

## Detailed Instructions for Viewing and Printing FAFSA Student Aid Report (SAR)

Upon filling out the FAFSA form, you will be given the option of printing your data before submission. The Walpole Scholarship Foundation will not accept this printout as the official SAR. After you submit the FAFSA form, you will receive an email confirmation. This, too, cannot be accepted as official documentation by the WSF. Approximately three days after submission, you will receive an email indicating that the SAR is ready. Follow the instructions below to print SAR. (There are seven windows through which you must navigate to access the SAR.)

**MAKE SURE TO ALLOW AT LEAST THREE DAYS TO GENERATE THE SAR**

1. Go to [www.fafsa.ed.gov](http://www.fafsa.ed.gov). You will see the following on the screen. Click on **View and Print Your Student Aid Report**, the last bullet in box #3.

English | Español

### Federal Student Aid FAFSA

We have simplified the process of filling out the FAFSA. You can follow each section all of the way through for a comprehensive set of instructions.

- 1 Before Beginning a FAFSA**  
Get organized!  
To simplify the application process, gather required documents and other information ahead of time.
  - [Determine Your Dependency Status](#)
  - [FAFSA on the Web Worksheet](#)
  - [Search for School Codes](#)
  - [Students & Parents Apply For a PIN](#)
  - [Check Application Deadline Dates](#)
- 2 Filling Out a FAFSA**  
Fill out the application!  
The FAFSA contains questions that ask about you, your financial information, your school plans, and more.
  - [Fill Out Your FAFSA](#)
  - [Open Your Saved FAFSA or Correction Application](#)
  - [Sign Electronically With Your PIN](#)
- 3 FAFSA Follow-Up**  
View your results online!  
You can check the status of your application, make corrections to a processed FAFSA, and get other information.
  - [Check Status of a Submitted FAFSA or Print Signature Page](#)
  - [Make Corrections to a Processed FAFSA](#)
  - [Add or Delete a School Code](#)
  - [View and Print Your Student Aid Report](#)

Click Here →

2. On the Student Access screen, select the FAFSA for the year 2010-2011 and click **Next**.

### FAFSA Follow-Up

#### Student Access

Student Access allows you to view and print your Student Aid Report (SAR).

Select the school year you wish to view.

TIP: You cannot access your SAR until your PIN information has been verified by the Social Security Administration (1-3 days after you submit your PIN application). If you have recently applied for your PIN, you may have to wait 1-3 days before using it to view your SAR.

Which year do you wish to view?

The 2009-2010 School Year (July 1<sup>st</sup>, 2009 - June 30<sup>th</sup>, 2010)  
The 2008-2009 School Year (July 1<sup>st</sup>, 2008 - June 30<sup>th</sup>, 2009)

Select ▼

**NEXT** →

3. Complete the required information on the Confirming Your Identity screen, and click **Submit**.

**Student Access**

**Confirming Your Identity**

Student Access allows you to view or correct your application information. You must enter your Social Security Number, last name, first name, date of birth, and Federal Student Aid PIN to begin using Student Access.

Once you have entered your information, select [Submit](#).

Student Access	
What is your Social Security Number? <small>Enter this number without the dashes. For example, 123456789.</small>	<input type="text"/>
What is your last name?	<input type="text"/>
What is your first name?	<input type="text"/>
What is your date of birth? <small>Enter this date in "mmddyyyy" format. For example, 08171975 for August 17, 1975.</small>	<input type="text"/>
What is your PIN? <a href="#">I Forgot/Don't Know My PIN</a>	<input type="text"/>

**SUBMIT**

4. On the Transactions screen, click on the correct transaction number. *Note:* Do not click Exit.

**Student Access**

**Transactions**

Below is a list of the 2009-2010 transactions we have processed for you as of 02/16/2009. You can select any of the transaction numbers to view the complete details for that transaction.

Your Data Release Number (DRN) is **3416**.

Note that any applications or corrections that have been submitted recently will not appear here until they have been processed.

Transaction Number	Processed Date	Expected Family Contribution (EFC)	Transaction Source
01			Renewal on the Web

Click on the correct transaction number

**NEED HELP?** **EXIT**

Site Last Updated: Sunday, February 15, 2009

5. On the next screen, select **Print Summary**, from the column on the left.

<ul style="list-style-type: none"> <li>Transactions</li> <li>Processing Information</li> <li>Student Information</li> <li>Student Income/Assets</li> <li>Parent Information</li> <li>School Information</li> <li>Preparer's Information</li> <li>NSLDS</li> <li>SAR Comments</li> <li>Print Summary</li> </ul> <p style="color: red; margin-left: 20px;">Click Print Summary</p>	<b>Student Access</b>
<p><b>Processing Information</b></p> <p><b>Processing Information</b></p> <p>DRN: _____</p> <p>Transaction Number:                      01</p> <p>Date Application Completed: _____</p> <p>Application Receipt Date: _____</p> <p>Processed Date: _____</p> <p>Signed By: _____</p> <p>EFC: _____</p>	<b>NEED HELP?</b> <b>MAKE CORRECTIONS</b> <b>EXIT</b>

6. On the Print Summary screen, **choose SAR (PDF version)** and print the SAR. Note: If this does not work, you can try the HTML version.

**Student Access**

**Print Summary**

There are two ways to view and print a Student Aid Report (SAR). Select the option you prefer.

1. [SAR \(HTML version\)](#) - HTML stands for Hypertext Markup Language. A copy of the student's SAR in this format is exactly the same as you would see it in the Web browser page. This option requires only a Web browser. Select this link for [help on printing the HTML SAR](#).
2. [SAR \(PDF version\)](#) - PDF stands for Portable Document Format. A copy of the student's SAR in this format will maintain a similar look (with layouts, fonts and images) as a printed copy sent out by mail. This option requires that you have Adobe Acrobat software installed in your computer. Select this link for [help on printing the PDF SAR](#). Select this link if you do not have [Adobe Acrobat Reader](#) and would like to find out how to obtain it.

**Click on SAR (PDF Version)**

**NEED HELP? MAKE CORRECTIONS EXIT**

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7. The top of the SAR PDF version will look like this

**SAR** for 2009-2010

(Student Aid Report)

Form Approved OMB No. 1845-0008

App. Exp. 12/31/10

EFC:

DRN:

The grids below contain information from your student aid application (shaded items display parents' information, if provided). This is your copy of your application data for your records only. Do NOT mail this document or a copy of this document to the U.S. Department of Education. We will not return this copy to you. You may make corrections from the Department of Education's web page ([www.fafsa.ed.gov](http://www.fafsa.ed.gov)). You must use your PIN to access your record online.

Print only the first page. Make sure the printout includes the name, address, and the header indicating the EFC value in the upper right hand corner. Feel free to blacken out any other financial information on the page.