



SPECIAL ALERT

STATE OF
CALIFORNIA



Update from the California Student Aid Commission

December 4, 2017

GSA 2017-41

TO: Financial Aid Administrators

FROM: Catalina G. Mistler 
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SUBJECT: **2017-18 California License Examination Certification**

This Special Alert from the California Student Aid Commission (Commission) announces that the 2017-18 California license examination certification form is now being accepted. Institutions must certify to the Commission that they are in compliance for the 2017-18 academic year by **January 31, 2018**.

As specified on page 18 of the [2017-21 Institutional Participation Agreement](#) (IPA) under California Education Code Section 69432.7(I)(2)(A), institutions must provide an access point for students to view the institution's license examination passage rates, including California teaching credential programs.

- Passage rates that are provided must be for the most recent available year and for graduates of its undergraduate programs, leading to employment for which passage of a California licensing examination is required (*if that data is electronically available through the website of the licensing agency*).
- To comply with the law, institutions must submit the [California License Exam Certification](#) form to the Commission to show compliance.
- An institution that fails to submit the required certification form in a timely manner will be considered out of compliance with its IPA with the Commission.
- Noncompliance with this requirement may affect an institution's status as a "qualifying" Cal Grant participating institution and their ability to receive Cal Grant funds.
- E-mail the California License Exam Certification to csacipa@csac.ca.gov.

Please direct any questions regarding this Special Alert to csacipa@csac.ca.gov.

Need to contact us?

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

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