



OPERATIONS MEMO

STATE OF
CALIFORNIA



Update from the California Student Aid Commission

October 5, 2022

GOM 2022-38

TO: Financial Aid Administrators

FROM: Tae Kang *Tae Kang*
Deputy Director, Program Administration & Services Division

SUBJECT: **2023-24 College Cost Estimate Screen on WebGrants**

This Operations Memo from the California Student Aid Commission (Commission) announces the opening of the 2023-24 College Cost Estimate screen in WebGrants. The Cost Estimate information provided by each institution will be used by the Commission to determine the financial need and award amounts for 2023-24 Cal Grant applicants.

College Cost Estimate Screen

The Commission anticipates processing preliminary 2023-24 Cal Grant awards for the High School Entitlement program in November 2022. Therefore, the WebGrants College Cost Estimate screen must be updated and completed by **October 31, 2022**.

- Please update the 2023-24 estimated cost information by overwriting the pre-populated fields. If 2023-24 cost estimates are not available, please update this information with the final 2022-23 figures.
- If updated information for the 2023-24 academic year is not provided by October 31, 2022, the Commission will use data from the 2022-23 year.
- Access to the Cost Estimate screen is granted by each institution's WebGrants System Administrator.

Clarification of Budget Information

Institutions must provide cost information for three budgets:

- On-Campus (put N/A if no on-campus housing available)
- Off-Campus
- With Parents

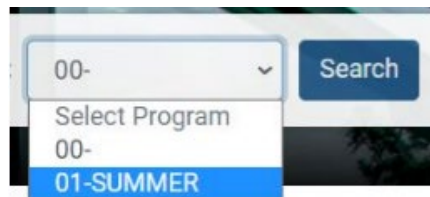
Enter the budget information for **all estimated attendance expenses excluding tuition and fees**. Enter tuition and fees separately.

Only fees that are charged to all students, regardless of the program, should be included in the fees section. UCs, CSUs, and Community colleges must put their tuition in the fees section. All other institutions put the tuition amount in the designated tuition area.

The tuition, fees, and three budgets should match the amounts the institution will use when determining financial need for the 2023-24 financial aid award year. This will ensure that accurate Cal Grant awards can be made.

Some institutions have optional summer term rosters known as their 01-Summer rosters. These need to be updated along with the regular 00 rosters. Many schools miss these or complete them incorrectly resulting in a lower award for their students. Once a College Cost Estimate is submitted for an academic year, the Commission cannot make changes to that estimate.

- Institutions with an **optional summer term** should submit two College Cost Estimates. The first submission should calculate costs for the regular terms (program code 00). The second submission should calculate the tuition, fees, and budget information for the entire academic year and include the summer term costs (program code 01).



- Institutions with a **mandatory summer term** should submit one College Cost Estimate which includes the summer tuition and fees.

High School Graduation Verification Opt Out

If an institution opts out of the high school graduation date verification process on the College Cost Estimate screen, students attending the campus will not be required to verify their high school graduation date. This option might be used by institutions that require high school graduation as part of their admission requirements.

- Campuses assume the liability for any new Entitlement Cal Grant funds disbursed to students who have not graduated high school, or achieved the equivalent, as required by law.
- A student who transfers to another school that does not “opt out” will be required to have their graduation status verified prior to disbursement at the new campus.

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!