RS RUSSELL SAGE COLLEGE
BE. KNOW. DO.

FAFSA CHECKLIST

1 Identify your Contributors.

These are the people who must fill out a section of the FAFSA for it to be considered complete. If you're married, your spouse is a Contributor. If you're a dependent student, which parent(s) you list on the form depends on their marital status and how they file their taxes.

→ **Parents are married and filed joint 2023 tax returns:** Only one parent needs to complete the FAFSA as a Contributor.

→ **Parents are married and filed separate 2023 tax returns:** Each parent is a Contributor and must complete their section of the FAFSA for it to be considered complete.

→ **Contributor parent is remarried:** Your step parent is also considered a Contributor and must fill out their section of your FAFSA for it to be considered complete.

→ **Parents are divorced, separated, or never married:** The parent who provides the most financial support should complete the FAFSA as a Contributor.

2 You and your Contributors all need your own FSA ID to complete the FAFSA.

You should do that ASAP at https://studentaid.gov. Click on "Create an Account" to get started. Write down your FSA ID and password when you receive it. Make sure you secure this information in a safe place. It can be a hassle to retrieve it if you forget.

3 Be sure you have the following information for when it's time to list your Contributors on the FAFSA:

☑ Legal name (from their Social Security Card)

☑ Date of birth

☑ Social Security Number (SSN) if they have one (if they don't have a SSN, you'll be asked to provide their mailing address instead)

☑ Email address

4 Also be sure to have the following information ready:

☑ 2023 Federal Income Tax Returns for you and your Contributors

☑ Current bank statements

☑ If you're not a U.S. citizen, you will also need your U.S. Permanent Resident Card (Form I-151 or I-551C) or Arrival-Departure Record (I-94) with an eligible status

5 The FAFSA for 2025-2026 opens December 1

Complete your FAFSA early to receive a full financial aid package from the schools you've been accepted too. Don't forget to list Russell Sage's School Code: 002810 so we receive your information.

QUESTIONS? Contact us at **finaid@sage.edu** or **518-244-2020**   LEARN MORE: