OPERATIONS MEMO

Update from the California Student Aid Commission

STATE OF CALIFORNIA

January 31, 2024   **GOM 2024-02**

TO: Financial Aid Administrators

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

SUBJECT: **Opening of College GPA Upload Functionality for 2024-25**

This Operations Memo from the California Student Aid Commission (Commission) announces that the college GPA upload functionality for 2024-25 Cal Grant awards is now available in WebGrants. GPAs must be uploaded by **March 2, 2024***.

College GPAs should be calculated using all coursework completed up to the date of upload (cumulative GPA). Please refer to the College GPA Calculation webpage for more information.

GPAs can be uploaded in a batch or added individually in WebGrants by selecting the GPA link from the Cal Grant Menu. Within the GPA Menu, users can select the *Upload GPAs* option for a batch upload, or the *Add GPAs* option for individual records.

For students without a social security number (SSN), campuses may use the Dream Act ID number (beginning with 000) in place of the SSN or may opt to upload GPAs using the NON-SSN GPA option.

* Due to March 2, 2024, falling on a Saturday, Cal Grant GPAs submitted through March 4, 2024, will be considered on-time.

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