

This document is a guide for correcting common errors made when completing the FAFSA application.

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## Add a Missing Signature

All required contributors (you, your parent[s], your spouse) must provide a signature on your FAFSA form. If your form is missing one or more required signatures, it isn't complete, and you won't be eligible for federal student aid.

Once your form is processed, you and your contributor(s) can follow the steps below to add a missing signature.

Note: The images included in these instructions show a parent's view of the form. However, the steps for adding a signature to the form are the same for students and parents.

These instructions can also be found at: [How To Correct or Update Your FAFSA® Form | Federal Student Aid](#)

### Add a Missing Signature: STEP ONE

Log in to StudentAid.gov and select the FAFSA submission from the "My Activity" section of your account Dashboard. You'll then see a submission details page. Under "FAFSA® Form Processed," select "Provide Signature."

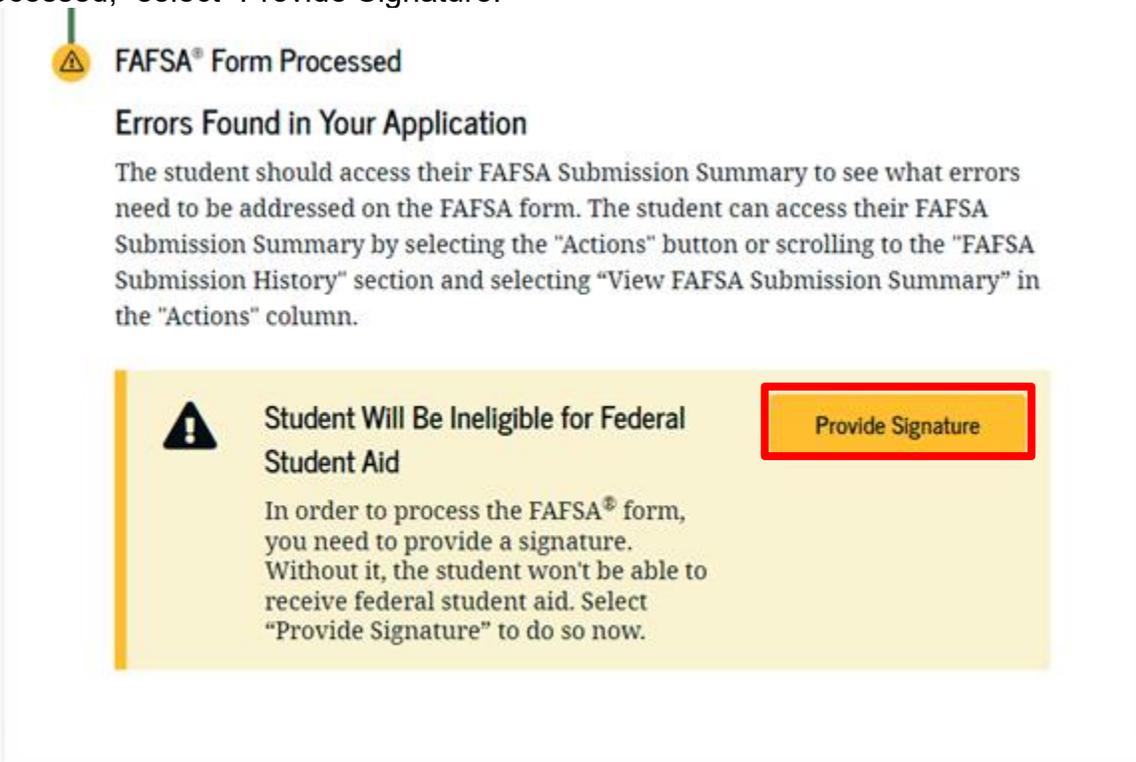


Figure 1 Image of the "My Activity" Details page and the "Provide Signature" button.

## Add a Missing Signature: STEP TWO

On the “Correct Your FAFSA® Form” page, select “Provide Signature.”

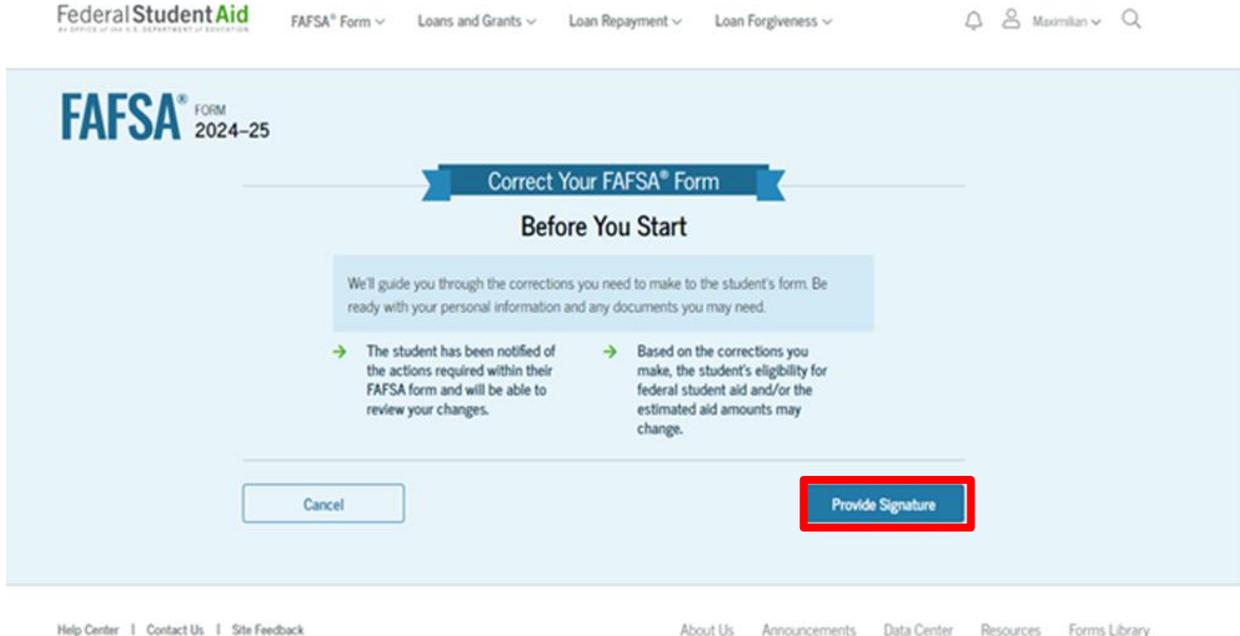


Figure 2 Image of the “Correct Your FAFSA® Form” page with a blue “Provide Signature” button in the bottom right corner.

## Add a Missing Signature: STEP THREE

On the “Review Changes” page, select “Continue.”

Note: If a missing signature is your only error, you’ll be taken directly to this page. If your section of the form has other errors, you’ll be taken to the first page that needs additional information and will reach the “Review Changes” page once you’ve fixed all issues.

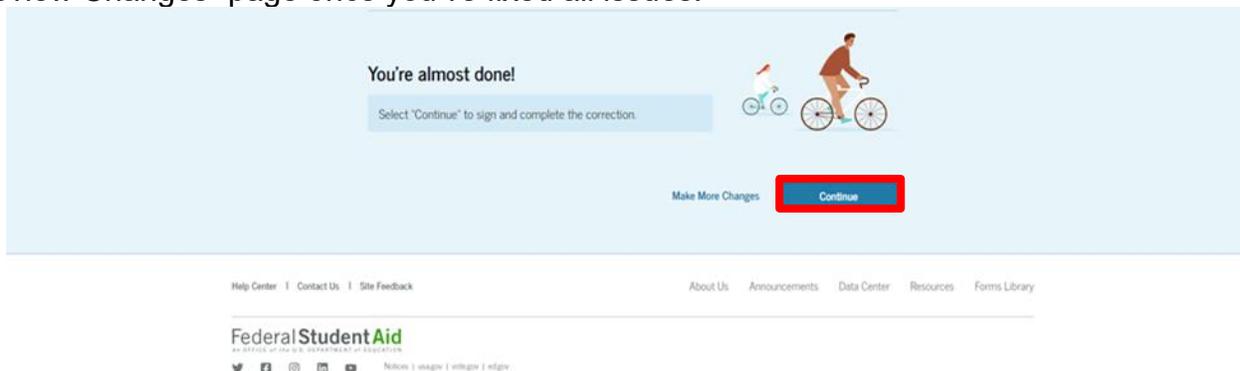


Figure 3 Image of the “Review Changes” page with a “Continue” button in the bottom right corner.

## Add a Missing Signature: STEP FOUR

On the “Signature” page, select “Sign and Submit.”

Sign for yourself and submit the application for Constance Decker (Student).

I, Akmal Purdy, agree to the terms outlined above.

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Sign and Submit

Figure 4 Image of the “Signature” page with a “Sign and Submit” button in the bottom right corner.

## Add a Missing Signature: STEP FIVE

After selecting “Sign and Submit,” you’ll be taken to a page that confirms the FAFSA form is complete.

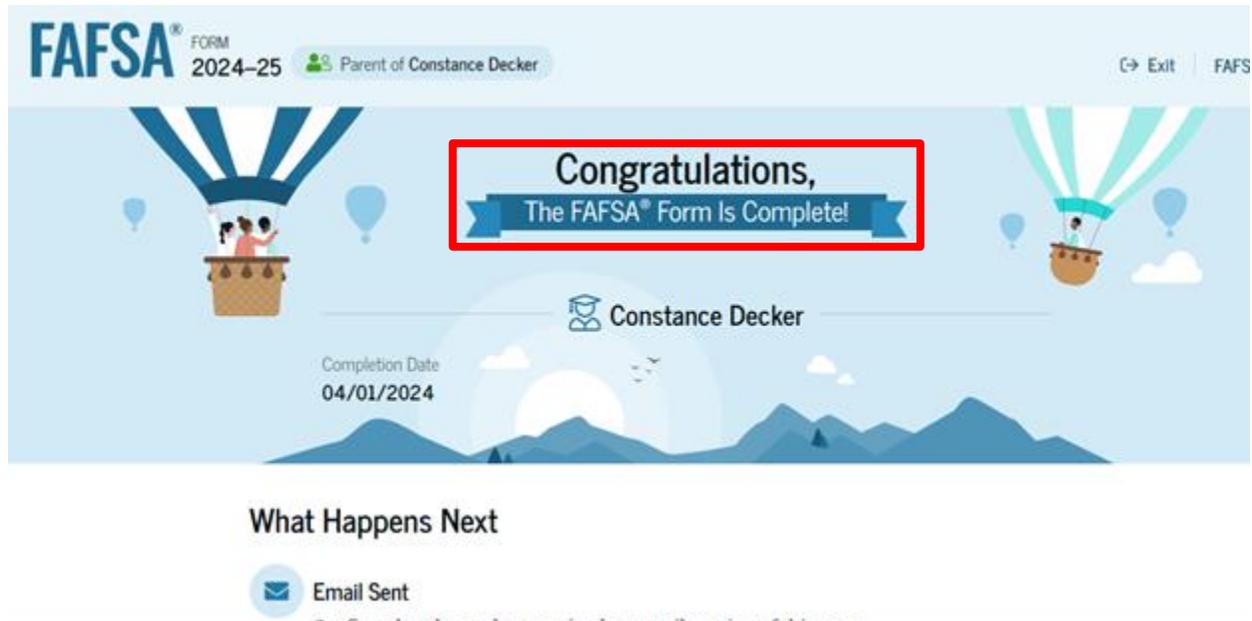


Figure 5 Image of the “Confirmation” page.

## Change Answer to “Direct Unsubsidized Loan Only” Question

On the 2024–2025 FAFSA form, dependent students have the option to indicate that their parents are unwilling to provide their information and therefore want to apply for only a [Direct Unsubsidized Loan](#). However, if a dependent student doesn't provide parent information, their eligibility for other types of federal student aid can't be calculated. This means they won't be eligible for a Federal Pell Grant, Federal Work-Study, or a Direct Subsidized Loan.

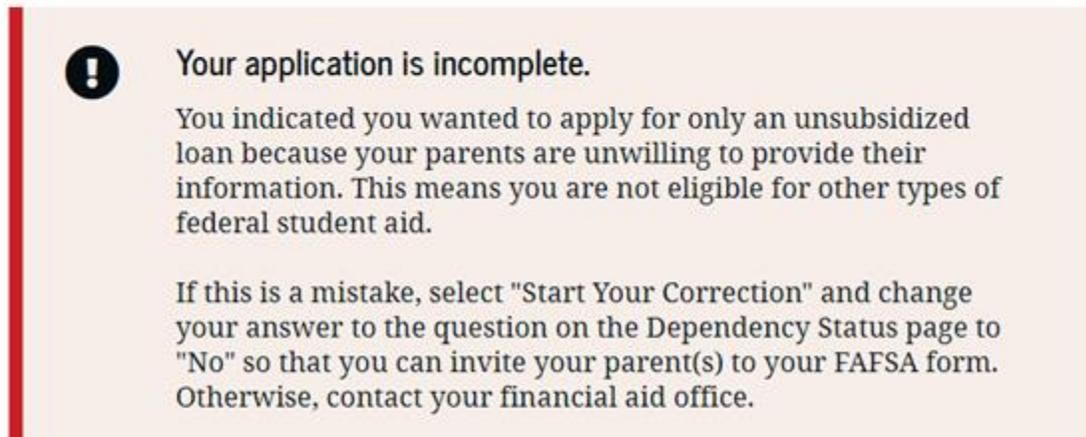
If you selected to apply for only a Direct Unsubsidized Loan by mistake, follow the steps on the following page to change your answer to this question and invite your parent(s) to your form.

These instructions can also be found at: [How To Correct or Update Your FAFSA® Form | Federal Student Aid](#)

## Change Answer to “Direct Unsubsidized Loan Only” Question: STEP ONE

Log in to StudentAid.gov and select your FAFSA submission from the “My Activity” section of your account Dashboard. You’ll then see your submission details, including your form’s status. Select “Start Your Correction” from under the “Student Actions Needed” section.

The student should access their FAFSA Submission Summary to see what errors need to be addressed on the FAFSA form. The student can access their FAFSA Submission Summary by selecting the “Actions” button or scrolling to the “FAFSA Submission History” section and selecting “View FAFSA Submission Summary” in the “Actions” column.



**!** **Your application is incomplete.**

You indicated you wanted to apply for only an unsubsidized loan because your parents are unwilling to provide their information. This means you are not eligible for other types of federal student aid.

If this is a mistake, select "Start Your Correction" and change your answer to the question on the Dependency Status page to "No" so that you can invite your parent(s) to your FAFSA form. Otherwise, contact your financial aid office.



Student Actions Needed Karina Dickerson

|                  |                          |                        |
|------------------|--------------------------|------------------------|
| Number of Errors | How long will this take? | Sections With Errors   |
| 1 error          | Up to 10 min             | Personal Circumstances |

**Start Your Correction**

Figure 6 Image of an application incomplete message and the “Start Your Correction” button.

## Change Answer to “Direct Unsubsidized Loan Only” Question: STEP TWO

Select “Continue” on the “Correct Your FAFSA® Form” page.

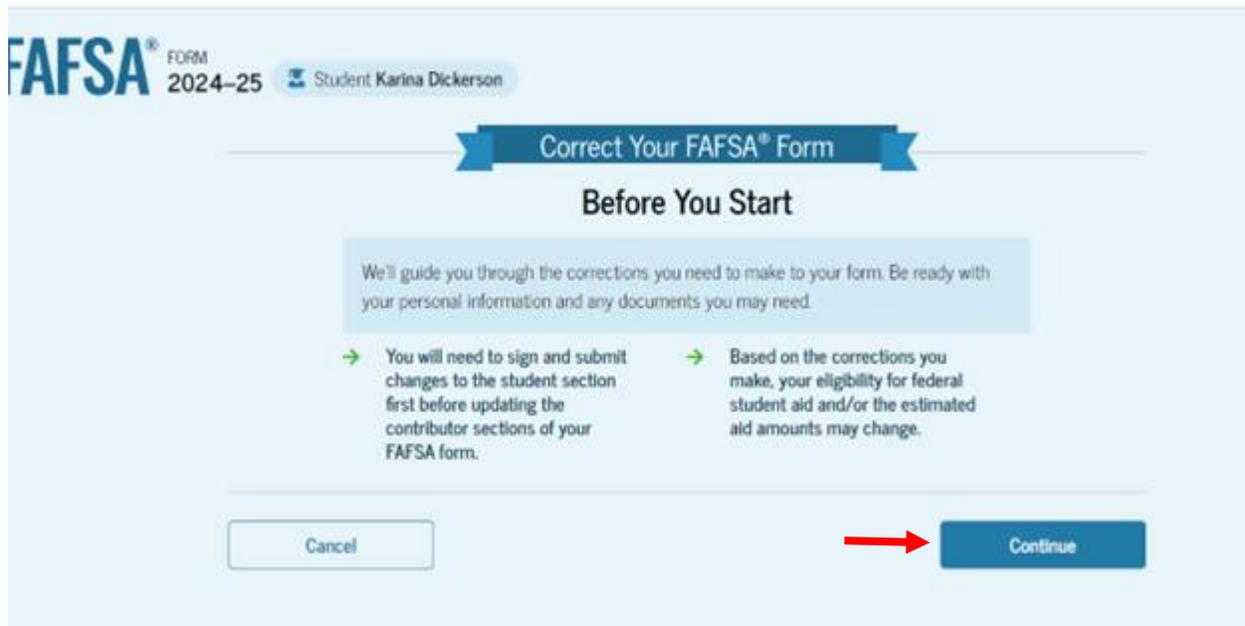


Figure 7 Image of the “Correct Your FAFSA® Form” page with a blue “Continue” button in the bottom right corner.

## Change Answer to “Direct Unsubsidized Loan Only” Question: STEP THREE

Select “Start Student Section” on the “Error Summary” page.

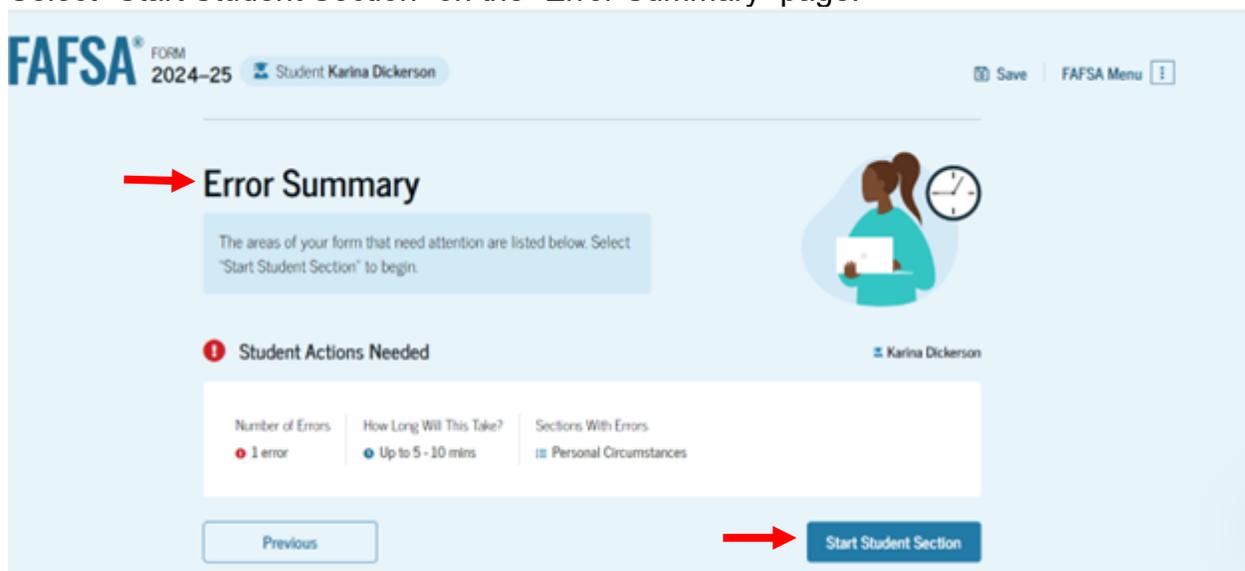


Figure 8 Image of the “Error Summary” page with a blue “Start Student Section” button in the bottom right corner.

## Change Answer to “Direct Unsubsidized Loan Only” Question: STEP FOUR

Navigate through the Personal Circumstances section until you reach the “Your Dependency Status” page. You’ll see that “Yes” is selected as the answer to the “Direct Unsubsidized Loan Only” question.

### Your Dependency Status



**Dependent Student**  
Based on your answers, you are a dependent student. This means you must provide parent information on your FAFSA® form. This information helps determine how much federal student aid you’re eligible to receive.

### Direct Unsubsidized Loan Only

Are the student’s parents unwilling to provide their information, but the student doesn’t have an unusual circumstance that prevents them from contacting or obtaining their parents’ information? ⓘ

Select “No” if the student wants a financial aid administrator at their school to determine eligibility for ALL types of financial aid, including grants, loans, and work-study funds. The student’s parent(s) will be required to provide their information on the FAFSA form.

Yes

No

Previous

Continue

Figure 9 Image of the “Your Dependency Status” page. “Yes” is selected as the answer to the “Direct Unsubsidized Loan Only” question.

## Change Answer to “Direct Unsubsidized Loan Only” Question: STEP FIVE

Change your answer to the “Direct Unsubsidized Loan Only” question to “No.” Then, select “Continue” to navigate through the rest of the form and invite your parent(s).

### Your Dependency Status



**Dependent Student**

Based on your answers, you are a dependent student. This means you must provide parent information on your FAFSA® form. This information helps determine how much federal student aid you're eligible to receive.

### Direct Unsubsidized Loan Only

Are the student's parents unwilling to provide their information, but the student doesn't have an unusual circumstance that prevents them from contacting or obtaining their parents' information? ⓘ

Select “No” if the student wants a financial aid administrator at their school to determine eligibility for ALL types of financial aid, including grants, loans, and work-study funds. The student's parent(s) will be required to provide their information on the FAFSA form.

Yes

No

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Figure 10 Image of the “Your Dependency Status” page. “No” is selected as the answer to the “Direct Unsubsidized Loan Only” question.

## Change Answer to “Direct Unsubsidized Loan Only” Question: STEP SIX

When you reach the “Review Changes” page, confirm that your answer to the “Direct Unsubsidized Loan Only” question has been changed to “No.” Then, select “Continue” to sign and submit your section of the correction.

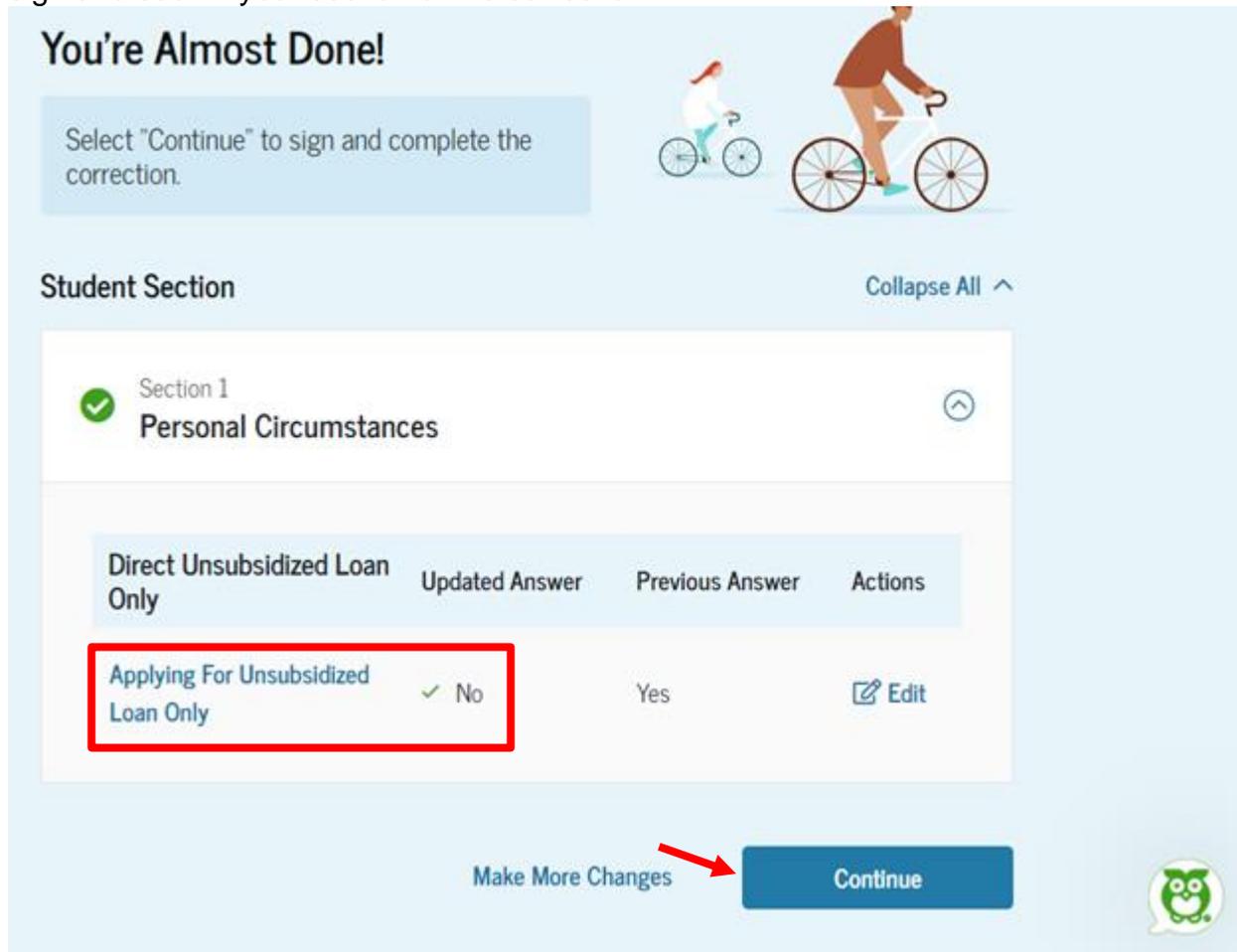


Figure 11 Image of the “Review Changes” page, which displays an update to the “Direct Unsubsidized Loan Only” answer.

## Change Answer to “Direct Unsubsidized Loan Only” Question: STEP SEVEN

Review the next steps included on the “Section Complete” page. To complete your form, your parent(s) must log in, complete their section, provide their consent and approval and signature, and submit the correction.

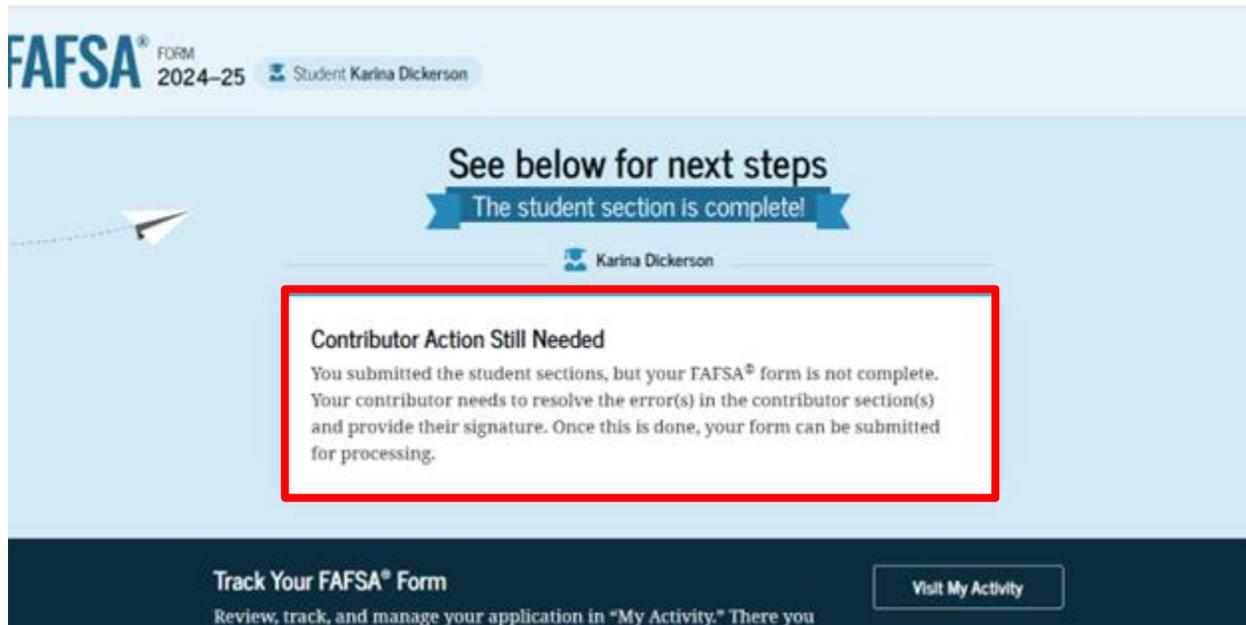


Figure 12 Image of the “Section Complete” page notifying the student that contributor action is needed.