



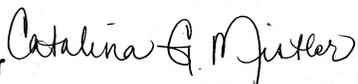
OPERATIONS MEMO

Update of the California Student Aid Commission

January 27, 2011

GOM 2011-05

TO: Financial Aid Administrators
High School Counselors

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SUBJECT: Pending 2010-11 Cal Grant Award Withdrawal Notifications

The California Student Aid Commission (Commission) has been sending out final notifications to pending students who have failed to complete either their high school graduation confirmation or their Transfer Entitlement Certification process.

Transfer Entitlement Certification

Potential California Community College Transfer Entitlement Cal Grant (E2) recipients are required to complete the Transfer Entitlement Certification (online or by paper) to determine Cal Grant eligibility. Students can complete the online form by logging into their WebGrants for Students (WGS) accounts at www.webgrants4students.org. If needed, a paper Certification form (G-6) can be downloaded and mailed to the Commission.

Institutions can assist in this process by identifying prospective E2 transfer students through the "E2 Verification Report" located under the Data Transfer link in WebGrants. If pending E2 students are not enrolled at your institution, the Commission recommends posting a "NA" code on the roster so students can be notified to make a school change.

These students have until **February 4, 2011** to complete the Transfer Entitlement Certification.

High School Graduation Confirmation

New High School Entitlement Cal Grant (E1) participants are required to have their high school graduation confirmed prior to receiving a Cal Grant payment. The most efficient method to fulfill this requirement is for students to log into their WGS accounts and use the "High School Graduation" screen. Students who cannot access WebGrants can submit a paper confirmation using the 2010-11



State of California
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“High School Graduation Certification Form” (G-8). For detailed information on the high school graduation verification process, please refer to Grant Operations Memos (GOMs) 2010-14 and 2010-15, released on June 2, 2010.

Institutions can report the high school graduation certification information on behalf of their prospective E1 students by logging onto <https://webgrants.csac.ca.gov> and certifying the student's status on the WebGrants roster. Institutions may also make batch submissions of graduation confirmations using the WebGrants File Upload screen accessed from the Data Transfer Menu. File layouts for the high school graduation confirmation upload are available on the WebGrants Help menu.

Students have until **February 28, 2011** to certify their high school graduation.

Effects of Non-Confirmation

Transfer Entitlement students who fail to complete the Transfer Entitlement Certification by the February 4 deadline will have their Cal Grant awards withdrawn and will have to reapply as new applicants for the 2011-12 award year.

E1 students who fail to complete the high school graduation certification by the February 28 deadline will not receive a Cal Grant payment during the 2010-11 academic year and may potentially be in danger of losing their Cal Grant.

The Commission encourages High School Counselors and Financial Aid Administrators to assist and advise students on the importance of completing the appropriate certification processes to keep their Cal Grant award. Failure to comply with these requirements could result in withdrawal from the Cal Grant program.

If you have questions regarding any of this information, please contact School Support Services staff at (888) 294-0153 or at schoolsupport@csac.ca.gov.

Enclosures: High School Graduation Certification Form (G-8)
2010-11 Transfer Entitlement Cal Grant Certification Form (G-6)

Working together to effectively promote education beyond high school!