Temple University
Student Financial Services

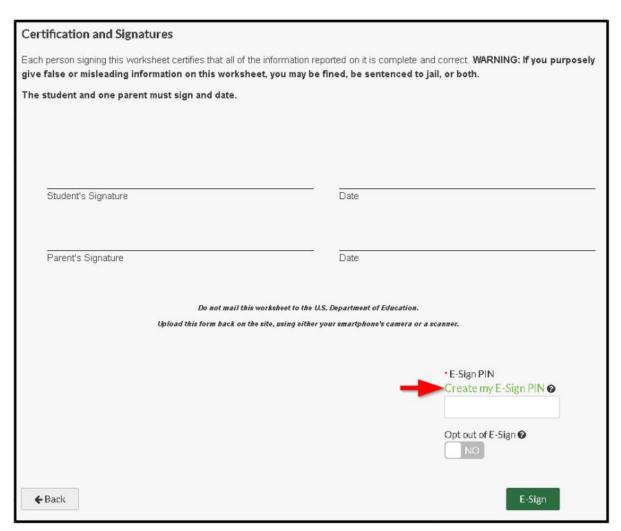# Temple Dashboard Student Account & Access Information

Creating an Account
In order to create an account, the four identifying fields; your First Name, Last Name, Date of Birth and Social Security Number, must match the FAFSA exactly. Please refer to your Student Aid Report (SAR) to confirm the reported information.
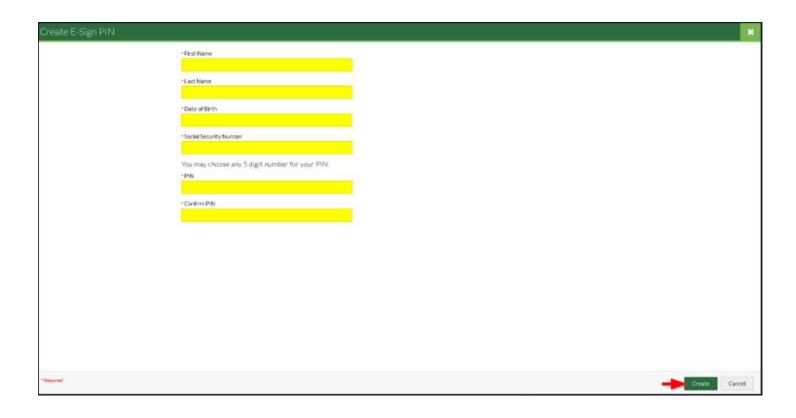
Creating an E-Signature PIN
In order to e-sign a form in the Dashboard, you must create a 5-digit PIN.

- Click on "Create my E-Sign PIN"

- Enter your information in the Create E-Sign PIN box. It must match the FAFSA.

Resetting E-Signature PIN
- If you forget the E-Sign PIN, you can reset it

E-Signing a Webform

Students have the ability to electronically sign the forms required for the Verification and Appeal processes in the Temple Dashboard using the PIN they created. Please make sure you are using Google Chrome for all actions.

- On the final page of the form, scroll all the way to the bottom.
- Enter your PIN in the "E-Sign PIN" box.

- Once the form is e-signed, you will be notified if you are required to update any additional tasks:

Success

You have successfully E-Signed your document, and it has been automatically uploaded into our system.

Based on the answers you provided, you must upload the following documents:

- Student's 2018 Signed Federal IRS Form 1040

You will now be redirected back to your current tasks.

OK