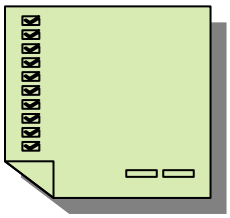
FAFSA: HOW TO COMPLETE Handout 1



Appling for a FAFSA pin number

A PIN is a 4-digit number that is used in combination with your Social Security Number, name, and date of birth to identify you as someone who has the right to access your own personal information on Federal Student Aid Web sites, such as FAFSA on the Web.

The security of your PIN is important because it can be used to:

- Electronically sign Federal Student Aid documents
- Access your personal records, and
- Make binding legal obligations.

While or after completing a FAFSA on the Web application, you and your parents (if you are a dependent student) will need to sign your FAFSA. Your FAFSA will not be processed until they receive your signature(s). Using a PIN to sign your FAFSA electronically is by far the fastest and most reliable way. However, you can print, sign and mail in a signature page, or provide signature(s) on your paper Student Aid Report (SAR).

Tip: You may use your PIN for the duration of your school experience and beyond. The PIN stays the same.

If you or your parents do not already have a PIN, we encourage you to apply for one. You can apply for a PIN while completing a FAFSA on the Web application, or you can go to the Federal Student Aid PIN Web site at www.pin.ed.gov to apply.

Important Note A PIN that is selected or viewed instantly online or is sent to you in an e-mail is considered to be conditional until your information is verified with the Social Security Administration (1-3 days from the date you first apply). You may sign your 2008-2009 FAFSA with it, but nothing else. Once we complete this verification, you will be able to use your PIN for other purposes (such as correcting your SAR or accessing other Federal Student Aid Web sites).

Source: http://www.fafsa.ed.gov/before004.htm