OPERATIONS MEMO

Update from the California Student Aid Commission

February 6, 2017   **GOM 2017-05**

TO: Financial Aid Administrators
           High School Counselors
           High School District Administrators

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

SUBJECT: **2017-18 Cal Grant High School Entitlement Award Claiming Process**

This Operations Memo from the California Student Aid Commission (Commission) announces the capability for students to claim and activate their 2017-18 Cal Grant award.

- As referenced in GOM 2016-33, Cal Grant eligible students should create a WebGrants for Students (WGS) account at www.webgrants4students.org for additional information regarding their Cal Grant award offer.

- Cal Grant eligible students receive a paper Cal Grant Eligibility Notification, informing them of the steps to take to confirm their award.

For more information on the Cal Grant Awarding Process, click here:
Cal Grant Awarding Process Flyer

Beginning with the 2017-18 academic year, Cal Grant eligible students are advised to satisfy specific requirements on their WGS account to claim their award.

- **Confirmation of School of Attendance:** Students have the capability to select the "Confirmation of School of Attendance" link in WGS to confirm the school they will attend during the 2017-18 academic year.

- **High School Graduation Confirmation:** Beginning the first day of the month of the student's graduation, students will have the capability to select the "Submit High School Graduation Confirmation" link in WGS to confirm they have graduated from high school.

Students who are required to fulfill these requirements will see a red stop sign. Once satisfied, the red stop sign and links will disappear.

Cal Grant Main Menu

STOP Required items are marked below. You must complete all requirements in order to receive your award.

- **Confirmation of School of Attendance** Required to complete awarding process (Available in February of the award year).
- **Submit High School Graduation Confirmation** Required to receive payment (Available once you graduate high school).

Training Resource

A five minute Claiming Your Cal Grant Award module has been recorded to assist students with this process. This module is available under the *Getting Started* link from the Students and Parents tab on the www.csac.ca.gov website.

Need to contact us?

> Institutional Support phone number: (888) 294-0153
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