

FAFSA CHECKLIST

Your guide to preparing for and completing the FAFSA

Student Name: _____
High School: _____
Graduation Year: _____



STEP 1 — CREATE YOUR FAFSA LOGIN

- Create your **StudentAid.gov** account before completing the FAFSA.
- Use the official Federal Student Aid sign-in page: **studentaid.gov/fsa-id/sign-in/landing**
- If required, your parent/guardian or other contributor must have their own StudentAid.gov account.

WHAT YOU'LL NEED

- Student information
- Parent/guardian or contributor information, if required StudentAid.gov account information
- Federal tax information
- W-2s and other income records, if needed
- Records of child support received, if applicable. Current asset information, if required
- List of colleges or universities you are considering
- Current asset information, if applicable
- List of schools you are considering to apply to

FAFSA Tax Year: _____
Student W-2 Year Needed: _____
Parent/Guardian W-2 Year: _____

IRS DIRECT DATA EXCHANGE (FA-DDX)

FAFSA uses the **IRS Direct Data Exchange (FA-DDX)** to transfer federal tax information directly from the IRS after the required consent and approval are provided.

- **Give consent and approval when FAFSA requests it.**

Workshop Tip: FAFSA will identify the tax information needed for your application. Do not automatically use the most recent tax return or W-2 you have. Check the year FAFSA requests.

IMPORTANT DATES

FAFSA OPENS
October 1

TEXAS PRIORITY DEADLINE
January 15

Most Texas institutions use this priority deadline.

COMPLETE YOUR FAFSA

- Complete your FAFSA at **StudentAid.gov**.
- Provide required consent and approvals.
- Make sure required contributors complete their sections.
- Review your information carefully before submitting.
- Sign and submit the FAFSA.

AFTER YOU SUBMIT

- Check your FAFSA confirmation/status.
- Review your **FAFSA Submission Summary**.
- Make corrections if needed.
- Watch your email and college financial aid portals.
- **Respond to verification or documentation requests.**
- Review financial aid offers when available.

FAFSA OR TASFA?

Use this quick guide to understand which financial aid application may apply to you.

START HERE	
Are you interested in financial aid for college?	
Start by reviewing the FAFSA. The FAFSA can be used to determine eligibility for federal, state, and institutional financial aid. If you complete the FAFSA, you should not complete a TASFA.	
FAFSA	TASFA
Generally used by students who are eligible to complete the FAFSA and want to be considered for federal financial aid, as well as state and institutional aid. ■ U.S. citizen/national or eligible noncitizen ■ Social Security Number generally required ■ Complete through StudentAid.gov	May be used by students who do not complete the FAFSA and are seeking consideration for eligible Texas state financial aid. ■ Texas residency requirements apply ■ Check with your college to confirm TASFA is appropriate ■ Complete through the Texas Higher Education Coordinating Board process
IMPORTANT	
■ Complete only the application that applies to you. If you complete the FAFSA, do not complete a TASFA. ■ If you are unsure which application to complete, contact your high school counselor or the financial aid office at the college you plan to attend. ■ Do not falsify, guess, or intentionally provide inaccurate information. Review your answers carefully and provide accurate information.	
REMEMBER	
■ FAFSA is FREE to complete. ■ You must complete a new FAFSA application every year you plan to attend school for federal student aid. ■ Keep your StudentAid.gov account information secure. Do not share your username or password.	

Official FAFSA: studentaid.gov/fsa-id/sign-in/landing
Official TASFA information: highered.texas.gov/students-families/tasfa/