TO: Financial Aid Administrators
FROM: Catalina G. Mistler
Deputy Director, Program Administration & Services Division

SUBJECT: 2018-19 California License Examination Certification

This Special Alert from the California Student Aid Commission (Commission) announces that the 2018-19 California license examination certification form is now being accepted. Institutions must certify compliance with this requirement by August 31, 2018.

As specified on page 18 of the 2017-21 Cal Grant 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, all institutions must submit the California License Exam Certification form to the Commission. Schools that do not offer programs requiring the passage of a California licensing examination, must select this option on the form.

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