



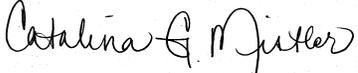
OPERATIONS MEMO

Update of the California Student Aid Commission

June 19, 2012

GOM 2012-23

TO: Financial Aid Administrators

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SUBJECT: 2012-13 Asset Hold Process

The California Student Aid Commission (Commission) has identified the 2012-13 Cal Grant students who need to provide asset information for review prior to release of fall disbursements. The 6,669 students who were flagged for pending asset review now have a payment hold on the roster.

As a reminder, the asset hold review process started with the 2011-12 award year due to the skip logic on the Free Application for Federal Student Aid (FAFSA) on the Web that bypassed the asset-related questions under the asset protection allowance in the expected family contribution formula. To ensure that these students have met the minimum Cal Grant [asset ceilings](#), the Commission must collect the asset information. For dependent students, this occurs when the age of the older parent is 61 or older, since the asset protection allowance exceeds the asset ceiling of \$62,000 at this level. For independent students, this occurs when the age of the student is 38 or older, since the asset protection allowance exceeds the asset ceiling of \$29,500. Students who were considered to meet the simplified needs test were excluded from this group of students.

To collect the asset information from these affected students and parents, the Commission has mailed them a letter and an Asset Verification Form (G-35) explaining the situation and requesting that the asset information be provided to the Commission within 14 days from the date of the letter. Upon receipt of the G-35, the Commission will review and reprocess the data to determine Cal Grant eligibility. If the student does not return the form, they will be disqualified from the Cal Grant program.

The questions on the G-35 have been updated from last year to align more with the FAFSA application. The three asset questions on the G-35 form now ask the student and parents to provide information based on, "as of the day you completed your FAFSA." The Commission hopes that these changes will alleviate some of the confusion from last year's process.



State of California
Edmund G. Brown Jr.
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Affected students will be flagged on the school's payment roster with a hold message stating, "Payment held, asset information needed." The student will not be eligible to receive payments until the Commission determines that they qualify for the Cal Grant. WebGrants will reflect the message that the award is on hold until the asset information is provided to the Commission.

Page 16 of the [Grant Roster Record Layout](#) has also been updated to include the "Asset Hold Flag". The default/valid values are as follows:

- Y (Yes) – students in on-hold status pending the G-35 form
- R (Released) – Commission processed the G-35 form
- Blank – Not on Hold

Students who are in a "Y" or blank status will always appear on the eligible section of the WebGrants roster. Once the G-35 form has been received and processed by the Commission, the asset hold will be removed and the value will change to an "R" status. If the student remains eligible for the Cal Grant based on information provided on the G-35 form, the student will appear on the eligible section of the WebGrants roster. However, if the student becomes ineligible due to asset information over the ceiling, they will appear on the ineligible section of the roster.

Schools should monitor the flagged students by reviewing the "Asset Protection Allowance Hold Report" found in the reports list under "Data Transfer" in WebGrants. The reports are produced every Monday and will provide a list of students who are on-hold, their asset hold status and award status.

Students can also log into WebGrants for Students at www.webgrants4students.org to download the Asset Verification Form (G-35), print it out and send it to the address on the form. Students will be notified of their status once the review is complete.

If you have any questions, please contact our School Support Services staff at (888) 294-1053 or at schoolsupport@csac.ca.gov.

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