

How to Complete the WASFA 2019-20 & 2020-21

Washington Application for State Financial Aid

Updated 8/15/19



Overview

WASFA Privacy Statement

The Washington Student Achievement Council (WSAC) administers state financial aid including the Washington College Grant, 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 Washington College Grant and College Bound Scholarship. WSAC shares application information with campuses listed by the student so those schools may determine eligibility for resident tuition and state 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

The WASFA application can be found at <http://www.readysetgrad.org/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. 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.

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
- Eligibility questionnaire

Start A New WASFA

Returning User

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

Returning User

Returning User Screen

Choose which Returning User scenario applies to you.

If you have filed a WASFA In the past and want to file a WASFA for a new year:

- If the last WASFA application you filled out was PRIOR to October 1, 2016, you will need to create a new [WASFA account](#).
- If the last WASFA application you filled out was AFTER October 1, 2016, you need to sign into your [WASFA account](#) and then select the application year you wish to file.

For changes to a previously submitted WASFA, or to add a college to your WASFA:

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

Contact the Washington Student Achievement Council with questions at wasfa@wsac.wa.gov or 888-535-0747, option 2.

Returning User – Forgot Password or Security Answer

If you have forgotten your password please click on the “**Forgot your password**” link from the sign in page. You will be prompted to enter the email address you used when you registered, and a security code that is provided for you.

After that you will receive an email with a temporary password directing you back to the site to login. You will need to know the security answer you provided when you created your account to login with the new password.

If you have forgotten your security answer contact WSAC at 888-535-0747, Option 2, or wasfa@wsac.wa.gov.

The screenshot shows a login page with the following elements:

- LOGIN** header in orange.
- Form fields for **Email Address:** (containing "WASFA@gmail.com") and **Password:** (containing "****").
- A link **Forgot your password?** with red arrows pointing to it from both sides.
- A green **Sign In** button.
- Text: "Use this form to reset your account password".
- Email Address** field with a help icon and text: "Please enter the email address you used to create your account. Once you reset your account, your password will be emailed to you."
- Security Code** field with a help icon and text: "Please enter the security code that appears in the image below. This helps us prevent unauthorized automation of our services. If you cannot read the numbers, reload the page to generate a new image."
- A security code image showing the numbers **727610**.
- Buttons for **Reset My Password** (green) and **Cancel** (grey).

Eligibility Questions for New Users

1

The Washington Application for State Financial Aid or WASFA is a free application for state financial aid for students who are not eligible for federal aid because of immigration status, including undocumented students. After you complete the WASFA, the college(s) you choose will use your information to determine your state financial aid eligibility. State financial aid could include Washington College Grant (formerly the State Need Grant), the College Bound Scholarship, or State Work Study.

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

Start

2

Are you a U.S. Citizen (U.S. National) or one of the following?

- U.S. permanent resident with a Permanent Resident Card (also known as "Green Card").
- Conditional permanent resident (Form I-551C).
- Other eligible non-citizen with an Arrival-Departure Record (I-94) from the Department of Homeland Security showing any one of the following designations: "Refugee," "Asylum Granted," "Parolee," or "Cuban-Haitian Entrant."
- A citizen of the Republic of Palau (PW), the Republic of the Marshall Islands (MH), or the Federated States of Micronesia (FM).
- U.S. national (including natives of American Samoa or Swains Island).
- A T-Visa holder.

- Yes
 No

Previous Next

3

Do you currently have a Social Security Number (SSN), Tax ID, Work Authorization, or have current or expired Deferred Action for Child Arrival (DACA) status from the US Citizen and Immigration Services (USCIS)?

- Yes
 No

Previous Next

4

Will you have met all residency requirements below before enrolling in college?

- Graduated from a Washington high school with a diploma, earned a GED, or earned a diploma equivalent. High school graduates must have finished their full senior year at a Washington high school.
- Lived in Washington for at least three consecutive years (36 consecutive months) immediately before the date you earned a high school diploma, GED, or equivalent.
- Continuously lived in Washington after the date you earned a high school diploma, GED, or equivalent.

- Yes
 No

Previous Next

5

WASFA Eligible

Based on your responses, you are eligible to file the Washington Application for State Financial Aid (WASFA). Please click the button below to begin your application.

Click here to apply

Note: You will be redirected from ReadySetGrad to our partnered website, Regent to complete your application. For more information, and to make future updates to your application, please visit: www.readysetgrad.org/wasfa.

Create New Account – Step 1

To begin, create an account by selecting the **Create Your Account** button on the screen shown to the right.

LOGIN

Email Address:

Password:

[Forgot your password?](#)

Sign In

NEED AN ACCOUNT?

To access the WASFA,
please create an account.

Create Your Account

Create New Account – Step 2

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

Washington Application for State Financial Aid (WASFA)

Washington State financial aid applicants should only submit one financial aid application (FAFSA or WASFA) per academic year. If you have already completed a FAFSA or [are eligible to apply for federal financial aid](#) you do not need to complete a WASFA.

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

Yes No

Create new account – Step 3

Register for new WASFA Account

CREATE YOUR ACCOUNT

Please complete the following registration form

* - Required Field ? - Help and Hints ! - Error Information

Email Address *

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

Confirm Email Address *

Create Password *

? Passwords should contain 8-16 characters, include at least one upper case and one lower case letter, and one number or any of the following symbols ! @ \$ % * () ? . Do not include common words or names, and combine uppercase letters, lowercase letters, numbers, and symbols.

Confirm Password *

Secret Question *

? If you forget your password you can use your secret answer to verify your identity.

Secret Answer *



Create new account – Step 3

Register for new WASFA Account

First Name *

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

Last Name *

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

Date of Birth *
Select ▼ Select ▼ Select ▼

? Please enter a valid date of birth.

Social Security, DACA, or ITIN (optional)

? Provide the exact number listed on your Social Security, DACA, or ITIN document. 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

WASFA ID

? If you submitted a WASFA in a previous year, please enter the WASFA ID starting with 980, if known.

Security Code *

? Please enter the security code that appears in the image below. This is an unauthorized automation of our services. If you cannot read the numbers, click the image to generate a new image.

076807

REGISTER **CANCEL**

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

What numbers do I use?

What numbers do I use?

- If you have a SSN, DACA, or ITIN, enter it here. **If you don't, leave blank.**
- If you previously applied under a 980 WASFA ID and now have a SSN, DACA, or ITIN, enter both SSN, DACA, or ITIN and WASFA ID fields.
- If you previously applied and know your WASFA ID, enter that WASFA ID. (Unique nine-digit ID starting with 980)
- 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.

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 2019-20 application cycle, you must use information from your 2017 tax return. If you did not file a federal tax return, report the income earned in 2017.
- 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 YOUR ACCOUNT

WASFA Application Home Page

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

It has a list of all available WASFA applications and their current status:



Washington Application for State Financial Aid (WASFA)

STEP 1:

Start WASFA

Start the WASFA application process.

STEP 2:

Select Schools

Select the schools that you want to receive a copy of your WASFA.

STEP 3:

Sign WASFA

Sign your WASFA.

Select the action to the right of the WASFA application, in the table below, to process your WASFA for each available academic year. You will be provided a list of schools that will receive your WASFA and must electronically sign the document to complete the process. Dependent students will be instructed to invite a parent to sign their WASFA before the application will be submitted. You may make changes at any time by selecting the action for starting and completing an application.



Start, edit or complete an application.



Invite a parent to sign an application.



Sign an application.



View an application.



Download an application.

Document Name	Status	Actions
2019-2020 WA Application for State Financial Aid (WASFA)	Started	
2018-2019 WA Application for State Financial Aid (WASFA)	Not Started	

Starting the WASFA

Select:



Start, edit or complete an application.

for the application year you want to start.

There may be times that there are multiple application years open. Be sure to pick the year that you will be attending college. For example, if plan on attending school in the Fall or Spring of 2019, you would chose the 2019-2020 application year.

Document Name	Status	Actions
2018-2019 WA Application for State Financial Aid (WASFA)	Not Started	
2019-2020 WA Application for State Financial Aid (WASFA)	Not Started	



Application in Progress

Upon clicking the “**Start, edit, or complete an application**” button from the WASFA homepage, you will begin the application process. Answer the questions and click on the “**Save and Continue**” button to continue moving through the application process.

- Student Demographics
- Washington State Information
- Educational Plans
- Dependency Determination
- Student Income & Tax Data
- Parent Information
- School List

- Not Started
- In Progress
- Completed

STUDENT DEMOGRAPHICS

1 2 3 4

Save and Exit

Exit

Save and Continue

Personal Information

* - Required Field ? - Help and Hints ! - Error Information

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

First Name *

Middle Initial

Last Name *

Gender (Male or Female)

? Indicate whether you are male or female.

Date of Birth

Date of Birth *

Month: Day: Year:

? Provide the month, day and year you were born.

Save and Exit

Save and Continue >>

Application in Progress

As you move through the application process, the **green menu** on the left side will tell you what section you are on, and the numbers in the **top green bar** will tell you how many parts are in that section, and what part you are on. You need to hit **“Save and Continue”** on every page.

2019-2020 WA Application for State Financial Aid

STUDENT DEMOGRAPHICS 1 2 3 4

Back Save and Exit Exit Save and Continue

Driver's License Information

* - Required Field ? - Help and Hints ! - Error Information

Student's Driver's License State *
Select
? Indicate the state that issued a valid Driver's License to you. Select "No License", if you don't have a valid Driver's License.

Student's Driver's License Number *
? Please provide your valid Driver's License number, if you have one. Driver's license numbers may only contain numbers, letters, spaces, asterisks, or dashes.

Social Security, DACA, or ITIN Number

Social Security, DACA, or ITIN Number
? 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.

Back Save and Exit Save and Continue >>

Legend:
☐ - Not Started
☐ - In Progress
☑ - Completed

Application in progress

The following instructions will not show a screen shot for every question, however we will highlight a few of the areas 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 top green bar.

2019-2020 WA Application for State Financial Aid

STUDENT DEMOGRAPHICS 1 2 3 4

Back Save and Exit Exit Save and Continue

Driver's License Information

* - Required Field ? - Help and Hints ! - Error Information

Student's Driver's License State *

NO LICENSE

? Indicate the state that issued a valid Driver's License to you. Select "No License", if you don't have a valid Driver's License.

Social Security, DACA, or ITIN Number

Social Security, DACA, or ITIN Number

? 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.

Back Save and Exit Save and Continue >>

Student Demographics

Washington State Information

Educational Plans

Dependency Determination

Student Income & Tax Data

Parent Information

School List

Not Started

In Progress

Completed

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 section.

STUDENT DEMOGRAPHICS 1 2 3 4

Student Demographics
Washington State Information
Educational Plans
Dependency Determination
Student Income & Tax Data
Parent Information
School List

Not Started
In Progress
Completed

Back Save and Exit Exit Save and Continue Complete

Student's Family Information

* - Required Field ? - Help and Hints ! - Error Information

Student's Marital Status *
Select
Provide your marital status as of today.

A married couple is separated if the couple is considered legally separated by a state, or if the couple is legally married but has chosen to live separate lives, including living in separate households, as though they were not married. If you and your spouse are separated but living together, select "Married or Remarried," not "Divorced or Widowed" or "Separated."

Note: When two married persons live as a married couple but are separated by physical distance (or have separate households), they are considered married.

Student's Household Number of Family Members *
1
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 of their support between July 1, 2019 and June 30, 2020, and
- Other people if they now live with you and you provide more than half of their support and you will continue to provide more than half of their support between July 1, 2019 and June 30, 2020.
- Do not include your parents or siblings unless you are providing more than half of their support and they live with you.**

Student's Household Number in College *
1
Indicate the number of people in your (and, if applicable, your spouse's) household who will be college students between July 1, 2019 and June 30, 2020. Always count yourself as a college student. You may include others only if they will attend a college, university, institution, or technical school, at least half-time in 2019-2020, for a program that leads to a college degree or certificate. **Do not include your parents or siblings unless you are providing more than half of their support, they live with you, and they meet the college enrollment requirements.**

Back Save and Exit Save and Continue >> Complete

Residency Information

On **Residency Information** answer all the residency questions carefully and accurately.

In this section you are certifying the answers to: **“Washington Residency Certification – (WA High School Graduate)”** and **“Certification Regarding Permanent Residency Application and Related Responsibilities”**. Please read the descriptions carefully.

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

The screenshot shows a web form titled "WASHINGTON STATE INFORMATION". On the left is a vertical navigation menu with items: Student Demographics, Washington State Information (highlighted with a red circle), Educational Plans, Dependency Determination, Student Income & Tax Data, Parent Information, and School List. The main content area is titled "Residency Information" and includes a legend for required fields, help, and errors. It contains two sections: "Residency Information" with a dropdown for "Student's State of Residence" set to "WASHINGTON" and a question about becoming a resident before 01/01/2014; and "High School Information" with a dropdown for "High School Diploma or Equivalent" set to "Select". Below these is a section titled "WA Residency for State Aid Purposes" which explains requirements for non-US citizens and provides a list of conditions. At the bottom, there are buttons for "Back", "Save and Exit", "Save and Continue >>", and "Complete".

WASHINGTON STATE INFORMATION

Back Save and Exit Exit Save and Continue

Residency Information

* - Required Field ? - Help and Hints ! - Error Information

Please answer the following questions related to your residency status.

Student's State of Residence

WASHINGTON

Provide the state where you reside.

Did you become a resident of the state before 01/01/2014?

Yes No

Indicate if you became a resident of this state before January 1, 2014.

High School Information

Provide details about your high school experience.

High School Diploma or Equivalent *

Select

Indicate if you will have earned your high school diploma at a high school or college, GED or diploma equivalent prior to starting college in the 2019-2020 school year.

WA Residency for State Aid Purposes

Non-US citizens have a few ways to qualify for Washington in-state tuition rates at public institutions and/or meet residency requirements for state financial aid programs at participating schools. One way is through House Bill 1079. To meet the conditions of House Bill 1079, students must:

- Graduate from a Washington high school with a diploma, earn a GED, or earn a diploma equivalent. High school graduates must finish their full senior year at a Washington high school.
- Live in Washington for at least three consecutive years (36 consecutive months) immediately before the date they earn a high school diploma, GED, or equivalent.
- Continuously live in Washington after the date they earn a high school diploma, GED, or equivalent until being admitted to college.

Please answer the following questions related to your residency status.

Please choose one of the following *

I certify that, by the time I begin college, I will have met all House Bill 1079 conditions above.

I will not meet House Bill 1079 conditions by the time I begin college. I want to learn other ways to qualify for in-state tuition and state financial aid.

Back Save and Exit Save and Continue >> Complete

Residency Information

On **Residency Information** answer all the residency questions carefully and accurately.

In this section you are certifying the answers to: **“I will not meet House Bill 1079 conditions by the time I begin college”** and will need to complete the DACA question.

Note: You will not get the DACA question if you answered “I certify that, by the time I begin college, I will have met all House Bill 1079 conditions above”.

WA Residency for State Aid Purposes

Non-US citizens have a few ways to qualify for Washington in-state tuition rates at public institutions and/or meet residency requirements for state financial aid programs at participating schools. One way is through House Bill 1079. To meet the conditions of House Bill 1079, students must:

- Graduate from a Washington high school with a diploma, earn a GED, or earn a diploma equivalent. High school graduates must finish their full senior year at a Washington high school.
- Live in Washington for at least three consecutive years (36 consecutive months) immediately before the date they earn a high school diploma, GED, or equivalent.
- Continuously live in Washington after the date they earn a high school diploma, GED, or equivalent until being admitted to college.


Please answer the following questions related to your residency status.

Please choose one of the following *


- I certify that, by the time I begin college, I will have met all House Bill 1079 conditions above.
- I will not meet House Bill 1079 conditions by the time I begin college. I want to learn other ways to qualify for in-state tuition and state financial aid.


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

- Yes No

 Students with one of these statuses may be eligible for in-state tuition and state financial aid.

Certification Regarding Permanent Residency Application and Related Responsibilities *

Yes 

 In addition to residency requirements, House Bill 1079 requires you to certify that: I will file an application to become a permanent resident of the United States as soon as I am eligible to apply. I am also willing to engage in activities designed to prepare me for citizenship, including citizenship and civics review courses.

 I certify the above statement.

Back

Save and Exit

Save and Continue >>

Complete

Dependency Determination

On **Dependency Determination** answer all the residency 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.

DEPENDENCY DETERMINATION

Back Save and Exit Exit Save and Continue

Dependency Details

* - Required Field ? - Help and Hints ! - Error Information

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? *

Yes No

? Answer "Yes" if you are currently serving in the U.S. Armed Forces or are a National Guard or Reserves enlistee who is on active duty for other than state or training purposes.

Answer "No" if you are a National Guard or Reserves enlistee who is on active duty for state or training purposes.

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

Yes No

At any time since you turned age 13, were both of your parents deceased, or were you in foster care or were you a dependent or ward of the court? *

Yes No

? Answer "Yes" if at any time since you turned age 13:

- You had no living parent, even if you are now adopted; or
- You were in foster care, even if you are no longer in foster care today; or
- You were a dependent or ward of the court, even if you are no longer a dependent or ward of the court today. For federal student aid purposes, someone who is incarcerated is not considered a ward of the court.

The financial aid administrator at your school may require you to provide proof that you were in foster care or a dependent or ward of the court.

Are you now or were you an emancipated minor (released from control by his or her parent or guardian) as determined by a court in your state of legal residence? *

Yes No

Does someone other than your parent or stepparent have legal guardianship of you, as determined by a court in your state of legal residence? *

Yes No

Legend:
- Not Started
- In Progress
- Completed

Dependency Determination

NEW

SPECIAL CIRCUMSTANCES

If you are determined to be a “dependent”, 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.

DEPENDENCY DETERMINATION

1 2

Back Save and Exit Exit Save and Continue Complete

Special Circumstances

* - Required Field ? - Help and Hints ! - Error Information

- My application requires parent information before submission - continue with the application process.
- I will be unable to provide parent information on this application due to special circumstances.

- 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.

Back Save and Exit Save and Continue >> Complete

- Student Demographics
- Washington State Information
- Educational Plans
- Dependency Determination
- Student Income & Tax Data
- Parent Information
- School List

- Not Started
 - In Progress
 - Completed

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 INCOME & TAX DATA 1 2 3 4

Back Save and Exit Exit Save and Continue

Student's 2017 Income

* - Required Field ? - Help and Hints ! - Error Information

Student's Income Earned from Working (\$) *

0

? Indicate the total amount you earned from working. Include wages, salaries, tips, etc. listed on W-2 forms, or on the tax returns listed on the IRS Form 1040—Line 7 + 12 +18 + Box 14 of IRS Schedule K-1 (Form 1065); 1040A—line 7; or 1040EZ—line 1. If any individual earning item is negative, do not include that item in your calculation.

Student's 2017 or 2018 Federal Benefits Information

In 2017 or 2018, did you, your spouse, or anyone in your household receive benefits from any federal benefit programs such as Medicaid or SSI, Supplemental Nutrition Assistance Program, Free or Reduced Price School Lunch, TANF or WIC benefits? *

Yes No

? Indicate if you received benefits from either of these federal benefit programs - 1) Medicaid or Supplemental Security Income (SSI) benefits; 2) Supplemental Nutrition Assistance Program or related benefits; 3) Free or Reduced Price School Lunch benefits; 4) Temporary Assistance for Needy Families (TANF) or related benefits; 5) Special Supplemental Nutrition Program for Women, Infants and Children (WIC) benefits.

☐ - Not Started
☐ - In Progress
☑ - Completed

Parent Information

For **Parent Information** answer all questions as they relate to the **parent/s** and all the people they are responsible for supporting.

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

- Student Demographics
- Washington State Information
- Educational Plans
- Dependency Determination
- Student Income & Tax Data
- Parent Information**
- School List

- Not Started
- In Progress
- Completed

PARENT INFORMATION

1 2 3 4 5

Back

Save and Exit

Exit

Save and Continue

"Parent" refers to a biological or adoptive parent. Grandparents, foster parents, legal guardians, older siblings, and uncles or aunts are not considered parents unless they have legally adopted you. In case of divorce or separation, give information about the parent you lived with most in the last 12 months. If you did not live with one parent more than the other, give information about the parent who provided you the most financial support during the last 12 months or during the most recent year you received support. If your divorced or widowed parent has remarried, also provide information about your stepparent.

Parents' Family Information

* - Required Field ? - Help and Hints ! - Error Information

Please provide the following information about your parents.

Parents' Marital Status *

Never Married

? As of today, what is the marital status of your legal parents?

Parents' Household Number of Family Members *

4

? Indicate the number of people in your parents' household. You should include:

- Yourself, even if you don't live with your parents,
- Your parents,
- Your parents' other children (even if they do not live with your parents) if (a) your parents will provide more than half of their support between July 1, 2019 and June 30, 2020, or (b) the children were considered dependent students by the Department of Education standards (they must be able to answer "No" to every question in Dependency Determination section of this process), and
- Other people if they now live with your parents and your parents provide more than half of their support and your parents will continue to provide more than half of their support between July 1, 2019 and June 30, 2020.

Note: Do not include siblings who are in U.S. military service academies.

Parents' Household Number in College *

3

? Indicate the number of people in your legal parents' household who will be college students between July 1, 2019 and June 30, 2020. Always count yourself as a college student. Do not include your parents. You may include others only if they will attend a college, university, institution, or technical school, at least half-time in 2019-2020, for a program that leads to a college degree or certificate.

Parent Information – No Parent SSN

If your parent/s do not have a Social Security Number enter all zeroes.

IMPORTANT:

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

Parent 1 Information

* - Required Field ? - Help and Hints ! - Error Information

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

Parent 1 SSN *

000-00-0000

? Indicate your father's/mother's/stepparent's Social Security Number. If your parent does not have a Social Security Number, please enter all zeros (000000000). No dashes are necessary.

Parent 1 Last Name *

Jane

? Indicate your father's/mother's/stepparent's last name.

Parent 1 First Name *

Smith

? Indicate your father's/mother's/stepparent's first name.

Parent 1 Date of Birth *

Month: January Day: 2 Year: 1988

? Indicate your father's/mother's/stepparent's date of birth.

Highest Level of Education Parent 1 Completed *

Other/unknown

Parent Information

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' 2017 or 2018 Federal Benefits Information**.

The screenshot displays a web form interface. On the left is a vertical navigation menu with items: Student Demographics, Washington State Information, Educational Plans, Dependency Determination, Student Income & Tax Data, Parent Information (highlighted with a red circle), and School List. The main content area is titled 'PARENT INFORMATION' and includes a progress indicator with steps 1, 2, 3 (highlighted with a red circle), and 4. Below the title are buttons for 'Back', 'Save and Exit', 'Exit', and 'Save and Continue'. The form content includes:

- Parents' 2017 Income Tax Return Information**
 - Legend: * - Required Field, ? - Help and Hints, ! - Error Information
 - Parents' Income Tax Return Status ***
 - Dropdown: Already Completed and Filed
 - Help: ? Indicate whether your parents have completed and filed their IRS income tax return, foreign tax return or trust territory tax return.
 - Parents' Income Tax Filing Status ***
 - Dropdown: Select
 - Help: ? Indicate your parents income tax filin
 - Parents' Type of Income Tax Return ***
 - Dropdown: Select
 - Help: ? Indicate the type of income tax return
- Parents' 2017 or 2018 Federal Benefits Information**
 - Section Header: Parents' 2017 or 2018 Federal Benefits Information
 - Question: Did you, your parents, or anyone in your parents' household receive benefits from any federal benefit programs such as Medicaid or SSI, Supplemental Nutrition Assistance Program, Free or Reduced Price School Lunch, TANF or WIC benefits? *
 - Radio buttons: Yes, No
 - Help: ? Indicate if you received benefits from either of these federal benefit programs - 1) Medicaid or Supplemental Security Income (SSI) benefits; 2) Supplemental Nutrition Assistance Program or related benefits; 3) Free or Reduced Price School Lunch benefits; 4) Temporary Assistance for Needy Families (TANF) or related benefits; 5) Special Supplemental Nutrition Program for Women, Infants and Children (WIC) benefits.
 - Parents' Medicaid SSI Benefits ***
 - Radio buttons: Yes, No
 - Help: ? Indicate if you, your parents, or anyone in your parents' household may have received Medicaid or Supplemental Security Income (SSI) benefits.
 - Parents' Supplemental Nutrition Assistance Program ***
 - Radio buttons: Yes, No
 - Help: ? Indicate if you, your parents, or anyone in your parents' household may have received Supplemental Nutrition Assistance Program (SNAP) or related benefits. SNAP may have a different name in your state. Call 1-800-4-FED-AID to find out the name of the state's program.
 - Parents' Free or Reduced Price School Lunch ***
 - Radio buttons: Yes, No
 - Help: ? Indicate if you, your parents, or anyone in your parents' household may have received Free or Reduced Price School Lunch benefits.
 - Parents' TANF Benefits ***
 - Radio buttons: Yes, No
 - Help: ? Indicate if you, your parents, or anyone in your parents' household may have received Temporary Assistance for Needy Families (TANF) or related benefits. TANF benefits may have a different name in your parents' state. Call 1-800-4-FED-AID to find out the name of the state's program.
 - Parents' WIC Benefits ***
 - Radio buttons: Yes, No
 - Help: ? Indicate if you, your parents, or anyone in your parents' household may have received Special Supplemental Nutrition Program for Women, Infants and Children (WIC) benefits.

At the bottom of the form are buttons for 'Back', 'Save and Exit', and 'Save and Continue >>'.

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.

SCHOOL LIST

Back Save and Exit Exit Save and Continue

Select the schools to receive a copy of your WASFA, along with your housing plans for that school. Select at least one school and up to ten schools to receive your information.

* - Required Field ? - Help and Hints ! - Error Information

School 1 *
University of Washington
Housing Plan for School 1 *
On Campus
Please indicate where you plan to live while in school.

School 2
Renton Technical College
Housing Plan for School 2 *
Off Campus or Other
Please indicate where you plan to live while in school.

School 3
Edmonds Community College
Housing Plan for School 3 *
With Parents
Please indicate where you plan to live while in school.

School 4
Select

Back Save and Exit Save and Continue >>

Not Started
In Progress
Completed

Student Demographics
Washington State Information
Educational Plans
Dependency Determination
Student Income & Tax Data
Parent Information
School List

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

Preview Application Responses

Sign My Forms – The Preview My Forms section is an opportunity to review all your answers by clicking on the **View Form** button. You **MUST** open and preview this form before you can acknowledge that the information is true and correct. The form will open in a separate tab. Once you have viewed it you can close the window, check the box acknowledging your information is true and correct, then click on the **Next** button.

- Student Demographics
- Washington State Information
- Educational Plans
- Dependency Determination
- Student Income & Tax Data
- Parent Information
- School List
- Sign My Forms

- Not Started
- In Progress
- Completed

2019-2020 WA Application for State Financial Aid

PREVIEW MY FORMS

Preview My Forms

Your responses to the previous questions have been pre-populated in the application listed below. Please select View Form to see your pre-populated application. You should review the information carefully and make any necessary changes before proceeding.

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

[2019-2020 WA Application for State Financial Aid \(WASFA\)](#)

[View Form](#)

Acknowledge that all information provided on my application is true and correct.

[Back](#)

[Next >>](#)

Electronic Signature

Sign My Forms – Electronic Signature Consent & Disclosures. Please read disclosures and select the “*I consent to the use of an electronic signature option to complete and submit my application.*” Then click on the **Next** button.

<input checked="" type="checkbox"/>	Student Demographics
<input checked="" type="checkbox"/>	Washington State Information
<input checked="" type="checkbox"/>	Educational Plans
<input checked="" type="checkbox"/>	Dependency Determination
<input checked="" type="checkbox"/>	Student Income & Tax Data
<input checked="" type="checkbox"/>	Parent Information
<input checked="" type="checkbox"/>	School List
<input checked="" type="checkbox"/>	Sign My Forms

- Not Started
 - In Progress
 - Completed

2019-2020 WA Application for State Financial Aid

ELECTRONIC SIGNATURE CONSENT & DISCLOSURES

Electronic Signature Consent & Required Disclosures

You have chosen to electronically sign your application. 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.

Required Disclosures:

- You should verify and review all data provided prior to electronically signing your application. All applications are viewable using Adobe® Acrobat® version 8.0 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 recent applications electronically signed in this website are available for printing 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 this website to reprint your most current applications.
- All electronic signatures processed within this website are legally binding and can be used to legally prove that you signed the application.
- There are no additional monetary costs for processing your applications electronically or the use of electronic signatures.
- Please provide your consent. To opt out of the electronic signature process contact us at 888-535-0747 or at wafsa@wsac.wa.gov.

I consent to the use of an electronic signature option to complete and submit my application.

Back

Next >>

Electronic Signature

Sign My Forms – Electronic Signature Hardware & Software Requirements.

Please read the system requirements and select the “*I acknowledge that my computer supports the recommended minimum hardware and software system requirements needed for conducting an electronic signature within this site.*” Then click on the **Next** button.

- Student Demographics
- Washington State Information
- Educational Plans
- Dependency Determination
- Student Income & Tax Data
- Parent Information
- School List
- Sign My Forms

- Not Started
- In Progress
- Completed

2019-2020 WA Application for State Financial Aid

ELECTRONIC SIGNATURE HARDWARE & SOFTWARE REQUIREMENTS

Electronic Signature Hardware & Software Requirements

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

Hardware:

- A computer with access to the Internet and capable of running the software listed below.
- A printer capable of printing Adobe Acrobat Reader® PDF documents.

Software:

- A recommended Web Browser.
 - Microsoft Internet Explorer 6.0 or higher ([download now for free](#)).
 - Chrome 7.0 or higher ([download now for free](#)).
 - Firefox 3.6 or higher ([download now for free](#)).
 - Safari 5.0 or higher ([download now for free](#)).
- Adobe Acrobat Reader® version 8.0 or higher ([download now for free](#)).

I acknowledge that my computer supports the recommended minimum hardware and software system requirements needed for conducting an electronic signature within this site.

Back

Next >>

Electronic Signature

Sign My Forms – Electronic Signature Process. Please read the disclosures you are certifying when electronically signing your application that state 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 account. Then click on the **Next** button.

Invite your parent to sign your application

<input checked="" type="checkbox"/>	Student Demographics
<input checked="" type="checkbox"/>	Washington State Information
<input checked="" type="checkbox"/>	Educational Plans
<input checked="" type="checkbox"/>	Dependency Determination
<input checked="" type="checkbox"/>	Student Income & Tax Data
<input checked="" type="checkbox"/>	Parent Information
<input checked="" type="checkbox"/>	School List
<input checked="" type="checkbox"/>	Sign My Forms
<input type="checkbox"/>	Not Started
<input type="checkbox"/>	In Progress
<input checked="" type="checkbox"/>	Completed

Electronic Signature Process

Student Certification and Electronic Signature: The Washington Student Achievement Council requires that you certify your application by submitting an electronic signature. To certify your application, read the text below and provide an electronic signature by typing your name in the answer field. I certify or declare under penalty of perjury under the laws of the State of Washington that the foregoing information is true and correct. By typing my full legal name I provide my electronic signature.

Name on File:

First Name: *

? Provide the first name used when you created your account.

Last Name: *

? Provide the last name used when you created your account.

Password: *

? Provide the password used to access this website.

Current City: *

? Place (City and State) Where Electronic Signature Was Completed: The Washington Student Achievement Council requires that you certify your application by submitting an electronic signature.

Current State: *

? Place (City and State) Where Electronic Signature Was Completed: The Washington Student Achievement Council requires that you certify your application by submitting an electronic signature.


Important Notice: In order to complete this process a parent must electronically sign your WASFA application. After you electronically sign the application, select the parent signature invitation action and follow the instructions.

Back

Next >>

Application Complete / Incomplete

Once you complete the electronic signature section, you will be redirected to the WASFA home site. If you are an **independent student** your application is complete and will be sent to your prospective schools. **YOU WILL NOT RECEIVE AN EMAIL CONFIRMATION.**

If you are a **dependent student**, you will need to invite your parents to electronically sign your application. To invite a parent click on the  **Invite a parent to sign an application.** button in the Actions column that is highlighted to the right.

Washington Application for State Financial Aid (WASFA)

STEP 1: Start WASFA

Start the WASFA application process.






STEP 2: Select Schools





Select the schools that you want to receive a copy of your WASFA.

STEP 3: Sign WASFA

Sign your WASFA.

Select the action to the right of the WASFA application, in the table below, to process your WASFA for each available academic year. You will be provided a list of schools that will receive your WASFA and must electronically sign the document to complete the process. Dependent students will be instructed to invite a parent to sign their WASFA before the application will be submitted. You may make changes at any time by selecting the action for starting and completing an application.

-  Start, edit or complete an application.
-  Invite a parent to sign an application.
-  Sign an application.
-  View an application.
-  Download an application.

Document Name	Status	Actions
2018-2019 WA Application for State Financial Aid (WASFA)	Not Started	
2019-2020 WA Application for State Financial Aid (WASFA)	Incomplete – Parent Signature Pending	  

Parent Signature Process

Once you click on the “*invite a parent to sign an application*” button in the Actions column, 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 **Save and Continue** button.

Washington Application for State Financial Aid (WASFA)

Choose parent to sign "2019-2020 WA Application for State Financial Aid (WASFA)"

Primary Parent's Last Name	Primary Parent's First Name	Primary Parent's Email
JONES	PATRICIA	@gmail.com
<input type="radio"/> This parent is signing this document		
Second Parent's Last Name	Second Parent's First Name	Second Parent's Email
JOHN	JO	@gmail.com
<input type="radio"/> This parent is signing this document		

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.

Confirm Parent Selection

Once you click on the **Save and Continue** button, it will ask to confirm your parent selection. Check the box confirming your parent selection, make sure the email address is correct, and click on the **Generate Portal Access and E-Signature Email**.

Washington Application for State Financial Aid (WASFA)

Confirm parent selection

You have chosen PATRICIA JONES [REDACTED]@gmail.com to view and sign the "2019-2020 WA Application for State Financial Aid (WASFA)" document. After you click the "Generate Portal Access and E-signature Email" button below, an email containing login instructions to the portal will be sent to your parent.

I confirm and acknowledge that PATRICIA JONES will be able to view and sign '2019-2020 WA Application for State Financial Aid (WASFA)'.

Parent Signature Process

Once you select the **Generate Portal Access and E-Signature Email**, it will redirect you back to the WASFA home page where it will still say your application is “Incomplete-Parent Signature Pending”.

You now can logout of your 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 in to your student account and send a new invitation. Once your parent has electronically signed your application, your application will say completed.

Washington Application for State Financial Aid (WASFA)

STEP 1: Start WASFA

Start the WASFA application process.

STEP 2: Select Schools

Select the schools that you want to receive a copy of your WASFA.

STEP 3: Sign WASFA

Sign your WASFA.

Select the action to the right of the WASFA application, in the table below, to process your WASFA for each available academic year. You will be provided a list of schools that will receive your WASFA and must electronically sign the document to complete the process. Dependent students will be instructed to invite a parent to sign their WASFA before the application will be submitted. You may make changes at any time by selecting the action for starting and completing an application.



Start, edit or complete an application.



View an application.



Invite a parent to sign an application.



Download an application.



Sign an application.

Document Name	Status	Actions
2019-2020 WA Application for State Financial Aid (WASFA)	Incomplete – Parent Signature Pending	
2018-2019 WA Application for State Financial Aid (WASFA)	Started	

Parent Signature Process

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



Action Required – WASFA Parent Signature Inbox x

wasfa@wsac.wa.gov

3:42 PM (13 minutes ago)

to [redacted]

Amy Apple has selected you to sign the 2019-2020 Washington Application for State Financial Aid (WASFA). Your username is [redacted]@gmail.com. Please log in by going to the [Parent Portal](#) and create an account to sign this application.



If you do not take any action, **this link will expire in 72 hours.**

If you have any questions about your account or the signature process please contact the Washington Student Achievement Council at wasfa@wsac.wa.gov or 888-535-0747.

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.



Student Name	Status	Actions
Amy Apple	Incomplete – Parent Signature Pending	  You can sign the document by clicking "Sign My Document" Icon above.

Parent Signature Process

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 and answer to the secret question. Click on **Continue** once you have filled out all the requested information.

CREATE YOUR ACCOUNT

Follow the instructions below to create your account

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 Parent Portal.

Please complete the following registration form

* - Required Field ? - Help and Hints ! - Error Information

Email Address *

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

Create Password *

? Passwords should contain 8-16 characters, include at least one upper case and one lower case letter, and one number or any of the following symbols ! @ \$ % * () ? . Do not include common words or names, and combine uppercase letters, lowercase letters, numbers, and symbols.

Confirm Password *

Secret Question *

? If you forget your password you can use your secret answer to verify your identity.

Answer *

Security Code *

? Please enter the security code that appears in the image below. This helps us prevent unauthorized automation of our services. If you cannot read the numbers, reload the page to generate a new image.



340453

Continue

Cancel

Parent Signature Process

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

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.

Washington Application for State Financial Aid (WASFA)

Register Your Financial Aid Account

Verify your identity

* - Required Field ? - Help and Hints ! - Error Information

Welcome **AMANDA APPLE!** Please answer the questions below. Your responses will help us verify your identity.

Parent Date of Birth:

Last 4 digits of your SSN:

? Enter the last four digits of your SSN. If you do not have an SSN, enter four zeros (0000).

Register Cancel

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Parent Signature Process

The WASFA application home page will display any applications that are pending the parent's signature. Click on the “**Sign an application**” icon to open the application.

Washington Application for State Financial Aid (WASFA)





Sign an application.



View an application.



Download an application.

Document Name	Student Name	Status	Actions
2019-2020 WA Application for State Financial Aid (WASFA)	Amy Apple	Incomplete – Parent Signature Pending	  You can sign the document by clicking “Sign My Document” Icon above.

Parent Signature Process

The parent should review the information the student has entered and click on **Save and Continue** 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.

You have been invited by AMY APPLE to review and electronically sign the 2019-2020 WA Application for State Financial Aid. In order to review and/or edit the application, please click on the section(s) to the left. If you are ready to sign the application, please click "Save and Continue" to advance to sign the application electronically.

STUDENT DEMOGRAPHICS 1 2 3 4

Save and Exit Exit Save and Continue Complete

Personal Information

* - Required Field ? - Help and Hints ! - Error Information

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

First Name *
AMY

Middle Initial
[]

Last Name *
APPLE

Gender (Male or Female)
Select ▼
? Indicate whether you are male or female.

Date of Birth

Date of Birth *
Month: January ▼ Day: 1 ▼ Year: 2001 ▼
? Provide the month, day and year you were born.

Save and Exit Save and Continue >> Complete

Student Demographics
Washington State Information
Educational Plans
Dependency Determination
Student Income & Tax Data
Parent Information
School List

- Not Started
- In Progress
- Completed

Parent Signature Process

Sign My Forms – The Preview My Forms section is an opportunity to review all the answers by clicking on the **View Form** button. You **MUST** open and preview this form before you can acknowledge that the information is true and correct. The form will open in a separate tab, once you have viewed it you can close the window, check the box acknowledging your information is true and correct, and click on the **Next** button.

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

Washington Application for State Financial Aid (WASFA)

2019-2020 WA Application for State Financial Aid

PREVIEW MY FORMS

Preview My Forms

Your responses to the previous questions have been pre-populated in the application listed below. Please select View Form to see your pre-populated application. You should review the information carefully and make any necessary changes before proceeding.

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

2019-2020 WA Application for State Financial Aid (WASFA) [View Form](#)

acknowledge that all information provided on my application is true and correct.

Back [Next >>](#)

Not Started
In Progress
Completed

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Parent Electronic Signature

Sign My Forms – Electronic Signature Consent & Disclosures. Please read disclosures and select the *“I consent to the use of an electronic signature option to complete and submit my application.”* Then click on the **Next** button.

<input checked="" type="checkbox"/>	Student Demographics
<input checked="" type="checkbox"/>	Washington State Information
<input checked="" type="checkbox"/>	Educational Plans
<input checked="" type="checkbox"/>	Dependency Determination
<input checked="" type="checkbox"/>	Student Income & Tax Data
<input checked="" type="checkbox"/>	Parent Information
<input checked="" type="checkbox"/>	School List
<input checked="" type="checkbox"/>	Sign My Forms

- Not Started
 - In Progress
 - Completed

Washington Application for State Financial Aid (WASFA)

2019-2020 WA Application for State Financial Aid

ELECTRONIC SIGNATURE CONSENT & DISCLOSURES

Electronic Signature Consent & Required Disclosures

You have chosen to electronically sign your application. 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.

Required Disclosures:

- You should verify and review all data provided prior to electronically signing your application. All applications are viewable using Adobe® Acrobat® version 8.0 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 recent applications electronically signed in this website are available for printing 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 this website to reprint your most current applications.
- All electronic signatures processed within this website are legally binding and can be used to legally prove that you signed the application.
- There are no additional monetary costs for processing your applications electronically or the use of electronic signatures.
- Please provide your consent. To opt out of the electronic signature process contact us at 888-535-0747 or at wasfa@wsac.wa.gov.

consent to the use of an electronic signature option to complete and submit my application.

Back

Next >>

Parent Electronic Signature

Sign My Forms – Electronic Signature Hardware & Software Requirements.

Please read the system requirements and select the “*I acknowledge that my computer supports the recommended minimum hardware and software system requirements needed for conducting an electronic signature within this site.*” Then click on the **Next** button.

Washington Application for State Financial Aid (WASFA)

2019-2020 WA Application for State Financial Aid

ELECTRONIC SIGNATURE HARDWARE & SOFTWARE REQUIREMENTS

Electronic Signature Hardware & Software Requirements

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

Hardware:

- A computer with access to the Internet and capable of running the software listed below.
- A printer capable of printing Adobe Acrobat Reader® PDF documents.

Software:

- A recommended Web Browser.
 - Microsoft Internet Explorer 6.0 or higher ([download now for free](#)).
 - Chrome 7.0 or higher ([download now for free](#)).
 - Firefox 3.6 or higher ([download now for free](#)).
 - Safari 5.0 or higher ([download now for free](#)).
- Adobe Acrobat Reader® version 8.0 or higher ([download now for free](#)).

acknowledge that my computer supports the recommended minimum hardware and software system requirements needed for conducting an electronic signature within this site.

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Parent Electronic Signature

Sign My Forms – Electronic Signature Process. Please read the disclosures which state 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 account. Then click on the **Next** button.

- Student Demographics
- Washington State Information
- Educational Plans
- Dependency Determination
- Student Income & Tax Data
- Parent Information
- School List
- Sign My Forms

- Not Started
- In Progress
- Completed

Washington Application for State Financial Aid (WASFA)

2019-2020 WA Application for State Financial Aid

ELECTRONIC SIGNATURE PROCESS

Electronic Signature Process

Student Certification and Electronic Signature: The Washington Student Achievement Council requires that you certify your application by submitting an electronic signature. To certify your application, read the text below and provide an electronic signature by typing your name in the answer field. certify or declare under penalty of perjury under the laws of the State of Washington that the foregoing information is true and correct. By typing my full legal name I provide my electronic signature.

Name on File: AMANDA APPLE

First Name: *
Provide the first name used when you created your account.

Last Name: *
Provide the last name used when you created your account.

Password: *
Provide the password used to access this website.

Back

Next >>

Parent Signature Complete

The WASFA application home page should now show the application is complete and the date it was completed. You will not receive an email confirmation.

Washington Application for State Financial Aid (WASFA)





Sign an application.



View an application.



Download an application.

Document Name	Student Name	Status	Actions
2019-2020 WA Application for State Financial Aid (WASFA)	Amy Apple	Completed on 8/15/2019	 

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 award package with the amount and types of state aid available.
- ➔ 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 in to 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

 Monday-Friday 8am-4pm PST