OPERATIONS MEMO

Update from the California Student Aid Commission

October 10, 2016   **GOM 2016-31**

TO: High School Counselors
           High School Principals
           County and District Superintendents

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

SUBJECT: **2017-18 Cal Grant Grade Point Average (GPA) Reminder**

This Operations Memo from the California Student Aid Commission (Commission) reminds public high schools and charter high schools of Education Code section 69432.9, which requires schools to electronically submit GPA data for their grade 12 pupils for the 2017-18 grant programs.

High schools were encouraged to upload GPAs to the Commission by October 1, 2016 in a joint letter from Commission Executive Director, Lupita Cortez Alcalá; State Superintendent of Public Instruction, Tom Torlakson; and President of California State Board of Education, Michael Kirst. This early submission was encouraged so as to line up with the earlier opening of the FAFSA and California Dream Act Application.

- The GPA submission window was opened on June 10, 2016 and as of October 4, 2016, the Commission has only received 12% of the required GPAs.

- Submitting GPAs as soon as they are prepared benefits students as they will receive earlier notification of their Cal Grant award status. This will give students more time to effectively plan for college and allow counselors enough time to assist students with college decisions and preparations.

- The Commission plans to begin sending Cal Grant award notifications to High School Entitlement students in early November 2016.

GPA Related Reports

- The WebGrants System provides GPA related reports to help you understand the status of the GPA data you have submitted. These reports are available from the *Report Download* screen accessible from the *Data Transfer* link in WebGrants.

- Beginning October 11, 2016, the 2017-18 Non-SSN GPA Unmatched Reports will begin to generate and update daily.

- For more information regarding available GPA reports, please visit the Commission's Training page on the www.csac.ca.gov website.

Access to the WebGrants System for GPA Upload

School Administrators must have WebGrants access to upload GPAs. The following documents must be submitted to obtain access:

County: Request for System Administrator Access
                           FAFSA/ Dream Act Completion Program Agreement

District: Request for System Administrator Access
                           FAFSA/ Dream Act Completion Program Agreement

High School: Request for System Administrator Access
                           FAFSA/ Dream Act Completion Program Agreement

The Commission would like to thank the high schools who have already submitted their students' GPAs. We appreciate your partnership in making early Cal Grant award notifications possible.

Need to contact us?

➤ Institutional Support phone number: (888) 294-0153
➤ E-mail: schoolsupport@csac.ca.gov

Working together to effectively promote education beyond high school!