



OPERATIONS MEMO

Update from the California Student Aid Commission

STATE OF
CALIFORNIA



June 1, 2020

GOM 2020-12

TO: High School Counselors

FROM: Steve Caldwell 
Interim Deputy Director, Program Administration & Services Division

SUBJECT: **2020-21 High School Graduation Verification**

This Operations Memo from the California Student Aid Commission (Commission) reminds district and high school administrators of the requirement to verify the graduation of their students as soon as possible upon graduation but no later than August 30th as stated in California Education Code 69432.92 (b).

- A student's Cal Grant Entitlement award is placed on-hold until the high school graduation requirement is satisfied.
- Verification of high school graduation will be done electronically, via [WebGrants](#) beginning the 1st of the month in which a student will graduate. After logging in, click on WebGrants>GPA>High School Graduate Verification.
- Three options are available for high school graduation verification: "Graduated," "Not Graduated" and "Pending."
 - **Graduated**: student meets high school graduation requirements.
 - **Not Graduated**: student is not expected to meet graduation requirements by 12/31/2020.
 - **Pending**: graduation cannot be determined due to transferring to another school/district **OR** if student will be working towards meeting graduation requirements through enrollment in summer school or adult school and is reasonably expected to complete graduation requirements by 12/31/2020.
- Students verified with the option 'pending', will be asked to contact the Commission to certify their high school graduation and to submit a copy of their high school diploma and the high school graduation certification form (G-8). To obtain the form, students can contact Student Support at studentsupport@csac.ca.gov or at 1-888-224-7268.
- If your institution is unable to verify graduation due to school closures, please encourage your high school graduates to certify their graduation date via their [WebGrants 4 Students](#) account.

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!