



## FISHER COLLEGE

Office of Financial Aid

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### **2019-2020 Instructions for Completing the FAFSA**

- Create a **Federal Student Aid ID (FSA ID)** for use throughout the Federal Aid process during and after college on the U.S. Department of Education's website at <https://fsaid.ed.gov>.  
**You and one parent will each need an FSA ID and Password.**
- Once the **FSA ID** has been created, gather both student and custodial parent(s) **Federal 1040 forms and W2 forms for 2017**. You and your parent(s) 2017 Income and Asset information will also be used to complete your FAFSA application.
- Beginning October 1, 2018, log on to <https://studentaid.ed.gov/sa/fafsa> and complete the **2019-2020 Free Application for Federal Student Aid (FAFSA)**.
- Click on **'Start Here'** under the section for **'New to the FAFSA Process'**
  - Click **'I am the student'** and login using your FSA ID and Password
  - Read the disclaimer then click **'Accept'**
  - Click **'Start 2019-2020 FAFSA'**
  - Create a save key and click **'Next'**
  - An Introduction page to FAFSA will display, click **'Next'**
- Answer all questions for Student Demographics, School Selection, Dependency Status, Parent Demographics, and Financial Information. Be sure to use the **IRS Data Retrieval Tool**, this will allow parent(s) and students to transfer their processed Income Tax information to the FAFSA and satisfy some income verification requirements.

***If a parent or student is not eligible to use the Data Retrieval Tool because of a tax filing status of: Head of Household, Married-Filing Separate, Amended or Foreign Returns, the student and the parent will need to request a 2017 Tax Return Transcript from the IRS directly, at [www.irs.gov](http://www.irs.gov)***

- In the school selection section, select Fisher College's **Federal School Code of 002150**, so a copy of your information is electronically sent to the school and the Office of Financial Aid can process eligibility for assistance. **THE PRIORITY FUNDING DEADLINE FOR FISHER COLLEGE IS MARCH 1, 2019.**  
Note: for Massachusetts Residents the FAFSA filing deadline is **May 1, 2019**.
- At the completion of the FAFSA questions, review/print the summary page and proceed to the **'Sign and Submit'** page. You/your parent will be asked to electronically sign the FAFSA using your **FSA ID and Password**.  
Print the confirmation page for your records.
- Complete and submit any documents the Financial Aid Office may need to determine your eligibility for Financial Aid. Letters outlining additional information needed to complete your file will be sent to the student's home address.
- **PLEASE NOTE:** New students will receive a Financial Aid Award Letter **after** they have been accepted to Fisher College and a valid FAFSA is on file.