



OPERATIONS MEMO

Update of the California Student Aid Commission

February 14, 2011

GOM 2011-06

TO: Financial Aid Administrators
High School Counselors

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SUBJECT: Cal Grant GPA Reminder, New GPA Reports & Notifications

The purpose of this Special Alert is to remind high schools and colleges about the upcoming March 2, 2011 Cal Grant filing deadline and provide information on new high school Grade Point Average (GPA) Reports and reminder notifications sent to students.

Cal Grant GPA Reminder

To apply for the 2011-12 academic year Cal Grant program, students must file a 2011-12 Free Application for Federal Student Aid (FAFSA) by March 2, 2011. Students are encouraged to file the FAFSA on the Web at www.fafsa.ed.gov.

In addition to the FAFSA, the California Student Aid Commission (Commission) must also receive a school certified Cal Grant Grade Point Average by March 2. The most direct method to submit GPAs to the Commission is by using WebGrants, the Commission's online information sharing system. GPAs can be uploaded into WebGrants in batches or keyed individually. Confirmation of GPA submission is provided immediately by the system once the GPA record(s) are successfully received. If high schools or colleges experience problems with their WebGrants account, they can contact the Commission's Information Technology help desk at (888) 294-0148.

GPAs may also be certified on the paper Cal Grant GPA Verification Form, which is available on our Website at <http://www.csac.ca.gov/doc.asp?id=1177>. Paper forms must be postmarked by March 2, 2011.

New GPA Reports

High schools and colleges that have already submitted GPAs to the Commission can confirm the submission of GPAs by accessing the "GPA Summary Report" under the Data Transfer link in WebGrants. This report is a good resource to



State of California
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For more information you may contact us at:
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determine that all students have a submitted GPA. As mentioned in Grant Operations Memo (GOM) 2011-04 released on January 26, 2011, an additional column has been added to the GPA Summary report that provides the completion status of each of those students' FAFSA. However, this new FAFSA data will only be available to high schools.

The Commission has also created a new report for high schools that lists students who have completed a FAFSA but do not have a GPA on file. The "FAFSA (NO GPA)" report will allow high schools to identify students they may have missed during earlier GPA submissions. These reports are available under the Data Transfer link in WebGrants. The Data Transfer Guide enclosed in this memo provides detailed instructions on accessing and downloading these reports.

Student Notifications

Students who appear on the "FAFSA (NO GPA)" report will also receive an e-mail notification from the Commission reminding them that a GPA verification is still required to complete their Cal Grant application. These notifications will occur weekly until the March 2 deadline. Students without an e-mail address will receive a letter.

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

Enclosure: Data Transfer Guide for High Schools

Working together to effectively promote education beyond high school!