August 14, 2023   **GOM 2023-28**

TO: CCC Financial Aid Administrators

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

SUBJECT: **September 2 Community College Entitlement Cal Grant Deadline**

This Operations Memo from the California Student Aid Commission (Commission) reminds California Community Colleges of the 2023-24 September 2* Cal Grant deadline and provides guidance on the Grade Point Average (GPA) and enrollment file submission processes.

For community college students to be considered for a new 2023-24 Cal Grant award, a student must have a GPA on file with the Commission and must have submitted either a Free Application for Federal Student Aid (FAFSA) or California Dream Act Application (CADAA). In addition, community college enrollment files will be used in the awarding process for the Cal Grant Transfer Entitlement and CCC Entitlement cycles.

Cal Grant GPA Submission

- Please refer to the [College GPA Calculation instructions](#) for complete details on how to calculate a community college GPA or re-established GPA.

- To identify CCC GPAs as re-established, choose the re-established check box before uploading. Uploading both regular and re-established GPAs requires separate data file uploads.

- GPAs can be uploaded as a batch or added individually by selecting the *GPA* link from the WebGrants Menu. Select *Upload* GPAs for a batch upload or *Add GPAs* for individual records.

- Institutions are encouraged to submit verified GPAs by uploading data files through WebGrants. The September 2 option will be pre-selected. Please select the appropriate box for Community College GPA or Re-established GPA.

- For CADAA applicants, campuses may use the student's Dream Act ID (beginning with 000) to upload GPAs in the same file as students with an SSN. The Dream Act ID is in position 2-10 on the Cal ISIR file.

- For students who have not yet submitted a CADAA (do not have a Dream Act ID), authorized school officials can utilize the 'Add NON-SSN GPAs / Test Scores' option in WebGrants.

Financial Aid Applications

- Students must list a CCC on their FAFSA or CADAA application to be considered for the E3 award.

- Requests for postponement of the September 2*, 2023, application deadline for FAFSA or CADAA submissions due to a qualifying event pursuant to California Education Code Section 69513.2. must be submitted no later than 10 business days after the occurrence of the qualifying event in question, or, if the qualifying event is ongoing, no later than 10 business days after the conclusion of the qualifying event. An application for deadline postponement and additional information are available on the Commission's website.

CCC Enrollment Verification and Submission

- Upload enrollment data files directly to the Commission through WebGrants. Users have the option to upload a complete data file or to enter individual records. Please refer to the California Community College Enrollment File specifications.
- CCCs should report all students enrolled for Fall 2023, regardless of the number of units in which the student is enrolled.
- The Dream Act ID can also be located on the roster, award summary and detail screens or the Cal Student Aid Report (SAR) in WebGrants.
- CCC enrollment files are uploaded by selecting *Enrollment > Upload Enrollment* under the Cal Grant section in WebGrants.
- For additional help, the Enrollment Data Submission guide is available under the WebGrants Help link under *User Guides*. **Please do not use secure file transfer to upload the file.**

September 2 Social Media Toolkits and Cash for College Workshops

The Commission's social media toolkit for September 2 is a great resource of images and captions that you can use to engage your students via social media. We have provided 12 different graphics with captions to support you in your outreach efforts. Please tag our social media accounts when posting!

The Commission is hosting free Cash for College workshops throughout August to help students and families apply for financial aid. Dates and registration links are below:

Wednesday August 16, 2023   6pm-7pm
Thursday August 24, 2023   6pm-7pm
Tuesday August 29, 2023   11am-12pm

*Due to September 2, 2023, falling on a Saturday, followed by the Labor Day holiday on September 4, 2023, financial aid applications (FAFSA and CADAA) and GPAs submitted/postmarked through September 5, 2023, will be considered on-time.

Need to contact us?

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