



# OPERATIONS MEMO

Update of the California Student Aid Commission

April 30, 2013

GOM 2013-13

**TO:** Financial Aid Administrators  
High School Counselors

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**SUBJECT:** Cal Grant Update

This Operations Memo from the California Student Aid Commission (Commission) updates schools on the status of the 2013-14 Entitlement Cal Grant awards, the completion of paper Grade Point Average (GPA) Verification Forms, and the late Entitlement GPA appeals process. Lastly, there are updates on withdrawn award offers from the 2012-13 Cal Grant program and communication efforts to reach unpaid Cal Grant students.

## 2013-14 High School Entitlement Cal Grant Awards

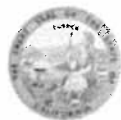
As of April 19, 2013, the Commission has offered approximately 123,000 Cal Grant awards to High School Entitlement eligible students. Of these award offers, 5,205 were to students who completed the California Dream Act application. As mentioned in prior communications, the awarded students are immediately sent e-mails regarding their Cal Grant award status. The e-mail encourages students to open a WebGrants for Students (WGS) account and view their electronic California Aid Report (CAR).

Since paper CARS are no longer sent, except to those students without e-mail addresses, it's imperative that students check e-mail messages from the Commission. All schools, especially high schools, are urged to communicate to students the importance of reading e-mail correspondence from the Commission and of opening a WGS account at [www.webgrants4students.org](http://www.webgrants4students.org).

Students can use their WGS account to make important updates that may affect their award, such as changing demographic information, requesting school changes, and checking other requirements. Most importantly, as of June 1, 2013, High school Entitlement Cal Grant applicants will be able to confirm their high school graduation in WGS.

## Paper GPA Verification Forms

Commission staff has successfully keyed approximately 40,000 paper GPA Verification Forms for the 2013-14 award year. These GPAs include students



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who submitted test scores such as ACT, GED and SAT in lieu of a GPA. Students who have incomplete data or errors on the GPA form will be sent a 10-day letter to correct any information on the form. State regulations specify that students who respond within the 10 days will still retain their March 2 priority filing date.

### **2013-14 Late Entitlement GPA Appeals Process**

State regulations also allow Entitlement Cal Grant applicants to appeal the late submission of their Cal Grant GPA if circumstances beyond their control delayed or prevented the applicant from submitting a verified GPA by the March 2, 2013 filing deadline.

To receive appeal consideration, the applicant must submit an explanation of the circumstances that were beyond their control which prevented them from submitting an on-time Cal Grant GPA. The applicant must also have submitted a 2013-14 Free Application for Federal Student Aid (FAFSA) or a 2013-14 Cal Dream Act application by the March 2 deadline.

Schools may also submit late GPA appeals on behalf of students. The school's appeal should make it clear there were circumstances beyond the student's control preventing the student from meeting the March 2 deadline.

Entitlement applicants may submit a late March 2 GPA on the "Late Cal Grant GPA Verification Form" if the student completed the FAFSA, or on the "Late Non-SSN Cal Grant GPA Verification Form" if the student completed the Cal Dream Act application. These forms are only for Entitlement Cal Grant applicants who filed a FAFSA or Cal Dream Act application by March 2, 2013. These forms are currently available online at <http://www.csac.ca.gov/doc.asp?id=1177>. A 2013-14 Entitlement Cal Grant candidate must graduate high school or achieve the equivalent on July 1, 2011 or later and the GPA must be calculated from high school grades.

In order for an appeal to be considered, it must be **received** at the Commission by May 16, 2013. In the event that an appeal is accepted, the student will be processed for Entitlement Cal Grant award consideration and will receive correspondence from the Commission based on their application status. For appeals that are not accepted, the GPA will be retained to use for the September 2, 2013 Cal Grant award selection process.

### **2012-13 Cal Grant Withdrawals**

Potential 2012-13 California Community College Transfer Entitlement Cal Grant (E2) recipients were required to complete the Transfer Entitlement Certification (G-6) to determine Cal Grant eligibility. E2 students who failed to submit their G-6 form were withdrawn in February to allow them to re-apply for the 2013-14 award year. Students had approximately seven months to respond prior to the withdrawal.

New 2012-13 High School Entitlement Cal Grant (E1) participants were required to have their high school graduation confirmed prior to receiving a Cal Grant payment. They were sent multiple reminder notifications regarding this requirement. E1 students who did not confirm their high school graduation through the G-8 form (paper or online) were withdrawn last week.

Both E1 and E2 students who were withdrawn may contact the Commission to appeal and request reinstatement.

**Communications to Competitive Cal Grant Students**

The Commission has notified the 2012-13 March 2 Competition (C1) and 2012-13 September 2 Competition (C2) students who do not have a payment or a leave of absence posted to take action on their Cal Grant award. The Commission is encouraging the unpaid students to communicate with their financial aid office or post a leave of absence on their WebGrants for Students account to preserve their award.

Students who do not respond will receive one more communication in May during the renewal process through the "Pending Withdrawal" letter. The Commission recommends that institutions review their rosters and post a "NA" (Not in Attendance) code on the payment roster so students can be notified to make a school change.

If you have questions regarding any of this information, please contact School Support Services staff at (888) 294-0153 or at [schoolsupport@csac.ca.gov](mailto:schoolsupport@csac.ca.gov).

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