February 24, 2016  

TO:  
Financial Aid Administrators  

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

SUBJECT: 2016-17 Institutional Participation Agreement  

This Special Alert from the California Student Aid Commission (Commission) announces the 2016-17 Cal Grant Institutional Participation Agreement (IPA) effective July 1, 2016 through June 30, 2017.  

The 2016-17 IPA was approved and adopted during the February 5, 2016, Commission meeting.  

- To continue participation in the Cal Grant Programs, institutions must complete and sign the IPA and submit all supporting documents, if required, by **April 30, 2016** as the current 2012-16 IPA expires on June 30, 2016.  
- Nonpublic institutions must submit documentation that supports their receipt and disbursement of federal funds for the Pell Grant Program and at least two of the federal student aid programs.  
- If the IPA represents more than one location, each location must be listed in “Article IX – Certification” and must meet the requirements to participate under California Education Code 69432.7(l) or 69440(a).  
- Please print, sign and return the 2016-17 IPA along with any required supporting documents by the April 30, 2016 deadline.  
  - You may submit an electronic copy to: csacipa@csac.ca.gov.  
  - OR by mail to:  
    California Student Aid Commission  
    Program Administration & Services  
    ATTN: IPA Renewal  
    P.O. Box 419028  
    Rancho Cordova, CA 95741-9028  

Please contact Institutional Support for any questions regarding the 2016-17 IPA.  

**Need to contact us?**  
- Institutional Support phone number: (888) 294-0153  
- E-mail: schoolsupport@csac.ca.gov  

Enclosure: Required Documentation Checklist for Renewing Institutions  

*Working together to effectively promote education beyond high school!*