco
Office of Financial Aid

2024-2025 Applications Available Now!
Before We Begin

- Webinar will be recorded and will be made available on the Financial Aid website along with presentation slides.
- Use the Q&A function to ask any questions you have during the presentation.
- A question and answer document will be sent via email and made available on our website for any questions we cannot get to.
What We Will Cover

- What Is Needed to Complete Your FAFSA
- Federal Student Aid ID (FSA ID) Creation
- Contributor Information
- Reviewing the 2024-25 FAFSA
- Questions and Answers
Preparing To Complete the FAFSA

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What You Should Know

- The Department of Education (DOE) will monitor site performance and make the FAFSA unavailable to conduct maintenance and improve user experience.
- FAFSA completed during the “soft launch” period do not need to re-submit the application after the soft launch period ends.
- **Schools will not receive student FAFSA until mid-March.**
- **Students cannot make a correction to their application until mid-March when DOE processes the FAFSA.**
- Students will receive an email when their FAFSA Submission Summary is available to review.

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FSA has released a list of **known issues** that they are working on to resolve. If you’re experiencing technical difficulties, we recommend checking this page to see the status of all known issues.

- **Open Issue:** Parent with no SSN unable to start FAFSA form for student or contribute to an existing form
  - **Workaround:** There is currently no workaround for a parent without an SSN. A student may start the application, but the parent will be unable to contribute the parent information. The student and parent will be able to complete the 2024-25 FAFSA form online once the issue is resolved.
What You Will Need

- Verified Federal Student Aid ID (FSA ID)
- Parent or spouse contributor information
  - Name
  - Date of Birth
  - Social Security Number
  - Email Address
  - Income and Asset Information (If Required)

- Tax Returns (2022)
- Records of child support received
- Current balances of cash, savings, and checking accounts
- Net worth of investments, businesses, and farm

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Federal Student Aid ID (FSA ID)

**What is a Federal Student Aid ID (FSA ID)?**

An account username and password used to log in to all Federal Student Aid products and tools on StudentAid.gov.
Creating an FSA ID

2. Provide your name, date of birth, and Social Security number (if applicable).
3. Enter a unique username, your email address, a strong password, mailing address, phone number, communication preference, and complete challenge questions and answers.
4. Confirm and verify your information.
5. Agree to terms and conditions.
6. Allow 3 days for your FSA ID to be verified and ready to use.

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FSA ID Without An SSN

1. Create an account on StudentAid.gov and complete all steps, including answering 1-4 knowledge-based questions via TransUnion.
2. Upon completion of the account creation process, the individual will see confirmation page of the results of their identity verification. If they failed the TransUnion process, the individual will be informed that FSA was unable to verify their information and that they must contact FSA Center.
3. FSA will create a case number and sends them a verification email, which will include guidance on how to submit copies of unexpired acceptable documentation to verify their identity. (i.e. U.S. Driver’s License, state ID card, Foreign Passport)
4. Upon receipt of the email that FSA was unable to verify your identity, an individual is required to submit one or a combination of their acceptable documentation and sign attestation form.  
5. FSA will review the submitted documentation and signed attestation form to ensure it is acceptable and matches the account information. If match is successful, the Department will finalize the account creation. The individual will receive an email that the account is ready to use.
What if you forget your FSA ID?

To reset your password, you will need to have access to the verified email, or verified phone number used when creating your FSA ID.

How are you ensuring that you will have access to this information in the future?

- e.g. Password manager
  - FSA ID
  - Verified email

Helpful Tip

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Who is a Contributor?

Any individual required to provide consent and approval for federal tax information (FTI) along with their signature on the FAFSA® form, including the student and based on their dependency status the following individuals:

<table>
<thead>
<tr>
<th>Dependent Student</th>
<th>Independent Student</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biological or adoptive parent; or the parent's spouse (stepparent)</td>
<td>Student's spouse</td>
</tr>
</tbody>
</table>
The information required when inviting a contributor (student, independent student's spouse, or dependent student's parent) to complete the FAFSA includes the contributor's:

- Legal name (from their Social Security Card);
- Date of birth;
- Social Security Number (SSN) if they have one;
- Email Address
FAFSA Form Contributors

Understand and Prepare FAFSA® Form Contributors
Completing the FAFSA
Be sure to select and complete the FAFSA for the appropriate academic year.
Student Log In

To access the FAFSA form, all students are required to have an FSA ID. If the student does not have an FSA ID, they can select “Create an Account”.

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Student Role

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Understanding the FAFSA Form

1. What is the FAFSA form?
2. Contributors to the FAFSA form
3. What to expect
4. After Submitting the FAFSA form
State of Legal Residence

Student answers the question based on their state of legal residence and month/year they became a legal residence in that state.
The student is asked to provide consent and approval to transfer and use tax information from the IRS to the FAFSA. Consent must be provided to be eligible for federal student aid.
What about... Student and contributor who don’t provide consent and approval

- Student and contributor has two opportunities to provide consent and approval prior to submitting the FAFSA.
- When consent and approval is not provided, manual entry of financial information is required and the student is ineligible for federal student aid.
- Warning messages will appear regarding federal student aid ineligibility.

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Student Marital Status

Student selects their current marital status.

- Single (never married)
- Married (not separated)
- Remarried
- Separated
- Divorced
- Widowed
College or Career School Plans

Answer the following based on student’s grade level and bachelor’s degree completion for the 2024-2025 academic year.
Student Personal Circumstances

- Student is asked if any of these personal circumstances apply.
  - Select all that applies
  - None of these apply
- Answers to this question helps to determine student's dependency status.

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Other Circumstances

- Was the student at anytime on or after July 1, 2023 unaccompanied and homeless or self supporting and at risk of being homeless.
- This is another question that helps determine a student’s dependency status.

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The student is asked if any unusual circumstances prevent them from contacting their parent(s) or would pose a risk to the student if they are able to contact their parent(s).

Some circumstances may be considered a homeless youth. Review the previous question to see if that applies.

Contact the Financial Aid Office to determine next steps after submitting the FAFSA.
Your Dependency Status

- Based on answers to the previous questions, the student is determined to either be a dependent or independent student.
- For dependent students, student have the option to apply for Direct Unsubsidized Loan only if parents are unwilling to provide their information.
Dependent Students: Tell Us About Your Parents

- For dependent students only, student will be asked to provide information about their parent.
- Student will need to invite their parent(s) or contributors to complete their required portion of the FAFSA.
- Parent Wizard will ask filtering questions to determine which parent(s) will need to be invited to complete their section of the FAFSA.

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Dependent Students: Inviting Parent Contributors

Based on answers to the previous question, student will be asked to enter personal information for their parent(s) to send them an invite to their FAFSA.

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Student Demographic: Gender

Student will be asked about their gender identity.

Answers to questions in this section does not affect a student’s aid eligibility or determination.
Student Demographic: Race and Ethnicity

Student will be asked about their race and ethnicity.

Answers to questions in this section does not affect a student’s aid eligibility or determination.
Student Citizenship Status

- Student selects their citizenship status.
- Eligible non-citizens will be asked to provide their A-Number.
- Students who select neither U.S. citizen nor eligible non-citizen are not eligible for federal student aid. This includes students who may have a Social Security Number or DACA students.

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Better FAFSA Better CADAA
Parent Education Level

Student will be asked to provide information on their parent(s) education level or status.
Student High School Completion Status

- Student’s high school completion status when they start the 2024-2025 academic year.
- For students who graduated high school, they will be asked to enter their high school information.
Student Tax Return Information

For Independent Students

Student is asked supplemental tax return questions based on their 2022 tax return (if applicable).
Student Asset Information

Assets include:

- **New** Child support received.
- Balance of cash, savings, and checking accounts.
- Net worth of investments such as real estate, stocks, bonds, CDs. Does not include primary home that you and your parents live in.
- Net worth of businesses and investment farms. (value minus debt owed against them).
Independent Students and Parents: Family Size and Number In College

- For independent students and parents, family size is pulled in from the tax return.
- Question ask if their family size has changed since filing their 2022 tax return. If you answer yes, you will have the option to enter your family size.
Selecting Colleges to Receive the FAFSA

- You may use the search by school name, state, and city to locate the school. You may also enter USF’s federal school code.
- Students may select up to 20 schools to send the FAFSA to.

University of San Francisco (USF)
School Code: 001325
The review page displays the responses provided on the FAFSA. Before signing the FAFSA, review all sections to ensure accuracy and edit any responses as needed.
Read and acknowledge the terms and conditions provided in this section. After agreeing to the terms and conditions and signing the signature page, you will now be able to submit the FAFSA.

If contributors are invited to complete their required section of the FAFSA, the FAFSA is not considered complete until they submit their portion.
The FAFSA status page displays information about next steps for the student.

- Check and track the status of the FAFSA form.
- Edit contributor invite.
Contributor’s View

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This demonstrates the view of the email contributor’s receive. Selecting “Log In” will take the contributor to StudentAid.gov. A FSA ID will be required to log in.
The “My Activity” page shows the invitation to be a contributor on the student’s FAFSA. You may select “Get Started” to start the form.
Contributor: Providing Consent and Approval

Contributors must provide their consent and approval. By providing consent, the federal tax information will be transferred directly to the FAFSA from the IRS. **Student will be ineligible for federal student aid if they do not provide consent.**
The confirmation page for contributor provides information on tracking the student’s FAFSA and next steps.

- Student will receive an email with detail confirmation.
- Once student and all contributor(s) have signed and submitted their portion of the FAFSA, the FAFSA is now complete!
FAFSA Submission Summary

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FAFSA Submission Summary

• The FAFSA Submission Summary page shows eligibility overview (Federal Pell Grant and Federal Direct Loans), FAFSA form answers, school information, and next steps.
• Displays your Student Aid Index (SAI). This is an index calculated to determine your family’s ability to pay for school. This number does not represent the dollar amount you are expected to pay.
• See when the FAFSA was reviewed and processed.
• Print or save the FAFSA submission Summary to keep for records.
If you need technical support with the FAFSA form and process, please contact the **Federal Student Aid Information Center**.

**FEDERAL STUDENT AID INFORMATION CENTER**

- 1-888-433-3243
- Email
- Live Chat
- [https://studentaid.gov/help-center/contact](https://studentaid.gov/help-center/contact)
Contact the Office of Financial Aid

(415) 422-3387
Financialaid@usfca.edu
Lone Mountain Main- Room 203
https://myusf.usfca.edu/financial-aid
Zoom Virtual Drop-In Advising

Scan Me for Financial Aid Contact Information
Questions

Office of Financial Aid

FinancialAid@usfca.edu
(415) 422-3387
https://myusf.usfca.edu/financial-aid

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