



OPERATIONS MEMO

STATE OF
CALIFORNIA



Update from the California Student Aid Commission

June 10, 2024

COM 2024-24

TO: Financial Aid Administrators

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

SUBJECT: **2024-25 High School Graduation Date Verification for Colleges**

This Operations Memo from the California Student Aid Commission (Commission) provides guidance regarding the 2024 high school graduation date verification process for new 2024-25 Entitlement Cal Grant offered awardees.

A student's Cal Grant High School 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- Be withdrawn from the Cal Grant program.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!

P.O. Box 419027, Rancho Cordova, CA 95741-9027 Website: www.csac.ca.gov