



### Creating an OSFA Secure Portal Account

Close ALL browser windows and then open the following link *in a new browser window*.

<https://uga.studentforms.com/>

Log in with UGA's Single Sign-On Service:

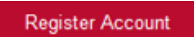
The screenshot shows the UGA Single Sign-On Service login page. At the top is the University of Georgia logo and the text "UNIVERSITY OF GEORGIA UGA Single Sign-On Service". Below this are two input fields: "Username:" and "Password:". Under the password field are two buttons: "LOGIN" (in red) and "CLEAR" (in grey). Below the buttons is a link "Trouble logging in?". At the bottom are two links: "About SSO" and "About Us". At the very bottom, it says "This site is operated by Enterprise Information Technology Services." and "Privacy Policy".

**Complete two-factor authentication step (Duo), if applicable.**

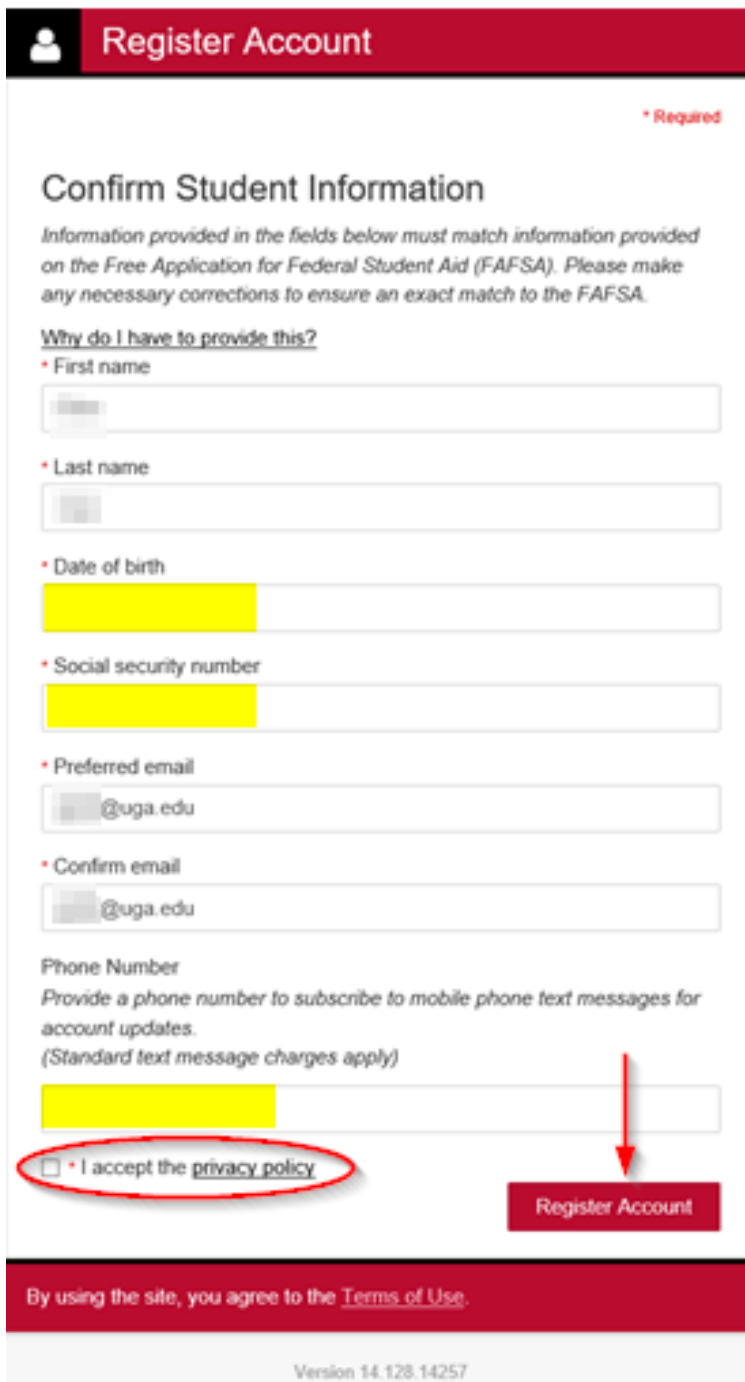
*NOTE: Incoming freshmen are required to use Duo once they commit to UGA.*

The screenshot shows the Duo Login (second step) authentication page. It has a title bar "Duo Login (second step)". In the top left is the University of Georgia logo. In the top right is a "Settings" button. Below the logo is a "Device:" dropdown menu showing "IOS 0001-XXXX-11371". Below that is the text "Choose an authentication method" followed by three green buttons: "Send Me a Push", "Call Me", and "Enter a Passcode". At the bottom is a checkbox labeled "Remember me for 14 days".

## Set up account.

- Provide **Student's Date of Birth** and **Student's Social Security Number**.
- Preferred email defaults to your UGA email address (pulled in from CAS login) and will be used for messaging within the OSFA Secure Portal. *Incoming freshmen may update email address if needed.*
- **Phone Number**, if provided, will only be used to send financial aid related text messages.
- Check box to accept privacy policy.
- Click 

**First Name, Last Name, Date of Birth and SSN must match the FAFSA in OSFA's Secure Portal. First and Last Name (pulled in from CAS login) should not be changed unless it does not exactly match the FAFSA. The FAFSA limits the last name to 16 characters and the first name to 12 characters.**



**Register Account**

\* Required

### Confirm Student Information


Information provided in the fields below must match information provided on the Free Application for Federal Student Aid (FAFSA). Please make any necessary corrections to ensure an exact match to the FAFSA.

Why do I have to provide this?

- \* First name
- \* Last name
- \* Date of birth
- \* Social security number
- \* Preferred email
- \* Confirm email

Phone Number  
Provide a phone number to subscribe to mobile phone text messages for account updates.  
(Standard text message charges apply)

\* I accept the privacy policy



**Register Account**

By using the site, you agree to the [Terms of Use](#).

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Contact Information: <https://osfa.uga.edu/about-osfa/contact-us/>