



Filling out your Financial Aid Application



You cannot start your FAFSA until you have created an account on **Studentaid.gov**

Create an Account

Whether you're a student, parent, or borrower, you'll need to create your own account to apply for, receive, and manage your federal student aid.

Get Started

Already have an account? [Log In](#)

What You Can Do With Your Account

You must have an account to do the following:

- Fill out the *Free Application for Federal Student Aid* (FAFSA®) form online
- Complete other online forms (such as the *Master Promissory Note*) required to receive aid
- Review the federal student aid you've received

What You'll Need

- Your Social Security number (if applicable)
- Your own email address

List of things you will need in order to complete a financial aid application:

FAFSA

- ☐ Your social security number
- ☐ Your parent's social security number (if they have)
- ☐ Your parents' birthdays
- ☐ Your parents' marriage date if married or divorce date if divorced (month & year- June 1992)
- ☐ The month/year you started living in IL
- ☐ The month/year your parents started living in IL
- ☐ If YOU filed taxes- Your 2025 tax return IRS 1040 and your W2 from your employer
- ☐ If YOUR PARENTS filed taxes- Their 2025 tax return IRS 1040 and W2 from both parents' employers
- ☐ Login username, password, and challenge questions/answers



Make sure you have all of this information in one place

- In planner
- Note in phone
- Postsecondary Tasks Sheet

Getting Started



What year are we
filling out?

2027-2028
Application

- Enter your name and social security number exactly as it appears on your social security card or official documents
- Do NOT use your school email!
- Use a **personal email address** (you fill this out every year)
- Provide your consent and approval

Your Personal Circumstances

- Marital status- **Single**
- State of Residence- **Illinois**
- High school completion status- **High School Diploma**
- Name of High School: Chicago International Charter School Northtown Academy

Complete the **Personal Circumstances and Demographics** Sections of the **FAFSA®** Form





College Plans Section

- Will you have your first bachelor's degree before you start the 2027-2028 school year? **NO**
- What will your college grade level be? **Never attended college/1st year undergraduate**
- What college degree or certificate will you be working on? Choose **Bachelor's degree or Associate degree**
- Are you interested in being considered for work study? **YES**
- **Then you will add your colleges**
 - ◆ You can add up to **20 schools**
 - ◆ We can edit this later but it's ideal to have it done right the first time

Dependency and Parent Information



- Most students will be **Dependent** students unless they answer Yes to the dependency questions
- Dependent students complete financial information for themselves and their parents
- Click the photo on the left to see who you should count as a parent
- Dislocated worker- Receiving unemployment benefits because they were laid off, has been laid off from a job or is no longer working for themselves

Financial Information

1st YOU...the student
2nd YOUR PARENTS

QUESTIONS



- Choose **I am not going to file** if you did not work in 2025 or do not make enough money to file taxes
- If you did file taxes, choose **IRS 1040**
- The FAFSA will guide you through filling out the questions
- If you can connect to the IRS Retrieval Tool, do that. It makes sure that the financial info is accurate.

- Answer these questions exactly as the info is found on the tax return
- Did you file a schedule 1? If you look through your documents and don't see one, it wasn't filed
- Adjusted gross income? The question will show you which line to look at on your tax return form
- Income earned from work on your W2
 - ◆ Split parent 1's W2 and parent 2's information
 - ◆ Make sure Parent 1 and Parent 2 stay the same throughout the FAFSA

Parent Financial Information

You will need a copy of their 2025 tax return and W2 forms



Signing your Application

→ You, the student, will:

- ◆ Sign electronically for the STUDENT PART

→ Your parent will:

- ◆ Sign electronically for the PARENT PART

You have NOT finished your Financial Aid
Application until it is SIGNED

A screenshot of the FAFSA 2024-25 completion screen. The header shows 'FAFSA FORM 2024-25' and 'Parent of Constance Decker'. The main message is 'Congratulations, The FAFSA Form Is Complete!' with a banner. Below this, it says 'Constance Decker' with a small icon of a person. The completion date is '04/01/2024'. At the bottom, it says 'What Happens Next' and 'Email Sent' with an envelope icon. The background features a light blue sky with hot air balloons and a mountain range.

REMINDERS

- Keep your username, password, challenge questions and answers in a safe place
- You will be completing a financial aid application every year
- Use your personal email address NOT your Northtown email address

