



OPERATIONS MEMO

STATE OF
CALIFORNIA



Update from the California Student Aid Commission

June 14, 2023

GOM 2023-18

TO: Financial Aid Administrators

FROM: Tae Kang *Tae Kang*
Deputy Director, Program Administration & Services Division

SUBJECT: 2023-24 High School Graduation Date Verification for Colleges

This Operations Memo from the California Student Aid Commission (Commission) provides guidance regarding the 2023 high school graduation date verification process for new 2023-24 Entitlement Cal Grant offered awardees.

A student's Cal Grant Entitlement award is placed on-hold until the high school graduation date verification requirement is satisfied.

Colleges Confirming High School Graduation in WebGrants

- Upload high school graduation confirmations by using the [WebGrants](#) File Upload screen (Cal Grant> Data Transfer> File Upload). The file layout specifications are available in the WebGrants Help menu.
- Individual student records can also be updated using the WebGrants payment roster.
 - Under Cal Grant, select Roster/Reconciliation, then select Display Roster.
 - Under High School Grad Date Verification Status, verify the month and year of high school graduation and save using the yellow save button.

Cal Grant Entitlement Students who do not confirm their high school graduation will:

- Not be eligible to receive Cal Grant payments.
- Be withdrawn from the Cal Grant program.

Need to contact us?

- School Support phone number: (888) 294-0153
- E-mail: schoolsupport@csac.ca.gov

Working together to effectively promote education beyond high school!