

## **FAFSA APPLICATION INSTRUCTIONS** **2019-2020 Free Application for Federal Student Aid (FAFSA)**

**Wofford's FAFSA PRIORITY DEADLINE DATE:** FAFSA should be completed and received at the U. S. Department of Education (USDOE) by **January 1, 2019 for incoming students**. (Currently enrolled students have priority deadline of March 15, 2019).

**CREATE AN FSA ID: The FSA ID--** a username and password must be used to log in to certain U.S. Department of Education websites. Your FSA ID confirms your identity when you access your financial aid information and electronically sign Federal Student Aid documents. If you do not already have an FSA ID, you can create one by navigating to <https://studentaid.ed.gov/sa/fafsa/filling-out/fsaid>. Both the student and a parent will need an FSA ID to complete the FAFSA.

**Step 1:** When logging onto the website listed above, click the link to create an FSA ID.

**Step 2:** Create a username and password, and enter your email address.

**Step 3:** Enter you name, date of birth, Social Security number, contact information, and challenge questions and answers.

**Step 4:** Review your information, and read and accept the terms and conditions.

**Step 5:** Confirm your email address using the secure code, which will be sent to the email address you entered when you created your FSA ID. Once you verify your email address, you can use it instead of your username to log in to the websites.

You can use your FSA ID to sign a FAFSA right away. Once the Social Security Administration verifies your information in one to three days you will be able to use your FSA ID to access the websites listed above. For help, visit [StudentAid.gov/fsaid](http://StudentAid.gov/fsaid) or [How to create an FSA ID](#).

### **FILE FAFSA ON THE WEB (FOTW):**

1. Go to [fafsa.gov](http://fafsa.gov). Click **Start Here** to begin the application. It may be helpful to print and complete a FAFSA on the Web (FOTW) worksheet **prior to beginning the online application**.
2. If you filed the FOTW last year and your information matches with the USDOE, you will be given the option to complete a **FAFSA Renewal** for **2019-2020**. Please update the income information and make any other applicable changes.
3. Enter personal information and the FSA ID and password for each required signature to be authenticated.
4. Complete and finalize the **2019-2020 FOTW**. For additional assistance, a "Help and Hint" window will appear for each question on the application.
5. Be sure all the information entered in the "Parents' Info Section" matches the information on the Social Security Card. This information is required. If the information does not match, the FAFSA will be rejected.
6. List the **Wofford College school code 003457** in the "School Selection" section of the FOTW.
7. Print a copy of the FOTW application for your records as prompted in the "Sign and Submit Section".
8. Submit the FOTW application and print a copy of the confirmation page for your records. We suggest you do this no later than December 25 in order to meet **Wofford's January 1 due date**. The FOTW receipt date is the day transmitted and received by the USDOE.

### **FILE FAFSA ON myStudentAid Mobile App:**

1. Download the myStudentAid app in the [Apple App Store](#) (iOS) or [Google Play](#) (Android).
2. Use the myFAFSA component to complete the FAFSA on the app. See instructions listed above.

### **Important Additional Information from the Office of Financial Aid:**

- Upon applying to the college, students are issued a myWofford log in and password. Within myWofford, you will find access to the Financial Aid section of BannerWeb. This is where you will find your award letter and information such as outstanding requirements and other important updates from our office. Please make sure you have access to myWofford. The student will need to set up Proxy access in order for the parents to have access to this information.
- We will notify students, and parents with proxy access, when updates are made to the award letter via email. Currently enrolled students will be contacted at their Wofford email address. The parent email address can be updated by the student through Proxy.
- Once we receive & review your electronic FAFSA results, you will be directed to BannerWeb if any additional information is needed to prepare your final award letter. An award letter listing all the sources and amounts of aid for which you appear to be eligible will be made available to incoming students in early February. Currently enrolled student award letters will be available after spring 2019 grades have been posted and reviewed.

**Office of Financial Aid**  
**Phone: 864-597-4160**