

Free Application for Federal Student Aid (FAFSA) Steps to Correct or Update the Application

Most of the questions on the *Free Application for Federal Student Aid* (FAFSA[®]) form want to know your situation as of the day you sign the application. However, there are some instances in which you'll want to (or be required to) change the information you reported after it has been processed.

STEP ONE: To make changes or corrections to your completed FAFSA form, log in to your StudentAid.gov account using your FSA ID and password.

STEP TWO: Determine the type of correction/change needed by reviewing the options in the **"WHAT KIND OF CORRECTIONS/CHANGES CAN I MAKE?"** Section below.

STEP THREE: Once your correction/change has been made, on the "Review Changes" page and you have confirmed that your correction/change has been made, select "Continue" to sign and submit your section of the correction. Note: If a missing signature is your only error, you'll be taken directly to this page. If your section of the form has other errors, you'll be taken to the first page that needs additional information and will reach the "Review Changes" page once you've fixed all issues.

Additional Notes:

- *If you're a dependent student and you change information that has or needs to be added or changed about your parent(s), your parent(s) must provide consent and/or sign your FAFSA form electronically using their own StudentAid.gov account.*
- *If you received a paper FAFSA Submission Summary by mail, you can make your changes, sign it, and send it to the address listed on your FAFSA Submission Summary.*
- *Federal tax information transferred directly from the IRS cannot be changed on your online FAFSA form.*

WHAT KIND OF CORRECTIONS/CHANGES CAN I MAKE?

CHANGE ANSWER TO "DIRECT UNSUBSIDIZED LOAN ONLY QUESTION"

1. Select your FAFSA submission from the "My Activity" section of your account Dashboard, then select "Start Your Correction" from under the "Student Actions Needed" section.
2. Select "Continue" on the "Correct Your FAFSA[®] Form" page.
3. Select "Start Student Section" on the "Error Summary" page.
4. Navigate through the Personal Circumstances section until you reach the "Your Dependency Status" page. You'll see that "Yes" is selected as the answer to the Direct Unsubsidized Loan Only question. Change this answer to this question to "No" then select "Continue" to navigate through the rest of the form and invite your parent(s) to complete their section of the FAFSA.
5. Proceed to **STEP THREE** above.

ADD A MISSING SIGNATURE

1. Select your FAFSA submission from the "My Activity" section of your account Dashboard, then you will see a submission details page. Under "FAFSA[®] Form Processed," select "Provide Signature."
2. On the "Correct Your FAFSA[®] Form" page, select "Provide Signature."
3. Proceed to **STEP THREE** above.

CORRECTING A MISTAKE

1. Select your FAFSA submission from the "My Activity" section of your account Dashboard, then select "Make a Correction" from under the "FAFSA Form Answers" section.
2. Make your desired change.
3. Proceed to **STEP THREE** above.