October 21, 2022   **GSA 2022-70**

TO: High School Counselors
           County and District Superintendents

FROM: Tae Kang   *Tae Kang*
           Deputy Director, Program Administration & Services Division
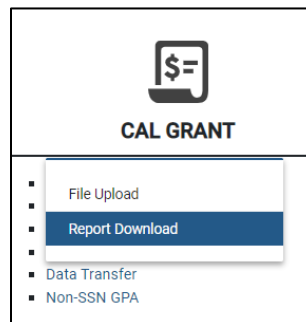
SUBJECT: **New Financial Aid Application Status Report**

This Special Alert from the California Student Aid Commission (Commission) is pleased to announce the availability of a new Financial Aid Application Status Report aimed to support schools and school districts with the new requirement per California Education Code Section 51225.7. Local Educational Agencies (LEAs) are required to confirm that high school seniors complete a Free Application for Federal Student Aid (FAFSA) or California Dream Act Application (CADAA). Students may alternatively complete an opt-out form, which shall be collected and retained by the high school.

A **NEW** report has been developed to assist schools with tracking their students through the financial aid application process, including GPA submission, financial aid completion and Cal Grant awarding. The "***Financial Aid Application Status Report***" is available in WebGrants and offered in txt and csv formats for ease of use.
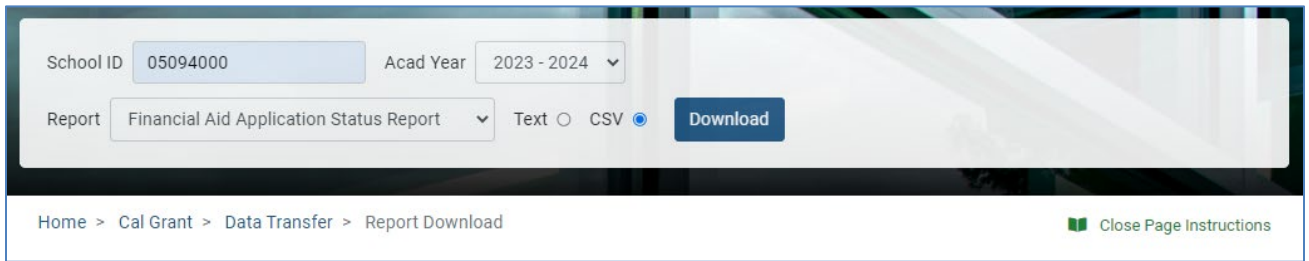
How to Access the Report

- Log in to WebGrants

- Click "Data Transfer" under the Cal Grant section on the homepage
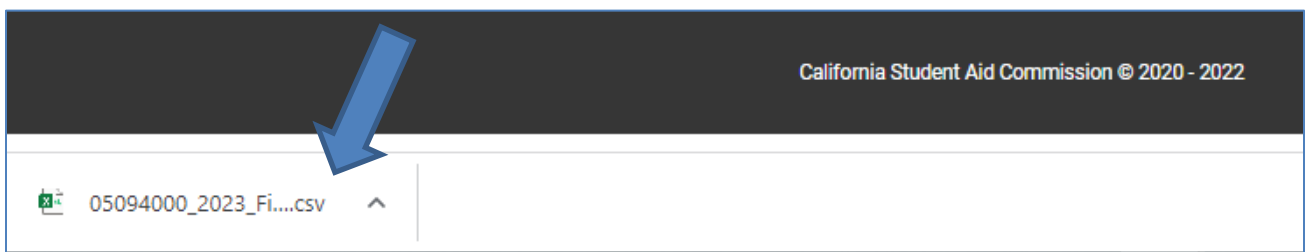   - Click "Report Download" on the pop-up menu

- Click the down arrow for "Report" and select "Financial Aid Application Status Report"

- Choose Text or CSV

- Click Download

  o Click the file to open the report

Highlights of the Report

- CSV Format option: Easy to sort and filter.

- Data on the report is extracted in real time, allowing users to have up-to-date information on-demand.

- The "Action needed" column on the report, allows users to filter which students need to submit a financial aid application, resolve errors on their application, or need a GPA uploaded.

  o This filter option allows for targeted outreach and clear action steps to ensure every eligible student has completed a financial aid application.

- Data columns include SSID, GPA Uploaded, Application Submitted, EFC, GPA Matched, Awarded Cal Grant, and Action Needed.

- Watch this [short video](#) to learn more about this report.

Need to contact us?

➢ Institutional Support phone number: (888) 294-0153

➢ E-mail: schoolsupport@csac.ca.gov

Working together to effectively promote education beyond high school!

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