February 28, 2019

TO: Financial Aid Administrators

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

SUBJECT: 2018-19 Enrollment File Match and School Changes

This Operations Memo from the California Student Aid Commission (Commission) informs California Community Colleges of the school change process for unpaid Cal Grant students.

• Through an agreement with the California Community Colleges Chancellor’s Office, the Commission processes enrollment files to determine if unpaid Cal Grant students are placed on the correct school roster.

• The 2018-19 community college enrollment files were used to process school changes for unpaid students on Friday, February 22, 2019.

• Placing unpaid Cal Grant awarded students on the correct roster:
  o Assists colleges in paying enrolled and eligible Cal Grant students.
  o Reduces the need for colleges to report students that are not in attendance at their campus.

• We encourage colleges to look for newly added Cal Grant awardees on their roster and process payments for eligible students as soon as possible.

• The Commission anticipates recycling unpaid 2018-19 Cal Grant Competitive awards to the next cohort of eligible applicants in the upcoming weeks. A communication with additional details will be sent shortly.

Need to contact us?

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

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