



## **Academic Year Fall 2016/ Spring 2017 Child Development Grant Program Deadline: August 31, 2016**

### **What Has Changed with the Child Development Application Process?**

The 2016-17 application has been reviewed and includes one eligibility requirement modification.

The application submission is still the same: students must be nominated by their California college or university Child Development Coordinator. Schools must submit the applications by the deadline shown on the application. Applications will not be accepted if late, submitted directly by the student, or by a student's high school counselor or teacher.

Previously, we required the Child Development Coordinator and the Student Financial Aid Office to verify the Grade Point Average (GPA), the Expected Family Contribution (EFC), and the family income on the application.

The California Student Aid Commission (Commission) is now requiring all applicants to submit their Student Aid Report (SAR) with their application. The SAR ensures that a Free Application for Federal Student Aid (FAFSA) was filed and shows the EFC. The SAR establishes the student's financial need and meets a condition of the grant. This will lessen the burden on the Child Development Coordinator and the Student Financial Aid Office.

Before each term (fall and spring for semesters and fall, winter, and spring for quarters) we ask the school to verify that nominated students meet the following Child Development Grant requirements:

- Are making Satisfactory Academic Progress (SAP)
- Have financial need, and
- Are enrolled in at least six units of enrollment leading to a Child Development degree

The Commission awards the Child Development Grant closer to the end of spring term of the previous academic year. As the fall term of the new academic year approaches, we will contact the Student Financial Aid Office at the nominating school and request verification of each nominated student. Prior to each term we will make the verification request, again for each nominated student.



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### **Child Development Grant Coordinators Packet**

#### **Program Description**

The California Student Aid Commission (Commission) administers the Child Development Grant Program (Program), which is designed for students who:

- Are attending California public or private two-year or four-year postsecondary institutions
- Majoring in Child Development, and
- Intend to teach or to supervise in a licensed children's center in California for one-year fulltime for each year the grant is received.

The Program provides benefits to selected applicants who:

- Are enrolled in approved coursework leading to a Child Development Permit issued by the Commission on Teacher Credentialing for one of the following levels:
  - Teacher
  - Master Teacher
  - Site Supervisor
  - Program Director
- Maintain at least half-time enrollment (6 units),
- Make satisfactory academic progress (SAP), as defined by the postsecondary institution, and
- Have financial need.

#### **Application Process**

There is one application associated with this Program. Applicants who are new to the Child Development Grant Program **or** who were withdrawn from the 2015-16 Program must check the "new" box on the 2016-17 application.

Those participants who are continuing with the Program to complete their permit requirements should check the "renewal" box on the 2016-17 application.

Interested applicants may access <http://www.csac.ca.gov/doc.asp?id=110> and print the 2016-17 application. Applications must be turned into the School's Student Financial Aid Office or the school's Child Development Coordinator. Schools must mail the applications to CSAC prior to the deadline.

**NOTE: Schools, not students, must nominate the student and mail the applications to the Commission.**



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### **Grant Amounts**

Grant recipients attending a two-year college are eligible to receive up to \$1,000 per academic year (\$500 per semester term or \$333 per quarter term), and recipients attending a four-year college or university are eligible to receive up to \$2,000 (\$1000 per semester term or \$666 per quarter term) per academic year.

### **Applicant Eligibility**

An applicant must:

- Be a U.S. citizen or an eligible non-citizen, or be AB 540 eligible;
- Be a California resident;
- Meet federal Selective Service filing requirements;
- Submit a completed 2016-17 Free Application for Federal Student Aid (FAFSA) to the federal processor by the final filing date (Students can complete and submit a FAFSA online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov));
- Be enrolled in approved courses leading to a Child Development Permit;
- Be nominated by a California public or private two-year or four-year postsecondary institution or by the employing agency (The employing agency must hold an approved waiver of staffing qualifications on behalf of the applicant. Waivers are available at <http://www.cde.ca.gov/sp/cd/ci/documents/eesd7701a2014.pdf> in accordance with California Education Code 69622.);
- Maintain at least half-time enrollment (6 units) in approved courses leading to a Child Development permit;
- Maintain SAP as defined by the postsecondary education institution; and,
- Commit to full-time employment in a licensed children's center in California for a period of one year for each year of benefits received.



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### Coordinator Nomination Form

This form must be completed by the Child Development Grant Program Coordinator

INSTITUTION NAME <hr/>	SCHOOL OPE ID CODE <hr/>
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INSTITUTION MAILING ADDRESS			
Street Address <hr/>	City <hr/>	State CA	Zip Code <hr/>

Indicate the number of students nominated by your institution: \_\_\_\_\_

*(List the names of the nominated students on the Nomination Form following this page)*

As the Child Development Grant Coordinator, I have read the Child Development Grant Program nomination and application materials. I understand that I may nominate as many eligible applicants as I choose to compete for the 2016-17 academic year.

I have determined that the applicants meet the program eligibility requirements and an application is included for each nominee listed.

I understand that incomplete applications **will not be considered** for an award. I also understand that this program is subject to amendments that may result in the reduction or loss of state funds and that leaves of absence are not granted in this program.

Name of Coordinator: \_\_\_\_\_

Title: \_\_\_\_\_ Telephone: (    ) \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Signature of Coordinator: \_\_\_\_\_ Date: \_\_\_\_\_



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**Coordinator Nomination Form**

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