April 12, 2018   **GOM 2018-07**

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

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

SUBJECT: **Cal Grant Opt-Out Requirement**

This Operations Memo from the California Student Aid Commission (Commission) reminds school districts and charter schools of the annual requirement under California Education Code section 69432.9 subsection (d)(1), to provide an opportunity for students in 11th grade (and for minors, their parents/guardians), to Opt-Out of being automatically considered as a Cal Grant applicant. Notification to Opt-Out of the Cal Grant program, should be sent in writing, no later than January 1st of a student's junior year.

School districts and charter schools who <u>have not</u> notified their <u>current juniors</u> are advised to send notifications as soon as possible and prior to the end of the academic year. Furthermore, to ensure the January 1st date is met in future years, it is imperative that school districts and charter schools create a process for deciding when and how to notify their juniors of the Opt-Out provision.

Opt-Out notifications should have the following dates:

- **Opt-Out deadline** – no less than 30 days should be given for students and parents to Opt-Out.
- **GPA submission date** – date the school/district will upload GPAs to the Commission. The Commission plans on opening-up the GPA upload window for the 2019-20 award year (i.e. 2019 H.S graduates) by the end of May. Details will be sent in a subsequent Operations Memo.
- **GPA submission deadline** – October 1 (applies to public and charter schools)

The Commission offers a *Cal Grant GPA Opt-Out Form* in both English and Spanish which may be used as part of a school's Opt-Out process. Forms should be retained at the school level and not sent to the Commission. Lastly, should the Opt-Out form <u>not</u> be received by the date stated on the form, it is understood that a student has agreed to have their GPA submitted for Cal Grant consideration.

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