



# OPERATIONS MEMO

Update of the California Student Aid Commission

February 20, 2014

GOM 2014-09

**TO:** Financial Aid Administrators  
High School Counselors

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**SUBJECT:** Reminder for Cal Grant GPA March 2 Deadline

This Operations Memo from the California Student Aid Commission (Commission) reminds high schools and colleges of the upcoming March 2, 2014 Cal Grant filing deadline for the 2014-15 academic year and provides information on the reports available to assist them in identifying students with missing information.

## Cal Grant GPA Reminder

**The deadline for submission is March 3\*, 2014.**

*\*Due to March 2, 2014 falling on a Sunday, the deadline extends to the next business day--Monday, **March 3, 2014.***

Students applying for a 2014-15 Cal Grant must file a 2014-15 Free Application for Federal Student Aid (FAFSA) or a 2014-15 California Dream Act Application (CA Dream Application) by **March 3\*, 2014**. Please encourage students to use FAFSA on the Web at [www.fafsa.gov](http://www.fafsa.gov) or the online CA Dream Application at [www.caldreamact.org](http://www.caldreamact.org) by **March 3\*, 2014**.

In addition to the FAFSA or the CA Dream Application, the Commission must also receive a school certified Cal Grant Grade Point Average (GPA) by the same deadline. The most direct method for a school to submit GPA records to the Commission is by using WebGrants, the Commission's online information sharing system. GPA records can be uploaded into WebGrants in batches or keyed individually. Once the GPA record(s) are successfully received by the Commission, a confirmation of the GPA submission is provided by the system. 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 for assistance.



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## **Reports**

High schools and colleges that have already submitted GPAs to the Commission can confirm that we have received their GPAs by accessing the “Student Summary” report for uploads including Social Security Number GPAs and Non-SSN GPAs. This report is located within the Data Transfer link in WebGrants. This report lists all GPA records received from your school and is a good resource to ensure that GPAs have been submitted for all students.

Under the “Fin App Stat” section of the Student Summary report, the “No EFC” statement indicates that the student’s FAFSA or CA Dream Application is incomplete and requires additional actions. One of the most common incomplete application reasons is the missing parent signature. It is imperative that students have a complete 2014-15 FAFSA or CA Dream Application to receive Cal Grant consideration. We encourage you to use this report to assist students in completing their application.

The Commission also has a “Financial Application (No GPA)” report available to high schools which identifies the students who have completed a 2014-15 FAFSA or CA Dream Application but the Commission has not received their GPA. The “Financial Application (No GPA)” report will assist high school administrators to identify those students who may have been missed during an earlier GPA submission.

## **Student Notifications**

The Commission has sent notification to those students who appear on the “Financial Application (No GPA)” report, reminding them that a verified GPA is required to complete their Cal Grant application. These notifications will continue weekly until the March 2 deadline. A letter is mailed to students without an email address.

## **Non-SSN GPA Process**

High schools may also choose to submit GPA records using the Non-SSN GPA upload process. High schools that have already submitted Non-SSN GPAs should continue to review the reports and follow-up with students accordingly.

We encourage all high school and college administrators to use the WebGrants reports to help students complete their applications to meet the Cal Grant deadline and qualify for a 2014-15 Cal Grant award.

If your students need help with applying for a Cal Grant, they can find a remaining Cash for College workshop at [www.calgrants.org/workshops](http://www.calgrants.org/workshops), they may qualify for an extra \$1,000 scholarship. Or, they can join us online for Follow Up Fridays through the month of March between 2 and 5 PM. Students who participate in 2 Friday chats could win a \$500 scholarship!

If you have any questions regarding the information in this memo, please contact the Commission’s School Support Services staff at (888) 294-0153 or via e-mail at [schoolsupport@csac.ca.gov](mailto:schoolsupport@csac.ca.gov).

*Working together to effectively promote education beyond high school!*