



SPECIAL ALERT

STATE OF
CALIFORNIA



Update from the California Student Aid Commission

May 1, 2018

GSA 2018-15

TO: Financial Aid Administrators

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

SUBJECT: **2018 Regional Trainings**

This Special Alert from the California Student Aid Commission (Commission) is pleased to announce the 2018 Regional Trainings for Financial Aid Administrators.

- The Commission will offer a 2-day training at 8 different locations:
 - **Cañada College:** June 5-6, 2018
 - **University of Southern California:** June 12-13, 2018
 - **Ventura College:** June 14-15, 2018
 - **Palo Alto University:** June 18-19, 2018
 - **Los Angeles Mission College:** June 25-26, 2018
 - **San Diego Christian College:** June 28-29, 2018
 - **University of California, Merced – Fresno Campus:** July 17-18, 2018
 - **Sacramento County Office of Education:** July 2018 (TBD)
- The 2-Day training is geared towards new financial aid staff with less than 2 years of Cal Grant experience. Day 2 will include a hands-on session for financial aid staff learning to navigate the WebGrants system. To actively participate in this session, we ask participants to bring a laptop as equipment will be limited. Topics will include:
 - Cal Grant Program Overview
 - Institutional Eligibility
 - Cal Grant Cycles and Types
 - Payments
 - Reconciliation
 - Navigating WebGrants
 - Reports and Tools
 - Chafee Grant
 - Middle Class Scholarship

Registration:

Space is limited at some locations, so it is recommended to register as soon as possible.

- Visit the [2018 Regional Training Registration Page](#)
- Select the plus (+) sign at the location you would like to attend
- Choose "Register Now"

- Include your contact information
- If you would like to register additional attendees, choose "Add Another Registration" and provide the attendee's contact information
- Select "Submit Order" (green button)
- Registrants will receive a confirmation email. Please be sure to keep the confirmation for your records.

Change Event or Registration Information:

If you would like to change the location of the event at which you are registered, you must create a www.events.com account. Once your account is created, go to "My Events" and choose "Manage Events". The page will provide the option to manage your registration. You have the option to change your registration date or edit your registration information.

Cancel Registration:

To cancel your 2018 Regional Training registration, please email schoolsupport@csac.ca.gov with the following information: last name, first name and registration date.

We look forward to a great 2018 Regional Training season.

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!