COMPLETE THE FAFSA

WOODBURY UNIVERSITY

IN 5 STEPS*

2023–2024

1 GATHER YOUR DOCUMENTS
- ✔ Social Security Card
- ✔ Driver's License
- ✔ 2021 Federal Income Tax Returns, W-2s, and Other Income Documentation
- ✔ Current Bank Account Information, Investment Records, and Untaxed Income Records

Note: *If you are a dependent student, you will also need to gather this information for your parent(s).*

2 CREATE YOUR FEDERAL STUDENT AID ID (FSA ID)
- ✔ Go to **fsaid.ed.gov** to create your FSA ID.
- ✔ The FSA ID is the user name and password you use to login to the FAFSA form online.
- ✔ You will use your FSA ID to electronically sign and submit your completed FAFSA form.
- ✔ Keep your FSA ID in a safe place. You will need it to re-apply each year.

Note: *If you are a dependent student, one of your parents will need to create their own FSA ID.*

3 COMPLETE YOUR 2022–2023 FAFSA
- ✔ Go to **studentaid.gov** to start your FAFSA form.
- ✔ Refer to your gathered documents to complete all sections of the FAFSA.
- ✔ Use the **IRS Data Retrieval Tool (DRT)** to automatically transfer your 20121 tax return data directly to your FAFSA.

Note: *If you are a dependent student, your parent(s) should also use the DRT to transfer their 2021 tax return data directly to your FAFSA.*

4 REVIEW, SIGN & SUBMIT YOUR FAFSA
- ✔ Review your FAFSA to make sure it is correct and complete.
- ✔ Use your FSA ID to sign your FAFSA.
- ✔ Don't forget to click SUBMIT at the bottom of the screen.

Note: *If you are a dependent student, your parent will need to use their FSA ID to sign your FAFSA.*

5 FOLLOW UP
- ✔ Watch your email for a notification that your FAFSA has processed.
- ✔ Respond to requests from your college for additional information and/or documents.
- ✔ Watch for your Financial Aid Award Letter, which contains the types and amounts of aid you are eligible to receive.

HAVE QUESTIONS? Call us at 818.252.5273
Email us at: finaid@woodbury.edu.
Text us at 818.600.6593. We're here to help!

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* DACA RECIPIENTS/DREAMERS

While undocumented students are not eligible for federal financial aid, they may be eligible for financial aid from the State of California. The California Dream Act Application allows students interested in attending eligible California colleges and universities to apply for state financial aid. **https://dream.csac.ca.gov/**