

Filling out FAFSA Online
<http://www.fafsa.ed.gov/>

1. Determine your dependency status:
 - a. Select link to access the 2010-2011 dependency status worksheet
 - b. After completing the drop-down questions, you will be brought back to the Worksheets screen. Click on FAFSA on the Web Worksheet.
 - c. Select link to download or display 2010-2011 FAFSA worksheet.
<http://www.fafsa.ed.gov/fafsaws01c.pdf> This sheet gives you information on where to find information as well as detailed instructions.
 - d. To organize your information, print and complete a FAFSA on the Web Worksheet before you begin entering your information online. Documentation needed to complete the FAFSA is listed on <http://www.fafsa.ed.gov/before012.htm>
 - e. Ensure to enter the correct School Code for Stetson University College of Law: **E00342**
 - f. Federal Student Aid is required to collect signatures from you when you file a FAFSA. There are three ways to sign a completed FAFSA:
 - i. Electronically with a PIN. If you already have a PIN you can use it to sign your FAFSA from one year to the next. If there is no PIN available, you can apply for one here. <http://www.pin.ed.gov/PINWebApp/pinindex.jsp>
 - ii. By printing, signing and mailing a signature page after you submit a FAFSA
 - iii. By signing your Student Aid Report (SAR) and returning it in the mail.
2. Filling out a FAFSA
 - a. Select the START button associated with Fill out My FAFSA, and choose the 2010-2011 School year.
 - b. Enter the student's Social Security Number without the dashes.
 - c. Re-enter the social security number on line 2.
 - d. Enter last name.
 - e. Enter first name.
 - f. Enter the date of birth. Enter this date in "mmddyyyy" format. For example, 08171975 for August 17, 1975.
 - g. Create a password, which will allow you to come back to the saved application and continue where you left off.
 - h. In the final box, re-enter the password, then click Next.
 - i. Fill in information requested... Last name, first name, etc. Click next.
 - j. If you can pre-fill 2010-2011 FAFSA, select Yes.
 - k. Enter PIN and click on Yes. There is also an option to click on in the event that a PIN was forgotten.
 - l. Verify pre-fill information is correct. If not, make changes. Scroll to the bottom of the page and click on Next.
 - m. Complete
 - i. Section 1: Information about yourself (the student)
 1. Please take note of question 28: When you begin the 2010-2011 school year, what will be your grade level
 - a. Answer must be Continuing Graduate/professional or beyond
 2. Please take note of question 29: When you begin the 2010-2011 school year, what degree or certificate will you be working on
 - a. Answer must be Graduate/professional degree

3. Please take note of question 30: When you begin the 2010-2011 school year, what do you expect your enrollment status to be
 - a. Answer must be half-time for part time students, and full time for full time students
4. Please take note of question 31: In addition to grants, are you interested in being considered for work-study or student loans
 - a. No graduate students are eligible for federal grants, therefore your answer must be Student Loans
- ii. Section 2: Your dependency status
 1. Please take note of question 50: At the beginning of the 2010-2011 school year, will you be working on a master's or doctorate program (such as an M.A., M.B.A., M.D., J.D., Ph.D., Ed.D., or graduate certificate, etc.)
 - a. Answer must be YES.
- iii. Section 3: Your Parent's information
 1. For the question "Do you want to answer questions about your parents?"
 - a. Always select NO
- iv. Section 4: Your finances
 1. Answer questions using your 2009 tax return.
- v. Section 5: Schools to Receive Your Results
 1. School Code: E00342
- vi. Section 6: Preparer's Information
 1. Complete the information accordingly
- vii. Section 7: Review FAFSA and Apply Signatures
 1. Put in Pin number or select "I Forgot/Don't Know My Pin"
- viii. You will receive a confirmation page that your FAFSA submission was complete and you will see your Expected Family contribution (EFC)
 1. Print this page for your records
 2. Stetson Law Financial Aid Office will received your FAFSA results in approximately one week