

# CALIFORNIA STUDENT AID COMMISSION



## Application Conversion Form (G-55)

This form is used to reprocess a student for a Cal Grant, Chafee Grant, or Middle Class Scholarship using the correct financial aid application, Free Application for Federal Student Aid (FAFSA) or California Dream Act Application (CADAA). **Student must complete all fields. Please provide a detailed, written explanation and attach a copy of two forms of identification (i.e. California Identification Card, California Driver License, Employment Authorization Card, Social Security Card, Student ID or etc.). If the student completed a FAFSA using a DACA Social Security Number (SSN), please provide a copy of the DACA SSN.** Mail your completed Application Conversion Form to the California Student Aid Commission, Program Administration and Services Division, P.O. Box 419027, Rancho Cordova, CA 95741-9027, or email as PDF documents to [studentsupport@csac.ca.gov](mailto:studentsupport@csac.ca.gov). Please see the back of this page for more information.

1) Please convert \_\_\_\_\_ application from a \_\_\_\_\_ to a \_\_\_\_\_.  
(Students Name) **Application 1** **Application 2**  
(FAFSA or Dream Act) (FAFSA or CA Dream Act)

2) **REASON FOR APPLICATION CONVERSION**

Please check one that applies:

- Student completed CA Dream Act, but student gained citizenship or permanent residency
- Student completed more than one CA Dream Act
- Student completed both CA Dream Act and FAFSA
- Other (Please Explain): \_\_\_\_\_

3) **Application 1**

- FAFSA  CA Dream Act

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name M.I.

Date of Birth \_\_\_\_\_  
Month Day Year

\_\_\_\_\_  
SSN/DACASSN/Dream Act ID

**Application 2**

- FAFSA  CA Dream Act

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name M.I.

Date of Birth \_\_\_\_\_  
Month Day Year

\_\_\_\_\_  
SSN/DACASSN/Dream Act ID

4) Please Place Copy of Photo ID (Required)

- CA ID
- School ID
- Government Issued Work Authorization ID

Copy of SSN or ITIN Card (Required)

5) **Please provide a detailed explanation:**

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## Application Conversion Form (G-55)



This form is used to reprocess a student for a Cal Grant, Chafee Grant, or Middle Class Scholarship using the correct financial aid application, Free Application for Federal Student Aid (FAFSA) or California Dream Act Application.

Students applying for financial aid in California must complete either the FAFSA or the CADAA depending on the students' citizenship status. During the release of the California Dream Act Application for state financial aid, the federal government began the Deferred Action for Childhood Arrivals (DACA) program. The DACA program will issue students a Social Security Number (SSN) to use for employment purposes only. The DACA SSN should not be used for financial aid purposes.

Students may assume that having a DACA issued SSN qualifies them as a U.S. Citizen or an eligible non-citizen to complete the FAFSA. DACA students who filed the FAFSA instead of the California Dream Act Application may have not been considered for a Cal Grant based on their response to the FAFSA citizenship question. The DACA program does not change a student's immigration or national citizenship status, but allows students to be protected. Undocumented students who meet AB 540 requirements that are in the DACA program should complete the CA Dream Act.

### REASONS FOR APPLICATION CONVERSION:

**Student completed FAFSA using DACA SSN:** An undocumented student who completed the FAFSA using a SSN issued through the DACA program but should have completed the CA Dream Act.

**Student completed California Dream Act Application, but student gained citizenship or permanent residency:** An undocumented student who completed the CADAA but has gained naturalized citizenship or became a permanent resident as a green card holder. This student is now eligible to complete the FAFSA.

**Student completed more than one CA Dream Act:** An undocumented student who completed more than one California Dream Act Application. The applications should be merged into one application.

**Student completed both the CA Dream Act and FAFSA:** A student who completed both the CA Dream Act and the FAFSA. The California Student Aid Commission will determine whether student will be eligible under either the Dream Act or the FAFSA.

**Provide a completed copy to your Financial Aid office and mail your completed Application Conversion Form to:**

California Student Aid Commission  
Program Administration and Services  
Division  
P.O. Box 419027  
Rancho Cordova, CA 95741-9027

**Email PDF documents to:**  
studentsupport@csac.ca.gov

## **CSAC Privacy Notice on Collection**

The privacy of student personally identifying information (PII) is of the utmost importance to the California Student Aid Commission (CSAC). This information is provided in compliance with the Information Practices Act of 1977 and the Federal Privacy Act of 1974.

### **Information Purpose**

The information requested on all CSAC forms is collected pursuant to the Government Code Sections 1798 et seq. and 11019.9.

### **Social Security Numbers**

CSAC collects personal demographic information including the Social Security number (SSN) to verify your identity, to protect your individual information from access by others, to determine your eligibility for state student aid funds, and to track the state student aid funds you receive. CSAC complies with the Family Education Rights and Privacy Act and does not share your SSN with federal or other state entities except as prescribed by law.

*Please do not include information that is not requested.*

Information requested is mandatory. Consequences of not providing complete and accurate information may result in a

prolonged delay in determining eligibility or an incorrect determination in eligibility.

### **Conditions of Disclosure**

Commission employees may not disclose any personal information in a manner which would link the information to the individual to whom it pertains (Section 1798.3, IPA).

Portions of personal information may be disclosed to other state agencies, educational institutions, and researchers, but only in strict accordance with current statutes regarding confidentiality.

### **Your Rights**

You have the right to review your information maintained by CSAC. For questions about this notice, to obtain a written copy of our Privacy Policy, or for information about your rights, please contact:

California Student Aid Commission  
ATTN: Information Office  
11040 White Rock Road Suite 100  
Rancho Cordova, CA 95670

Identity Representative: Patti Colston  
916-464-8043

CSAC's full Privacy Policy can be found here:  
<https://www.csac.ca.gov/post/privacy-policy>