



OFFICE *of*  
STUDENT  
FINANCIAL AID

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## **Steps for Accessing and Correcting a 2024-2025 FAFSA Application**



# FAFSA Application | Federal Student Aid

Navigate to the online FAFSA at <https://studentaid.gov/h/apply-for-aid/fafsa>

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## STEP 1

### Click on Access Existing Form

**A Better 2024-25 FAFSA Form**

The 2024-25 FAFSA form is now available. We've started sending submitted applications to colleges and states. Learn more about 2024-25 FAFSA updates.

**2024-25 FAFSA® Form**

[Start New Form](#) [Access Existing Form](#)

Need to access last year's form? [Start or Edit a 2023-24 FAFSA Form](#)

**Check FAFSA® Deadlines for the State You Live in**

Some states and colleges use information from the FAFSA form to determine your eligibility for their grants, scholarships, and loans. Check

School

## STEP 2

### Enter your (the student's) FSA ID and Password

Website of the United States government. [Help Center](#) [Submit a Complaint](#)

**StudentAid**  
DEPARTMENT OF EDUCATION

[FAFSA® Form](#) [Loans and Grants](#) [Loan Repayment](#) [Loan Forgiveness](#) [Log In](#) | [Create Account](#)

### Log In

Email, Phone, or FSA ID Username  
Your FSA ID

Password  
..... [Show Password](#)

[Log In](#)

[Forgot My Username](#) | [Forgot My Password](#)

[Create an Account](#)

## STEP 3


Select one of the provided two-factor authentication methods to verify your identity.


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[FAFSA® Form](#) [Loans and Grants](#) [Loan Repayment](#) [Loan Forgiveness](#)

### Two-Step Verification

You have the following two-step verification methods enabled. Select one to complete verification.

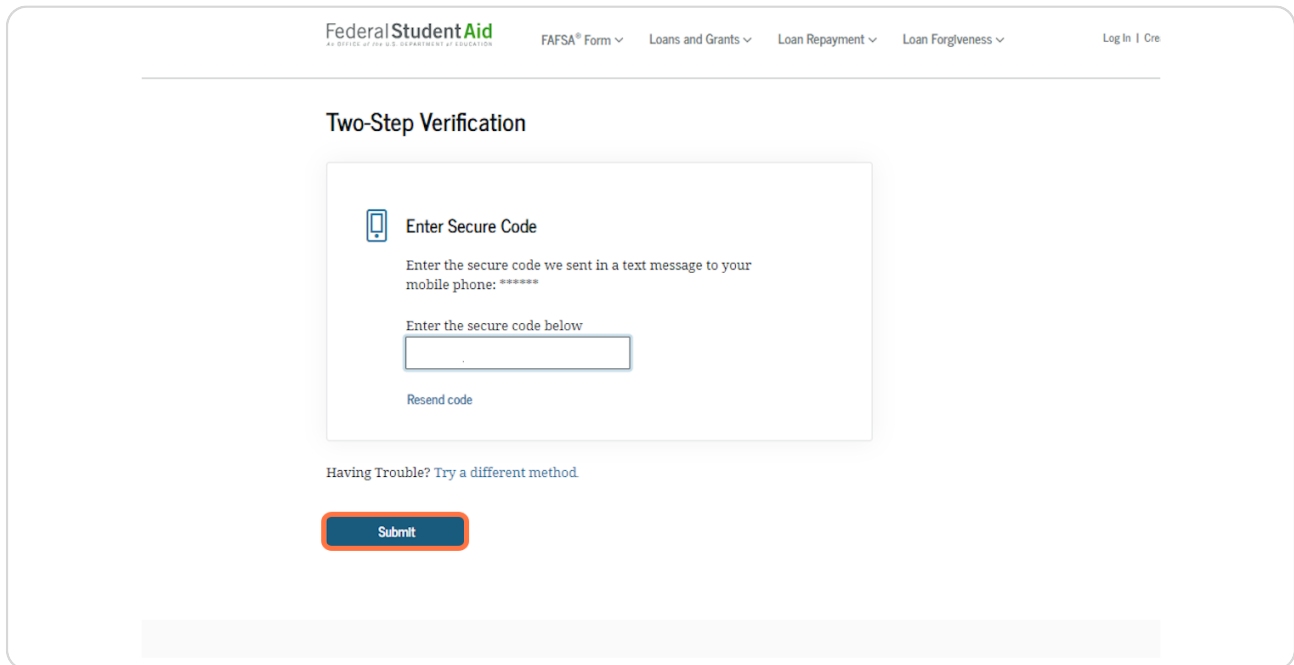
 **SMS Verification** [Send Code](#)  
\*\*\*\*\*

 **Email Verification** [Send Code](#)  
\*\*\*\*\*@gmail.com

[Help me access my account](#)

## STEP 4

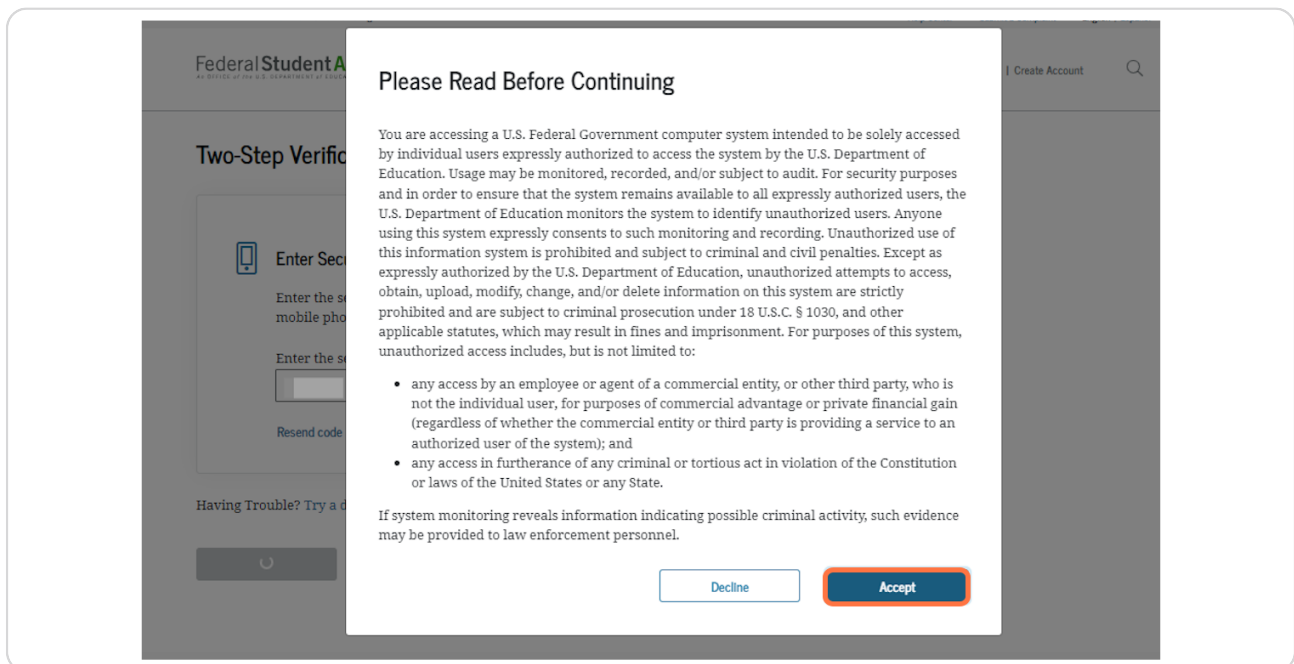
### Enter the code sent to your device and click on Submit



The screenshot shows the Federal Student Aid website's Two-Step Verification page. At the top, the Federal Student Aid logo is on the left, and navigation links for FAFSA Form, Loans and Grants, Loan Repayment, and Loan Forgiveness are in the center. A 'Log In | Create Account' link is on the right. The main heading is 'Two-Step Verification'. Below it is a white box titled 'Enter Secure Code' with a mobile phone icon. The text inside the box says: 'Enter the secure code we sent in a text message to your mobile phone: \*\*\*\*\*'. Below this is a text input field with the placeholder 'Enter the secure code below'. A 'Resend code' link is at the bottom of the box. Below the box is a link: 'Having Trouble? Try a different method.' At the bottom of the page is a blue 'Submit' button.

## STEP 5

### Click on Accept after reading the system usage agreement.



The screenshot shows a dialog box titled 'Please Read Before Continuing' overlaid on the Two-Step Verification page. The dialog box contains the following text: 'You are accessing a U.S. Federal Government computer system intended to be solely accessed by individual users expressly authorized to access the system by the U.S. Department of Education. Usage may be monitored, recorded, and/or subject to audit. For security purposes and in order to ensure that the system remains available to all expressly authorized users, the U.S. Department of Education monitors the system to identify unauthorized users. Anyone using this system expressly consents to such monitoring and recording. Unauthorized use of this information system is prohibited and subject to criminal and civil penalties. Except as expressly authorized by the U.S. Department of Education, unauthorized attempts to access, obtain, upload, modify, change, and/or delete information on this system are strictly prohibited and are subject to criminal prosecution under 18 U.S.C. § 1030, and other applicable statutes, which may result in fines and imprisonment. For purposes of this system, unauthorized access includes, but is not limited to:'. Below this text is a bulleted list: '• any access by an employee or agent of a commercial entity, or other third party, who is not the individual user, for purposes of commercial advantage or private financial gain (regardless of whether the commercial entity or third party is providing a service to an authorized user of the system); and' and '• any access in furtherance of any criminal or tortious act in violation of the Constitution or laws of the United States or any State.' Below the list is the text: 'If system monitoring reveals information indicating possible criminal activity, such evidence may be provided to law enforcement personnel.' At the bottom of the dialog box are two buttons: 'Decline' and 'Accept'.

## STEP 6

**Click on 2024–25 FAFSA Form under your open activity.**

The screenshot shows the Federal Student Aid website's 'My Activity' page. At the top, there is a navigation bar with 'Federal Student Aid' and links for 'FAFSA® Form', 'Loans and Grants', 'Loan Repayment', and 'Loan Forgiveness'. Below this, the 'My Activity' section is divided into 'Open' and 'Closed' categories. Under the 'Open' category, a card for the '2024–25 FAFSA® Form' is highlighted with a red circle. The card shows a green checkmark for 'Processed' and a submission date of '01/04/2024'. Below the 'Open' section, a message states 'You don't have any closed cases or applications.' At the bottom, there is a light blue box with the text 'Looking for Your 2023–24 FAFSA Form or Student Aid Report (SAR)?' and a button that says 'Visit "My FAFSA" Page'.

## STEP 7

**Click on Actions under your 2024–25 FAFSA dashboard.**

The screenshot shows the Federal Student Aid dashboard for the '2024–25 Free Application for Federal Student Aid (FAFSA®) Form'. The page is titled '2024–25 Free Application for Federal Student Aid (FAFSA®) Form' and shows a green checkmark for 'Processed'. A red circle highlights the 'Actions' button in the top right corner. Below the title, there is a 'FAFSA® Information' section with a table showing 'Student', 'Data Release Number (DRN)', 'Submission Number' (01), and 'Submission Type' (Initial). To the left of the table is a 'Status Tracker' section with a vertical timeline showing three steps: 'FAFSA® Form Started' (Started on Jan 4, 2024), 'FAFSA® Form Submitted' (Submitted on Jan 4, 2024), and 'FAFSA® Form Processed' (Processed on Mar 15, 2024). To the right of the status tracker is a 'More Resources' section with links for 'Understand My Aid', 'FAFSA Landing Page', 'Information on Federal Pell Grant Program', 'Information on Federal Work-Study (FWS) Program', and 'How is my eligibility determined?'.

## STEP 8

### In expanded Actions drop-down menu, select Make Corrections

The screenshot shows the 'My Activity' page for the 2024-25 FAFSA Form. The page title is '2024-25 Free Application for Federal Student Aid (FAFSA®) Form' and it has a 'Processed' status. The 'FAFSA® Information' section displays the student's name, Data Release Number (DRN), and Submission Number (01). An 'Actions' dropdown menu is open, showing options: 'Add or Remove Schools', 'Make Corrections' (highlighted with a red circle), and 'View FAFSA Submission Summary'. The 'Status Tracker' section shows 'FAFSA® Form Started' on Jan 4, 2024, with a note that the student should complete most of the form themselves. The 'More Resources' section includes a link to 'Understand My Aid'. The top navigation bar includes 'Federal Student Aid', 'FAFSA® Form', 'Loans and Grants', 'Loan Repayment', and 'Loan Forgiveness'.

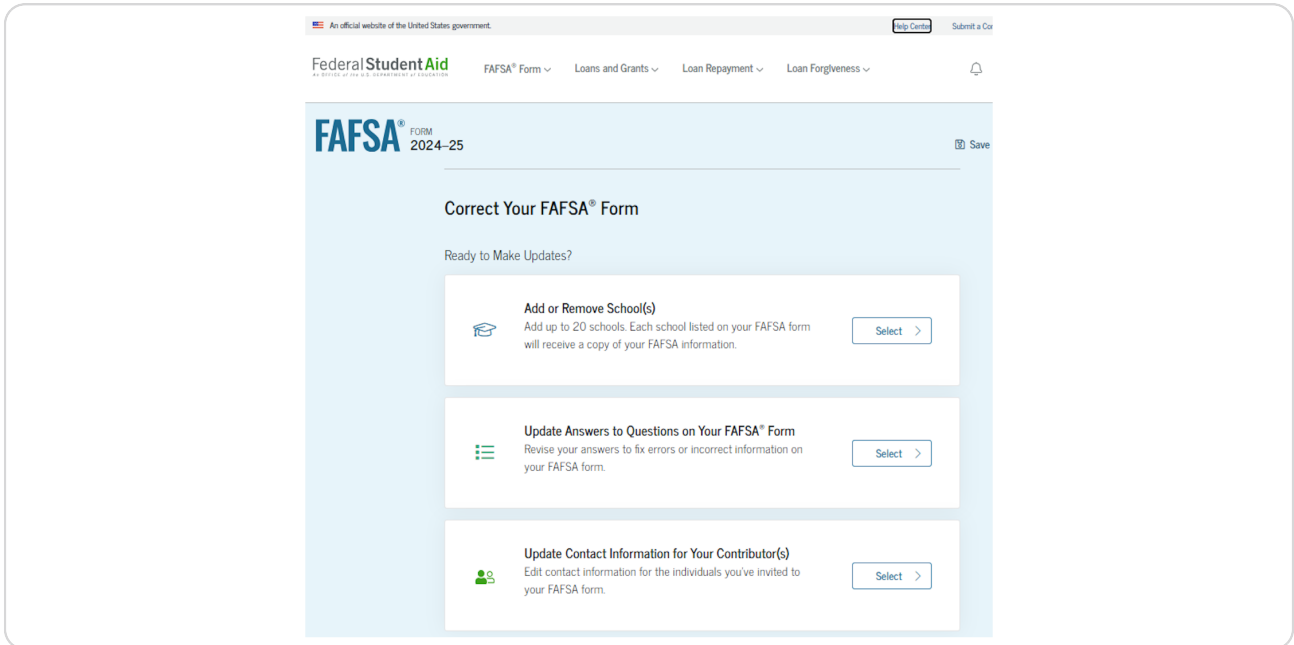
## STEP 9

### Click on Continue

The screenshot shows the 'Correct Your FAFSA Form Before You Start' screen. The header reads 'FAFSA® FORM 2024-25'. The main heading is 'Correct Your FAFSA® Form Before You Start'. Below this, a text box states: 'If you made a mistake reporting information on the FAFSA form, you'll need to make a correction. Be ready with your personal information and any documents you may need.' Three bullet points provide further details: 'Only update fields that are incorrect.', 'Based on the corrections you make, your eligibility for federal student aid and/or the estimated aid amounts may change.', and 'After you submit your correction, your school may reach out to you for more information.' At the bottom, there are two buttons: 'Cancel' and 'Continue' (highlighted with a red border).

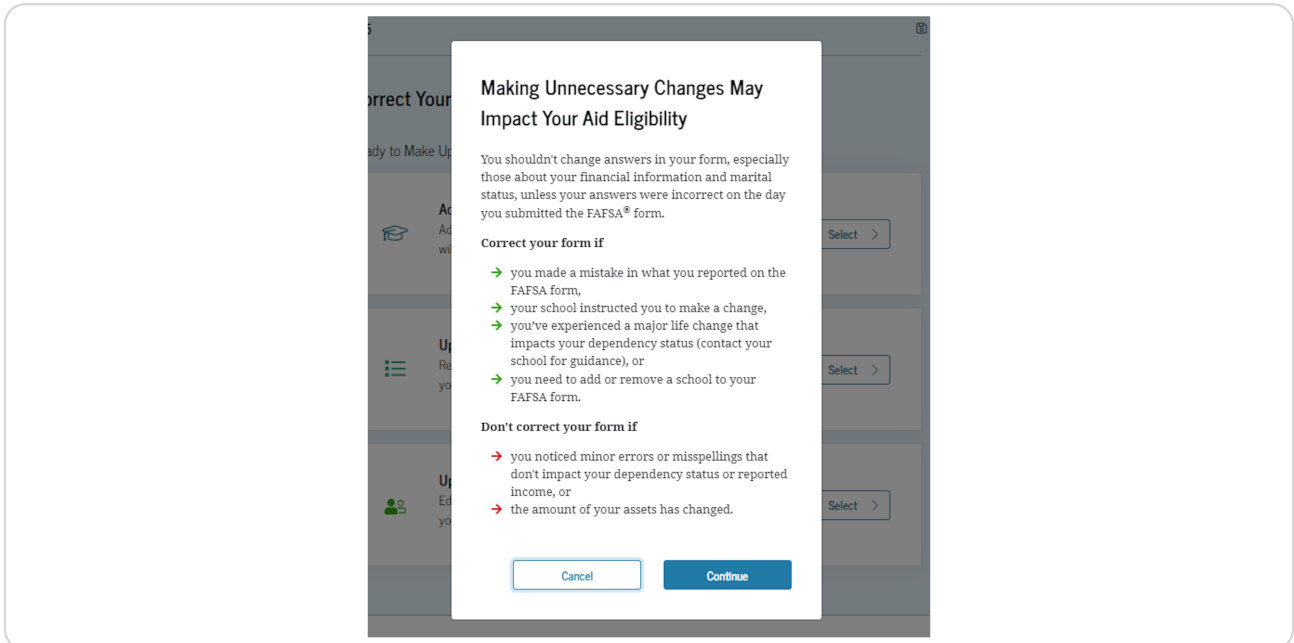
## STEP 10

Users will be presented with three broad options of updates. Select one.



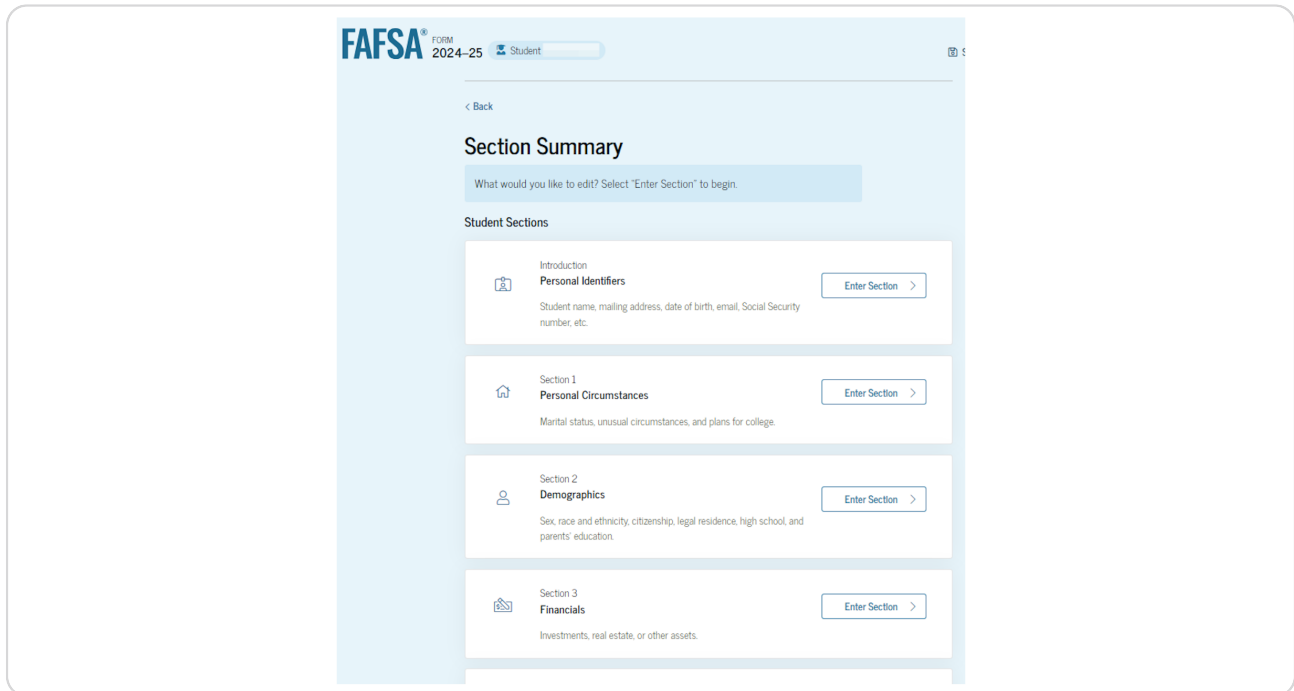
## STEP 11

Users will be presented with a warning in regards to making unnecessary changes to their FAFSA form. Click Continue after fully reading warning.



## STEP 12

Users can quickly select which section of their FAFSA to which they intend to make corrections.



The screenshot shows the FAFSA 2024-25 Student Section Summary page. At the top, there is a header with the FAFSA logo, the text 'FORM 2024-25', and a 'Student' dropdown menu. Below the header is a '< Back' link. The main heading is 'Section Summary'. A light blue box contains the text: 'What would you like to edit? Select "Enter Section" to begin.' Below this is the 'Student Sections' heading. There are four section cards, each with an icon, a title, a description, and an 'Enter Section >' button. The sections are: 1. Introduction Personal Identifiers (Student name, mailing address, date of birth, email, Social Security number, etc.). 2. Section 1 Personal Circumstances (Marital status, unusual circumstances, and plans for college). 3. Section 2 Demographics (Sex, race and ethnicity, citizenship, legal residence, high school, and parents' education). 4. Section 3 Financials (Investments, real estate, or other assets).

## STEP 13

### Making corrections and resubmitting FAFSA form.

Once users make the necessary corrections, they will need to sign and resubmit their FAFSA form. Upon doing so, users will be greeted with a confirmation page with additional instructions. These additional instructions include:

- Notice that a confirmation page will be sent to the mail on file.
- Instructions on how to track your form status online.
- Notice that the student will receive school communications.