# Tips for Completing the 2019-20 FAFSA

**Electronic signature required** – If you do not already have a FSA ID, be sure to create one at https://fsaid.ed.gov/ prior to beginning the FAFSA. If you are a dependent student, one parent will need a FSA ID in order to Esign your FAFSA. It is very important that students create their own ID and parents create their own ID. The same email address cannot be used for both IDs.

**Social Security Number, Name, and Date of Birth -** You must use the name and social security number that are on your Social Security Card. It is very important that you enter your name, SSN, and date of birth correctly on the FAFSA.

**Marital Status –**You must report marital status as of the date you file the FAFSA for all individuals about whom you give information. If you are not married as of the date you submit the FAFSA, check "unmarried," even if you plan to marry during the award year. Intended spouses cannot be included in household size. **One of the most common errors on the FAFSA is parent's marital status.** *If your biological mother and father are divorced and the financially responsible parent has remarried, when indicating the financially responsible parent's marital status, mark the box that says "married/remarried" and include income/asset information for both parent and stepparent.*

**Tax Information** – With the Prior-Prior Year FAFSA, applicants may apply beginning October 1. Applicants should report the Prior-Prior year's data (for 2019-20, 2017 income data should be reported). Applicants are strongly encouraged to use the IRS Data Retrieval Process when initially completing the FAFSA which alleviates the need to estimate tax information and provides the fastest, easiest, and most secure solution for meeting verification requirements, if applicable. IRS Data Retrieval Process may also be used with the corrections functionality of FAFSA. Please note that students who do not use the IRS Data Retrieval Process when initially completing the FAFSA will be more likely to be selected for verification.

**Number of Family Members In Household -** Include only the number of people that you/your parents now support and for whom you/your parents will continue to provide more than 50% support between July 1, 2019, and June 30, 2020. Also include your parents' other dependent children who will be attending postsecondary schools in 2019-20. Always include yourself (the student).

**Number of Family Members in College -** Include only household members who will attend college at least six credit hours per term or 12 clock hours per week between July 1, 2019, and June 30, 2020 and who are working toward a degree leading to a recognized educational credential at a college eligible to participate in federal student aid programs. Do not include parents attending college.

**Asset Information -** When answering questions pertaining to parent/student assets, you must report the net worth of those assets as of the date you complete the FAFSA. These items cannot be updated after submitting the FAFSA. Do not include financial aid received.

**Taxable Grant and Scholarship Aid -** Include only if reported to the IRS in your or your parents' adjusted gross income.

**Drug Convictions & Eligibility -** Students must answer the question about drug-related offenses. Do not leave it blank. A conviction doesn't necessarily disqualify you from receiving aid.

**List the College Code-** Obtain the Federal School Code for the college you plan on attending and list it– along with any other schools to which you've applied. The Auburn University School Code is 001009.