



OPERATIONS MEMO

Update from the California Student Aid Commission

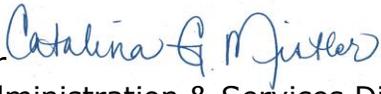
STATE OF
CALIFORNIA



March 29, 2016

GOM 2016-06

TO: High School Counselors

FROM: Catalina G. Mistler 
Chief, Program Administration & Services Division

SUBJECT: Non-SSN GPA Matching and Edit Screens

The California Student Aid Commission (Commission) is providing you information regarding the ability to match and edit Non-SSN GPA data in WebGrants. The capability of matching and editing will be available through April 2016.

- The Commission runs a nightly process that matches Non-SSN GPA data to the student's Free Application for Federal Student Aid (FAFSA) or California Dream Act application (CADA) and will continue through the 2016-17 academic year.
- Applicants who fail the automatic matching process will appear on your school's *Non-SSN GPA Unmatched* report located on the 'Data Transfer' screen in WebGrants.
- Matching errors may be due to discrepancies between the submitted Non-SSN GPA data and the financial aid application. One of the most common matching errors is the student's address.
- School officials can match Non-SSN GPA data to the student's FAFSA or CADA by using the *Match Non-SSN Record to Financial Application* screen in WebGrants.
- School officials can edit previously submitted unmatched Non-SSN GPA data by using the *Edit Non-SSN GPAs* screen in WebGrants.
- The Non-SSN GPA Matching and Edit Screens User Guide is available in the Help link in WebGrants.
- Students whose Non-SSN GPAs match after the March 2 deadline are considered on-time applicants. Once the Non-SSN GPA is matched, the student will be considered for the Cal Grant High School Entitlement award during the weekly awarding cycle.

Webinar Training Sessions

On **March 30, 2016** at 10:00 am, the Commission is hosting the following webinar to provide training on and to answer questions regarding this process. The session is scheduled for 60 minutes.

Please visit the Commission's [training website](#) to register for:

- GPA Reports and Matching Process for High School Counselors

The Commission also provides on demand recorded training sessions, like the [Non-SSN GPA Matching Mini Training](#).

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!