

**CALIFORNIA STUDENT AID COMMISSION**

GRANT SERVICES DIVISION  
P.O. BOX 419028  
RANCHO CORDOVA, CA 95741-9028



December 2, 2004

Dear Colleagues:

The California Student Aid Commission (Commission) is currently conducting two very important state exams to fill current and future vacancies in critical positions at the analyst level. On behalf of the Commission, I write you to ask for your assistance in encouraging qualified individuals to take the Financial Aid Analyst (FAA) and/or Associate Financial Aid Analyst (AFAA) examinations. The Commission encourages qualified people to take these state exams and consider future employment with the Commission. **The deadline for filing an application to take these state exams is December 31, 2004.**

The examination for these positions will consist of an oral interview comprised of predetermined job-related questions. In order to obtain a position on the "eligible" list for future hire at the Commission, a minimum rating of 70% must be attained. As positions at the FAA and AFAA level become vacant, individuals who are on the "eligible" list will be notified and may be considered for employment at the Commission. Job announcements with the Commission can also be viewed by visiting the State Personnel Board's website at [www.spb.ca.gov](http://www.spb.ca.gov).

It is important to note that as these are "open" examinations, relevant experience outside of state service applies towards meeting the minimum qualifications. These open examinations will result in the development of a list of eligible candidates, which the Commission will use for hiring. Please encourage qualified individuals to take this exam by forwarding the enclosed announcements.

We strongly urge members of the financial aid community to consider applying to take these two exams and have their names considered for current and future vacant positions within the California Student Aid Commission. If you have any questions, please contact Darla Engler at 916-526-8046 or [dengler@csac.ca.gov](mailto:dengler@csac.ca.gov).

Thank you in advance for your assistance and for your continued work to serve students.

Sincerely,

A handwritten signature in blue ink, appearing to read "Max Espinoza", written over a white background.

Max Espinoza, Chief  
Grant Services Division  
California Student Aid Commission

Enclosures

[FAA Open Examination Announcement](#)  
[AFAA Open Examination Announcement](#)