



# OPERATIONS MEMO

## Update from the California Student Aid Commission

STATE OF  
CALIFORNIA



**February 26, 2016**

**GOM 2016-05**

TO: Financial Aid Administrators

FROM: Catalina G. Mistler   
Chief, Program Administration & Services Division

**SUBJECT: Cal Grant Program Handbook Updates**

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This Operations Memo from the California Student Aid Commission (Commission) announces updates to Chapter 13 of the Cal Grant Program Handbook regarding disbursement and payment adjustments. The updated version also includes some format edits.

Updates to the Cal Grant Program Handbook include changes to the following sections:

- "Cal Grant payments should be disbursed based on the recipient's enrollment status using the institution's add/drop date, financial aid census date, or its equivalent" on page 113.
- "If it is determined by the institution that a recipient withdraws and a Cal Grant refund is due to the Commission, refer to the payment adjustments section of this Handbook" on page 113.
- Page 117 provides an example of a payment adjustment for a student who drops from full time to half time any day before census.

The updated Cal Grant Program Handbook may be viewed on the Commission's website, [www.csac.ca.gov](http://www.csac.ca.gov), hovering over the "COLLEGES" tab, and selecting "Cal Grant Program Handbook." This is a living document and will be updated as needed.

### **Need to contact us?**

- Institutional Support phone number: (888) 294-0153
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