

Filing for financial aid is less stressful when you are prepared. Use the checklists below to help you fill out the Free Application for Federal Student Aid (FAFSA).\*



**HELPFUL  
TIPS**

**When should I file the FAFSA?**

Each college has a priority deadline for the FAFSA. You need to file the FAFSA before the priority deadline. If you are applying to multiple schools, file by the earliest deadline.

**Using 2012 tax information and the IRS Data Retrieval Tool to file.**

If your taxes can be completed prior to the priority deadline, you should wait to file and use your 2012 taxes. Ideally you should wait 2 weeks after submitting your taxes so the IRS Data Retrieval Tool within the FAFSA application can be used to automatically pull your tax information into your FAFSA application.

**Student:**

- Social Security number, driver's license number and date of birth.
- 2012 federal and state tax returns (or 2011 if you haven't filed yet).
- W-2 forms and/or other records of income earned in 2012 (or your last pay stub from 2012 if you haven't filed yet).
- Current bank statements and investment records.
- Records of untaxed income received in 2012 (e.g., veterans benefits, child support received, etc.).
- 2012 business and farm records.
- Alien registration number, if not a U.S. citizen.
- A federal personal identification number (PIN) is recommended, but not required.

**Parent(s):**

- Social Security numbers and dates of birth.
- 2012 federal and state tax returns (or 2011 if you haven't filed yet).
- W-2 forms and/or other records of income earned in 2012 (or your last pay stub from 2012 if you haven't filed yet).
- Current bank statements and investment records.
- Records of untaxed income received in 2012 (e.g., veterans benefits, child support received, etc.).
- 2012 business and farm records.
- Alien registration number, if not a U.S. citizen.
- A federal personal identification number (PIN) is recommended, but not required.

**One PIN or Two?**

If you and your parent(s) each want to electronically sign the FAFSA, you each need to have your own PIN. The FAFSA requires the student and ONE parent to each sign the FAFSA with a unique PIN number. To request a PIN, go to [www.pin.ed.gov](http://www.pin.ed.gov).

**Questions?**

Call ICAN at (877) 272-4692 or e-mail [ICAN@ICANSucceed.org](mailto:ICAN@ICANSucceed.org).