

# PIN Tip Sheet

## PIN: Personal Identification Number

[www.pin.ed.gov](http://www.pin.ed.gov)

**Your PIN is not the FAFSA!!**

### **What is the PIN?**

- The Personal Identification Number is a four-digit code that acts as your online signature and access code when filling out the FAFSA online: [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

### **Who needs a PIN?**

- YOU (the student) need a PIN.
- One parent needs a different PIN.

### **How is the PIN used?**

- Allows students and parents to sign the FAFSA online electronically.
- Both students and parents can correct or update the online FAFSA using the PIN.
- Students and parents can view the status of a processed FAFSA and SAR (Student Aid Report) using the PIN.
- Students can renew the FAFSA every year using the same PIN.

### **How do I get a PIN?**

- Go to [www.pin.ed.gov](http://www.pin.ed.gov).
- Click on “Apply for PIN” and follow the directions on the slides that follow.
- You must have a Social Security Number to apply for a PIN. (If your parent does not have a SSN, you can still apply for a FAFSA, but a parent signature must be provided instead of the PIN.)
- You will create a “security pass-phrase”: There will be no record kept of this pass-phrase, so if you lose it, you will never be able to retrieve your old PIN—but you may register for a new one.
- Print the confirmation page.

### **How does my parent get a PIN?**

- The procedure is exactly the same as above, using a parent’s information instead.

### **When do I receive my PIN?**

- If you provided an email address, you should receive an email with a link to your PIN within three business days.
- If you did not provide an email address, you will receive your PIN in the mail within 7-10 days.

### **What if I lose or forget my PIN?**

- Go back to the PIN web site and click on “Request a Duplicate PIN.” You must have the original information you provided when first registering for a PIN. If you do not, you can sign up for a new PIN.
- You will receive (email / mail) the same PIN as you had before.

### **What if I want to file my FAFSA online but don’t have a PIN?**

- Instead of using the PIN as your electronic signature, you can print out the signature page and physically sign it (along with a parent), and mail it to the FAFSA address.
- If you submit the FAFSA (paper or online) without a PIN, you will eventually be assigned a PIN even if you do not apply for one.

### **Is there a benefit for having a PIN when I submit the online FAFSA?**

- Yes! If you and a parent sign electronically with the PIN, you will receive your Student Aid Report (SAR) within 72 hours. Plus, the process is much easier and faster!

### **Final Tips:**

- Get your PIN now! Keep it in a safe place, so you will be prepared to complete and submit the online FAFSA between January 1 and March 2.
- Start a financial aid folder to keep your PIN and all other college-related records.