OPERATIONS MEMO

Update from the California Student Aid Commission

STATE OF
CALIFORNIA

August 28, 2018   **GOM 2018-28**

TO: Financial Aid Administrators

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

SUBJECT: **2019-20 WebGrants College Cost Estimate Screen**

This Operations Memo from the California Student Aid Commission (Commission) announces that the College Cost Estimates in WebGrants (WG) will open on Wednesday, September 5, 2018.

The Cost Estimate information you provide will be used by the Commission to determine the financial need and award amounts for the 2019-20 Cal Grant applicants.

College Cost Screen

- Your institution must update the 2019-20 estimated cost information by overwriting the pre-populated fields. If 2019-20 cost estimates are not available, please update this information with the final 2018-19 figures.

- If the school does not provide updated information for the 2019-20 academic year, the Commission will use data from the 2018-19 year.

- The Commission anticipates processing the first 2019-20 preliminary Cal Grant awards for the High School Entitlement program beginning November 2018. Therefore, the WebGrants College Cost Estimate screen should be updated and completed by **Friday, October 26, 2018.**

Access to the Cost Estimate screen is granted by your school's WG System Administrator. The *School Information for Colleges* User Guide is available in WG on the Help page. Cost Estimate screen instructions begin on page 7.

Clarification of Budget Information

- Institutions must provide cost information for three budgets:
  - On-Campus
  - Off-Campus
  - With Parents

- Enter the budget information for **all estimated attendance expenses** *excluding* **tuition and fees.** Tuition and fees are to be entered in another location on the screen.

- The sum of the tuition, fees, and on-campus, off-campus or with parent's information should equal the same budgets the institution will use when determining financial need for the 2019-20 financial aid award year. Please ensure the data is entered in this manner to ensure accurate Cal Grant awards can be made for your campus.

Need to contact us?

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