



Cal Grant Regional Training

CSAC Program Overview

New Programs

New Programs

- Golden State Teacher Grant Program (GSTG)
- Golden State Education and Training Grant Program (GSETG)
- Learning-Aligned Employment Program (LAEP)

Golden State Teacher Grant (GSTG) Program

Established in 2019 -20 State Budget

- Awards up to \$20,000 to students who are currently enrolled in a CA -based, CTC - approved professional preparation program and working towards their preliminary teaching or pupil personnel services (PPS) credential.



Program Eligibility

- Enroll in a CTC -approved professional preparation program after 1/1/20 that has a main campus location or administrative entity in California.
- While enrolled in the program, maintain satisfactory academic progress (SAP)
- Be working toward a preliminary teaching credential or a pupil personnel services (PPS) credential.
- Be eligible to receive State and Federal Aid
 - There may be some circumstances eligible for appeal, email the GSTG Program team for assistance.
- Sign a Service Agreement committing to work at a priority school for 4 years within 8 years of the date they complete their professional preparation program.



GSTG Credential Eligibility Guidance

There are two levels of credentials issued by CTC – “preliminary” and “clear.” Teaching credentials can be issued as either preliminary or clear, while PPS credentials are only issued as clear. All GSTG recipients must be working towards their preliminary teaching credential or PPS credential.

Current Credential	Credential Pursuing	GSTG Eligibility	Reason
None	Teaching	Eligible	Initial teaching credential will be issued as preliminary.
None	PPS	Eligible	Will be issued a PPS credential.
Preliminary Teaching	Additional Teaching	Eligible	The additional teaching credential will be issued as preliminary.
PPS	Additional PPS	Eligible	Will be issued an additional PPS credential.
Clear Teaching	Additional Teaching	Ineligible	The additional teaching credential will be issued as clear.
Clear or Preliminary Teaching	PPS	Eligible	Will be issued a PPS credential.
PPS	Teaching	Eligible	Will be issued a preliminary teaching credential.

NOTE:

If you are unsure if a student has already received their credential, you can search the student’s credential history using [CTC’s website](#).

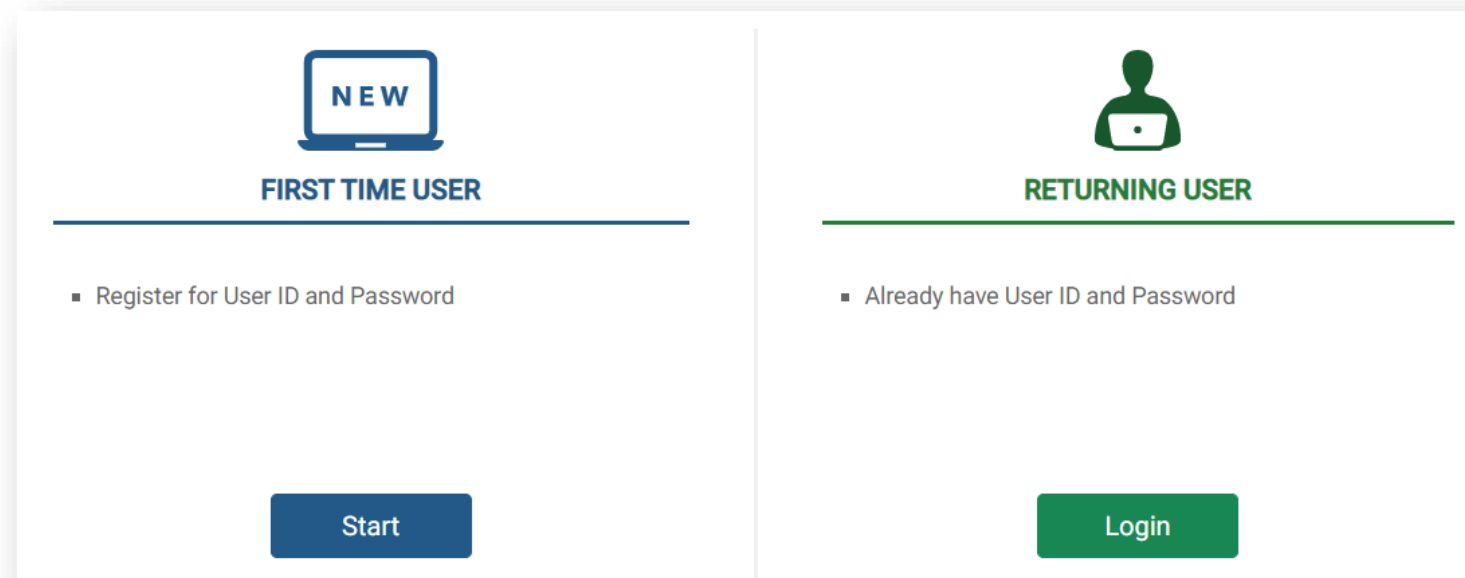


Golden State Teacher Grant (GSTG) Program

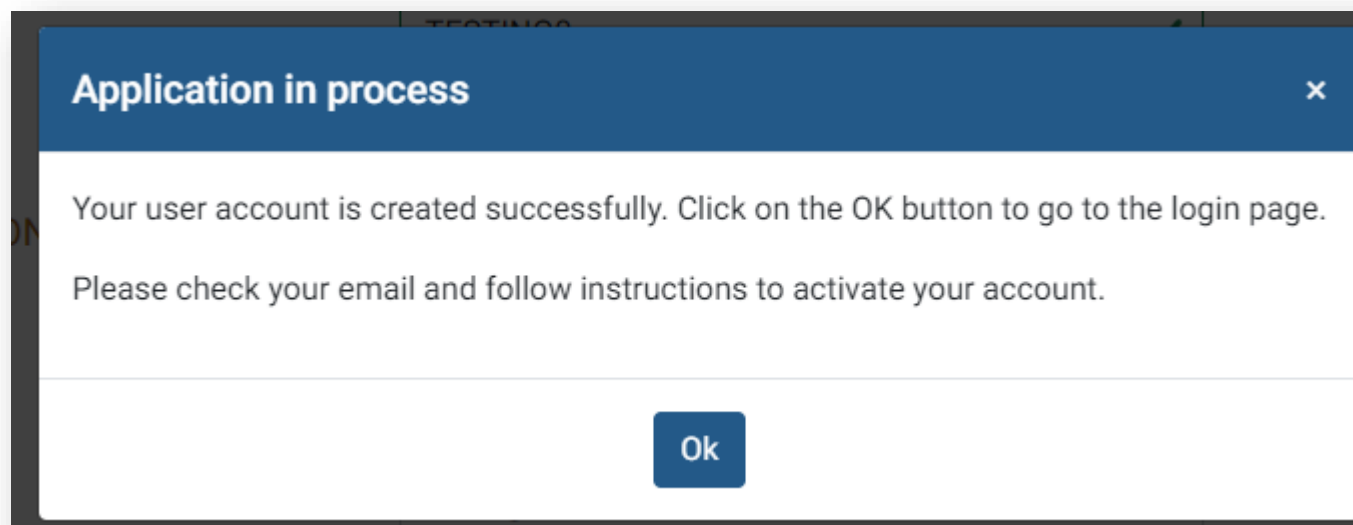
Application and Awarding Process

- Step 1: Student applies on the Golden State Teacher Grant Program website. Application is open for the 2022 -23 academic year.
- Step 2: Institutions review application and confirm applicant eligibility. If the student is eligible, CSAC sends applicant eligibility notification.
- Step 3: Student signs Service Agreement.
- Step 4: CSAC processes payment per term enrolled unless otherwise requested. (For payments, SCO sends checks to CSAC who then send checks to the institutions. Institutions will confirm that the student is still eligible and will disburse check to student.)

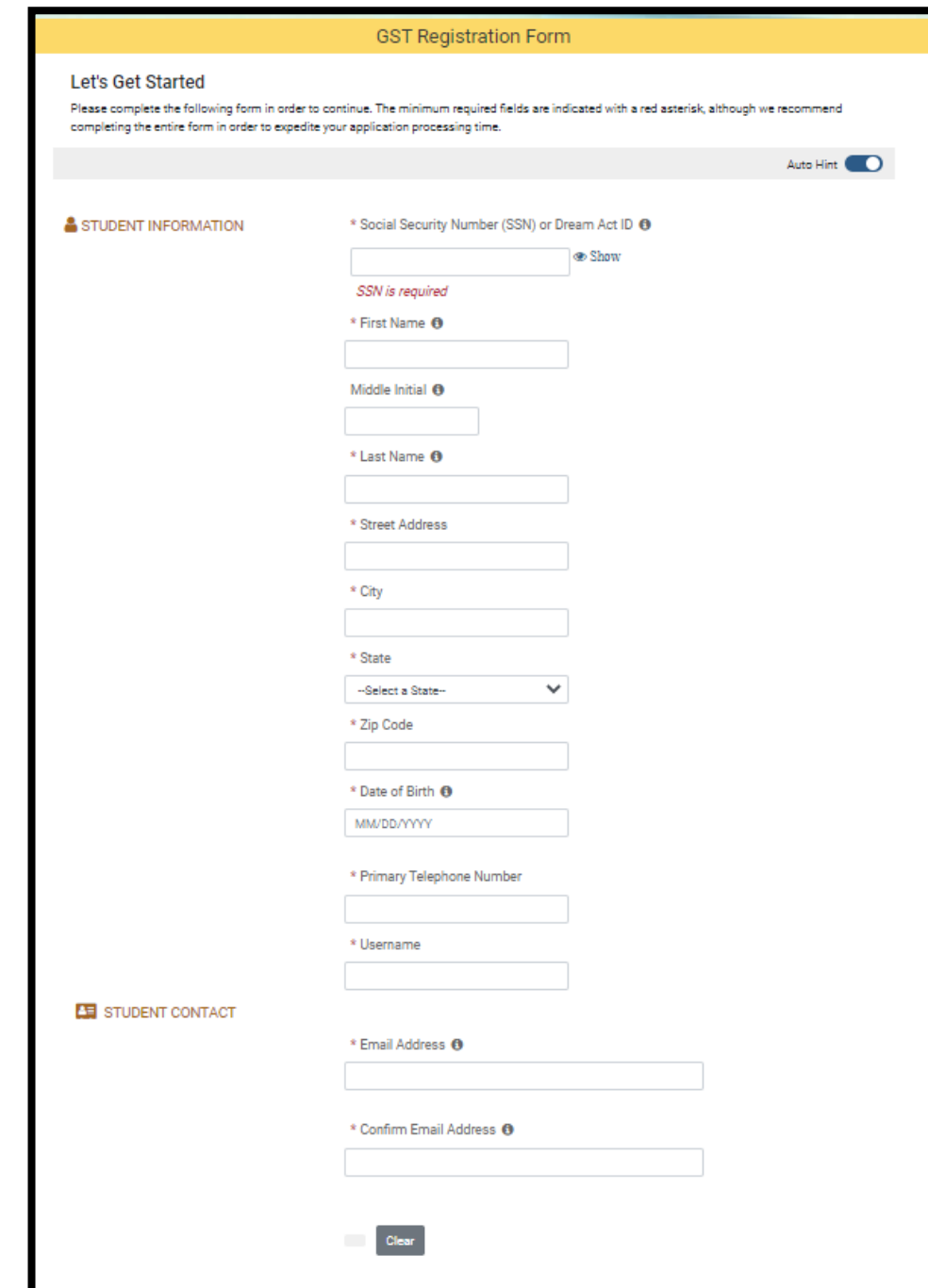
Step 1: Student/Program Participant Registration



The registration selection screen is divided into two columns. The left column is titled 'FIRST TIME USER' and features a 'NEW' icon above a laptop. Below the title, there is a bullet point: 'Register for User ID and Password'. At the bottom of this column is a blue 'Start' button. The right column is titled 'RETURNING USER' and features a person icon with a laptop. Below the title, there is a bullet point: 'Already have User ID and Password'. At the bottom of this column is a green 'Login' button.



This is a notification dialog box with a dark blue header that reads 'Application in process' and a close button (X) in the top right corner. The main text area contains two lines: 'Your user account is created successfully. Click on the OK button to go to the login page.' and 'Please check your email and follow instructions to activate your account.' At the bottom center is a blue 'Ok' button.

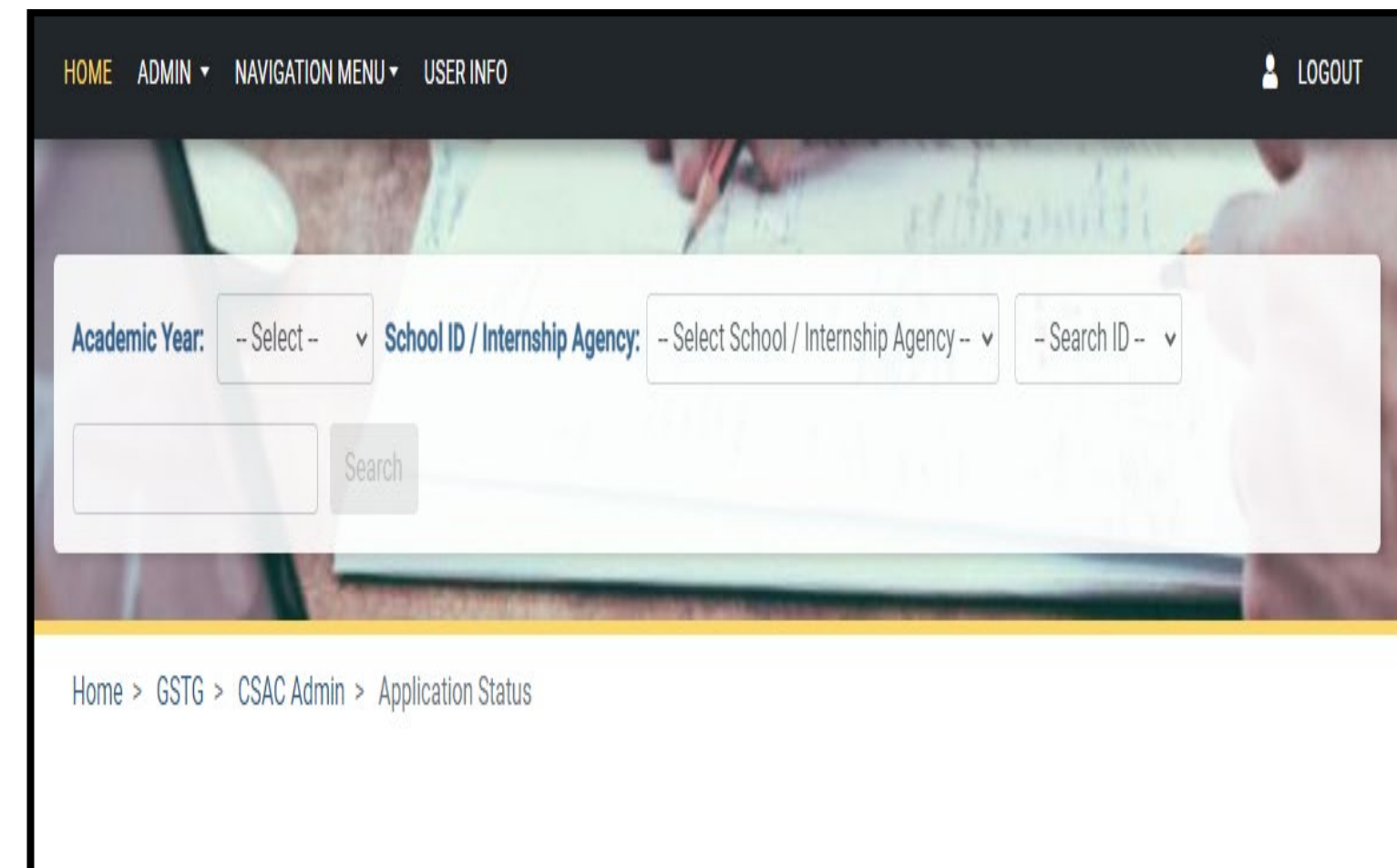


The GST Registration Form is a multi-section form. The title bar is yellow and says 'GST Registration Form'. Below the title bar, it says 'Let's Get Started' and provides instructions: 'Please complete the following form in order to continue. The minimum required fields are indicated with a red asterisk, although we recommend completing the entire form in order to expedite your application processing time.' There is an 'Auto Hint' toggle switch. The form is divided into two sections: 'STUDENT INFORMATION' and 'STUDENT CONTACT'. The 'STUDENT INFORMATION' section includes fields for: Social Security Number (SSN) or Dream Act ID (with a 'Show' button and 'SSN is required' note), First Name, Middle Initial, Last Name, Street Address, City, State (a dropdown menu with '--Select a State--'), Zip Code, Date of Birth (with a 'MM/DD/YYYY' format hint), Primary Telephone Number, and Username. The 'STUDENT CONTACT' section includes fields for Email Address and Confirm Email Address. A 'Clear' button is located at the bottom right of the form.

Step 2: Awarding Guidelines

Institutions must:

1. Confirm the applicant's demographic information is correct.
 - If an applicant's name changed, they must email two forms of identification that display their legal name to goldenstateteachers@csac.ca.gov.
2. Confirm enrollment and determine if applicant meets eligibility criteria.
3. Select each term the applicant is enrolled during the AY.
4. Input the applicant's cost of attendance for the full AY.
5. Input the applicant's Expected Family Contribution (EFC).
 - **IMPORTANT:** EFC may be replaced according to your institution's policies.
6. Input the applicant's other Estimated Financial Assistance (EFA).
 - **IMPORTANT:** GSTG can be used to supplement and not supplant other sources of grant aid.
7. The unmet need will populate.
8. Input the award amount the applicant is eligible for.



The screenshot shows a web interface for the California Student Aid Commission (CSAC) Admin. The top navigation bar includes links for HOME, ADMIN, NAVIGATION MENU, and USER INFO, along with a LOGOUT button. The main content area features a search form with three dropdown menus: 'Academic Year' (set to '-- Select --'), 'School ID / Internship Agency' (set to '-- Select School / Internship Agency --'), and 'Search ID' (set to '-- Search ID --'). Below these is a 'Search' button. The breadcrumb trail at the bottom reads: Home > GSTG > CSAC Admin > Application Status.



Step 3: Service Agreement

CSAC GOLDEN STATE TEACHER GRANT PROGRAM
GOLDEN STATE TEACHER GRANT PROGRAM
SERVICE AGREEMENT

I, _____, the undersigned Golden State Teacher Grant (GSTG) Program recipient (referred hereinafter as "recipient"), agree to the following:

SECTION I – PROGRAM REQUIREMENTS

- I am enrolled in a professional preparation program offered by an institution as defined in [California Code of Regulations Title 5, § 30520](#).
- I agree to complete my program and earn my preliminary teaching credential or pupil personnel services credential within three years of the first distribution of grant funds.
- I commit to work at a priority school for four years within eight years of the date I complete my professional preparation program.

SECTION II – SERVICE COMMITMENT

- I commit to work at a priority school for four years within eight years of the date I complete my professional preparation program.
 - A "priority school" has 55% or more of its pupils classified as English Learners, eligible for a free or reduced-price meals, or current foster youth.
 - The California Student Aid Commission (CSAC) will post a list of GSTG-eligible priority schools for each school year. I understand that I must use either the GSTG Priority School List published for the school year I initially received the grant, or the list published for the school year I am seeking employment for after completing my program.
- I agree to provide annual employment verification of the required service consistent with CSAC's verification process.

SECTION III – REPAYMENT OBLIGATION

- I agree to repay CSAC 25% of my total award annually (not to exceed \$5,000 per year), up to full repayment of the received grant funds. I will enter repayment for each year I fail to do one or more of the following,
 - Be enrolled in or have successfully completed my program.
 - While enrolled in my program, maintain satisfactory academic progress (SAP).
 - Before or upon completion of my program, satisfy the state basic skills requirement pursuant to [California Education Code § 44252](#) and [§ 44252.5](#).
 - Complete my program and obtain my credential within three years after the first distribution of grant funds.
 - Complete the required service commitment as defined in Section II of this agreement.
- I shall provide written email notice to CSAC at goldenstateteachers@csac.ca.gov within 21 days of failing to meet program requirements. If I believe any of the exceptions described in Section IV of this agreement apply, the notice shall include documentation to support my claim.
 - CSAC shall have 30 days to review the recipient's written notice and determine repayment obligations, if any.
 - If CSAC determines repayment is required, the first payment shall be due on the first day of the month following the determination.
- I shall make monthly payments to CSAC based on a repayment schedule that will complete my repayment obligation within four years after I enter repayment status.
- If I fail to comply with my repayment obligations, CSAC may seek repayment through tax refund or wage garnishment to collect monies owed until my repayment obligation has been met.

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SECTION IV – REPAYMENT EXCEPTIONS

- I understand that I may request to be exempt from repayment for any year I was unable to complete my service commitment by emailing documentation of any of the approved exceptions described in this section of the agreement to goldenstateteachers@csac.ca.gov.
 - I have a condition covered under the federal [Family and Medical Leave Act of 1993](#) (29 U.S.C. Sec. 2601 et seq.) or similar state law, or otherwise can demonstrate a physical or mental disability recognized by the Social Security Administration that prevented me from completing my program or service commitment.
 - I was called or ordered to active-duty status for more than 30 days as a member of a reserve component of the Armed Forces of the United States.
- A school year shall be counted toward the required four-year service commitment when any of the following exceptions occur:
 - I completed eligible service for at least one-half of the school year.
 - My employer deems me to have fulfilled my contractual requirements for the school year for the purposes of salary increases, probationary or permanent status, and retirement.
 - I was not able to work due to the financial circumstances of the school district, including non-renewal of my contract for the succeeding school year.

SECTION V – ADDITIONAL REQUIREMENTS

- I agree to respond to all communications and comply with all requests from CSAC.
- I shall provide written notification to CSAC at goldenstateteachers@csac.ca.gov within 21 days of any change in my legal name, mailing address, email address, or phone number.
- I shall comply with any procedures deemed necessary and appropriate by CSAC, all conditions cited in this agreement, and all applicable rules and regulations.

IMPORTANT: If you would like to accept a lower award amount than offered below, do not sign this Service Agreement. Contact your school's GSTG Coordinator to adjust your award amount as soon as possible.

Name (print): _____ Signature: _____
Address: _____ City: _____ State: _____ Zip Code: _____
Telephone Number: _____ Email: _____
Institution Name: _____ Award Amount: \$ _____

Questions? Contact the GSTG Program at goldenstateteachers@csac.ca.gov.

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Step 4: Payment Process

GSTG checks are mailed with the Disbursement Guidelines form. The form includes directions on how/when to disburse the checks and what to do if an applicant has a revised need or is no longer eligible to receive the award.

CSAC GOLDEN STATE TEACHER GRANT PROGRAM

GOLDEN STATE TEACHER GRANT PROGRAM
DISBURSEMENT GUIDELINES

The Golden State Teacher Grant (GSTG) Program awards up to \$20,000 to students who are currently enrolled in a professional preparation program leading to a preliminary teaching credential or a pupil personnel services credential and commit to work at a priority school in California for four years within the eight years following the date the student completes their program.

DISBURSEMENT PROCEDURES

Step 1: Ensure that the student continues to meet the eligibility for their GSTG award.
Step 2: Within 30 days of receipt, disburse the funds to the students according to your institution's policies.
Step 3: After disbursement, update the student's status to "funded" on the WebGrants Institution Roster. Add a new status comment stating "disbursed [term] payment on [date]." For example, "Disbursed Fall 2022 payment on 9/1/22."

INELIGIBLE STUDENTS/REVISED NEED

If the student is no longer eligible to receive the GSTG award **DO NOT RETURN THE CHECK TO THE STATE CONTROLLER'S OFFICE.**

1. Do not write VOID or stamp the check.
2. Do not disburse the check to the student.
3. Indicate the reason the student is no longer eligible on the Payee List.
4. Sign the bottom section of this form: Institutional Certification For Check Returns. Return the original check with this signed form and the Payee List to the following address within 30 days of receipt:
California Student Aid Commission
Program Administration and Services Division
P.O. Box 419027
Rancho Cordova, CA 95741-9027
5. Update the student's eligibility on the institution's roster on WebGrants.

If you have any questions, please contact GSTG at goldenstateteachers@csac.ca.gov

INSTITUTIONAL CERTIFICATION FOR CHECK RETURNS

I hereby certify that I have read the above information. I have noted on the Payee List any factors resulting in a student's ineligibility or/ changes that resulted in returning the check. By signing below, I acknowledge that I am returning the check(s).

Signature: _____ Date: _____
Print Name: _____ Title: _____
Phone: _____ Fax: _____ E-mail: _____

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DISBURSEMENT PROCEDURES

- Step 1:** Ensure that the student continues to meet the eligibility for their GSTG award.
- Step 2:** Within 30 days of receipt, disburse the funds to the students according to your institution's policies.
- Step 3:** After disbursement, update the student's status to "funded" on the WebGrants Institution Roster. Add a new status comment stating "disbursed [term] payment on [date]." For example, "Disbursed Fall 2022 payment on 9/1/22."

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If the student is no longer eligible to receive the GSTG award **DO NOT RETURN THE CHECK TO THE STATE CONTROLLER'S OFFICE.**

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4. Sign the bottom section of this form: Institutional Certification For Check Returns. Return the original check with this signed form and the Payee List to the following address within 30 days of receipt:
California Student Aid Commission
Program Administration and Services Division
P.O. Box 419027
Rancho Cordova, CA 95741-9027
5. Update the student's eligibility on the institution's roster on WebGrants.

If you have any questions, please contact GSTG at goldenstateteachers@csac.ca.gov

After the Credential Program: Employment

GOLDEN STATE TEACHER GRANT (GSTG) PROGRAM
EMPLOYMENT VERIFICATION FORM

SECTION I: TO BE COMPLETED BY PARTICIPANT

Name: _____ CSAC ID: _____
Mailing address: _____
Email: _____ Phone: _____ Initial GSTG award year: _____

1. Are you still enrolled in your professional preparation program? (select one)

YES, I am still enrolled in my professional preparation program.
STOP here. Sign this page and submit to goldenstateteachers@csac.ca.gov.

NO, I withdrew from my program. Withdrawal date: _____

NO, I completed my program. Completion date: _____ Credential date: _____

2. Credential type (select one): Teaching Pupil Personnel Services

3. School year for service consideration (i.e., 2021-22): _____

4. Did you work at an eligible priority school for at least one-half of the school year? (select one)

IMPORTANT: Refer to the GSTG Priority Schools List published for either your initial GSTG award year or the school year you were hired after completing your program to determine if your school is eligible.

NO, I did not work at an eligible priority school for at least one-half of the school year.

Explanation: (select all that apply)

<input type="checkbox"/> I fulfilled my contractual requirements for the school year	<input type="checkbox"/> I was ordered to active-duty status for more than 30 days as a reserve member of the Armed Forces of the United States
<input type="checkbox"/> I have a condition covered by the Family and Medical Leave Act or similar state law	<input type="checkbox"/> I was not employed at a priority school
<input type="checkbox"/> I was unable to teach due to financial circumstances of the school district	<input type="checkbox"/> Other: _____

STOP here. Sign this page and submit to goldenstateteachers@csac.ca.gov. Further action may be required.

YES, I did work at an eligible priority school for at least one-half of the school year.

School name: _____ School district: _____
Full County-District-School (CDS) Code: _____

Sign this page and continue to Section II.

I hereby declare that the above information is true and correct. If applicable, I authorize a school official to release the information in Section II for CSAC's review and determination of one year of service towards my 4-year obligation.

Participant Signature _____ Date: _____

GOLDEN STATE TEACHER GRANT (GSTG) PROGRAM
EMPLOYMENT VERIFICATION FORM

SECTION II: TO BE COMPLETED BY SCHOOL OFFICIAL

1. School year for service consideration (i.e., 2021-22): _____ Hire date: _____

2. What school was the employee working at during the school year noted in question 1?
School name: _____ School district: _____
Full County-District-School (CDS) Code: _____

3. Did the employee work at the school above for at least one-half of the school year?

NO, the employee did not work at the school for at least one-half of the school year.

Explanation: (select all that apply)

<input type="checkbox"/> Fulfilled contractual requirements for the school year	<input type="checkbox"/> Unable to teach due to financial circumstances of the school district
<input type="checkbox"/> Condition covered by the Family and Medical Leave Act or similar state law	<input type="checkbox"/> Ordered to active-duty status for more than 30 days as a reserve member of the Armed Forces of the United States

YES, the employee did work at the school for at least one-half of the school year.

4. Which of the following titles did the employee hold? (select one)

<input type="checkbox"/> Teacher; Subject Area: _____	<input type="checkbox"/> School Psychologist
<input type="checkbox"/> School Social Worker	<input type="checkbox"/> Child Welfare and Attendance Official
<input type="checkbox"/> School Counselor	<input type="checkbox"/> Other: _____

I hereby declare that the above information is true and correct as reflected on school records.

Name: _____ Title: _____ Phone: _____
Signature: _____ Date: _____

Submit your completed Employment Verification Form to goldenstateteachers@csac.ca.gov by July 1 annually until CSAC has confirmed your 4-year service obligation is complete.

Golden State Education and Training Grant Program (GSETG)

Established in 2021 -22 State Budget

- \$500 million in one -time funding.
- One -time grants of \$2,500 to dislocated workers seeking to enter (or are enrolled in) an education or training program administered by a California public institution of higher education or a qualified provider on the Eligible Training Provider List (ETPL).

Program Eligibility

- Have lost their job due to the COVID -19 pandemic
 - *After March 4, 2020:*
California Proclamation of State of Emergency
- Have not been able to find an equivalent paying job since
- Not have been enrolled in an education or training program at the time of their job loss
- Meet the income and asset requirements associated with Cal Grant A eligibility

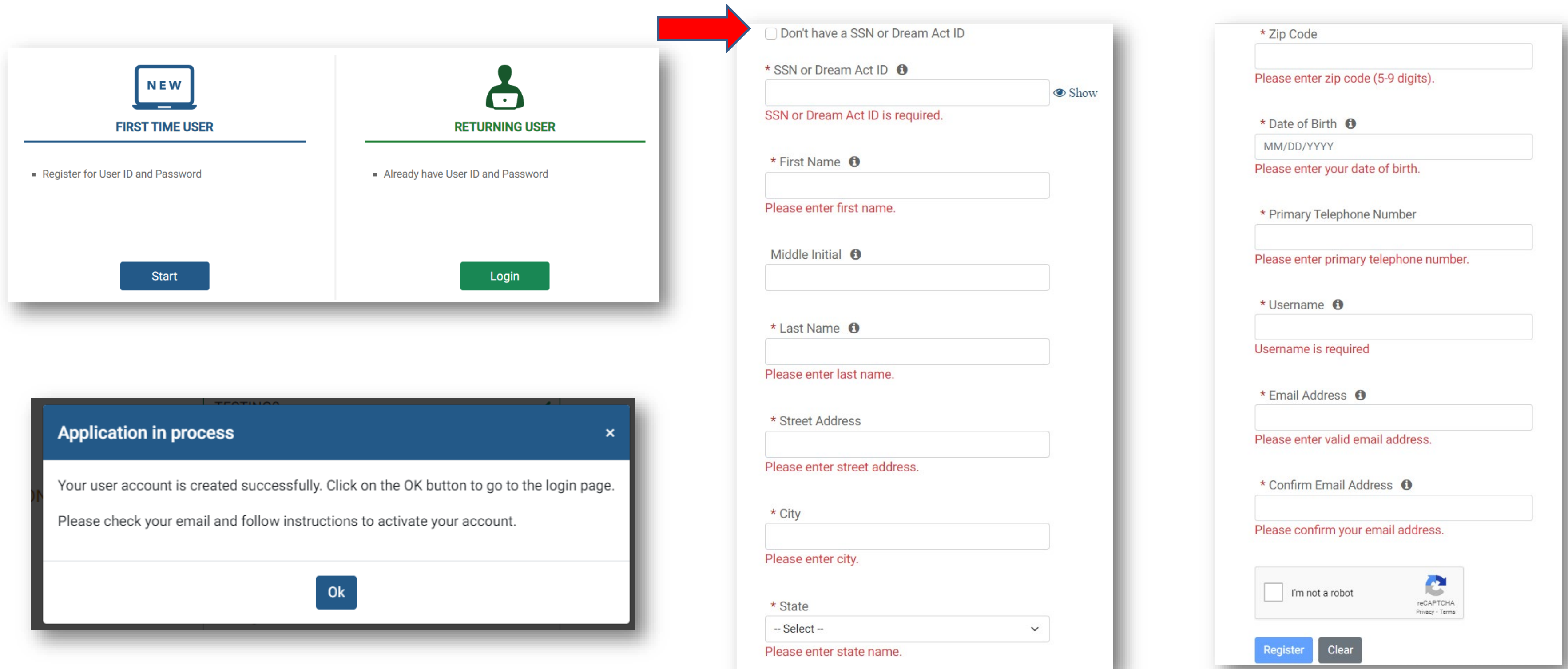


Golden State Education and Training Grant Program (GSETG)

Application and Awarding Process

- Step 1: Student applies on the Golden State Education and Training Grant Program website. Application is open for the 2022 -23 academic year.
- Step 2: Institutions verify enrollment of eligible students.
- Step 3: Once the applicant's enrollment is verified in WebGrants , the GSETGP Team will process the applicant the next Monday after verification, and will send this information to the State Controller's Office for check printing.

Step 1: Student/Program Participant Registration



The diagram illustrates the registration process. It starts with a choice between 'FIRST TIME USER' (with a 'NEW' icon) and 'RETURNING USER' (with a person icon). A red arrow points from the 'RETURNING USER' section to a registration form. Below this, a success message box is shown. To the right, a detailed registration form is displayed with various input fields and validation messages.

Registration Form Fields:

- Don't have a SSN or Dream Act ID
- * SSN or Dream Act ID ⓘ
 Show
SSN or Dream Act ID is required.
- * First Name ⓘ

Please enter first name.
- Middle Initial ⓘ
- * Last Name ⓘ

Please enter last name.
- * Street Address

Please enter street address.
- * City

Please enter city.
- * State
-- Select --
Please enter state name.
- * Zip Code


Please enter zip code (5-9 digits).
- * Date of Birth ⓘ
MM/DD/YYYY
Please enter your date of birth.
- * Primary Telephone Number

Please enter primary telephone number.
- * Username ⓘ

Username is required
- * Email Address ⓘ

Please enter valid email address.
- * Confirm Email Address ⓘ

Please confirm your email address.

I'm not a robot  reCAPTCHA Privacy - Terms

Application in process [X]

Your user account is created successfully. Click on the OK button to go to the login page.
Please check your email and follow instructions to activate your account.

Step 2: Enrollment Verification

WebGrants

CSAC's web-based grant management platform:

webgrants.csac.ca.gov




Qualified programs and users will be given access

Online Roster

Institutions to verify enrollment of eligible students (ineligibility includes not meeting income requirements, or due to displacement or program start dates).

Reports

Institutions will be able to download an Applicant Report, which provides information on all applicants from their institution, and a reconciliation report.

 ACCOUNTING	 GSTG	 GSETG
<ul style="list-style-type: none">▪ Invoice Payment History - ISGP▪ School Payment Summary - ISPA▪ Chafee Accounting Roster▪ CMD GI Bill Claim SCHED/Warrant Update▪ MCS Accounts Receivable Transaction▪ MCS Recon Data Display	<ul style="list-style-type: none">▪ Roster▪ Application Status	<ul style="list-style-type: none">▪ Roster▪ Reports



Step 2: Enrollment Verification

The screenshot displays the California Student Aid Commission (CSAC) website interface. At the top left is the CSAC logo, and at the top right are links for CA.GOV, CSAC.CA.GOV, Privacy Policy, Tools, and Help. A navigation bar includes HOME, ADMIN, NAVIGATION MENU, and USER INFO, with a LOGOUT button on the right. The main content area features a search form with fields for School ID (00128600), Acad Year (2022 - 2023), and Report Type (a dropdown menu currently showing "--SELECT--"). A Search button is positioned to the right of the Report Type dropdown. Below the search form, a breadcrumb trail reads "Home > GSETG > Report Download". A dropdown menu for Report Type is open, showing options: "--SELECT--", Applicant Report, and GSETG Institution Reconciliation Report. A yellow callout box contains instructions: "To select a report, choose the file type and click search." and "To download the specific report, click the download button." A close button (X) is located in the top right corner of the callout box.

Institutions : <https://www.csac.ca.gov/colleges/gsetgp>

Step 3: Payment Process

CSAC Processing

Once the applicant's enrollment is verified in WebGrants, the GSETGP Team will process the applicant the next Monday after verification and will send the information to the State Controller's Office for check printing.

Paper Checks

The paper checks will be mailed to Training Providers and institutions by CSAC, along with a Disbursement Guidelines Form. Once the package is received, Training Providers and Institutions must submit the completed and signed form to the GSETGP at gsetgp@csac.ca.gov.

The exact way of the check disbursement to applicants is up to the Training Provider, but the most common methods include arranging a check pick up time or by mailing the check to the applicant.

CSAC CALIFORNIA STUDENT AID COMMISSION
Golden State Education and Training Grant Program
Disbursement Guidelines

The Golden State Education and Training Grant Program (GSETGP) awards one-time grants of \$2,500 to California students who have been displaced from work due to COVID-19, and have then enrolled in education or training programs to reskill, upskill and access educational programs to get back into the workforce.

DISBURSEMENT PROCEDURES

Step 1: Disburse the paper check to students.
Step 2: Sign this GSETGP Disbursement Guidelines document and send it with a copy of the Payee Roster included with the check via e-mail to gsetgp@csac.ca.gov.

Note: If the student is no longer enrolled but was previously verified as enrolled at any point during the academic year: the student is eligible to receive the GSETGP check.

1. Proceed to disburse the paper check to the student. Since the student met the program eligibility requirements and their enrollment was verified prior to the checks being processed, the student is deemed eligible to receive their check.

If you have any questions, please contact the Golden State Education and Training Grant Program via e-mail at gsetgp@csac.ca.gov.

INSTITUTION CERTIFICATION

I hereby certify that I have read and followed the above information. By signing below, I acknowledge that my signature may hold my institution liable for disbursements not made according to the procedures above.

Signature: _____ Date: _____
Print Name: _____ Title: _____
Phone: _____ Fax: _____ E-mail: _____

Learning Aligned Employment Program (LAEP)

Established in 2021 -22 State Budget

- Offers eligible underrepresented students at public colleges and universities the opportunity to earn money to help defray their educational costs, while gaining education -aligned, career - related employment

Program Eligibility

Eligible students are from an underrepresented background and meet all the following criteria:

- At least half -time enrollment
- California resident classification
- Satisfactory academic progress in a program leading to a degree or certificate
- Demonstrated financial need
- Eligibility to work in the United States

Priority will be given to eligible students who are first -generation college students, current/former foster youth, homeless, or at risk of being homeless. Further priority will be given to eligible students majoring in a science, technology, engineering, or mathematics (STEM) discipline.

Learning-Aligned Employment Program (LAEP)

- In total, LAEP was allocated \$500 million in state funds.
- Funds were distributed to institutions based on their share of students receiving a federal Pell Grant in the most recent prior fiscal year for which data was available (2019 -20).
- The Commission allocated 100% of funds in 2022. Funds roll over each year and will be available to participating campuses until June 30, 2031.
- Institutions may use up to 5% of allocated funds for the administrative costs of the program.
- Over 98% of eligible public postsecondary educational institutions have elected to participate and submitted an institutional agreement to the Commission.



Learning-Aligned Employment Program (LAEP)

Application and Awarding Process

- Step 1: Students check with their Financial Aid Office for more information about the program and to see if they're eligible to participate.
- Step 2: Institutions determine student eligibility and place student in an educationally beneficial position that relates to the student's area of study, career objective, or the exploration of career objectives.
- Step 3: Institutions add Student Employment Data to WebGrants . Institutions must also add Administrative Cost Allowance (ACA) to WebGrants .
- Step 4: Students are paid primarily from LAEP funding. Public schools, Nonprofit and For -Profit employers also contribute a portion of student wages.

Step 3: Adding Student Employment Data

HOME ADMIN NAVIGATION MENU USER INFO LOGOUT

School ID: * School ID Academic Year: * -- Select -- Dream Act ID / SSN Dream Act ID/SSN Search

Home > LAEP > Student Employment Data Close Page Instructions

- To add a new record, click "Add a Student".
- To edit a record, click the eye icon in the "View" column.

- Enter school ID and AY
- Search for a specific student by entering the SSSN or "Add a Student" to add a new record.
- All previously entered records are listed. Click the eye icon to edit.

LAEP Student Details

Add a Student

Total Number of Records: 0

Search Data:

View	Student SSN	First Name	Last Name	Submitted Date	Submitted By
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Items per page: 20 1 - 20 of 20

Step 3: Adding Student Employment Data

New Student Employment Data

[Close Page Instructions](#)

- Enter Student Demographics as needed or select "Unknown".
- Enter LAEP Program Details. Select "Yes" if applicable or "No" if not applicable or unknown.
- Enter Employment Details. It is possible to enter multiple employment records for the same student.
- Click "Submit" to finish.

Student Details

First Name *	<input type="text"/>	SSN *	<input type="text"/>
Last Name *	<input type="text"/>	Date of Birth *	<input type="text" value="MM/DD/YYYY"/>
Middle Name	<input type="text"/>	Gender	-- Select --
Address	<input type="text"/>	Ethnicity	-- Select --
City	<input type="text"/>	Phone	<input type="text"/>
State	-- Select --	Email	<input type="text" value="example@domain"/>
Zip Code	<input type="text"/>		

LAEP Program Details

Institution	00116600 - CITRUS COLLEGE	Academic Year	2022
STEM Student *	<input type="radio"/> Yes <input type="radio"/> No	Academic Credit Status *	<input type="radio"/> Yes <input checked="" type="radio"/> No
First Generation *	<input type="radio"/> Yes <input checked="" type="radio"/> No/Unknown	Low Income *	<input type="radio"/> Yes <input checked="" type="radio"/> No/Unknown
Former Foster Youth *	<input type="radio"/> Yes <input checked="" type="radio"/> No/Unknown	Homeless *	<input type="radio"/> Yes <input checked="" type="radio"/> No/Unknown
Disabilities *	<input type="radio"/> Yes <input checked="" type="radio"/> No/Unknown	Veteran *	<input type="radio"/> Yes <input checked="" type="radio"/> No/Unknown
AB540 *	<input type="radio"/> Yes <input checked="" type="radio"/> No/Unknown	Displaced *	<input type="radio"/> Yes <input checked="" type="radio"/> No/Unknown
		Incarcerated *	<input type="radio"/> Yes <input checked="" type="radio"/> No/Unknown

Step 3: Adding Student Employment Data

Employment Details ▼

Employment 1

Employer Type* ▼

Research Mentor*

Type of Research

Employer Partner

Gross Wage*

LAEP Funds Expended*

Employment Details

Employment 1

Employer Type* ▼

Employer Name* ▼

Employer Industry* ▼

Gross Wage*

LAEP Funds Expended*

+ Add Other Employment Details

Cal Grant Programs

Two Applications

CA DREAM ACT

1) To apply for a Cal Grant submit a California Dream Act Application by March 2.
2) Due to scheduled site maintenance, the on-line California Dream Act Application will be unavailable every Wednesday and Sunday from 11:30 p.m. to 2:30 a.m. (PST). We apologize for any inconvenience this may cause.

NEW
FIRST TIME USER

- New to the CA Dream Act?
- Start a New application
- Do not submit multiple applications

Start

RETURNING USER

- Renew your application
- Submit a saved application
- Make a correction or add a school to your application

Login

PARENT SIGNATURE

- Request a parent PIN
- Forgot your parent PIN?
- Sign the student application

Submit

CADAA

(California Dream Act Application)

Federal Student Aid
OFFICE OF THE U.S. DEPARTMENT OF EDUCATION

UNDERSTAND AID ▾ APPLY FOR AID ▾ COMPLETE AID PROCESS ▾ MANAGE LOANS ▾

Complete the FAFSA[®] Form

Use the *Free Application for Federal Student Aid* (FAFSA[®]) form to apply for financial aid for college or graduate school.

New to the FAFSA[®] Process?
Completing the FAFSA form is free. Fill it out now.

Start Here

Returning User?
Correct info | Add a school
View your *Student Aid Report* (SAR)

Log In

FAFSA[®] Announcements

FAFSA

(Free *Application for Federal Student Aid*)

Priority Deadline



- **PRIORITY CAL GRANT DEADLINE** for high school seniors and previous year high school graduates
- Students attending any Cal Grant Eligible School should apply by this date
- All Cal Grants awarded
- Entitlement & Competitive awards

Note: Final day for high schools to upload GPAs



Cal Grant Expansion for CCC Students (E3)



Sept
2nd

- Cal Grant A & B deadline for Students enrolled at a California Community College (CCC)
- Students receiving an award at a CCC may remain eligible to receive their award after they transfer to a UC or CSU
- Students transferring to a private institution may be considered for a Transfer Entitlement or Competitive Cal Grant
- Exception: Foster youth who qualify for Cal Grant B are considered *High School Entitlement* applicants



Why Apply After March 2nd?

Students who miss the March 2nd deadline should still apply! Why?

1. FAFSA/CADAA applicants attending a CA community college can now qualify for a Community College Entitlement Cal Grant during the September 2nd award cycle if they have a completed application (FAFSA/CADAA) and a matched GPA received by 9/2.

March 2nd and September 2nd are Cal Grant deadlines. Other types of financial aid are still available- so students should apply, regardless! However, students should be aware of the individual deadlines for each type of aid for which they are applying, as well as college deadlines.

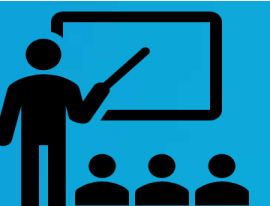
2. FAFSA filers can still qualify for federal aid, such as Pell Grant and Work Study, some types of campus aid, as well as some scholarships
3. CA Dream Act filers can still qualify for campus aid, such as the CA Promise Grant, and certain scholarships

GPA Unit Requirements

High School GPA	Re-Established GPA	Regular GPA
Used for High School Entitlement awards	Valid for Competitive Cal Grant B only	Used for Entitlement and Competitive cycles
	16 – 23 semester units	24+ semester units
Colleges can submit a HS GPA if they obtain HS transcripts and student is within 1 year of HS graduation	24 – 35 quarter units *If unable to calculate GPA due to too few units, refer student to last school of attendance with the most completed units.	36+ quarter units

2023-24 Student Late GPA Appeal (G-17)

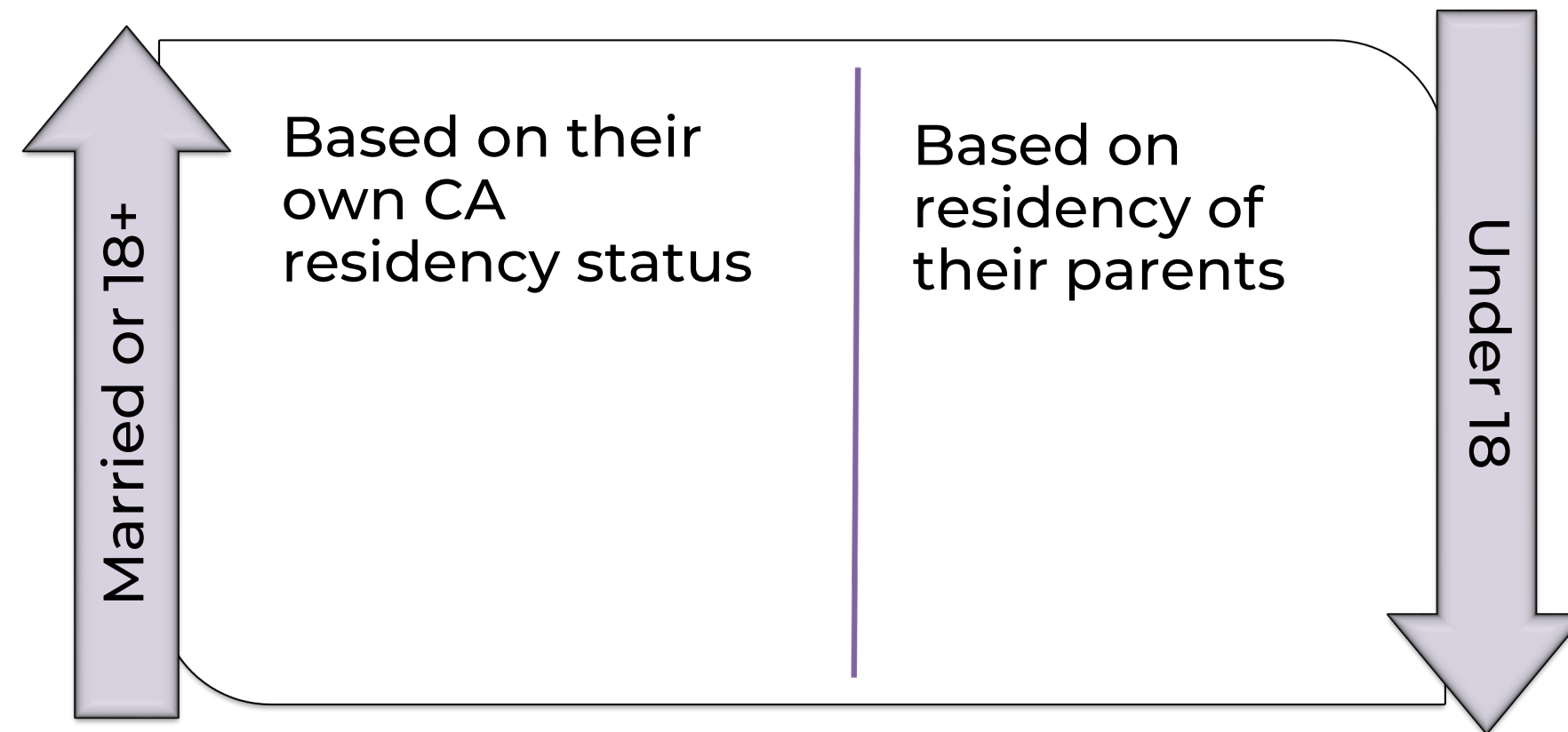
- E1 Entitlement: Deadline May 16, 2023
- Competitive Cycle: March 2: Deadline March 22, 2023



General Eligibility Requirements

California Residency

- CSAC makes initial determination based on FAFSA/CADAA
- Institutions make final residency determination



Citizenship Requirements

Must be a U.S citizen

Eligible non-citizen

- U.S Permanent Resident (I-551)
- Conditional Permanent Resident (I-551C)
- USCIS Arrival-Departure Record (I-94)

- “Refugee”
- “Asylum -Granted”
- “Cuban-Haitian Entrant”
- Battered Immigrant-
Qualified Alien

- Victims of human trafficking
- T-Visa holder
- U-Visa holder
- “Parolee” for at least 1 year with
intent to become U.S
citizen/Permanent Resident



Incarcerated Students

- Not eligible for Cal Grant benefits
- Can apply for Cal Grant if they will be able to accept award upon release

Not considered incarcerated if:

- In a half-way house
- While on home detention
- Sentenced to serve only weekends
- Under the jurisdiction of the juvenile justice system in a juvenile facility

Satisfactory Academic Progress

The Commission follows federal Title IV SAP requirements.

Institution's SAP policy must include these elements:

- Qualitative component (GPA)
- Quantitative component (Pace)
- Maximum time-frame (150% of normal program length)
- Incremental measurement (how often is SAP checked)
- Appeal process
- Procedures for re-establishing SAP eligibility
- Schools must check SAP before disbursing funds



Satisfactory Academic Progress

Sample Institutional SAP Policy:

- Students must obtain a GPA of 2.0 or higher and successfully complete at least 75% of their units attempted.
- SAP measurement is determined at the end of each term.
- Students who do not meet SAP will be placed on Financial Aid Warning for the following semester and can receive financial aid.
- Students who fail to meet SAP during the warning term will be placed on Financial Aid Suspension and will not receive financial aid.

Ineligible for Cal Grant:

- Bachelor degree holders from foreign or unaccredited schools
- Exception:
- Teaching Credential Programs
- Mandatory 5th year programs



Consortium Agreements

- A contractual agreement between affiliated schools
- Specifies which institution will have financial aid responsibility
- Allows eligibility based on combined units across affiliated campuses
- Authorized under federal regulations contained in 34 CFR Section 600.9
- Study abroad programs often involve a consortium agreement between home and abroad schools



For more information refer to the federal Student Financial Aid Handbook



Distance Learning



Distance Learning may be referred to as Online Education.

Cal Grant payments are allowed, if all the following are true:

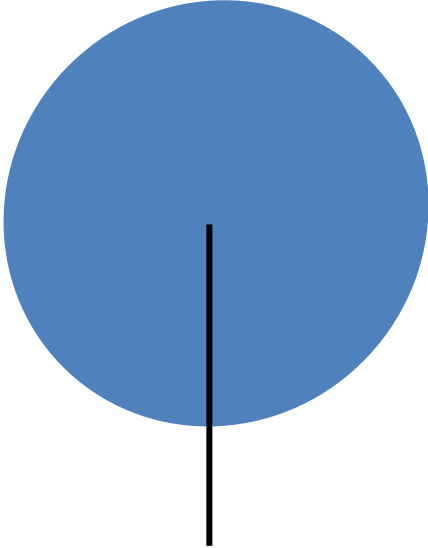
- The campus where student is enrolled is a Cal Grant eligible institution and is in California.
- All other Cal Grant eligibility requirements are met.

Financial Need Calculation

Minimum financial need:

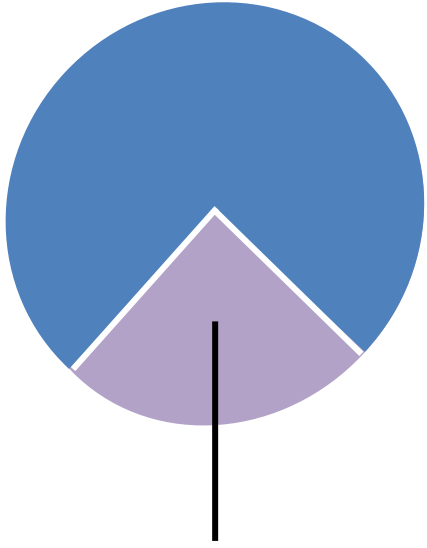
- Cal Grant A & C:
Maximum award amount + \$1,500
- Cal Grant B: At least \$700

$$\text{COA} - \text{EFC} = \text{Unmet Need}$$



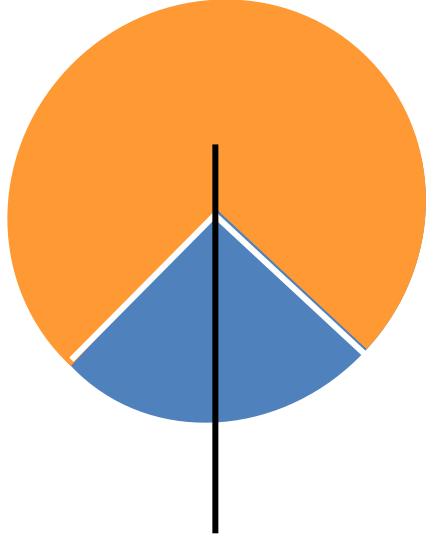
Cost of Attendance (COA)

Includes tuition and fees, housing, meals, books & supplies, transportation, and personal expenses.



Expected Family Contribution (EFC)

Calculated using students' family financial information reported on the FAFSA or CA Dream Act Application (CADAA).



Unmet Need

EFC is subtracted from the COA.

Student Expense Budget

- Adjusted annually using the California Consumer Price Indices
- Includes standardized allowances for food, housing, books, supplies, transportation, and personal/miscellaneous expenses based on a nine-month academic year
- Actual campus budget information provided by the institutions on WebGrants, or on a College Cost Estimate form, will be used for Cal Grant awarding

Income and Asset Requirements

2023 24 CAL GRANT PROGRAM INCOME CEILINGS		
	Cal Grant A and C	Cal Grant B
Dependent students and Independent students with dependents other than a spouse		
<u>Family size:</u>		
Six or more	\$145,200	\$79,700
Five	\$134,600	\$73,900
Four	\$125,600	\$66,000
Three	\$115,600	\$59,400
Two	\$112,900	\$52,700
Independent students		
Single, no dependents	\$46,000	\$46,000
Married, no other dependents	\$52,700	\$52,700



Federal Summer Crossover

Unlike the federal Pell Grant that allows summer term crossover, Cal Grant term payments made in an award year *must* correspond to the FAFSA/ISIR for the same award year.

Summer term is always a trailer for Cal Grant purposes

Pell Grant:

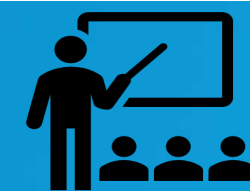
- Summer 2022 and summer 2023 can both fall in the 2022-23 award year; or these summer terms can be paid from 2022-23 and 2023-24 ISIRs, respectively.

Cal Grant:

- Summer 2022/23 is based on 2022/23 ISIR
- Summer 2023/24 is based on 2023/24 ISIR



Cycles and Types



Award Cycles

CAL GRANT A & B

ENTITLEMENT

- Unlimited
- FAFSA & CADAA filers

E1

- HS Seniors & prior year grads
- HS GPA

E2

- Transfer from CCC > 4-year university
- 2.4 CCC GPA

E3 - CCC

- Apply by Sept 2nd
- 2.4 CCC GPA for Cal Grant A
- 2.0 CCC GPA for Cal Grant B

COMPETITIVE

- Limited (13,000)
- CADAA applicants are also eligible!

Any student who does not meet Entitlement requirements



Entitlement Cal Grant Awards



High School Entitlement (EI) Requirements

- Current High school seniors and last year's graduates
- Meet general Cal Grant eligibility requirements
- Apply with FAFSA or CADAA by March 2nd

Minimum High School GPA must be submitted by March 2nd:

- CG A: 3.0
- CG B: 2.0

If no GPA, test scores from SAT, ACT, GED, TASC, & HiSET may be submitted if:

- Pass/Fail system
- Home-schooled



Community College Entitlement (E3) Requirements

- Students attending a California Community College (CCC)
- Remove barriers to Cal Grant entitlements based on age and time out of high school for CCC students .
- Students who receive a Cal Grant under this provision will be permitted to retain their remaining Cal Grant eligibility when transferring to a public university so long as they continue to meet income and academic requirements
- Apply with FAFSA or CADAA by September 2nd

Minimum High School GPA:

- CG A: 3.0
- CG B: 2.0

If no GPA, test scores from SAT, ACT, GED, TASC, & HiSET may be submitted if:

- Pass/Fail system
- Home-schooled

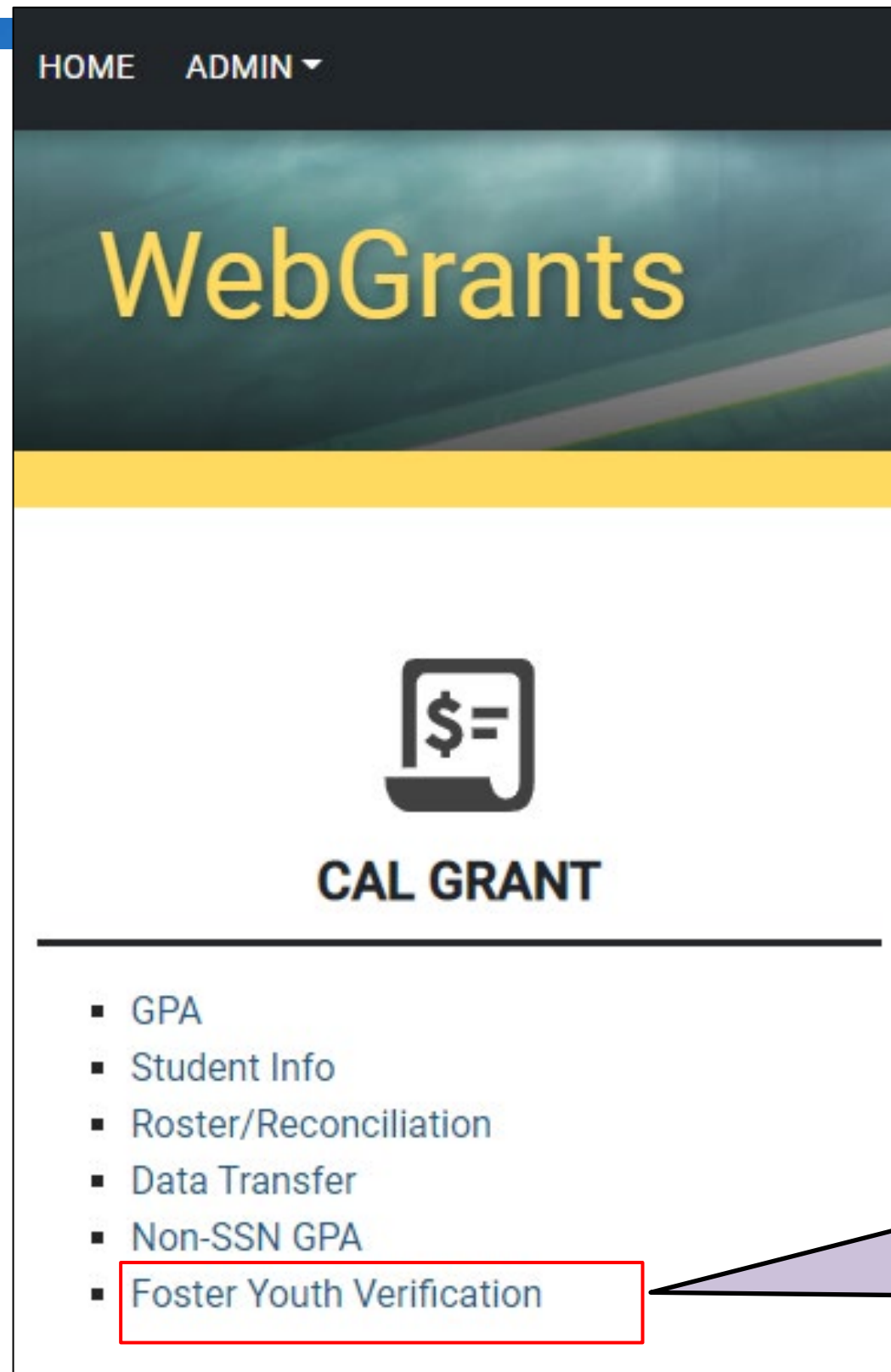
Minimum CCC GPA:

- CG A: 2.4
- CG B: 2.0

Minimum Re-established CCC GPA:


- Must complete at least 16 units of credit at CCC with at least a 2.0 GPA

Federal Foster Youth (FY) Verification



HOME ADMIN ▾

WebGrants



CAL GRANT

- GPA
- Student Info
- Roster/Reconciliation
- Data Transfer
- Non-SSN GPA
- Foster Youth Verification

CDSS shares FY data with CSAC. Colleges can use this screen to verify foster eligibility (≥ 13 years old) for federal & campus financial aid purposes.



Roster View

Fall Term						
Program Code	Award Type	Annual Award (\$)	Term Amount (\$)	Adj Amount (\$)	Adj Reason	Pay Code
Totals		7398	3699			
B - FY	T/F	5742	2871	0		RP
B - FY	ACSS	1656	828	0		RP

Eligibility Increased

Student History	
Name	ANGELINA
SSN	
CSAC ID	
Grant ID	
Remaining LOA Balance	200
Cycle ID	E1
SWD Flag	-
Program Code	B
TCP/5yr	-
Remaining LH Balance	100
Remaining Eligibility	700
Award Status	AUTO-ACCEPTED

Student Award Summary

Academic Year ↓	Program Name ↑	Application Status ↑	Award Status ↑	Award Status Date ↑	Award Amount ↑	Cycle ID ↑	School ID ↑	P/E Reason ↑
2020-2021	A	F-E CMPL ⓘ	P/E DISQ ⓘ	08/07/2020	\$0	E1 ⓘ	00115000 ⓘ	99 ⓘ
2020-2021	B-FY	F-E CMPL ⓘ	AUTO ACC ⓘ	05/01/2021				201 ⓘ

AWARDED STUDENT IN THE FOSTER YOUTH CAL GRANT B PROGRAM.

Transfer Entitlement (E2) Requirements

In addition to meeting basic eligibility requirements, students must also meet additional Transfer Entitlement eligibility qualifications:

Option A	Option B
High School Graduate or equivalent	Did not graduate
CA resident at time of HS graduation	CA resident on 18 th birthday
<u>AND</u>	
<ul style="list-style-type: none">• Complete a FAFSA/CADAA by the March 2nd deadline• Under age 28 on December 31st of the award year• Transfer from CCC to bachelor degree-granting institution (BDGI) <i>in the year awarded</i>• Income/assets within ceilings & sufficient financial need• CCC GPA of 2.4	

Identifying E2 Students

The following data must be received by March 2nd for E2 consideration:



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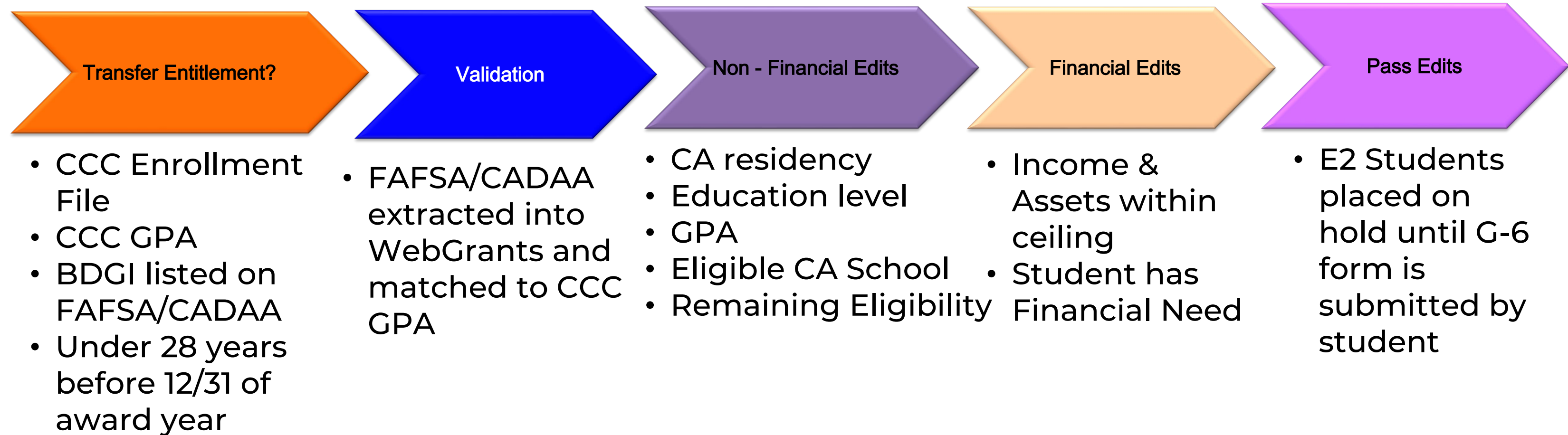
Community Colleges:

- 2.40 CCC GPA:
 - Regular (SSN & Dream IDs)
 - Non-SSN
- CCC Enrollment files

FAFSA/CADAA:

- Received by March 2
- Includes BDGI
- DOB: under age 28 by 12/31 of award year

WebGrants Awarding Process



New Transfer VS. Continuing Student

Schools determine student status:

- New transfer (eligible)
- Continuing student (ineligible)

Students must transfer in the academic year following enrollment at CCC.

Payment Requirement:


- New E2 students must receive at least one payment by year end
- Posting Leave of Absence (LA) for all terms will result in year-end withdrawal

Spring/Summer transfers


- Early admits are eligible, but not eligible for payment until the academic year in which E2 was awarded.

Early/Special Admit

- Student initially accepted for transfer in Fall '22 and was awarded a Transfer Entitlement Cal Grant for the 2022-23 school year
- School notifies student of early transfer option for Spring term of 2021-22
- Admission & Records flags student internally as “Early/Special Admit”
- Student reports early/special admit on G-6 Transfer Entitlement form
- While early admits are eligible, disbursements will be deferred until the academic year awarded E2 (2022-23)



2021-22		2022 -23	
Fall	Spring	Fall	Spring
CCC	BDGI		



Transfer Scenarios

2021-22		2022 -23		2023 -24	
Fall	Spring	Fall	Spring	Fall	Spring
UC	UC	CCC	CCC	CSU	CSU
UC	UC	CCC	CCC	UC	UC

New Transfer = Eligible

?

2021-22 CCC		2022 -23 BDGI		2023 -24 BDGI	
FA	SP	FA	SP	FA	SP
		✘	✘	✘	✔
		✘			✘
✘				✘	✘



Is Wendy eligible for a Transfer Entitlement Cal Grant (E2)?

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Early/Special Admit

AB 840 stipulates that 10% of new & renewal awards are randomly flagged for verification of Transfer Entitlement eligibility. *Complete verification prior to disbursement*, after verifying:

- Direct transfer from CCC to BDGI
- CA resident at time of high school graduation or on 18th birthday



AB 840/E2 flags can be viewed on the:

- Display Roster
- E2 Verification Report

Best Practice: Collect verification documentation during *initial* award year in the event student is flagged in the future for AB 840 eligibility.

Eligibility Documentation

Direct transfer from CCC to BDGI:

- CCC Transcripts – prior year enrollment
- BDGI Transcripts – when enrollment began at BDGI
- Enrollment agreements

- California resident at time of high school graduation or on 18th birthday:
 - HS transcripts
 - Tax forms
 - CA Drivers License or CA Identification Card
 - Utility bills or mortgage payments

The G6 Transfer Entitlement form is required by the student. However, this does NOT satisfy verification requirements.



CCC Bachelor Programs

Students enrolled in a CA Community College Bachelor Program (CCBA) are also eligible to receive the Transfer Entitlement (E2) award and the Middle Class Scholarship.

Awarding for E2 CCBA students is done manually.



CCC Bachelor Programs

It is important that schools who administer the CCCBA program pay their students on their -01 roster.

- Be sure to save all entries before exiting the Roster or changes will be lost.
- **Please note that Leave of Absence (LA) payment transactions for newly awarded Competitive Cal Grant students will not be accepted. Only student initiated LA transactions will be accepted via WebGrants for Students or by contacting CSAC.**

Online Roster for FEATHER RIVER CC-BA PROGRAM - 00859701 / Acad Year 2022 - 2023

Updated On 02/10/2023

Go To:

Last Name



Search

Reset

Competitive Cal Grant Awards

Competitive Cycle

Competitive applicants are all students who do not meet Entitlement criteria

MERIT:

- 2.40 College GPA – CG A
- 2.00 College GPA – CG B

AWARDS:

- Cal Grant A and B
- 13,000 awards
 - Will all run for the March 2 cycle
- Scoring matrix used to rank & award students

Category	Points
Expected Family Contribution	250
Family Income & Household Size	250
Grade Point Average	100
Household Status	100
Education/Access Equalizer	100
Parent Education Level	100
Family/Environmental Indicators	100



Competitive Recycle

Recycle Awards

- Awards for unpaid students are withdrawn
- Offered to the next cohort of eligible students
- Goal = Maximize utilization and increase paid rate

Tips

- Report timely payments in WebGrants
- Customize roster to identify unpaid students



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Community College Grants

The Student Success Completion Grant

The Student Success Completion Grant became effective in Fall 2018. It is awarded to California Community College students who receive the Cal Grant and are enrolled full-time. Students must enroll in 12 or more units, meet both college and federal satisfactory academic standards, and be exempt from nonresident tuition.



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California College Promise Grant

The California College Promise Grant is available to California residents attending California community colleges. Per-unit enrollment fees (currently \$46 per unit) are waived for eligible students.



[C BY-ND](#)



A

Community College	CSU	UC	Private Non-profit	(Non WASC) For Profit	(WASC) For Profit
0 - \$6,000	\$5,742	\$12,570	\$9,358	\$4,000	\$8,056

B

Community College	CSU	UC	Private Non-profit	(Non WASC) For Profit	(WASC) For Profit
\$1,648 Up to 2+ years	\$5,742* + \$1,648	\$12,570* + \$1,648	\$9,358* + \$1,648	\$4,000* + \$1,648	\$8,056* + \$1,648

* Beginning year 2

C

Community College	CSU	UC	Private Non-profit	For Profit
\$1,094	N/A	N/A	B/S \$547 T/F \$2,462	B/S \$547 T/F \$2,462



California Aid Report

- Student official award notification
- Given in the initial academic year the Cal Grant is awarded
- Provided after:
 - High school entitlement: Student confirm the school of attendance
 - Transfer entitlement: Student submits the Transfer Entitlement Certification Form
 - Competitive: Awards are processed
 - Cal Grant C: Student is scored with responses from C Supplement Form

Cal Grant A or B?

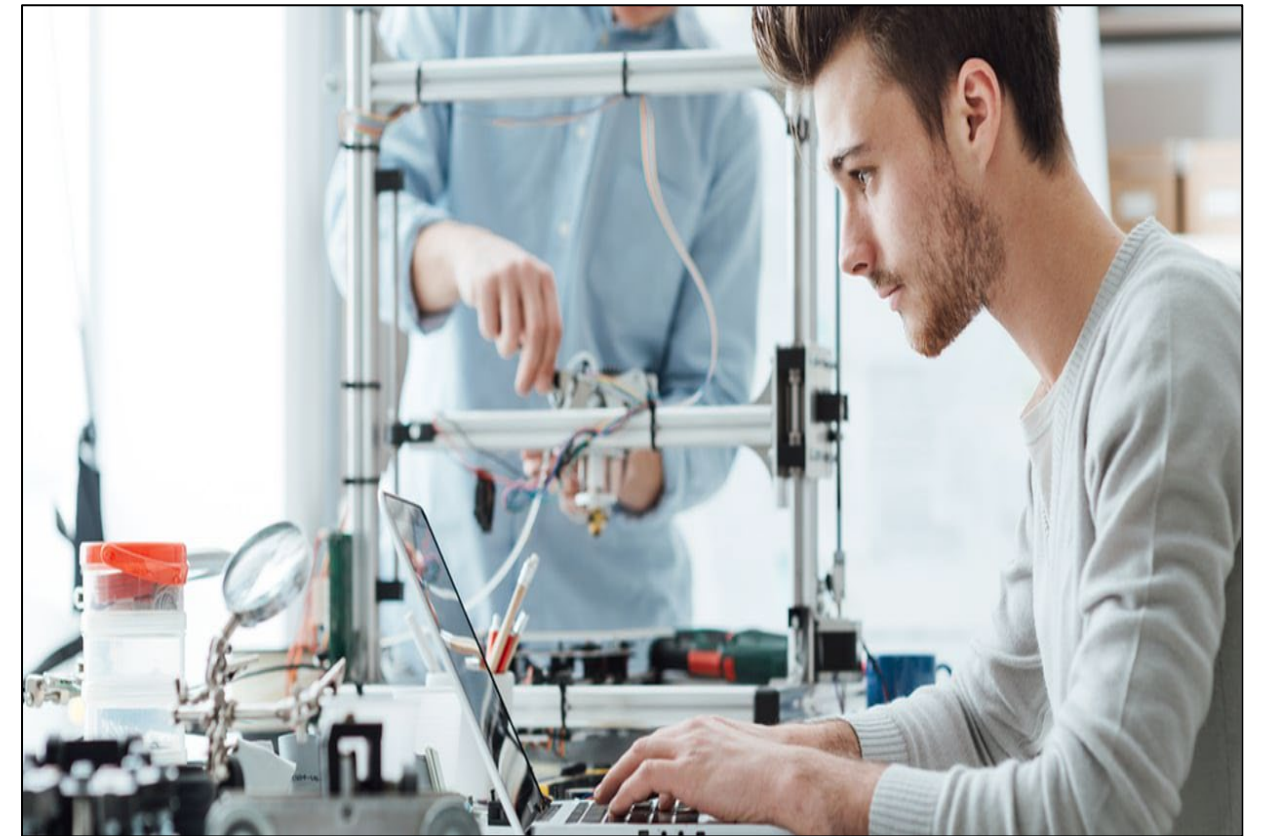
- If a student is eligible for both A and B, the Commission will award the most beneficial grant, based on the school of attendance.
- Students may only change their Cal Grant type *prior to their first payment* by completing the G-10 form, which requires a signature from a school financial aid advisor.
- Once a payment is reported, the student is locked into that award.

Cal Grant B or C?

- Students in a Certificate or Associate's degree program (including vocational programs) may be eligible for the Cal Grant B.
- Cal Grant C awardees who are not in a vocational program and request to have their applications reprocessed for Cal Grant B Competitive cycle consideration may be ineligible, based on cycle processing.

Fifth Year Benefits

- Schools should report their programs on the College Cost Estimate.
- Student must be enrolled in an approved mandatory five-year undergraduate program or teaching credential program (G-44).
- Student must already be a Cal Grant recipient and must have financial need.
- Must submit a request for *fifth year benefits form (G-42)*



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Renewal Students

Renewal Students

- Have at least 10% remaining eligibility
- Have all terms satisfied with a renewable transaction
- Have a current FAFSA/CADAA on file
 - Filed before year-end reconciliation
- Meet financial requirements

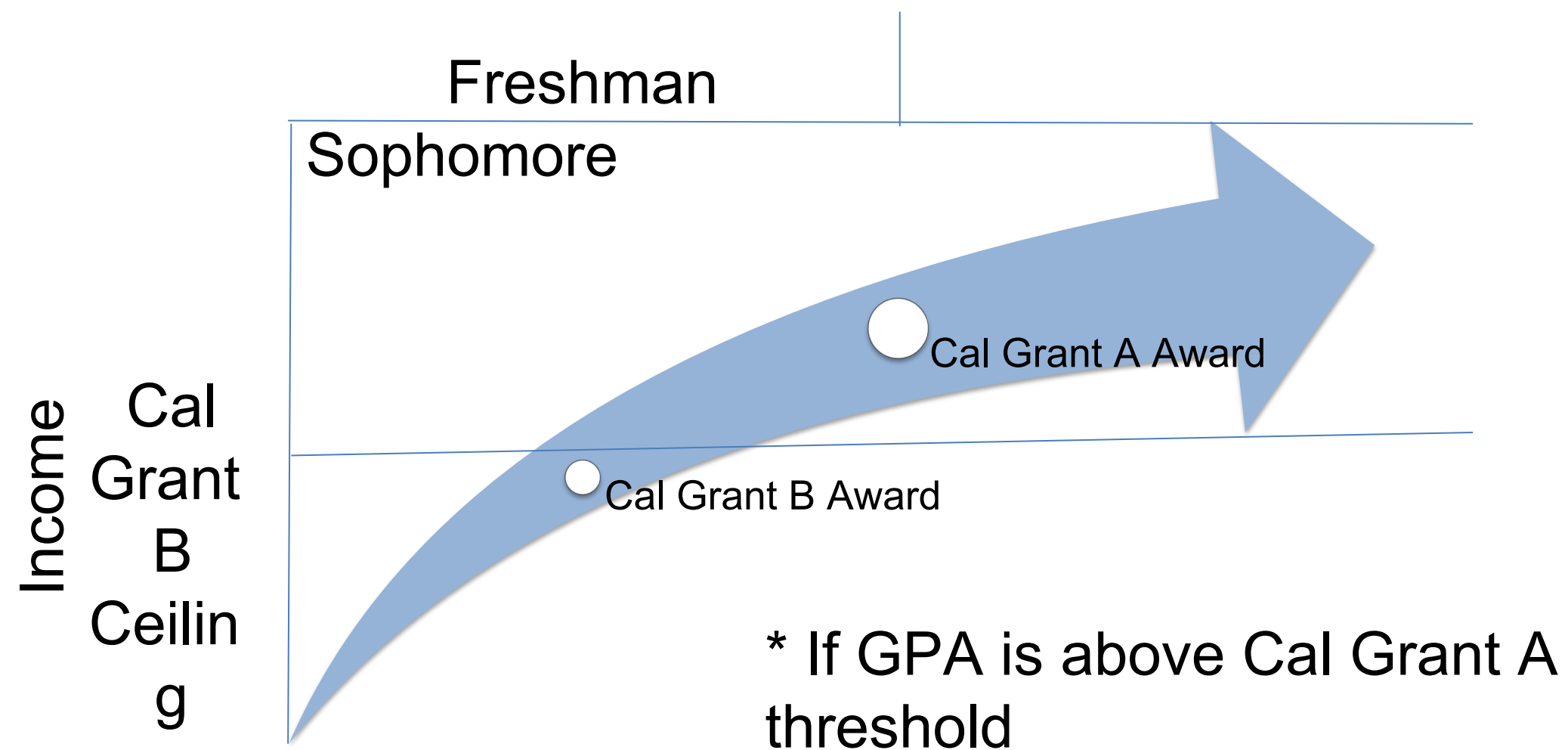
Renewal students are not held to the March 2 and September 2 deadlines



Renewal B to A Switch

Students who are eligible for both Cal Grant A and Cal Grant B in the initial award year but exceed the lower income/assets ceiling of the Cal Grant B in renewal year:

- Automatically switched to Cal Grant A, providing they are still income-qualified



Renewal Exception

Any recipient who was ineligible for a renewal award during the prior year due to:

- Exceeded the income or asset ceilings
- Did not demonstrate financial need

Will be eligible to renew award* the following year if:

- All financial and other eligibility requirements for renewal are met
- Has remaining program award eligibility

**The program eligibility will be reduced by one full-time equivalent academic year.*

Renewal Examples

Year 1- Student awarded Cal Grant A with 400% eligibility

- Student paid full time for all terms (100% eligibility used)
- Remaining eligibility at year-end: 300%

Year 2- Student ineligible for renewal

- Income over ceiling for Cal Grant A
- If income-eligible in year 3, 100% eligibility will be deducted in renewal year

Year 3- Student eligible for renewal

- Meets financial requirements for Cal Grant A
- 100% eligibility reduction from year 2 applied
- Renewed with reduced remaining eligibility: Now 200%

Renewal Exception Example

Academic Year ↓	Program Name ↑	Application Status ↑	Award Status ↑	Award Status Date ↑	Award Amount ↑	Cycle ID ↑	School ID ↑	P/E Reason ↑	C/E Reason ↑	CC Reserve ↑
2021-2022	A	F-E CMPL ⓘ	FIN ELIG ⓘ	01/10/2021	\$9,084	E1 ⓘ	02358000 ⓘ			N
2020-2021	A	F-E CMPL ⓘ	FIN INEL ⓘ	06/23/2020	\$9,084	REPORTED ASSETS OVER THE CEILING, REPORTED INCOME OVER THE CEILING.		17,16 ⓘ		N
2019-2020	A	F-E CMPL ⓘ	AUTO ACC ⓘ	07/24/2019	\$9,084	E1 ⓘ	02358000 ⓘ			N

2019-20: Original award. “Auto-accepted” for CG A.

2020-21: Ineligible for renewal due to income/assets over ceiling

2021-22: Student regains financial eligibility.

- Automatic renewal exception granted

Corrections to Award or Withdraw Students

Corrections to a student's record may be submitted via a Grant Record Change Form (**G-21**) or **Grant Application MG21** . When submitting financial changes which result in making a student ineligible, reverse payments prior to submitting the G -21.

Entitlement applicants

- Appeals to award will be received through June 30 of the award year
- Perform financial corrections for ineligible students on ISIR. CSAC will reprocess student with the new transaction

Competitive applicants

- Perform corrections, including financial changes and education level, on student's ISIR *prior* to application processing
- No corrections after award selection - period!

Corrections to Award or Withdraw Students

Submit Grant Record Change Form (**G-21**):

- Changes to Unmet Need
- Program Change Request
- Dependency Status Change
- Non -CA Resident Withdrawal Request
- School changes for students who were disqualified due to unmet need at the wrong campus
- Other miscellaneous requests

Grant Record Change (G-21)

Grant Record Changes New Student ✕

	Parents	Student (and Spouse)
Marital Status:	-- Select -- (Married or Remarried)	-- Select -- (Single)
Total Income:	56218 (56218)	(0)
Adjusted Net Worth (assets):	0 (0)	100 (0)
Number of Family Members:	3 (4)	
EFC:	5459 (3966)	
Unmet Need:	18631 (21624)	

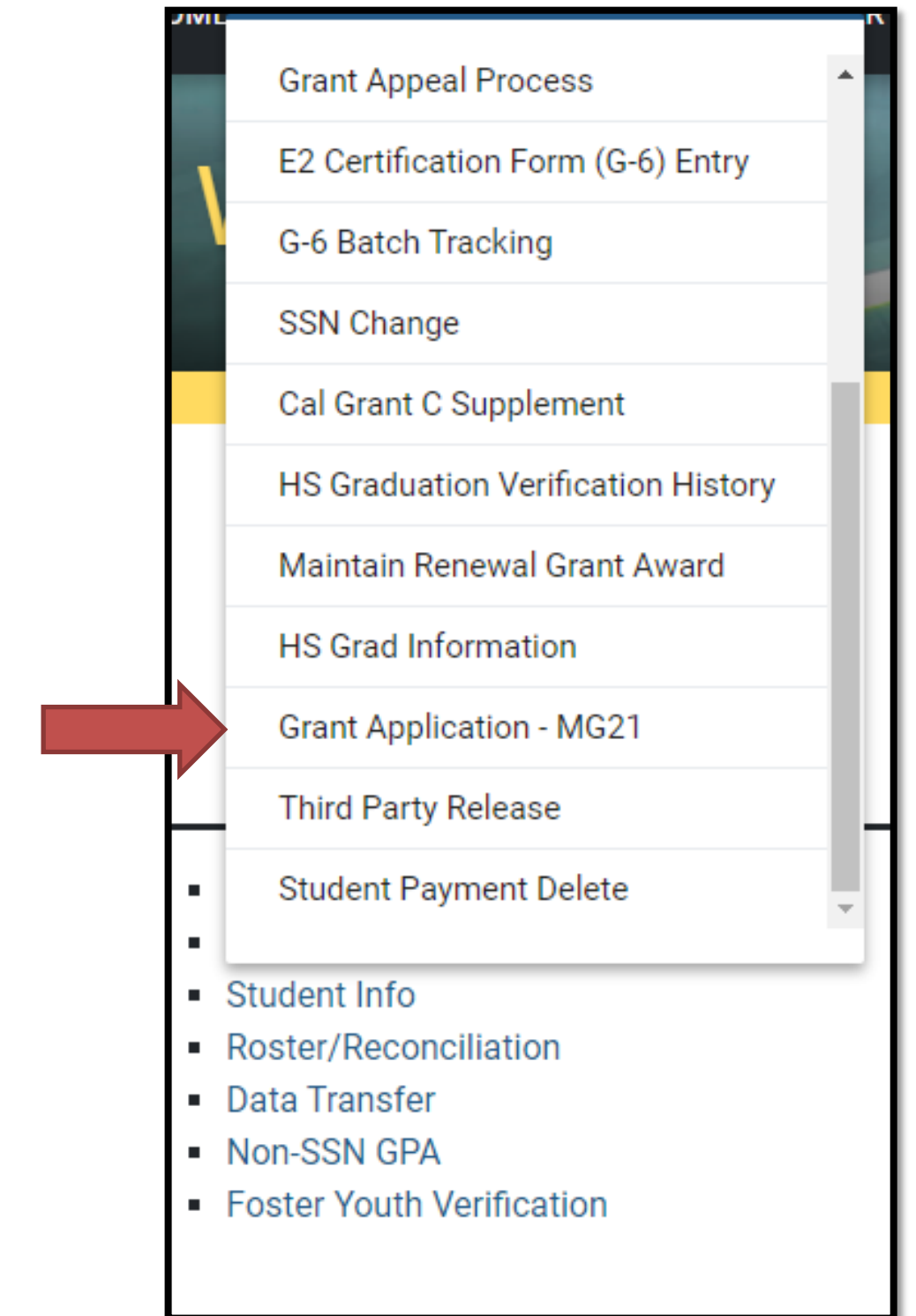
Reason

Per ISIR #2, over ceiling for B. Please consider for A, thanks!

Corrections to Award or Withdraw Students

Submit Grant Application MG21 in WebGrants:

- Domestic Partnership Status
- Parent and Student State of Residence
- Family Size
- Number in College
- Total Income
- Net Worth
- Total Family Contribution (EFC)
- High School Graduation Date
- **NEW:** Students with Dependents Eligibility



G-21 is NOT for...

- Withdrawing a graduated student
 - Use the SR adjustment code on online roster
- Requesting withdrawal after reporting IG in error
 - Request reinstatement
 - Submit G-21 with corrected income or financial data to withdraw student
- Student not eligible for Transfer Entitlement
 - Report “IT” on roster
- Verifying Education Level
 - Verify on roster
- Professional Judgement on a Competitive awardee
 - Make correction to student’s application before C1/C2 award cycle
- Withdrawing ineligible student after payment or adjustment was already posted
 - Back out all transactions before submitting G-21

Non-Traditional Terms

Non-Standard Terms & Non-Terms

“Although a non-term based or non-traditional school does not have terms, the school’s Cal Grant payments must be spread out over the year with attendance required during each payment period. Cal Grant funds will only be paid to a student who is enrolled and in attendance for at least one half of an institutionally selected payment period.”



Source: Cal Grant Handbook, Chapter 13

Payment Policy *"Full-Time all the Time"*

Define "payment period" (term, module, block) and "term completion/50% rule" in school policy.

Sample payment policy 1:

Fall Term		Spring Term	
Module 1 5 weeks	Module 2 5 weeks	Module 1 5 weeks	Module 2 5 weeks
Module 3 4 weeks		Module 3 6 weeks	



"Term" definition:
3 modules= 1 term or payment period

"Term Completion" definition:
FT= 2 out of 3 modules completed

Sample payment policy 2:

Payment Period	Start	End	# Days in Term	50% Complete on:
Fall	9/1/22	11/30/22	91	46th day
Winter	12/1/22	2/28/23	90	46th day
Spring	3/1/23	5/31/23	91	47th day
Summer	6/1/23	8/31/23	92	47th day

Roster Payment Reporting “Rolling Starts”

- Follow federal academic calendar/terms:
 - Standard, non-standard, non-term
- Report Cal Grant payments for Fall, Spring, Winter, or Summer
- Disburse Cal Grant based on at least 50% term completion

Sample calendar:

	FALL				SPRING				SUMMER				FALL				SPRING				SUMMER														
START MONTH	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN											
JUL	FALL				SPRING				SUMMER																										
AUG		FALL			SPRING			SUMMER																											
SEP			FALL		SPRING		SUMMER																												
OCT				FALL	SPRING	SUMMER																													
NOV					SPRING			SUMMER			FALL																								
DEC						SPRING		SUMMER		FALL																									
JAN							SPRING	SUMMER	FALL																										
FEB								SPRING	SUMMER	FALL																									
MAR									SUMMER		FALL		SPRING																						
APR										SUMMER		FALL		SPRING																					
MAY											SUMMER	FALL	SPRING																						
JUN												SUMMER	FALL	SPRING																					

Clock Hours

Clock-Hour Conversions



Per the US Department of Education Office of Postsecondary Education (34CRF 668.8 (k)):

1 Semester unit is equivalent to **30** clock hours of instruction.

1 Quarter unit is equivalent to **20** clock hours of instruction.

720 clock hours = minimum for 1-year program (24 semester or 36 quarter units)

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Calculating a Term Payment *Full-Time Enrollment (Semester)*

Add up total clock hours for the term, then divide by 30 hours (Semester) or 20 hours (Quarter) to determine the student's enrollment status.

Example:

- Student is enrolled in 450 Clock Hours for the Fall term
- $450 \text{ Clock Hours} / 30 \text{ Hours} = 15 \text{ Semester Units}$
- Student is eligible for a Full-Time payment for Fall

Fall Term: August 23 - January 23	
Fall Term Start/End Dates	Clock Hours
August 23 - October 4	50
October 5 - November 8	80
November 8 - January 9	200
January 9 - January 23	120
Total= 450	
450 clock hours/30 = 15 semester units. Student is considered Full Time	

Calculating a Term Payment *Full-Time Enrollment (Quarter)*

Add up total clock hours for the term, then divide by 30 hours (Semester) or 20 hours (Quarter) to determine the student's enrollment status.

Example:

- Student is enrolled in 280 Clock Hours for the Fall term
- $280 \text{ Clock Hours} / 20 \text{ Hours} = 14 \text{ Semester Units}$
- Student is eligible for a Full-Time payment for Fall

Fall Term: September 23 – December 5	
Fall Term Start/End Dates	Clock Hours
September 23 - October 4	80
October 5 - November 8	90
November 8 - December 5	110
Total= 280	
280 clock hours/20 = 14 quarter units. Student is considered Full Time	

Calculating a Term Payment $\frac{3}{4}$ Time Enrollment (Semester)

Add up total clock hours for the term, then divide by 30 hours (Semester) or 20 hours (Quarter) to determine the student's enrollment status.

Spring Term: January 24 - June 11	
Spring Term Start/End Dates	Clock Hours
January 24 - March 13	100
March 19 - May 25	100
May 27 - June 11	100
Total=	300
300 clock hours/30 = 10 semester units. Student is considered $\frac{3}{4}$ Time	

Example:

- Student is enrolled in 300 Clock Hours for the Spring term
- $300 \text{ Clock Hours} / 30 \text{ Hours} = 10$ Semester Units
- Student is eligible for a $\frac{3}{4}$ time payment

Calculating a Term Payment $\frac{3}{4}$ Time Enrollment (Quarter)

Add up total clock hours for the term, then divide by 30 hours (Semester) or 20 hours (Quarter) to determine the student's enrollment status.

Spring Term: April 3 - June 15	
Spring Term Start/End Dates	Clock Hours
April 3 – May 13	130
May 14 – May 27	50
May 27 - June 15	40
Total=	230
220 clock hours/20 = 11 quarter units. Student is considered 3/4 Time	

Example:

- Student is enrolled in 220 Clock Hours for the Spring term
- $220 \text{ Clock Hours} / 20 \text{ Hours} = 11$ Semester Units
- Student is eligible for a $\frac{3}{4}$ time payment

Calculating a Term Payment $\frac{3}{4}$ Time Enrollment (Quarter)

Add up total clock hours for the term, then divide by 30 hours (Semester) or 20 hours (Quarter) to determine the student's enrollment status.

Spring Term: April 3 - June 15	
Spring Term Start/End Dates	Clock Hours
April 3 – May 13	130
May 14 – May 27	50
May 27 - June 15	40
Total=	230
220 clock hours/20 = 11 quarter units. Student is considered $\frac{3}{4}$ Time	

Example:

- Student is enrolled in 220 Clock Hours for the Spring term
- $220 \text{ Clock Hours} / 20 \text{ Hours} = 11$ Semester Units
- Student is eligible for a $\frac{3}{4}$ time payment

School Responsibilities

CSAC Academic Year: July 1 - June 30

Cal Grant Monthly Checklist

July	<ul style="list-style-type: none"> • 7/31: Annual deadline to submit & renew WebGrants System Administrator Access Request form & Confidentiality Agreement • Fall Cal Grant payment roster opens
August	<ul style="list-style-type: none"> • 8/31: Deadline for CA License Exam Reporting • Cal Grant Fall term advance processed
September	<ul style="list-style-type: none"> • Deadline for year -end reconciliation for prior award year <ul style="list-style-type: none"> ➤ Utilize Monthly Payment Activity & Reconciliation reports
October	Deadline to update College Cost Estimate screen for upcoming award year
December	12/31: Deadline for SB 70 reporting of Enrollment, Persistence, & Graduation + job placement and salary/wage information
January	Spring Cal Grant payment roster opens
March	<ul style="list-style-type: none"> • 3/1: Deadline to remit interest earned on Cal Grant funds for prior calendar year • Cal Grant Spring term advance processed
June	<ul style="list-style-type: none"> • Cal Grant renewal award cycle runs • Summer Cal Grant payment roster opens

Cal Grant Weekly Checklist

- Review Accept/Reject report
- Work roster (weekly cycle runs over the weekend)
 - Identify & claim Cal Grant awardees
 - Use Award Extract Report (awarded/not awarded)
 - Submit School Change batch upload
- Complete Verifications
 - Clear any holds/flags
 - Education Level
 - AB 840 (E2)

Ongoing Requirements

- Reconciliation of Cal Grant Funds
 - Frequency depends on each school's capacity
 - The more frequent, the better
 - At minimum once per term
- Work roster (weekly cycle runs over the weekend)
 - Identify & claim Cal Grant awardees
 - Use Award Extract Report (awarded/not awarded)
 - Submit School Change batch upload
- Clear any holds/flags
 - Education Level
 - AB 840 (E2)

Tip: Reconcile Cal Grant funds
at least once per term