

# How to Complete the 23-24 WASFA

## Washington Application for State Financial Aid

[wsac.wa.gov/wasfa](https://wsac.wa.gov/wasfa)

Updated 12/28/2023



WASHINGTON STUDENT  
**ACHIEVEMENT COUNCIL**  
EDUCATION › OPPORTUNITY › RESULTS

# Overview (1 of 3)

## **WASFA Privacy Statement**

*The Washington Student Achievement Council (WSAC) administers state financial aid including the Washington College Grant, the College Bound Scholarship, and the Washington Application for State Financial Aid, or WASFA, for undocumented individuals. The Council is committed to providing opportunities and support to ensure every Washington student is able to pursue education beyond high school.*

*Regarding concerns that students, parents, and other partners may have about the confidentiality of information submitted on the WASFA, the purpose of the application is to provide eligibility information to colleges and universities in Washington that offer the Washington College Grant and the College Bound Scholarship. WSAC shares application information with campuses listed by the student so those schools may determine eligibility for resident tuition and financial aid. Campuses are not permitted to use the information for other purposes or share the data with other parties.*

*WSAC is committed to protecting the confidentiality of the information and privacy of students and families. Washington is a state committed to providing opportunities to students and protecting the rights of families.*

# Overview (2 of 3)

## State Financial Aid for Undocumented Students and Other Select Applicants

The Washington Application for State Financial Aid (WASFA) is for people who **don't** file a federal FAFSA application. People who complete a WASFA are applying for state aid only. Please do **not** complete a WASFA if you have already completed a FAFSA.

There are various reasons to complete a WASFA instead of a FAFSA:

- Immigration status, or student is undocumented
- Undocumented parents or family members do not wish to file a FAFSA
- Defaulted federal loans
- Repayments owed on federal grants

# Overview (3 of 3)

The WASFA application can be found at [wsac.wa.gov/wasfa](https://wsac.wa.gov/wasfa). The following instructions will aid you in successfully completing the WASFA.

- **New users** completing the WASFA questionnaire for the first time will be asked a series of questions to determine if the WASFA is the appropriate financial aid application to complete. If it is, a link to the WASFA application is provided. If not, a link to the FAFSA is provided.
- **Returning users** wanting to create a new application, or to make corrections to an existing application, please select the **Returning User** button and select the appropriate link that matches the Returning User scenario.

**Please do not create a new account.** Contact us via email at: [wasfa@wsac.wa.gov](mailto:wasfa@wsac.wa.gov) if you are unable to access your account.

# New User or Returning User?

Select **New User** or **Returning User**.

New Users will be asked a series of eligibility questions to ensure the WASFA is the correct application before bringing the User to the login page to create a new account.

## New User

- Complete a WASFA for the first time
- Complete the WASFA eligibility questionnaire

**NEW USER**

Learn More & Start a New WASFA

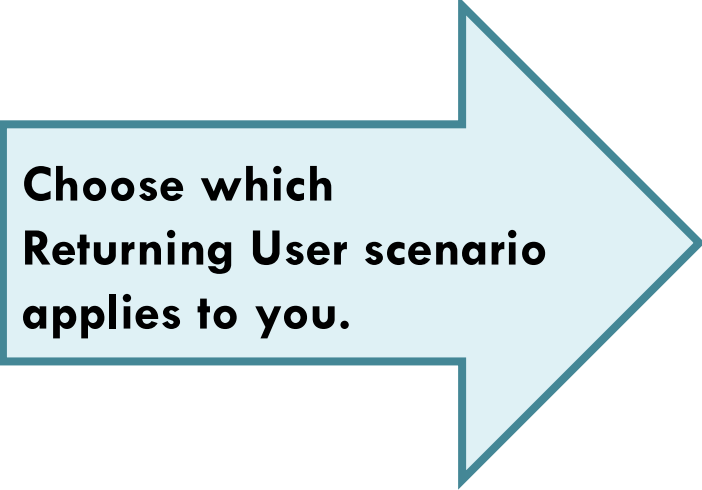
## Returning User

- Make a correction/Add a school
- Submit an application for a new year

**RETURNING USER**

Info & Log-In

# Returning User Screen



**Choose which  
Returning User scenario  
applies to you.**

## Welcome back to the WASFA!

If you have completed a WASFA in the past and want to **apply for a new year**:

- Sign into your [WASFA account](#).
- Select the application year you wish to file.
- Complete the application as instructed.

If you would like to **make changes to a previously submitted WASFA**, or if you would like to add a college to your WASFA application:

- Sign into your [WASFA account](#).
- Select the application you would like to change.
- Make the desired changes.
- Complete the electronic signature.
  - Note: If a parent's signature was required on the application, your parent will need to be invited to sign again.

If you have completed a WASFA in the past but are having **trouble logging in**:

- Please do NOT create a new account.
- Contact [wasfa@wsac.wa.gov](mailto:wasfa@wsac.wa.gov) for help signing into your existing account.

**Questions?** Contact the Washington Student Achievement Council by email at [wasfa@wsac.wa.gov](mailto:wasfa@wsac.wa.gov), or call 888-535-0747 and select option 2.

# Returning User – Password Reset

If you have forgotten your PASSWORD, please click on the “Reset your password” link from the sign in page. You will be prompted to enter the email address you used when you registered.


You will receive an email with a password reset link. Click the link to be directed to create a new password. Once you click save, you will be redirected to log in with your new password.

1

**Sign In**

Email

Password

 WASFA: Washington Application for State Financial Aid  
WASHINGTON STUDENT ACHIEVEMENT COUNCIL

[Show Full Info](#)

Remember [Reset your Password](#)

**SIGN IN**

2

**Forgot Password**

Please enter the e-mail address associated with your account. We will send instructions there.

Email

**SEND INSTRUCTIONS**

[Back to Sign In](#)


4

**Reset Password**

New Password

Confirm Password

Please show you are not a robot

I'm not a robot 

**SAVE**

3

**Success!**

You will receive detailed instructions on resetting password to [email@gmail.com](mailto:email@gmail.com)

**BACK TO LOGIN**

# Eligibility Questions for New Users

1

The Washington Application for State Financial Aid (WASFA) is for people who don't file a federal FAFSA application. People who complete a WASFA are applying for state aid. There are various reasons to complete a WASFA instead of a FAFSA:

- A person may not be eligible for federal aid due to:
  - Citizenship or immigration status, including being undocumented.
  - Defaulted federal student loans.
  - Repayments owed on federal grants.
- A person may choose not to apply for federal aid due to:
  - Family members who do not want to file the FAFSA.
  - Other personal reasons.

After you complete the WASFA, the college(s) or program(s) you choose will determine whether you meet [state residency requirements](#) and [state financial aid eligibility](#). State financial aid could include Washington College Grant, the College Bound Scholarship, Passport to Careers, National Guard Grant, or State Work Study.

The following questions will confirm if the WASFA is the correct application for you.

Start

2

1) Are you any of the following?

- U.S. citizen.
- U.S. permanent resident with a Permanent Resident Card (also known as a "Green Card").
- U.S. national (including American Samoa or Swains Island).
- Citizen of the Republic of Palau, the Republic of the Marshall Islands, or the Federated States of Micronesia.
- T-Visa holder.
- Person with Violence Against Women Act (VAWA) status.
- Person with an Arrival-Departure Record (I-94) from U.S. Citizen and Immigration Services (USCIS) showing any of the following:
  - Refugee
  - Asylum Granted
  - Cuban-Haitian Entrant
  - Conditional Entrant (if issued before April 1, 1980)
  - Parolee (you must be paroled for at least one year, and you must be able to show that you are in the United States for other-than-temporary reasons with the intention of becoming a U.S. citizen or permanent resident)

Yes  
 No

Previous Next

3

Have you completed a Free Application for Federal Student Aid (FAFSA)?

- Yes  
 No

Previous Next

4

Submit the WASFA to apply for Washington state aid

Based on your responses, you should complete a WASFA to apply for Washington state financial aid.

Click the link below to complete your WASFA on the Regent website. For more information, or to update your application in the future, please visit: [wsac.wa.gov/wasfa](https://wsac.wa.gov/wasfa).

Click here for WASFA

We encourage you to create a profile on [thewashboard.org](https://thewashboard.org). On this free site, you can search and apply for scholarships that match your qualities and interests.

Previous



# Prepare to Start the WASFA



## What you will need to complete the WASFA:

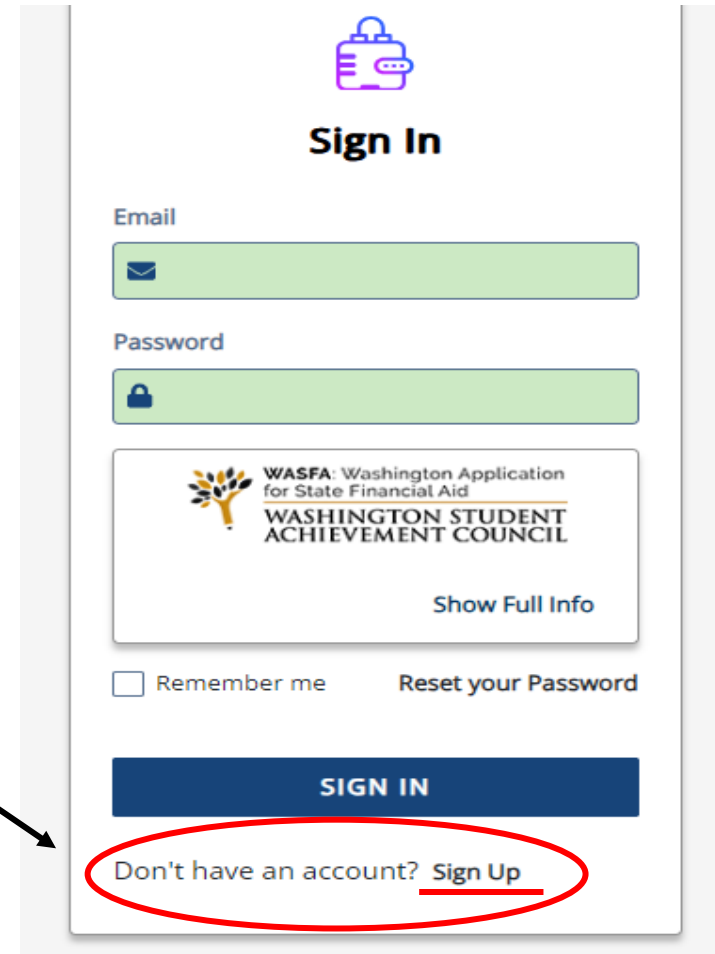
### CHECKLIST

#### To complete the WASFA, you will need:

- Your income information. This includes bank statements, a W-2 or pay stub and/or federal income tax return.
  - If you filed a federal tax return, use tax return information from two years prior to the award year. FOR EXAMPLE, for the 2023-24 application cycle, you must use information from your 2021 tax return. If you did not file a federal tax return, report the income earned in 2021.
- Additional financial information – such as child support statements, TANF or welfare information, real estate, stocks or bonds investments, family business or farm info.
- Your Social Security card or I-797 Form, if you have current or expired DACA status. (Optional)
- If you are a dependent student (most students under 24 years old), you will also need most of the above information for your parent(s).

# Create New Account – Step 1

To begin, create an account by selecting the **Sign Up** button on the screen shown to the right.



The screenshot shows a 'Sign In' page for WASFA. At the top is a purple icon of a briefcase with a speech bubble. Below it is the text 'Sign In'. There are two input fields: 'Email' with an envelope icon and 'Password' with a lock icon. Below these is the WASFA logo and the text 'WASFA: Washington Application for State Financial Aid' and 'WASHINGTON STUDENT ACHIEVEMENT COUNCIL'. There is a 'Show Full Info' link. Below that is a checkbox for 'Remember me' and a 'Reset your Password' link. At the bottom is a dark blue 'SIGN IN' button and a link that says 'Don't have an account? Sign Up'. The 'Sign Up' link is circled in red.

# Create New Account – Step 2

Answer another FAFSA Eligibility Question. If eligible to complete a FAFSA, the applicant will be redirected to the FAFSA site. If not, the applicant will continue to fill out WASFA application.

Are you eligible to complete a [Free Application for Federal Student Aid \(FAFSA\)](#) or have you already submitted a FAFSA?

Yes  No

**Note:** If you have already completed a FAFSA, please do not also complete a WASFA. Your school will be able to determine your eligibility with the information submitted on your FAFSA.

# Registration Step 1 – Account Creation

Register for new WASFA Account

Please use an email you will be able to check regularly. Ex: a personal Gmail and not a school email.

## Registration Step 1 of 3: Account Creation



### Sign Up

Please fill out the form below to create your account.

All the information you provide is confidential. Once you complete the information, your account will be created and you will be able to access the Student Experience Portal.

Email

**i** Please ensure that this is a valid, permanent email address that you check regularly.

Confirm Email

Password

**i** New passwords must be at least 8 characters and meet the following:

- 1 upper case (A-Z) characters
- 1 lower case (a-z) characters
- 1 numeric characters (0-9)
- 1 special characters (e.g. !@#%&\*)
- Not exceed 2 sequential numbers (e.g. 12, 456, 789)
- Not exceed 2 repeating characters or numbers (e.g. AA, bb, 77, &&)
- Do not include common words or names.

Confirm Password

# Registration Step 2– Email Authentication

Activate your student account by clicking on the authentication link that is sent to the email provided in step 1.

After clicking the link in step 2, you will be redirected to the WASFA site and will receive the following notification letting you know your account has been successfully activated.

Click “**continue**” button to proceed.

## Registration Step 2 of 3: Email Authentication

Please validate your email

We sent you a confirmation email with a link to activate your account.

Access your email account and click on the link provided in the confirmation email.

Click [here](#) to send a new confirmation email to [student@gmail.com](mailto:student@gmail.com)



Thank you

Thank you for validating your account. Select "Continue" to log in and complete the final step of account registration.


**CONTINUE**

**Please note:** You will not be able to log in or access your account until your email has been validated

# Registration Step 3 – Account Validation

Register for new  
WASFA account

Registration Step 3 of 3: Student Account Validation



### Financial Aid Account

Please complete the following registration form.

First Name

*i* If you have a Social Security, DACA, or ITIN Card, your first/last name should match that document. If you don't have a Social Security, DACA, or ITIN Card, your first/last name should match the name you provided to your college(s).

Last Name

*i* If you have a Social Security, DACA, or ITIN Card, your first/last name should match that document. If you don't have a Social Security, DACA, or ITIN Card, your first/last name should match the name you provided to your college(s).


Social Security, DACA, or ITIN Number

*i* Provide the exact number listed on your Social Security, DACA, or ITIN Card excluding the dashes. Please use the format 123456789. If you do not have a Social Security, DACA, or ITIN Number, leave blank.

Confirm Social Security, DACA, or ITIN Number

*i* Reenter your Social Security Number, DACA, or ITIN Number entered above.

Date of Birth (mm/dd/yyyy):

Please double check the spelling of your name AND your Date of Birth.

What numbers do I use?

- If you have a SSN, DACA, or ITIN, enter it here. **If you do not, leave blank.**
- If you have never applied before and do not have a SSN, DACA, or ITIN nor a WASFA ID, leave all SSN, DACA, or ITIN and WASFA ID fields blank.

# WASFA Dashboard

Once you have logged into your account, this will be your WASFA home page/Dashboard.

Applications needed, in progress, or previously submitted can be accessed from the Dashboard page or on the Documents page

WASFA Dashboard

Welcome to your Dashboard. To get started, click on the Needed box under Documents to process your WASFA for each available academic year. You will select from a list of s complete the process. Dependent students will be instructed to invite a parent to sign their WASFA before the application will be submitted.

**Documents** 1

WA Application for State Financial Aid (WASFA) 2023-2024

**NEEDED** today

**Useful Links**

- Washington Student Achievement Council Website  
<https://wsac.wa.gov/sfa-overview>  
Washington State Financial Aid Programs
- Eligible Washington Colleges and Institutions  
<https://wsac.wa.gov/sfa-institutions>  
Lists all schools in Washington that are eligible for Washington College Grant, College Bound Scholarship, Passport to Careers and other state aid.
- Washington Student Residency  
<https://wsac.wa.gov/student-residency>  
Washington residency requirements for tuition and financial aid purposes

# Starting the WASFA

Click on:

 **START, EDIT OR COMPLETE A FORM**

for the application year you want to start.

There may be times where there are multiple application years open at a time. Be sure to select the year for which you will be attending college. For example, if you plan on attending school in the Spring of 2023, you would choose the 2023-2024 application year.

## My Documents

WA Application for State Financial Aid (WASFA) 2023-2024

**NOT STARTED**

*Status as of 12/19/2023*

### Instructions

Complete the 2023-24 WASFA if you are planning on being enrolled in college (as a new student or continuing student) in fall term 2023 through spring term 2024. Planning on taking courses in the summer? Please check with your college to confirm which application to you need to complete.

 **START, EDIT OR COMPLETE A FORM**

Close




# Application in Progress

Upon clicking the **“Start, edit, or complete an application”**, you will begin the application process.

Answer the questions and click on the **“Next”** button to continue moving through the application process.

**\*To Save Progress:** Click **“Exit”** and then **“yes”** (see  on top right corner)

WA Application for State Financial Aid (WASFA) 2023-2024

 **Exit**

**Student Demographics**

- Personal Information
- Information personal

Provide your first name, middle initial and last name exactly as it appears on your Social Security, DACA, or ITIN Card. If you don't have a Social Security, DACA, or ITIN Card, your first/last name should match the name you provided to your college(s).

Escriba su primer nombre, inicial del segundo nombre y apellido exactamente como aparecen en su tarjeta de seguro social, acción diferida para los llegados en la infancia (DACA) o número de Identificación Personal del Contribuyente (ITIN). Si no tiene ninguna de estas tarjetas, debe hacer coincidir su nombre o apellido con el que le brindó a sus facultades.

First Name \*  
Nombre

Middle Initial  
Inicial del segundo nombre

Last Name \*  
Apellido

**i** If your name has a suffix, such as Jr. or III, include a space between your last name and suffix.  
Si su nombre tiene un sufijo, como Jr. o III, incluya un espacio entre su apellido y el sufijo.

Gender (Male, Female, or X)  
Género (masculino, femenino o X)

Select... ▾

1/3 >

**Next**

# Application in Progress (1 of 2)

As you move through the application process, the **green menu** on the left side will display the section you are in, and the numbers in the **bottom blue bar** will display how many parts are in that specific section, and what page you are on. Click **“Next”** to continue.

***\*To Save Progress:*** Click **“Exit”** on top right corner and then **“yes”**.

The screenshot displays the application interface. On the left, a green vertical menu is circled in red, listing sections: Student Demographics (highlighted in blue), Educational Plans, Dependency Determination, Household Information, Student Income & Tax Data, School List, and Additional Questions. The main content area is titled "Driver's License Information" and "Información de la licencia de conducir". It features a dropdown menu for "Student's Driver's License State" and a light blue informational box with instructions in English and Spanish. Below this is the "Social Security, DACA, or ITIN Number" section with a text input field and another informational box. At the bottom, a light blue bar shows a left arrow, a "2/3" page indicator circled in red, and two buttons: "BACK" and "NEXT" (circled in red). An "Exit" button is circled in red in the top right corner.

# Application in Progress (2 of 2)

The following instructions will not show a screen shot for every question. However, we will highlight a few of the areas that are asked about most often.

The section and page number within the section we are discussing is circled in **red** in the **left green menu** and **bottom blue bar**.

The screenshot displays a web application interface. On the left, a green vertical menu contains several options: 'Student Demographics', 'Educational Plans', 'Dependency Determination', 'Household Information', 'Student Income & Tax Data', 'School List', and 'Additional Questions'. The 'Student Demographics' option is highlighted with a red circle. The main content area is titled 'Driver's License Information' and 'Información de la licencia de conducir'. It features a dropdown menu for 'Student's Driver's License State' and a text input field for 'Social Security, DACA, or ITIN Number'. Below these fields are informational messages in light blue boxes. At the bottom, a blue navigation bar contains a left arrow, a page indicator '2/3' circled in red, and 'BACK' and 'NEXT' buttons.

# New Residency Information

Answer all the residency questions carefully and accurately. The residency law changed on July 25, 2021, making it easier for more students to qualify.

*\*More information on the new residency law on slides 39-40*

The screenshot shows a web form for 'Residency Information'. On the left is a sidebar menu with the following items: 'Student Demographics' (checked), 'Educational Plans' (checked), 'Dependency Determination' (checked), 'Parent Information' (checked), 'Student Income & Tax Data' (checked), 'School List' (checked), and 'Additional Questions' (with a plus icon). The main content area is titled 'Residency Information' and 'Información de residencia'. It contains instructions in English and Spanish: 'Please answer the following questions related to your residency status.' and 'Responda las siguientes preguntas que se relacionan con su estado de residencia.' The first question is 'Student's State/Country of Residence' (with a red asterisk) and 'Estado/País de Residencia del Estudiante'. A dropdown menu is set to 'WASHINGTON'. Below this is an information box with an 'i' icon: 'Provide the state/country where you reside.' and 'Indique el estado/país en el que reside.' The second question is 'Did you become a full-time resident of the state/country you entered above before January 1, 2022?' (with a red asterisk) and '¿Se convirtió en residente a tiempo completo del estado/país al que ingresó anteriormente antes del 1 de enero de 2022?'. There are two radio button options: 'Yes' (selected) and 'No'. At the bottom, there is a progress bar with '3/3' circled in red, and two buttons: 'BACK' and 'NEXT'.

✓ Student Demographics

✓ Educational Plans

✓ Dependency Determination

✓ Parent Information

✓ Student Income & Tax Data

✓ School List

+ Additional Questions

## Residency Information

### Información de residencia

Please answer the following questions related to your residency status.

Responda las siguientes preguntas que se relacionan con su estado de residencia.

Student's State/Country of Residence \*  
Estado/País de Residencia del Estudiante

WASHINGTON

*i* Provide the state/country where you reside.  
Indique el estado/país en el que reside.

Did you become a full-time resident of the state/country you entered above before January 1, 2022? \*  
¿Se convirtió en residente a tiempo completo del estado/país al que ingresó anteriormente antes del 1 de enero de 2022?

Yes  
 No

3/3

BACK NEXT

# Dependency Determination (1 of 2)

In the **Dependency Determination** section, answer all the questions carefully and accurately.

This section determines if you are considered a “dependent” student or an “independent” student. Please read the descriptions carefully. Answering “Yes” to any of these questions will mark you as an “independent” student and you will not be asked to enter any parent information or require a parent signature.

✓ Student Demographics

✓ Educational Plans

**Dependency Determination**

🔍 Household Information

🔍 Parent Information

🔍 Student Income & Tax Data

🔍 School List

🔍 Additional Questions

### Dependency Details

#### Detalles de la dependencia

Do you have children who will receive more than half of their support from you between July 1, 2023 and June 30, 2024? \*

¿Tiene hijos que recibirán más de la mitad de la ayuda de su parte entre el 1 de julio de 2023 y el 30 de junio de 2024?

Yes; Sí

No

Do you have dependents (other than your children or spouse) who live with you and who receive more than half of their support from you, now and through June 30, 2024? \*

¿Tiene dependientes (aparte de sus hijos o su cónyuge) que viven con usted y que reciben más de la mitad de su manutención de usted, ahora y hasta el 30 de junio de 2024?

Yes; Sí

No

Are you currently serving on active duty in the U.S. Armed Forces or are a National Guard or Reserves enlistee called into federal active duty for purposes other than training? \*

¿Se encuentra actualmente en servicio activo en las Fuerzas Armadas de los EE. UU. o es un alistado de la Guardia Nacional o de la Reserva llamado al servicio activo federal para...

Yes; Sí

No

Answer “No” if you are a National Guard or Reserves enlistee who is on active duty for state or training purposes or if you are not currently serving on active duty.

Responda “Sí” si en este momento presta servicio activo en las Fuerzas Armadas de los EE. UU. o está alistado en la Guardia Nacional o en la Reserva y presta servicio activo con fines de entrenamiento o de desempeño.

Responda “NO” si está alistado en la Guardia Nacional o en la Reserva y presta servicio activo con fines de entrenamiento o de desempeño.

Are you a veteran of the U.S. Armed Forces? \*

¿Es veterano de las Fuerzas Armadas de los EE.UU.?

Yes; Sí

No

At any time on or after July 1, 2022, did the director of a runaway or homeless youth basic center or transitional living program determine that you were a runaway or homeless youth? \*

En cualquier momento o con posterioridad al 1.º de julio de 2022, ¿determinó el director de un centro básico para jóvenes en situación de calle o que se mantenía a sí mismo y que se encontraba en riesgo de quedar en situación de calle?

Yes; Sí

1/2

BACK NEXT

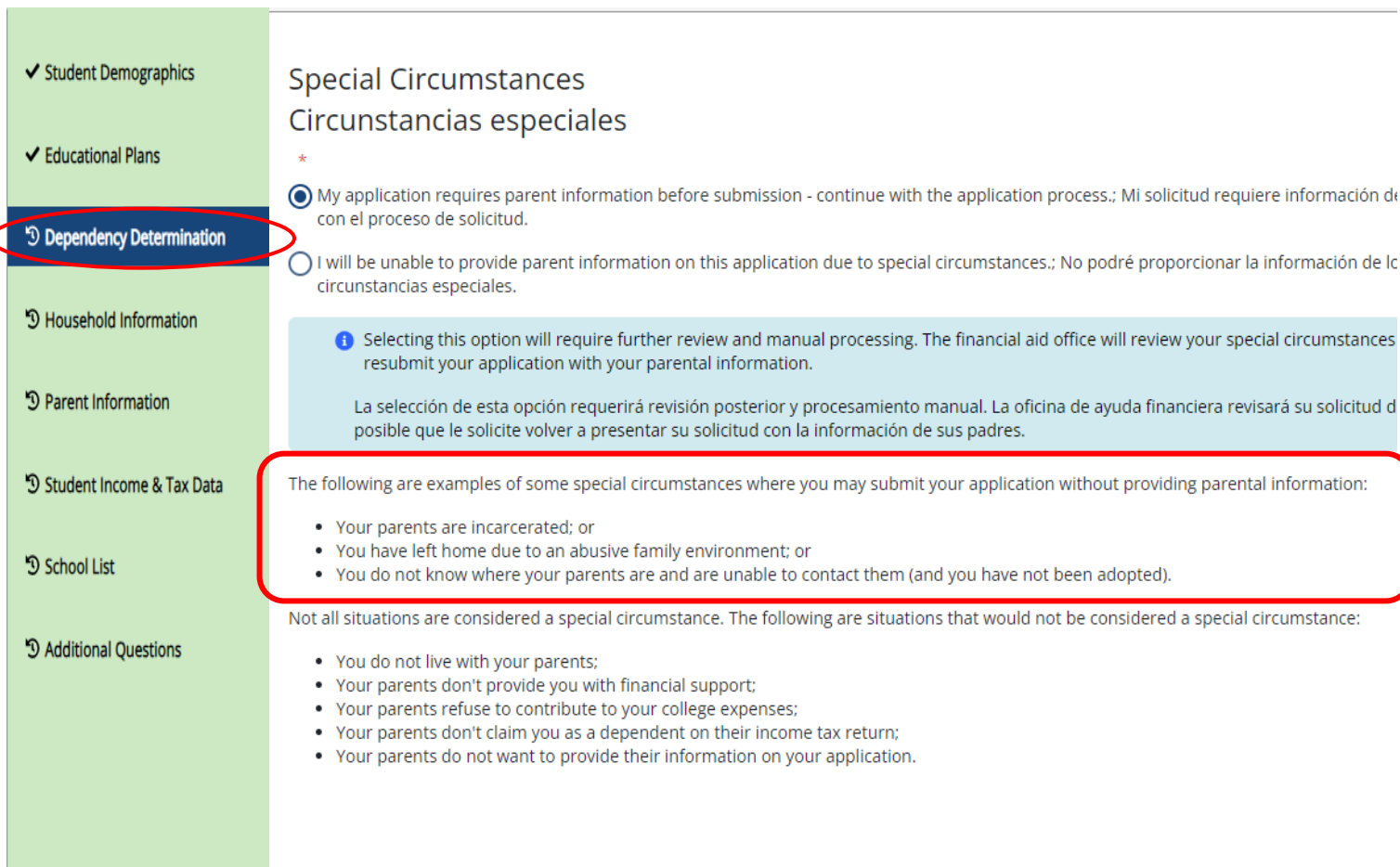
# Dependency Determination (2 of 2)

## SPECIAL CIRCUMSTANCES

If you are determined to be a “dependent” student, you will be required to answer questions about your parents. Most people will fall into this category.

You may be able to submit your application without parent information under special circumstances if you meet outlined criteria. Your financial aid office will either approve or request for you to submit your parent information.

**Note: Claiming special circumstances when you do not qualify may delay the processing of your application.**



✓ Student Demographics

✓ Educational Plans

**Dependency Determination**

🔍 Household Information

🔍 Parent Information

🔍 Student Income & Tax Data

🔍 School List

🔍 Additional Questions

### Special Circumstances

### Circunstancias especiales

\*

My application requires parent information before submission - continue with the application process.; Mi solicitud requiere información de con el proceso de solicitud.

I will be unable to provide parent information on this application due to special circumstances.; No podré proporcionar la información de la circunstancias especiales.

**i** Selecting this option will require further review and manual processing. The financial aid office will review your special circumstances resubmit your application with your parental information.

La selección de esta opción requerirá revisión posterior y procesamiento manual. La oficina de ayuda financiera revisará su solicitud d posible que le solicite volver a presentar su solicitud con la información de sus padres.

The following are examples of some special circumstances where you may submit your application without providing parental information:

- Your parents are incarcerated; or
- You have left home due to an abusive family environment; or
- You do not know where your parents are and are unable to contact them (and you have not been adopted).

Not all situations are considered a special circumstance. The following are situations that would not be considered a special circumstance:

- You do not live with your parents;
- Your parents don't provide you with financial support;
- Your parents refuse to contribute to your college expenses;
- Your parents don't claim you as a dependent on their income tax return;
- Your parents do not want to provide their information on your application.

# Family Size Information

On **Student's Family Information** answer all questions as they relate to only the student and who the student financially supports. "Student's Household Number of Family Members" should only count dependents the student financially supports by themselves. Same for number in college.

**Example:** If a student is unmarried with no children of their own, and is not financially responsible for anyone else, the student's household number is 1 and the student's number in college is 1. Other family members, such as parents and siblings, will be captured in the Parent's Information section.

The screenshot shows a web form titled "Student's Family Information" with a sidebar menu on the left. The sidebar menu includes: Student Demographics, Educational Plans, Dependency Determination, Household Information (highlighted with a red oval), Parent Information, Student Income & Tax Data, School List, and Additional Questions. The main content area has two sections:

- Student's Household Number of Family Members**: A dropdown menu showing the number "2". Below it is a blue information box with text in English and Spanish. The English text says: "Indicate the number of people in your household. Include all of the following if applicable: Yourself (and your spouse), Your children if you will provide more than half their support and you will continue to provide more than half of their support between July 1, 2023 and June 30, 2024, and other people who live with you and you provide more than half of their support and they live with you." The Spanish text says: "Indique la cantidad de personas que componen su hogar. Si corresponde, incluya todo lo siguiente: usted (y su cónyuge), sus hijos en caso de que les entregue más de la mitad de la ayuda y siga haciéndolo entre el 1.º de julio de 2023 y el 30 de junio de 2024, y otras personas que vivan con usted en este momento y les entregue más de la mitad de la ayuda y siga haciéndolo entre el 1.º de julio de 2023 y el 30 de junio de 2024." A red circle highlights the number "2" in the dropdown.
- Student's Household Number in College**: A dropdown menu showing the number "1". Below it is a blue information box with text in English and Spanish. The English text says: "Indicate the number of people in your (and, if applicable, your spouse's) household who will be college students between July 1, 2023 and June 30, 2024. Always count people who attend a college, university, institution, or technical school, at least half-time in 2023-2024, for a program that leads to a college degree or certificate. Do not include people who do not live with you, and they meet the college enrollment requirements." The Spanish text says: "Indique la cantidad de personas que componen su hogar (y, si corresponde, el de su cónyuge) que serán estudiantes de la universidad entre el 1.º de julio de 2023 y el 30 de junio de 2024. Siempre cuente a las personas que asistan a una facultad, universidad, institución o escuela técnica por lo mínimo la mitad del tiempo que se obtenga un título o certificado de facultad. No incluya a sus padres o hermanos al menos que reciban más de la mitad de la ayuda de su parte, vivan con usted y cumplan con los requisitos de inscripción de la facultad." A red circle highlights the number "1" in the dropdown.

At the bottom right of the form, there is a "1/1" indicator in a red circle, and two buttons: "BACK" and "NEXT".

# Parent Information (1 of 4)

For **Parent Information** answer all questions as they relate to the **parent(s)** and all others they are responsible for supporting financially (including you).

**Example:** If a student has 2 siblings also in college and the parent has never been married, then the parent household number is 4, and the parent number in college is 3.

The image shows a web form for 'Parent Information'. On the left is a sidebar with a green background containing a list of sections: 'Student Demographics', 'Educational Plans', 'Dependency Determination', 'Parent Information' (highlighted with a red circle), 'Student Income & Tax Data', 'School List', and 'Additional Questions'. The main content area has a white background and contains the following sections:

- Parents' Family Information** (highlighted in yellow):
  - Información de la familia de los padres
  - English text: Please provide the following information about your parents. "Parent" refers to a biological or adoptive parent. Grandparents, legally adopted you. In case of divorce or separation, give information about the parent you lived with most in the last 12 months or the most financial support during the last 12 months or during the most recent year you received support. If your divorced or
  - Spanish text: Por favor proporcione la siguiente información sobre sus padres. "Padre" se refiere a un padre biológico o adoptivo. Los abuelos legalmente adoptados. En caso de divorcio o separación, proporcione información sobre el padre con quien vivió más en los últimos 12 meses o durante el año más reciente en el que recibió apoyo financiero. Si usted se divorció o se separó, proporcione información sobre el padre con quien vivió más en los últimos 12 meses o durante el año más reciente en el que recibió apoyo financiero de su padrastro o madrastra.
- Parents' Marital Status** (highlighted in yellow):
  - Hasta hoy, ¿cuál es el estado civil de sus padres legales?
  - Dropdown menu: Married or Remarried
  - Information icon: As of today, what is the marital status of your legal parents?
  - Spanish text: Hasta hoy, ¿cuál es el estado civil de sus padres legales?
  - Parents' Marital Status Date (marked with \*): Fecha del estado civil de los padres
  - Text input: 06/2010
  - Information icon: Please select the month and year your parents were married or remarried, separated, or divorced or widowed.
  - Spanish text: Seleccione el mes y el año en que sus padres se casaron o se volvieron a casar, se separaron, divorciaron o enviudaron.
- Parents' Household Number of Family Members** (highlighted in yellow):
  - Cantidad de familiares que componen el hogar de los padres
  - Dropdown menu: 3
- Parents' Household Number in College** (highlighted in yellow):
  - Cantidad de personas que asisten a la facultad que componen el hogar de los padres
  - Dropdown menu: (empty)

At the bottom of the form, there is a blue bar with a page number '1 of 4' (circled in red) and two buttons: 'BACK' and 'NEXT'.



# Parent Information (2 of 4) – No Parent SSN

If your parent/s do not have a Social Security Number enter all zeroes (do not put in random numbers).

## IMPORTANT:

Parent/s **do not need** a Social Security Number for their child to apply for financial aid.

✓ Student Demographics

✓ Educational Plans

✓ Dependency Determination

🔍 **Parent Information**

🔍 Student Income & Tax Data

🔍 School List

🔍 Additional Questions

### Parent 1 Information

#### Información del padre 1

Please provide the following information about your father/mother/stepparent.

Brinde la siguiente información sobre su padre, madre, padrastro o madrastra.

Parent 1 SSN \*  
Número de seguro social, DACA o ITIN del padre 1

000000000

📘 Indicate your father's/mother's/stepparent's Social Security Number. If you  
Indique el número de seguro social, DACA o ITIN de su padre, madre, padrastro o madrastra.

Parent 1 Last Name \*  
Apellido del padre 1

This field is required

📘 Indicate your father's/mother's/stepparent's last name.  
Indique el apellido de su padre, madre, padrastro o madrastra.

Parent 1 First Name \*  
Inicial del primer nombre del padre o la madre 1

This field is required

# Parent Information (3 of 4)

For **Parent Information** answer all questions as they relate to the **parent(s)**.

If the family receives federal benefits such as Medicaid, SSI, food assistance, free or reduced-price school lunch or any other assistance, those numbers will be captured on this page under the **Parents' 2021 or 2022 Federal Benefits Information**.



If you haven't done your taxes by the time you fill out your WASFA, it's okay to estimate the amounts. You might want to base your estimates on last year's tax return.

- ✓ Student Demographics
- ✓ Educational Plans
- ✓ Dependency Determination
- Parent Information**
- Student Income & Tax Data
- School List
- Additional Questions

## Parents' 2021 Income Tax Return Information Información de la declaración de ingresos de los padres en el 2021

Parents' Income Tax Return Status \*  
Estado de la declaración de ingresos de los padres

Select... ▾

This field is required

## Parents' 2021 or 2022 Federal Benefits Information

### Información de los beneficios federales de los padres en el 2021 o 2022

Did you, your parents, or anyone in your parents' household receive benefits from any federal benefit programs such as Medicaid or Supplemental Security Income (SSI), School Lunch benefits, Temporary Assistance for Needy Families (TANF) or related benefits, or Special Supplemental Nutrition Program for Women, Infants and Children (WIC)?  
¿Recibieron usted, sus padres o alguna de las personas que componen el hogar de sus padres beneficios de programas federales gratuitos o a precio reducido, TANF o WIC?

- Yes  
 No

Indicate if you received benefits from either of these federal benefit programs - 1) Medicaid or Supplemental Security Income (SSI); 2) School Lunch benefits; 3) Temporary Assistance for Needy Families (TANF) or related benefits; 4) Special Supplemental Nutrition Program for Women, Infants and Children (WIC).

Indique si recibieron beneficios de alguno de estos programas federales de beneficios: 1) beneficios de Medicaid o Seguros Suplementarios de Ingresos (SSI); 2) beneficios de Almuerzo escolar gratuito o a precio reducido; 3) beneficios del programa de Asistencia Nutricional Suplementaria para Mujeres, Bebés y Niños (WIC).

Parents' Medicaid SSI Benefits \*  
Beneficios de Medicaid o SSI de los padres

- Yes  
 No

This field is required

Indicate if you, your parents, or anyone in your parents' household may have received Medicaid or Supplemental Security Income (SSI) benefits.  
Indique si usted, sus padres o cualquier persona en la casa de sus padres pueden haber recibido los beneficios de Medicaid o Seguros Suplementarios de Ingresos (SSI).

Parents' Supplemental Nutrition Assistance Program \*  
Programa de Asistencia Nutricional Suplementaria de los padres

- Yes  
 No

3/5

BACK

NEXT

# Parent Information (4 of 4)

Parents' and students, are not required to file taxes to receive state aid. However, if income reported is \$50,000 and over, questions regarding assets and untaxed income will need to be estimated using bank statements, paystubs, etc.

✓ Student Demographics

✓ Educational Plans

✓ Dependency Determination

**Parent Information**

Student Income & Tax Data

School List

Additional Questions

### Parents' 2021 Income Tax Return Information

Información de la declaración de ingresos de los padres en el 2021

Parents' Income Tax Return Status \*  
Estado de la declaración de ingresos de los padres

Will Not File

Indicate whether your parents have completed and filed their IRS income tax return, foreign tax return or trust return.  
Indique si sus padres completaron o presentaron su declaración de ingresos ante el IRS, la declaración de impuestos extranjeros o la declaración de fideicomiso.

### Parents' 2021 Income

Ingresos de los padres en el 2021

Parent 1 Income Earned from Working (\$) \*  
Ganancias obtenidas por el padre 1 a través de su trabajo (\$)

This field is required

### Parents' Assets

Activos de los padres

Parents' Cash, Savings, and Checking Account Amounts (\$) \*  
Dinero en efectivo, caja de ahorro y cuenta corriente de los padres (\$)

This field is required

As of today, indicate the total balance of your parents' cash, savings and checking accounts. **Don't include** student financial aid.  
Hasta hoy, indique su saldo total en efectivo, en la caja de ahorro y en la cuenta corriente de sus padres. **No incluya** ninguna ayuda financiera de los estudiantes.

Parents' Real Estate or Investment Net Worth (\$) \*  
Valor neto de las inversiones o los inmuebles de los padres (\$)

Payments to tax-deferred pension and retirement savings plans (paid directly or withheld from earnings), including amounts reported in code DD (employer contributions toward employee health benefits).  
Pagos a planes de pensión y ahorro de jubilación con impuestos diferidos (pagados directamente o retenidos de los ingresos), incluyendo los montos reportados en el código DD (contribuciones del empleador a los planes de jubilación).

Parents' Child Support Received  
Ayuda recibida para hijos de los padres

5/5

BACK NEXT

# Student Income and Tax Data

On **Student Income & Tax Data** answer all questions as they relate to only **the student**, including additional income and federal benefits. If the family receives food assistance or other assistance, those numbers will be captured in the parent section of the application.

✓ Student Demographics

✓ Educational Plans

✓ Dependency Determination

✓ Parent Information

**Student Income & Tax Data**

☰ School List

☰ Additional Questions

### Student's 2021 Income

#### Ingresos del estudiante en el 2021

Student's Income Earned from Working (\$) \*  
Ganancias obtenidas por el estudiante a través de su trabajo (\$)

This field is required

*i* Indicate the total amount you earned from working. Include wages, salaries, tips, and other income from employment. Do not include Social Security, unemployment, or retirement benefits. For more information, see IRS Publication 990. (1 - lines 3 + 6 + Schedule K-1 (IRS Form 1065) - Box 14 (Code A).) If any other income is included, please specify in the comments field.  
Indique el monto total que obtuvo producto de su trabajo. Esto incluye salarios, honorarios, comisiones y otros ingresos de empleo. No incluye Seguro Social, desempleo o beneficios de jubilación. Para más información, consulte el Formulario 990 del IRS. (Formulario 1040NR del IRS, línea 1a) + Anexo 1, líneas 3 + 6 + Anexo K-1.)

### Student's Assets

#### Activos del estudiante

Student's Cash, Savings, and Checking Account Amounts (\$) \*  
Dinero en efectivo, caja de ahorro y cuenta corriente del estudiante (\$)

This field is required

2/4

BACK NEXT

# School Selection

Select the schools you are considering attending, even if you haven't applied or been accepted. You may **choose up to 10 schools**. This will allow you to get your financial aid application submitted to assist in meeting any financial aid priority deadlines schools might have in place.

If you don't know what your housing plan will be, select "On Campus." If you change your mind later, let the financial aid office know.

- ✓ Student Demographics
- ✓ Educational Plans
- ✓ Dependency Determination
- ✓ Parent Information
- ✓ Student Income & Tax Data
- 🔍 School List**
- 🔍 Additional Questions

## School List

### lista de la escuela

Select the schools to receive a copy of your application, along with your housing plans for that school.!

Seleccione las escuelas para recibir una copia de su solicitud, junto con sus planes de vivienda para es.

School 1 \*  
Escuela 1

WASHINGTON STATE UNIVERS... ▾

Housing Plan for School 1 \*  
Plan de vivienda de la escuela 1

On Campus ▾

**i** Please indicate where you plan to live while in school.  
Indique dónde planea vivir mientras asista a la escuela.

School 2  
Escuela 2

EVERETT COMMUNITY CO... x | ▾

Housing Plan for School 2 \*  
Plan de vivienda de la escuela 2

With Parents ▾

School 3  
Escuela 3

PAUL MITCHELL THE SCH... x | ▾

Housing Plan for School 3 \*  
Plan de vivienda de la escuela 3

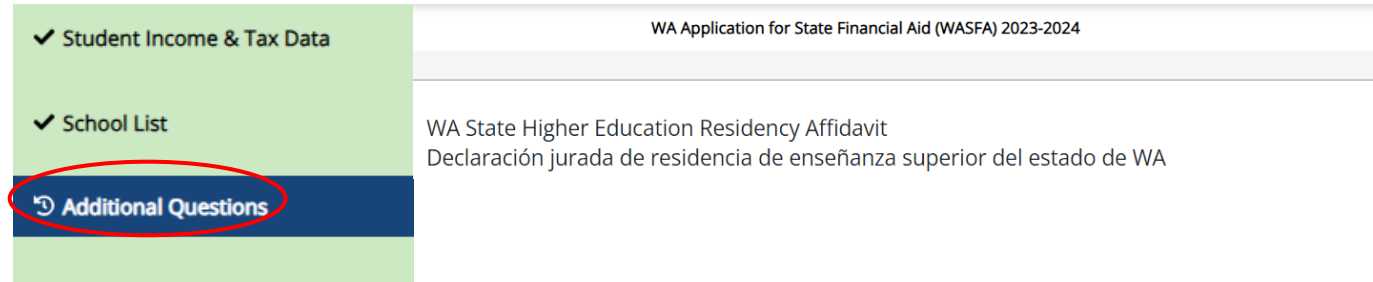
Off Campus or Other ▾

If you want to live on campus, or don't know what your housing plan will be yet, select "On Campus"

BACK

NEXT

# Residency Information



WA Application for State Financial Aid (WASFA) 2023-2024

- ✓ Student Income & Tax Data
- ✓ School List
- ↻ Additional Questions

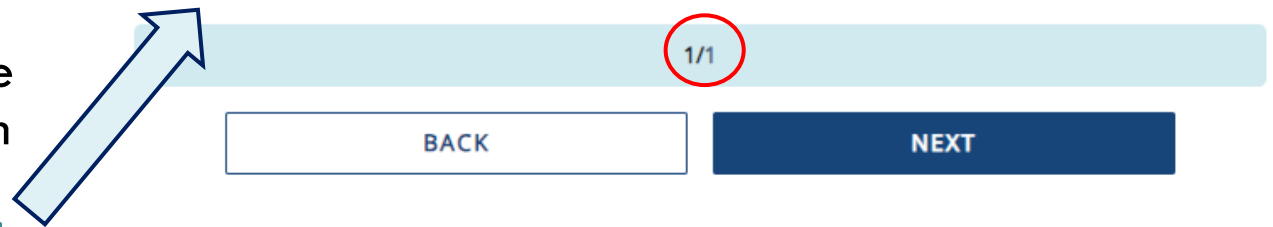
WA State Higher Education Residency Affidavit  
Declaración jurada de residencia de enseñanza superior del estado de WA

Answer all the residency questions carefully and accurately. The residency law changed on July 25, 2021, making it easier for more students to qualify.

In this section, you are certifying that you meet the requirements shown in the: **“WA State Higher Education Residency Affidavit”** and **“Certification Regarding Permanent Residency Application and Related Responsibilities.”** Please read the descriptions carefully. (Sample affidavit on next page)

Choosing “I will not meet” will open questions for you to answer regarding DACA.

- Please choose one of the following \*
- Seleccione una de las siguientes opciones:
- I certify that, by the official start date of my first term at the college determining residency, I will have met the eligibility requirements above.  
Certifico que, para la fecha oficial de inicio de mi primer período en la universidad que determina la residencia, cumpliré con los requisitos de elegibilidad anteriores.
  - I will not meet the eligibility requirements above by the official start date of my first term at the college determining residency. I want to learn other ways to meet residency requirements for in-state tuition and state financial aid.  
No cumpliré con los requisitos de elegibilidad anteriores para la fecha oficial de inicio de mi primer período en la universidad que determina la residencia. Quiero aprender otras formas de cumplir con los requisitos de residencia para la matrícula estatal y la ayuda financiera estatal.



1/1

BACK NEXT

# WA State Higher Education Residency Affidavit Sample

<ul style="list-style-type: none"><li>✓ Student Demographics</li><li>✓ Educational Plans</li><li>✓ Dependency Determination</li><li>✓ Parent Information</li><li>✓ Student Income &amp; Tax Data</li><li>✓ School List</li><li><b>🔍 Additional Questions</b></li></ul>	<div style="text-align: right;"><a href="#">Exit</a></div> <h2>WA State Higher Education Residency Affidavit</h2> <h3>Declaración jurada de residencia de enseñanza superior del estado de WA</h3> <p>Students must be residents to qualify for Washington in-state tuition rates at public institutions and meet residency requirements for state financial aid programs at participating schools. The Residency Affidavit is one way to show you are a resident. The affidavit is a promise between you and the institution determining residency. To be able to certify this affidavit, you must meet the following eligibility requirements:</p> <ul style="list-style-type: none"><li>• Earn a high school diploma, GED, or diploma equivalent before your first term at the college determining residency,</li><li>• Maintain a primary residence in Washington for at least 12 consecutive months immediately before your first term at the college determining residency. The Washington residence must be for purposes other than college. (Note: If you take any courses at another Washington college during the prior 12 months, you cannot have taken more than six credits in any given term. If you exceed that limit you must prove that you have a Washington residence for non-college reasons), and,</li><li>• Promise that one of the following is true:<ul style="list-style-type: none"><li>◦ You will file an application to become a permanent resident of the United States as soon as you are eligible to apply. And, that you are also willing to engage in activities designed to prepare you for citizenship, including citizenship or civics review courses, or</li><li>◦ You are a U.S. citizen, U.S. national, or U.S. permanent resident.</li></ul></li></ul>
--	--

# Residency Affidavit Update

## NEW REQUIREMENT AS OF JUNE 6, 2022:

The Washington residence must be for purposes other than college. reasons.



Exit

## WA State Higher Education Residency Affidavit Declaración jurada de residencia de enseñanza superior del estado de WA

Students must be residents to qualify for Washington in-state tuition rates at public institutions and meet residency requirements for state financial aid programs at participating schools. The Residency Affidavit is one way to show you are a resident. The affidavit is a promise between you and the institution determining residency. To be able to certify this affidavit, you must meet the following eligibility requirements:

- Earn a high school diploma, GED, or diploma equivalent before your first term at the college determining residency,
- Maintain a primary residence in Washington for at least 12 consecutive months immediately before your first term at the college determining residency. The Washington residence must be for purposes other than college. (Note: If you take any courses at another Washington college during the prior 12 months, you cannot have taken more than six credits in any given term. If you exceed that limit you must prove that you have a Washington residence for non-college reasons), and,
- Promise that one of the following is true:
  - You will file an application to become a permanent resident of the United States as soon as you are eligible to apply. And, that you are also willing to engage in activities designed to prepare you for citizenship, including citizenship or civics review courses, or
  - You are a U.S. citizen, U.S. national, or U.S. permanent resident.



# Residency Information

On **Residency Information** answer all the residency questions carefully and accurately. If you answer **“I will not meet the eligibility requirements”** in this section, you will need to answer the DACA question, then click Save and Continue.

If you answer **“No”** to the DACA question, continue filling out the WASFA to the end. Your school will determine if you meet eligibility based on the information you provide.

**Note:** You will not get the DACA question if you answered, “I certify that, by the official start date of my first term at the college determining residency, I will have met the eligibility requirements above.”

Please choose one of the following \*  
Seleccione una de las siguientes opciones:

I certify that, by the official start date of my first term at the college determining residency, I will have met the eligibility requirements above.  
Certifico que, para la fecha oficial de inicio de mi primer período en la universidad que determina la residencia, cumpliré con los requisitos de elegibilidad anteriores.

I will not meet the eligibility requirements above by the official start date of my first term at the college determining residency. I want to learn other ways to meet residency requirements for in-state tuition and state financial aid.  
No cumpliré con los requisitos de elegibilidad anteriores para la fecha oficial de inicio de mi primer período en la universidad que determina la residencia. Quiero aprender otras formas de cumplir con los requisitos de residencia para la matrícula estatal y la ayuda financiera estatal.

Do you have a current or expired DACA status, a current work authorization card, Temporary Protected Status (TPS), or a U visa? \*

¿Tiene un estado DACA actual o vencido, una tarjeta de autorización de trabajo actual, un Estado de Protección Temporal (TPS) o una visa U?

Yes  
 No

This field is required

**i** Students with one of these statuses may be eligible for in-state tuition and state financial aid.  
Los estudiantes con uno de estos estados pueden ser elegibles para la matrícula estatal y la ayuda financiera del estado.

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BACK NEXT

# Signature Section- Step 1

Once all required sections have been completed, you will be directed to the signature section for the final step in the application process.

Click **E-Sign Document** to continue.

- ✓ Student Demographics
- ✓ Educational Plans
- ✓ Dependency Determination
- ✓ Parent Information
- ✓ Student Income & Tax Data
- ✓ School List
- ✓ Additional Questions
- E-Signature**

## Step 1: Signature Options

Great work! You've completed all the required steps for the WA Application for State Financial Aid (WASFA) 2023-2024. Now it's time to review the WA Application for State Financial Aid (WASFA) 2023-2024, sign the form and submit the form for processing. Please select one of the signature options below to sign and submit the WA Application for State Financial Aid (WASFA) 2023-2024.

Select the **Electronically Sign Forms** option for the fastest option for processing financial aid forms. You will have the option to review all information prior to submitting it. You will also be able to print copies of all forms signed electronically. If you want to sign your form with an electronic signature, please select this option below.

Selecting **Or choose another option** is not an electronic signature option and requires that you print your completed forms, review them for accuracy, and then provide a wet signature and upload or send your form. This process is manual and may result in delays in processing your financial aid forms and receiving your financial aid funds. If you do not want to electronically sign your forms, please select this option below.


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**E-SIGN DOCUMENT**

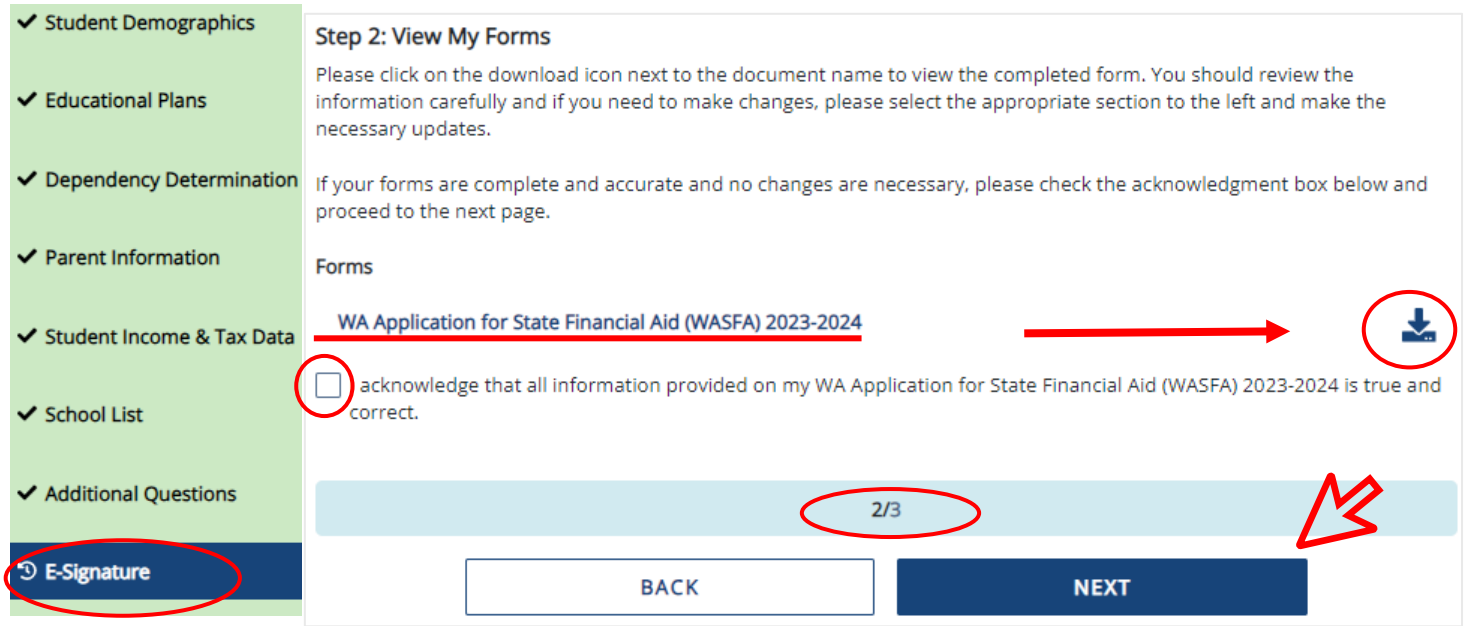
OR CHOOSE ANOTHER OPTION

***Important:*** The “Or Choose Another Option”, will have longer processing times and potential delays in determining your financial aid eligibility. ***Please do not choose that option without contacting [WASFA@wsac.wa.gov](mailto:WASFA@wsac.wa.gov) first.***

# Signature Section- Step 2

**E-Signature – The View My Forms** section is an opportunity to download your application and review all your answers by clicking on the  icon. You **MUST** open and preview the downloaded form before you can acknowledge that the information is true and correct. Please review answers carefully and make any needed corrections before signing.

The form will open in a separate tab. Once you have viewed it you can close the tab, check the box acknowledging your information is true and correct, then click **Next**.



Step 2: View My Forms

Please click on the download icon next to the document name to view the completed form. You should review the information carefully and if you need to make changes, please select the appropriate section to the left and make the necessary updates.

If your forms are complete and accurate and no changes are necessary, please check the acknowledgment box below and proceed to the next page.

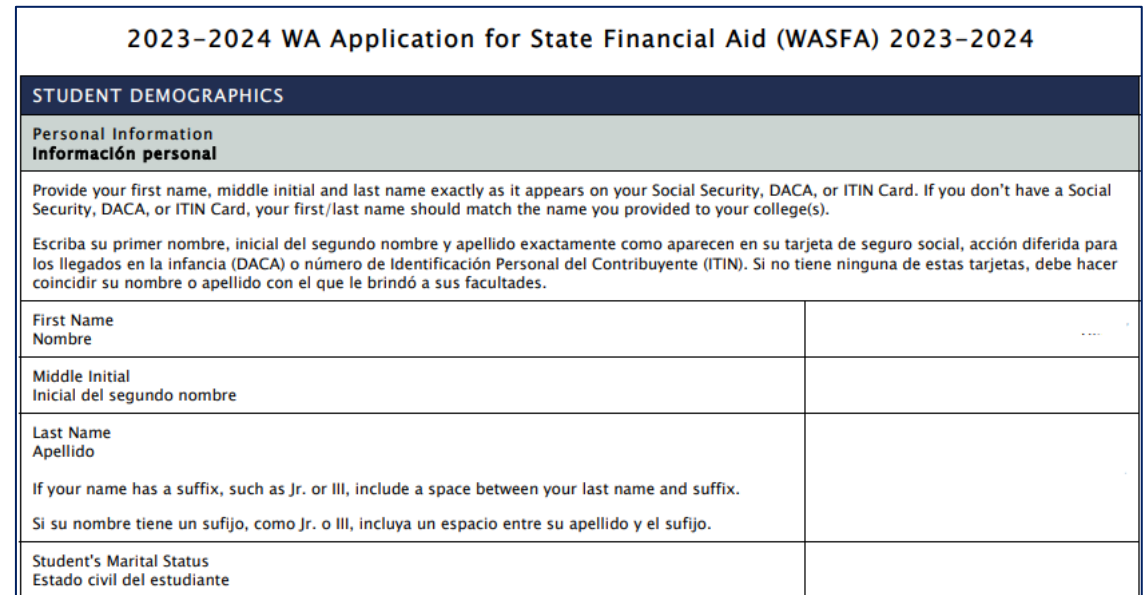
Forms

WA Application for State Financial Aid (WASFA) 2023-2024

acknowledge that all information provided on my WA Application for State Financial Aid (WASFA) 2023-2024 is true and correct.

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BACK NEXT



2023-2024 WA Application for State Financial Aid (WASFA) 2023-2024

STUDENT DEMOGRAPHICS

Personal Information  
Información personal

Provide your first name, middle initial and last name exactly as it appears on your Social Security, DACA, or ITIN Card. If you don't have a Social Security, DACA, or ITIN Card, your first/last name should match the name you provided to your college(s).

Escriba su primer nombre, inicial del segundo nombre y apellido exactamente como aparecen en su tarjeta de seguro social, acción diferida para los llegados en la infancia (DACA) o número de Identificación Personal del Contribuyente del Contribuyente (ITIN). Si no tiene ninguna de estas tarjetas, debe hacer coincidir su nombre o apellido con el que le brindó a sus facultades.

First Name Nombre	
Middle Initial Inicial del segundo nombre	
Last Name Apellido	
If your name has a suffix, such as Jr. or III, include a space between your last name and suffix. Si su nombre tiene un sufijo, como Jr. o III, incluya un espacio entre su apellido y el sufijo.	
Student's Marital Status Estado civil del estudiante	

# Electronic Signature Page Sample

After viewing your forms, you will be directed to the last page of the application.



**Step 3: Consent & Disclosures**

You have elected to electronically sign the WA Application for State Financial Aid (WASFA) 2023-2024. Please note that your electronic signature is still valid if errors exist on your form. If you need to make corrections to the form before signing, please go to the appropriate section on the left navigation bar and make your changes. If you need to make corrections to your form after you electronically sign, please contact the Washington Student Achievement Council (WSAC).

Please provide the information below to complete the electronic signature process. Your information must match exactly with what we have on file for your account, including any special characters that were used.

First name (Timmy) \*

*Enter your first name as provided to your school.*

Last name (Turner) \*

*Enter your last name as provided to your school.*

Password \*

*Enter the Password*

**REQUIRED DISCLOSURES**

**MINIMUM ELECTRONIC SIGNATURE HARDWARE & SOFTWARE REQUIREMENTS**

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**BACK** **SIGN**

**Navigation Menu:**

- ✓ Student Demographics
- ✓ Educational Plans
- ✓ Dependency Determination
- ✓ Parent Information
- ✓ Student Income & Tax Data
- ✓ School List
- ✓ Additional Questions
- E-Signature**

**EXIT**

# E-Signature - Consent & Disclosures

## Electronic Signature Consent & Disclosures.

Please click on and read the disclosures you are certifying when electronically signing your application that state you are certifying the information you provided is true and correct.

Password \*

.....

Enter the Password used when you created your account.

REQUIRED DISCLOSURES

MINIMUM ELECTRONIC SIGNATURE HARDWARE & SOFTWARE REQUIREMENTS

### Required Disclosures

You have chosen to electronically sign the WA Application for State Financial Aid (WASFA) 2023-2024. To continue with the electronic signature process, please review the information below and provide your response to the consent and use of an electronic signature.

- You should verify and review all data provided prior to electronically signing your forms. All forms are viewable using Adobe® Acrobat® version 10.0 or higher. An option to download the latest version of Adobe® Acrobat® for free is available by clicking here.
- You can print all documents submitted electronically for your records. All forms you have electronically signed in this website are available at no charge for printing in the Student Portal any time after the electronic signature process is completed. If your copies are lost or misplaced, you can obtain additional copies by logging back into the website and selecting the appropriate form from the Document Requirements portlet and reprinting your forms.

### Minimum Electronic Signature Hardware & Software Requirements

The following system requirements are necessary for conducting an electronic signature within this site. Please confirm that your devices meet these requirements. Options to download recommended free software on your devices is available.

- Hardware
  - A device with access to the Internet and capable of running the software listed below.
  - A printer capable of printing Adobe Acrobat Reader® PDF documents.
- A recommended Web Browser.
  - Microsoft Internet Explorer 9.0 or higher
  - Chrome 7.0 or higher
  - Firefox 3.6 or higher

# Signature Section- Step 3

## Sign My Forms – Electronic Signature Process.


Name and password information entered must be exactly the same as when you created your student account.

Then click

SIGN


First name (Timmy) \*

First name

 Enter your first name as provided to your school.


Last name (Turner) \*

Last name

 Enter your last name as provided to your school.

Password \*

.....

 Enter the Password used when you created your account.

REQUIRED DISCLOSURES

MINIMUM ELECTRONIC SIGNATURE HARDWARE & SOFTWARE REQUIREMENTS

3/3

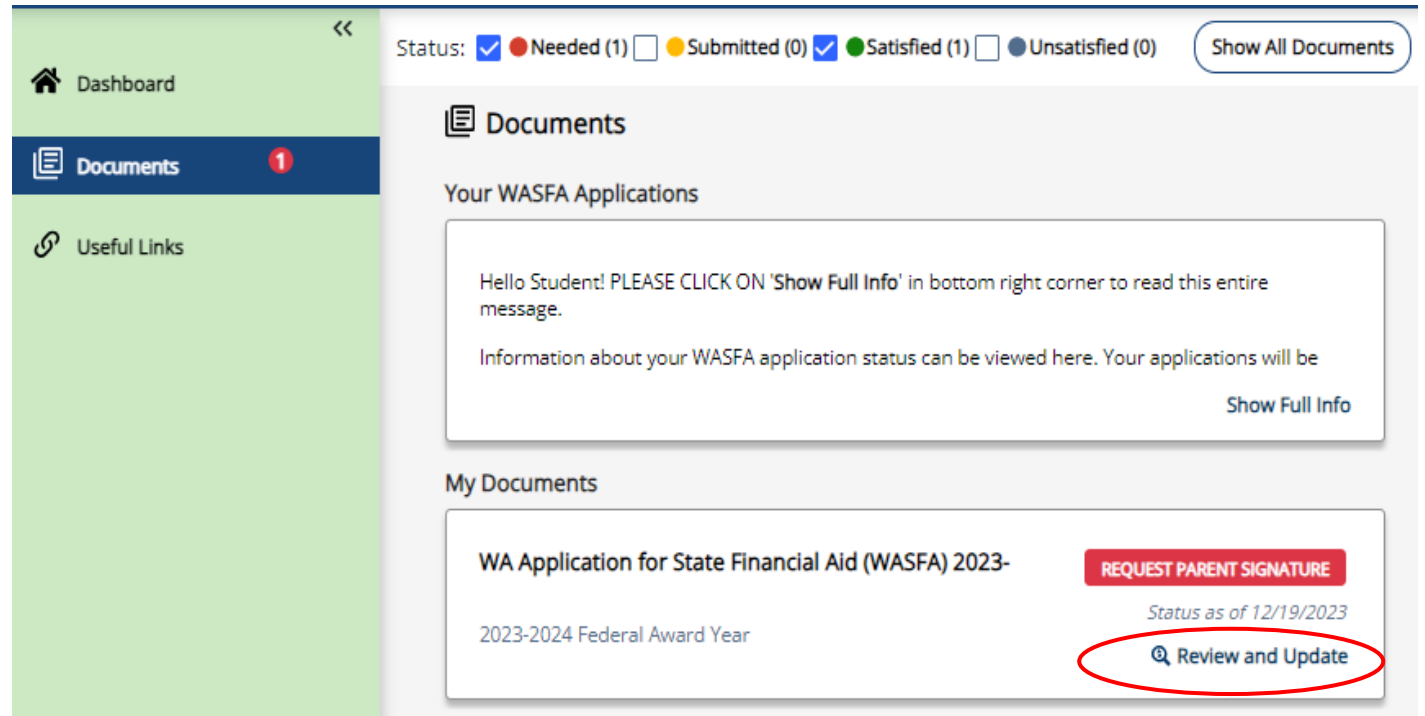
BACK

SIGN

# Application Complete / Incomplete

Once you complete the electronic signature section, you will be redirected to the WASFA Documents page. If you are an **independent student**, your application is complete and will be sent to your prospective schools within 24 hours. You will receive an email confirmation.

If you are a **dependent student**, you will need to ask your parents to electronically sign your application. To invite a parent, click on the [Review and Update](#) button circled on the right.



The screenshot displays the WASFA Documents page. On the left is a navigation menu with 'Dashboard', 'Documents' (highlighted with a red notification badge), and 'Useful Links'. The main content area shows a status summary: 'Status:  Needed (1)  Submitted (0)  Satisfied (1)  Unsatisfied (0)' and a 'Show All Documents' button. Below this is a 'Documents' section with a message: 'Hello Student! PLEASE CLICK ON 'Show Full Info' in bottom right corner to read this entire message. Information about your WASFA application status can be viewed here. Your applications will be' followed by a 'Show Full Info' link. The 'My Documents' section lists 'WA Application for State Financial Aid (WASFA) 2023-2024 Federal Award Year' with a 'REQUEST PARENT SIGNATURE' button and a 'Review and Update' button circled in red. The status is noted as 'Status as of 12/19/2023'.

# Request Parent Signature (1 of 2)

The “My Documents” section will then expand. Click the ***Request Parent Signature button*** and invite your parent/contributor to review and sign your application.


### My Documents

WA Application for State Financial Aid (WASFA) 2023-2024 REQUEST PARENT SIGNATURE  
*Status as of 12/19/2023*


**Instructions**

Complete the 2023-24 WASFA if you are planning on being enrolled in college (as a new student or continuing student) in fall term 2023 through spring term 2024. Planning on taking courses in the summer? Please check with your college to confirm which application to you need to complete.

**Attachments**

WA Application for State Financial Aid (WASFA) 2023-2024.pdf 197 KB 

---


 **REQUEST PARENT SIGNATURE**

Close



# Request Parent Signature (2 of 2)

Once you click on the “*Request Parent Signature*” button in the Documents section, it will bring up your parent choices.

Choose **only one parent** and make sure their email address is correct. If necessary, correct or update the email address, then click on the  button.

You will then receive a notification letting you know the invitation email has been sent.



WA Application for State Financial Aid (WASFA) 2023-2024

Please choose parent to sign:

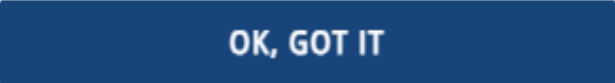
JIM TURNER  
 LYNNE TURNER

And enter his/her e-mail for invitation.

Email  
parent@gmail.com ✓

Parent Invitation has been sent. Please follow-up with your parent to ensure that this document is reviewed and signed.



## **IMPORTANT:**

The parent email address **cannot** be the same email address the student used to create the account, and the parent **must** use this email address to create their parent account to be able to sign and submit the student's application.

# Parent Signature Process (1 of 7)

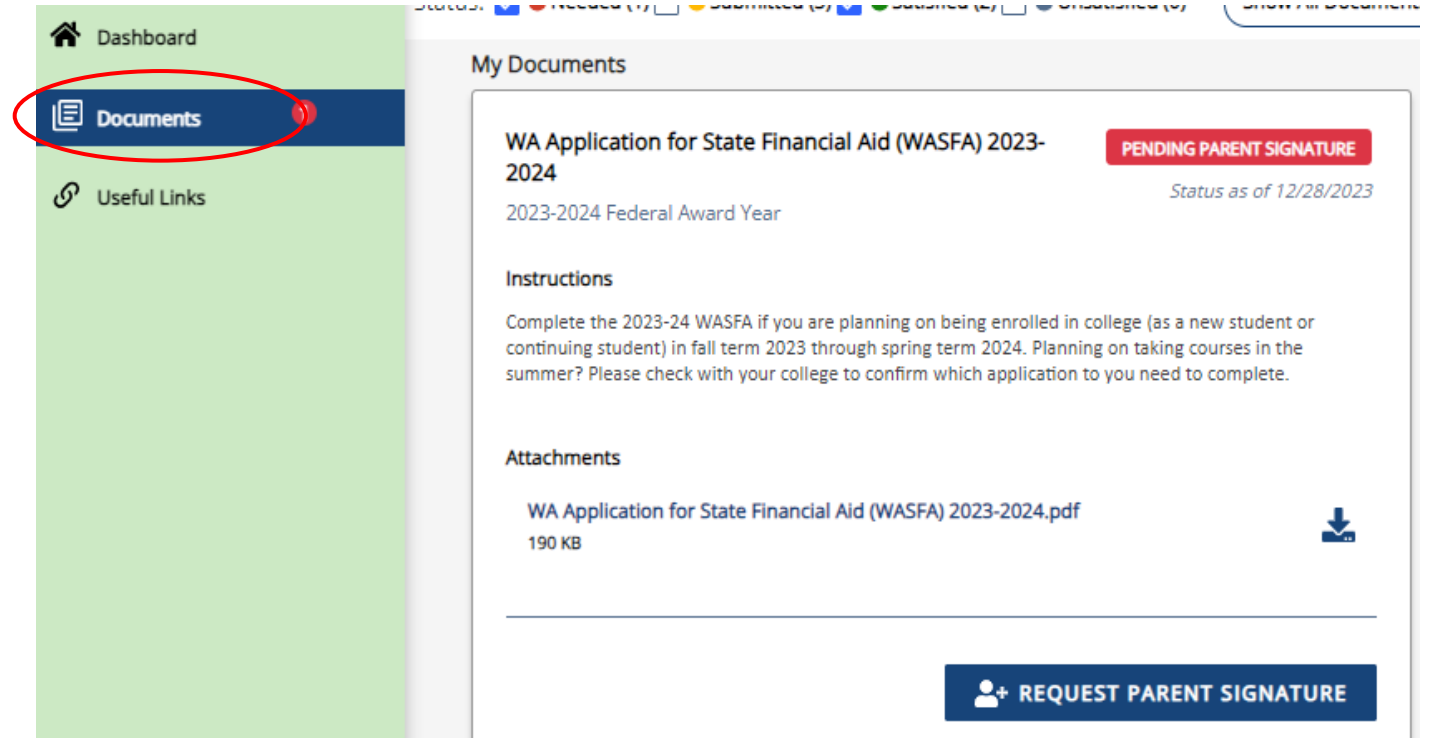
Once the parent invitation is sent, you will be redirected back to the WASFA Documents page. The application status will display

**PENDING PARENT SIGNATURE**

until your parent signs.

Logout of your student account. Your parent will receive an email with a link to create their own account and to electronically sign your application. **This link expires in 72 hours.**

If your link has expired, log back into your student account and send a new invitation. Once your parent has electronically signed your application, your application will say completed.



The screenshot shows a user interface for the WASFA Documents page. On the left, a navigation menu includes 'Dashboard', 'Documents' (highlighted with a red circle), and 'Useful Links'. The main content area is titled 'My Documents' and displays the following information:

- WA Application for State Financial Aid (WASFA) 2023-2024** (Status: **PENDING PARENT SIGNATURE**)
- 2023-2024 Federal Award Year (Status as of 12/28/2023)
- Instructions:** Complete the 2023-24 WASFA if you are planning on being enrolled in college (as a new student or continuing student) in fall term 2023 through spring term 2024. Planning on taking courses in the summer? Please check with your college to confirm which application to you need to complete.
- Attachments:** WA Application for State Financial Aid (WASFA) 2023-2024.pdf (190 KB)

At the bottom right, there is a blue button labeled **REQUEST PARENT SIGNATURE**.

**Note:** You must be logged out of your student account if your parent is using the same device/computer to sign the application.

# Parent Signature Process (2 of 7)

The parent you selected will receive an email like the one shown on the right. The parent needs to click on the [link](#) provided to bring them to the Parent Portal. Here they will create their own account using the same email address the Signature Request link was sent to. The link is only valid for **72 hours**.

## **IMPORTANT:**

If the parent link has expired, or the parent didn't receive the email, the student needs to log in to the WASFA home page and re-invite their parent. Make sure the correct email address is entered.



WASFA Signature Request from the Washington Student Achievement Council (WSAC) Inbox x

Washington Student Achievement Council <wasfa... 2:50 PM (6 hours ago)

Dear PARENT

Student A has completed or edited the WA Application for State Financial Aid (WASFA) 2023-2024 which requires your signature.

You can log into the application website by going to <https://wsacstudentprod.regenteducation.net/parents?t=ea8c130836e1477792691925effd584f> and enter your email address and password to sign the form.

**Please note that if you do not take any action, this link will expire in 72 hours.** If the link has expired, please have Leslie Testing2 login to their account and resend a new signature request.

If you have any questions about your account or the signature process, please contact the Washington Student Achievement Council (WSAC) at [wasfa@wsac.wa.gov](mailto:wasfa@wsac.wa.gov) or 888-535-0747.

Sincerely,

Washington Student Achievement Council (WSAC) WASFA Team

# Parent Signature Process (3 of 7)

Once the parent clicks on the **parent portal** link in the email, it will bring them to this page to create an account. Their email address will already be pre-filled in the box.

Please find a safe place to secure your password. Click **Continue** once you have created a password.

## Registration Step 1 of 3: Account Creation



### Sign Up

Please fill out the form below to create your account.

All the information you provide will be kept in strictest confidence. Once you complete setting up your account, you will gain access to the Student Portal.

Email

**i** Please ensure that this is a valid, permanent email address that you check regularly.

Confirm Email

Password

**i** New passwords must be at least 8 characters and meet the following:

- 1 upper case (A-Z) characters
- 1 lower case (a-z) characters
- 1 numeric characters (0-9)
- 1 special characters (e.g. !@#%&\*^)
- Not exceed 2 sequential numbers (e.g. 12, 456, 789)
- Not exceed 2 repeating characters or numbers (e.g. AA, bb, 77, &&)
- Do not include common words or names.

Confirm Password

Please show you are not a robot

I'm not a robot



reCAPTCHA  
Privacy - Terms

CANCEL

CONTINUE

# Registration– Email Authentication

Activate your parent account by clicking on the authentication link that is sent to the email provided in step 1.

After clicking the link in step 2, you will be redirected to the WASFA site and will receive the following notification letting you know your account has been successfully activated.

Click “**continue**” button to proceed.

## Registration Step 2 of 3: Email Authentication

Please validate your email

We sent you a confirmation email with a link to activate your account.

Access your email account and click on the link provided in the confirmation email.

Click [here](#) to send a new confirmation email to [parent@gmail.com](mailto:parent@gmail.com)



Thank you

Thank you for validating your account. Select "Continue" to log in and complete the final step of account registration.

**CONTINUE**

**Please note:** You will not be able to log in or access your account until your email has been validated

# Parent Signature Process (4 of 7)

## **IMPORTANT:**

The birthdate and those 4 SSN digits **MUST** match exactly what the student entered on their application, or the parent will not be able to create an account and sign the application.

After the parent clicks on **Continue**, the parent will need to enter their birthdate and last 4 digits of Social Security Number (SSN), or four zeroes if no SSN, to verify their identity. The parent will then be prompted to input their birthdate. Click **Done** to continue.

Registration Step 3 of 3: Parent Account Validation



### Financial Aid Account

Please complete the following registration form using your name as it is listed in the email invitation you received.

First Name

Last Name


Last 4 digits of your Social Security, DACA, or ITIN number

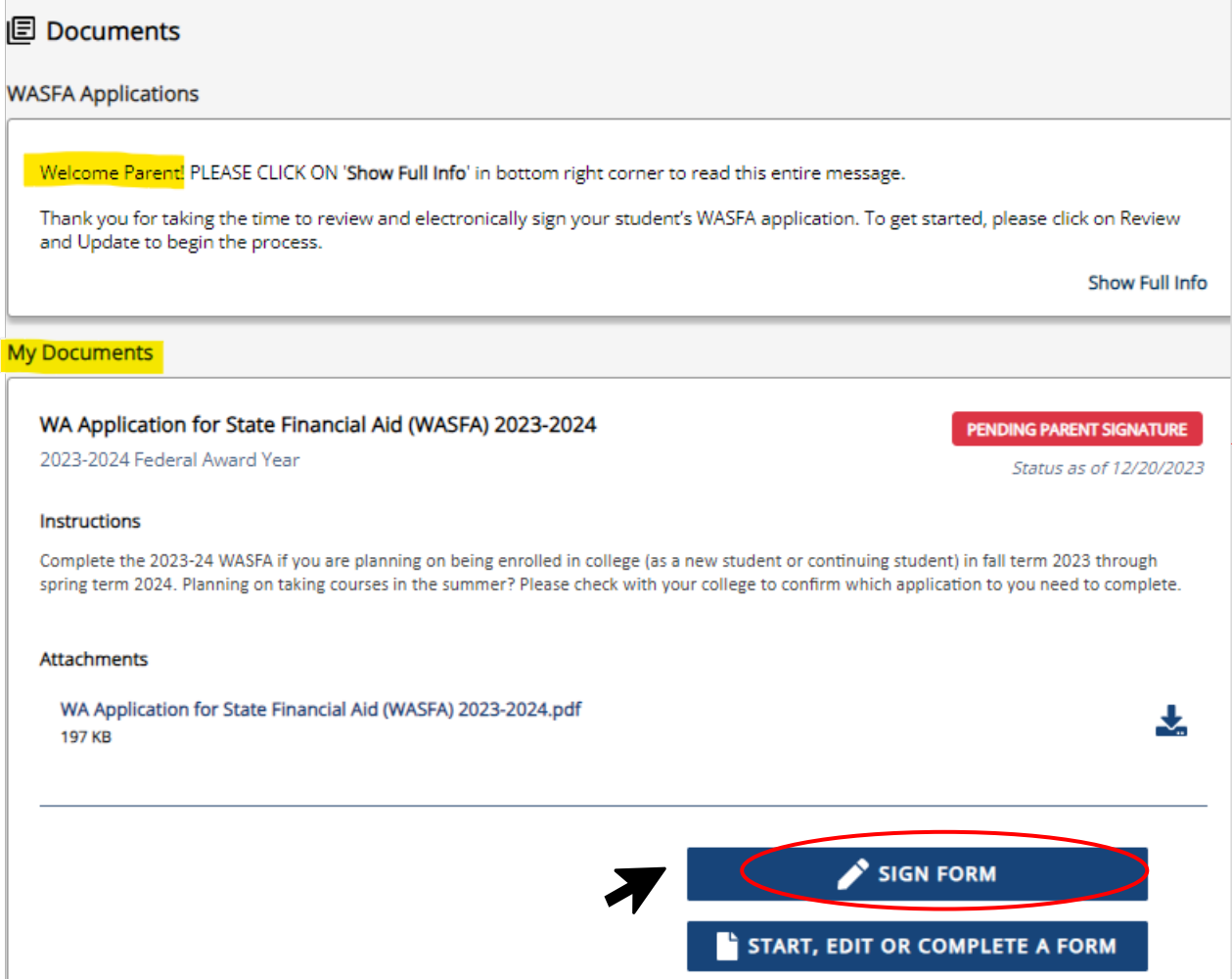
Date of Birth (mm/dd/yyyy):

LOGOUT

DONE

# Parent Signature Process (5 of 7)

Once you complete the electronic signature section, you will be redirected to the WASFA Documents page. The WASFA application home page will display any applications that are pending the parent's signature. Click on the  icon to open the application.



The screenshot displays the 'Documents' section of the WASFA portal. It features a 'WASFA Applications' header and a 'My Documents' sub-section. A specific application, 'WA Application for State Financial Aid (WASFA) 2023-2024', is highlighted with a red 'PENDING PARENT SIGNATURE' badge. Below the application details, there are instructions and an attachment for the application form. At the bottom of the page, two buttons are visible: 'SIGN FORM' (circled in red) and 'START, EDIT OR COMPLETE A FORM'.

**Documents**

WASFA Applications

Welcome Parent! PLEASE CLICK ON 'Show Full Info' in bottom right corner to read this entire message.

Thank you for taking the time to review and electronically sign your student's WASFA application. To get started, please click on Review and Update to begin the process.

Show Full Info

**My Documents**

WA Application for State Financial Aid (WASFA) 2023-2024 **PENDING PARENT SIGNATURE**

2023-2024 Federal Award Year *Status as of 12/20/2023*

**Instructions**

Complete the 2023-24 WASFA if you are planning on being enrolled in college (as a new student or continuing student) in fall term 2023 through spring term 2024. Planning on taking courses in the summer? Please check with your college to confirm which application to you need to complete.


**Attachments**

WA Application for State Financial Aid (WASFA) 2023-2024.pdf 197 KB

**SIGN FORM**

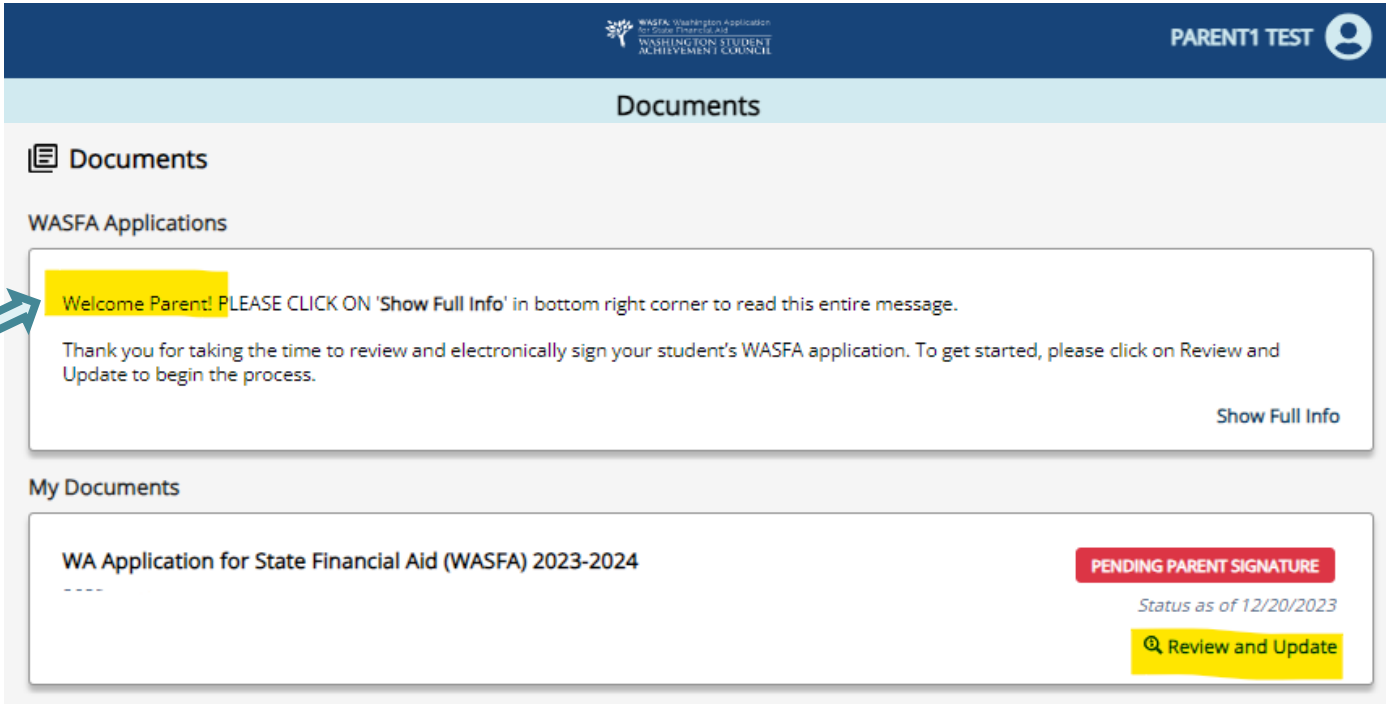
**START, EDIT OR COMPLETE A FORM**

# Parent Portal

Once logged in, you will be directed to the Documents page. You will be able to tell that you are in the parent portal by looking at the name displayed on the top right corner next to the  icon.


The welcome message under WASFA Applications will also say “Welcome Parent!”.

Click “Review and Update” to continue with the signature process.




The screenshot shows the 'Documents' page of the Parent Portal. At the top, there is a dark blue header with the WASFA logo on the left and 'PARENT1 TEST' with a user profile icon on the right. Below the header is a light blue bar with the word 'Documents'. The main content area is titled 'Documents' and contains a section for 'WASFA Applications'. A yellow box highlights the text 'Welcome Parent!' in the first message. Below this message is a 'Show Full Info' link. Underneath is a section for 'My Documents' with a table listing a 'WA Application for State Financial Aid (WASFA) 2023-2024'. The application status is 'PENDING PARENT SIGNATURE' and the status date is '12/20/2023'. A yellow box highlights the 'Review and Update' button.

WASFA Washington Application for State Financial Aid  
WASHINGTON STUDENT ACHIEVEMENT COUNCIL

PARENT1 TEST 

## Documents

 Documents

### WASFA Applications

Welcome Parent! PLEASE CLICK ON 'Show Full Info' in bottom right corner to read this entire message.

Thank you for taking the time to review and electronically sign your student's WASFA application. To get started, please click on Review and Update to begin the process.

[Show Full Info](#)

### My Documents

WA Application for State Financial Aid (WASFA) 2023-2024 ----	<b>PENDING PARENT SIGNATURE</b> <i>Status as of 12/20/2023</i>
--	---

[Review and Update](#)



# Parent Signature Process (6 of 7)

The parent should review the information the student has entered and click **Next** on each page, all the way to the end of the application.

If any changes need to be made, the parent may make those changes at this time before signing.

WA Application for State Financial Aid (WASFA) 2023-2024

Exit

✓ Student Demographics

✓ Educational Plans

✓ Dependency Determination

✓ Parent Information

✓ Student Income & Tax Data

✓ School List

✓ Additional Questions

🔗 E-Signature

### Step 1: Signature Options

You have been selected by Timmy Turner to sign the WA Application for State Financial Aid (WASFA) 2023-2024. You will be required to review the WA Application for State Financial Aid (WASFA) 2023-2024, sign the form and submit the form for processing. Please select one of the signature options below to sign and submit the WA Application for State Financial Aid (WASFA) 2023-2024.

Select the **Electronically Sign Forms** option for the fastest option for processing financial aid forms. You will have the option to review all information prior to submitting it. You will also be able to print copies of all forms signed electronically. If you want to sign your form with an electronic signature, please select this option below.

Selecting **Or choose another option** is not an electronic signature option and requires that you print your completed forms, review them for accuracy, and then provide a wet signature and upload or send your form. This process is manual and may result in delays in processing your financial aid forms and receiving your financial aid funds. If you do not want to electronically sign your forms, please select this option below.


1/3

**E-SIGN DOCUMENT**

OR CHOOSE ANOTHER OPTION

# Signature Section- Step 2

The parent will repeat the same steps the student did to complete the electronic signature process.

**E-Signature – The View My Forms** section is an opportunity to download and review all answers by clicking on the  icon. You **MUST** open and preview the downloaded form before you can acknowledge that the information is true and correct. Please review answers carefully and make any needed corrections before signing.

The form will open in a separate tab. Once you have viewed it, you can close the tab, check the box acknowledging your information is true and correct, then click **Next**.



2023–2024 WA Application for State Financial Aid (WASFA) 2023–2024	
<b>STUDENT DEMOGRAPHICS</b>	
<b>Personal Information</b> <b>Información personal</b>	
Provide your first name, middle initial and last name exactly as it appears on your Social Security, DACA, or ITIN Card. If you don't have a Social Security, DACA, or ITIN Card, your first/last name should match the name you provided to your college(s).	
Escriba su primer nombre, inicial del segundo nombre y apellido exactamente como aparecen en su tarjeta de seguro social, acción diferida para los llegados en la infancia (DACA) o número de Identificación Personal del Contribuyente del Contribuyente (ITIN). Si no tiene ninguna de estas tarjetas, debe hacer coincidir su nombre o apellido con el que le brindó a sus facultades.	
First Name Nombre	
Middle Initial Inicial del segundo nombre	
Last Name Apellido	
If your name has a suffix, such as Jr. or III, include a space between your last name and suffix. Si su nombre tiene un sufijo, como Jr. o III, incluya un espacio entre su apellido y el sufijo.	
Student's Marital Status Estado civil del estudiante	

# Parent Signature Process (7 of 7))

**Sign My Forms – Electronic Signature Process.** Please read the disclosures, which state that you are certifying the information you provided is true and correct.

Name and password information entered must be exactly the same as when you created your parent account.

Then click **Sign**.

First name (JIM) \*

First name

**i** Enter your first name as you entered it when you created your account (may have been either full name or just first initial).

Last name (TURNER) \*

Last name

**i** Enter the last name used when you created your account.

Password \*

.....

**i** Enter the Password used when you created your account.

REQUIRED DISCLOSURES

MINIMUM ELECTRONIC SIGNATURE HARDWARE & SOFTWARE REQUIREMENTS

3/3

BACK

SIGN

# E-Signature - Consent & Disclosures

## Electronic Signature Consent & Disclosures.

Please click on and read the required disclosures and Hardware & Software Requirements before signing.

Password \*

.....

Enter the Password used when you created your account.

**REQUIRED DISCLOSURES**

**MINIMUM ELECTRONIC SIGNATURE HARDWARE & SOFTWARE REQUIREMENTS**

### Required Disclosures

You have chosen to electronically sign the WA Application for State Financial Aid (WASFA) 2023-2024. To continue with the electronic signature process, please review the information below and provide your response to the consent and use of an electronic signature.

- You should verify and review all data provided prior to electronically signing your forms. All forms are viewable using Adobe® Acrobat® version 10.0 or higher. An option to download the latest version of Adobe® Acrobat® for free is available by clicking here.
- You can print all documents submitted electronically for your records. All forms you have electronically signed in this website are available at no charge for printing in the Student Portal any time after the electronic signature process is completed. If your copies are lost or misplaced, you can obtain additional copies by logging back into the website and selecting the appropriate form from the Document Requirements portlet and reprinting your forms.

### Minimum Electronic Signature Hardware & Software Requirements

The following system requirements are necessary for conducting an electronic signature within this site. Please confirm that your devices meet these requirements. Options to download recommended free software on your devices is available.

- Hardware
  - A device with access to the Internet and capable of running the software listed below.
  - A printer capable of printing Adobe Acrobat Reader® PDF documents.
- A recommended Web Browser.
  - Microsoft Internet Explorer 9.0 or higher
  - Chrome 7.0 or higher
  - Firefox 3.6 or higher

3/3

**BACK** **SIGN**

# Parent Signature Complete

Once the parent has signed the application, they will be redirected to the WASFA Documents page.

Under the “My Documents” header will display the underlined message on right. The status of the application will also show as **SATISFIED**

The screenshot shows the WASFA Parent Portal interface. At the top, there is a header with the WASFA logo and the user name 'PARENT1 TEST'. Below the header, there is a 'Filter By:' dropdown menu and a status summary: 'Status: [checked] Needed (0) [checked] Submitted (0) [checked] Satisfied (1) [checked] Unsatisfied (0)'. A 'Show All Documents' button is also visible. The main content area is titled 'Documents' and contains a message box with the text: 'Welcome Parent! PLEASE CLICK ON 'Show Full Info' in bottom right corner to read this entire message. Thank you for taking the time to review and electronically sign your student's WASFA application. To get started, please click on Review and Update to begin the process.' Below this message is a 'Show Full Info' link. Under the 'My Documents' header, there is a yellow banner that reads 'You're all caught up on Required Documents!'. Below this banner is a document entry for 'WA Application for State Financial Aid (WASFA) 2023-2024' with a status of 'SATISFIED' and a date of 'Status as of 12/20/2023'. A 'View Details' link is also present.


# Information & Tips for After you Complete your Application

- ➔ Once your application is complete, within 24 hours your information will be made available to all prospective schools listed in your application.
- ➔ The financial aid offices will use the information submitted in your WASFA to prepare a financial aid offer with the amount and types of state aid you are eligible for.
- ➔ If you have any more questions about the financial aid award process, timeline, or your EFC, please **check with your school's financial aid office**. Only your school can provide you with this information.

# Information & Tips for After you Complete your Application

- ➔ If you need to make any changes to your application once you have submitted it, please log back into the **Student** WASFA Home Page (see Returning Users instructions) and follow these steps:
  - ➔ Select the application that needs to be updated
  - ➔ Make the necessary changes
  - ➔ Save your application
  - ➔ Electronically re-sign your application, and if a parent previously signed your application, you will need to invite them to re-sign the application.
  - ➔ **You will not be able to edit your application and your schools will not be able to see your updated application until the parent signature is complete.**

**If you require technical assistance, please call or email:**

 **888-535-0747 Option 2**

 **[wasfa@wsac.wa.gov](mailto:wasfa@wsac.wa.gov)**

 **Monday-Friday 8am-4pm PST**