



SPECIAL ALERT

STATE OF CALIFORNIA



Update from the California Student Aid Commission

December 21, 2023

GSA 2023-70

TO: Financial Aid Administrators

FROM: Tae Kang *Tae Kang*
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SUBJECT: New WebGrants Functionality – Updating Housing Status on MG-21

The California Student Aid Commission (Commission) is pleased to announce additional functionality on WebGrants which allows school users access to update housing status on the MG-21 screen.

Functionality for Housing Status Changes

- School users may now update the housing status for their students using the Grant Application MG-21 screen.
- Once the housing status update is submitted, Webgrants will recalculate the unmet need for the student in real time and update the award status accordingly.
- To make the housing status update, go to the CAL GRANT > STUDENT INFO > GRANT APPLICATION – MG21 screen in WebGrants. Search for the student data using the CSAC ID, SSN, or Dream Act ID, then scroll down to the **Term** and **Housing** status fields and select the appropriate values from the drop-down menu.

Term	-- Select --
Housing	With Parents

Common Rejection Reasons

- Housing status changes in Webgrants can only be submitted for the Fall term. In the scenario where the student began attendance in a different term, please continue to submit the housing status change to the Commission through the Grant Record Change process.
- Changes can only be made for unpaid students. If a student has an existing payment transaction for the selected academic year, it must be backed out before the change can be submitted. If you are unable to back out the existing transaction, please submit the housing status change request to the Commission through the Grant Record Change process.

Need to contact us?

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

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