WEBGRANTS REPORTS AND TOOLS

PRESENTED BY:
CALIFORNIA STUDENT AID COMMISSION

IN TODAY'S WEBINAR…

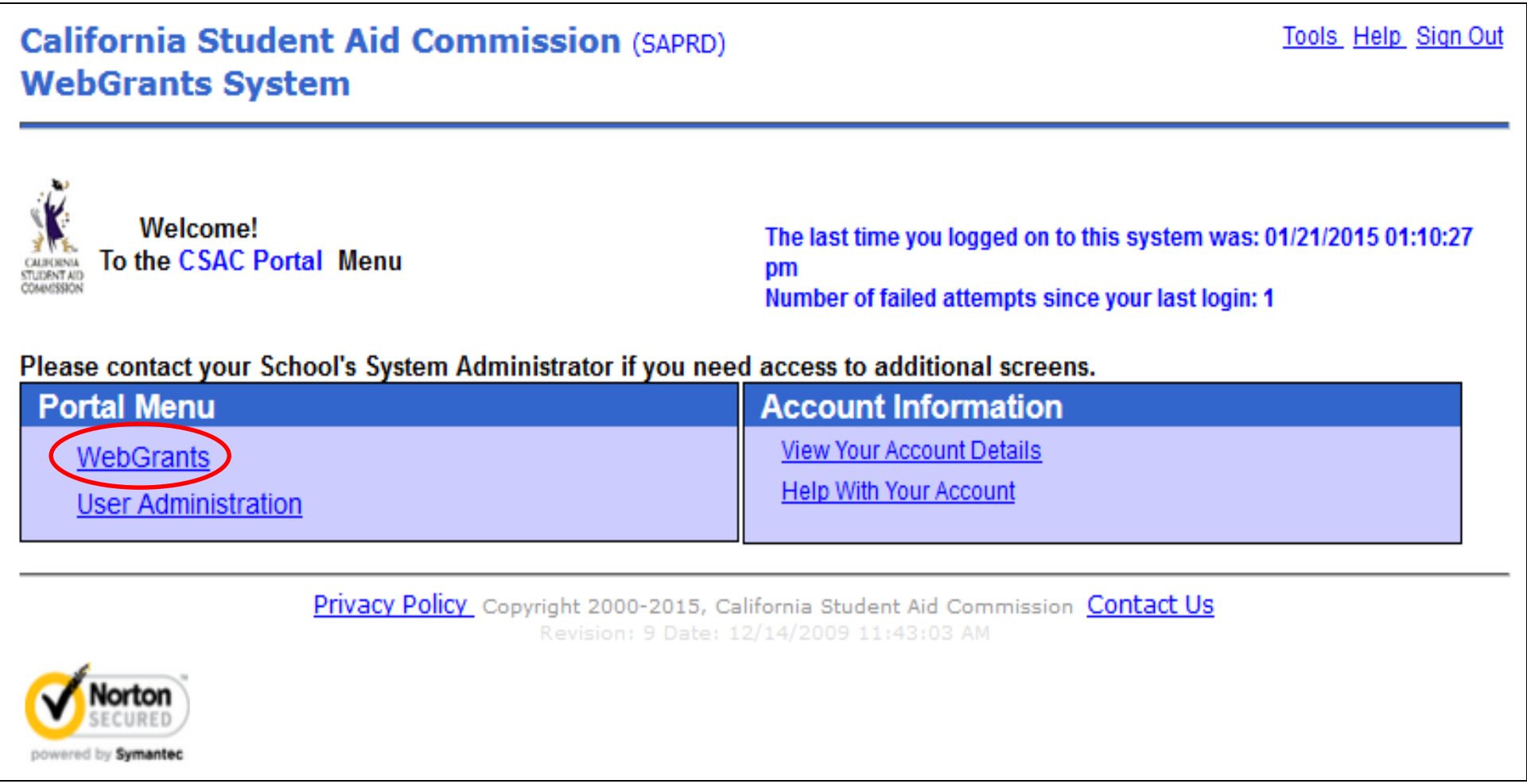
- Phones will be muted to eliminate background noise
- All questions can be typed in the Chat pod to the right, staff is available to answer your questions
- The PowerPoint can be downloaded from the Files pod

AGENDA

- WebGrants Generated Reports
- WebGrants Tools
- Resources

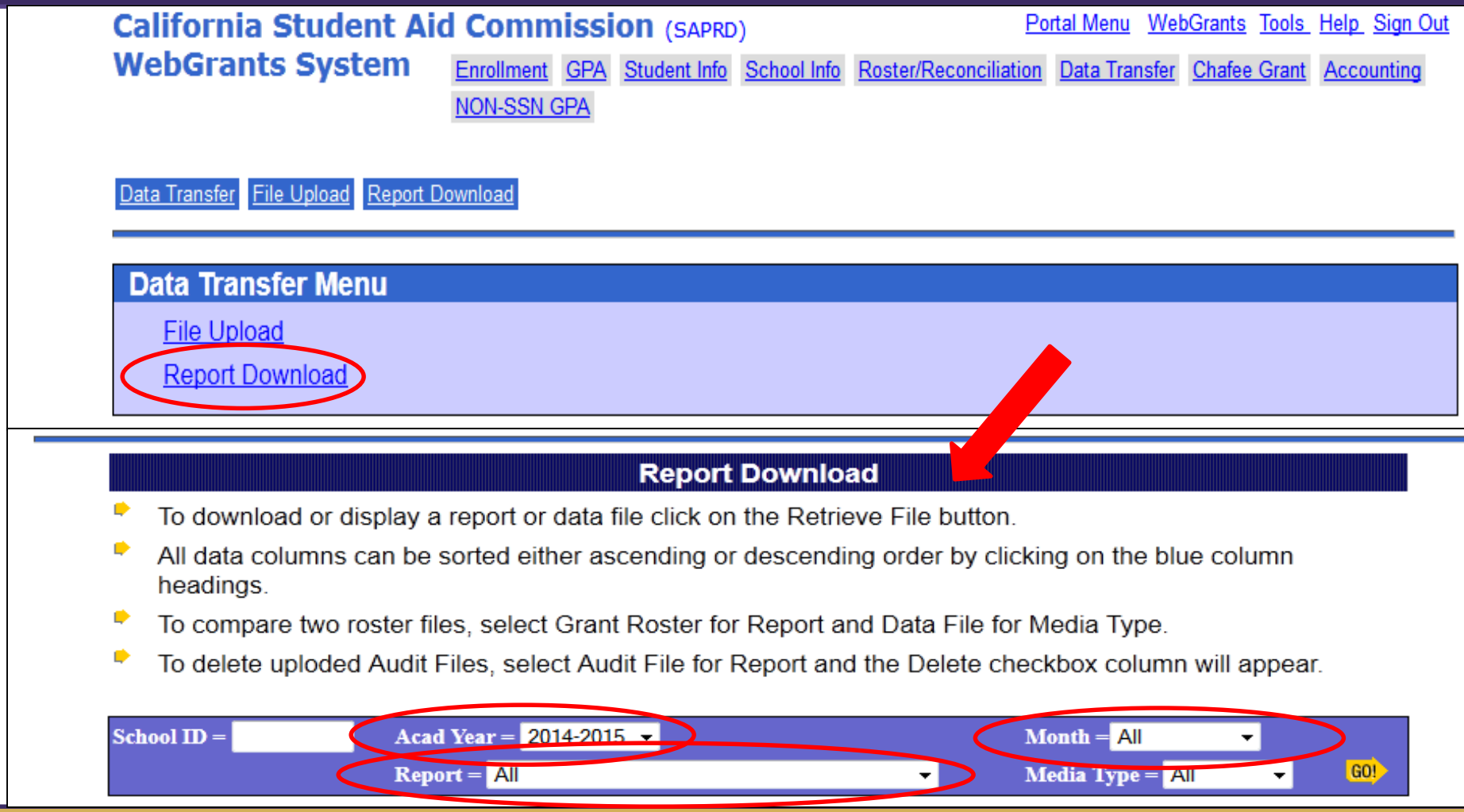
WEBGRANTS REPORTS

COLLEGE REPORTS



COLLEGE REPORTS

COLLEGE REPORTS



WHAT REPORTS ARE AVAILABLE?

- Accept/Reject
- Award Status Extract
- School Change Upload
- E2 Verification
- Education Level (EL) Verification
- Education Level (EL) Verification Accept/Reject
- Grant Roster
- Monthly Payment Activity
- Cal C Supplement Recipient
- Student Overlap
- Unclaimed Awards

ACCEPT/REJECT REPORT

1 SABRAR2 - 01 (EDE COPY) CALIFORNIA STUDENT AID COMMISSION PAGE : 1
ACCEPT/REJECT REPORT RUN DATE: 10/28/2011
ACADEMIC YEAR 2011 RUN TIME: 22:55:36
REJECTED SECTION 00111100 - ALLAN HANCOCK COLLEGE

GRANT ID#	SSN	STUDENT LASTNAME	FIRST NAME	M I	PROCESS DATE	SRC CODE	ACT CODE	PGM CODE	NEED	ADJ NEED	PAY TYPE	TERM	AMOUNT	ADJ RSN	PAY STATUS
		GONZALEZ	ELIDA		10/28/2011	C	U	B	0	0	ACC	FL	776.00		PD
6785: PAY TYPE ACC: SCHOOL HAS ALREADY REPORTED PAYMENT															
			ROBERT		10/28/2011	C	U	C	0	0	B&S	FL	288.00		PD
6785: PAY TYPE B&S: SCHOOL HAS ALREADY REPORTED PAYMENT															
		OSOS	JOSE	A	10/28/2011	C	U	B	0	0	ACC	FL	776.00		PD
6785: PAY TYPE ACC: SCHOOL HAS ALREADY REPORTED PAYMENT															

****

TOTALS

BATCH - PAYMENTS REJECTED: 0 AMOUNT REJECTED: 0.00
ONLINE - PAYMENTS REJECTED: AMOUNT REJECTED:

COMBINED - PAYMENTS COMBINED: AMOUNT COMBINED:

Rejected Section

1SABRAR2 - 01 (EDE COPY) CALIFORNIA STUDENT AID COMMISSION PAGE : 2
ACCEPT/REJECT REPORT RUN DATE: 10/28/2011
ACADEMIC YEAR 2011 RUN TIME: 22:55:36
ACCEPTED SECTION 00111100 - ALLAN HANCOCK COLLEGE

GRANT ID#	SSN	STUDENT LASTNAME	FIRST NAME	M I	PROCESS DATE	SRC CODE	ACT CODE	PGM CODE	NEED	ADJ NEED	PAY TYPE	TERM	AMOUNT	ADJ RSN	PAY STATUS
		ACEVEDO	AMALIA		10/28/2011	C	U	C	18498	0	B&S	FL	216.00	TT	
		ACEVEDO	WILBALDO	J	10/28/2011	C	U	B	0	0	ACC	FL	776.00		PD
		ACEVIS	MITZI	V	10/28/2011	C	U	B	9389	0	ACC	FL	388.00	HT	
		ACEVES	RICARDO		10/28/2011	C	U	B	0	0	ACC	FL	776.00		PD
		AGUILAR	JEANETTE		10/28/2011	C	U	B	0	0	ACC	FL	776.00		PD
		AGUILERA	ANA	J	10/28/2011	C	U	B	0	0	ACC	FL	776.00		PD
		ALBARRANSALINAS	MARIA	G	10/28/2011	C	U	C	0	0	B&S	FL	288.00		PD
		ALBRIGHT	MEGAN	R	10/28/2011	C	U	B	0	0	ACC	FL	776.00		PD

Accepted Section

AWARD STATUS EXTRACT

Awarded Report

00000000	LAST	FIRST	19870000NE1400000000	B13840T/F	12192	ACSS 1648
00000000	LAST	FIRST	19920000RE1100000000	A 9223T/F	9223	
00000000	LAST	FIRST	19930000NE1400000000	A 5472T/F	5472	
00000000	LAST	FIRST	19870000NE1400000000	B13840T/F	12192	ACSS 1648
00000000	LAST	FIRST	19920000NE1400000000	A12192T/F	12192	
00000000	LAST	FIRST	19870000NE1400000000	A12192T/F	12192	
00000000	LAST	FIRST	19870000NE1400000000	B13840T/F	12192	ACSS 1648
00000000	LAST	FIRST	19870000RE1300000000	A 9084T/F	9084	
00000000	LAST	FIRST	19920000NE1400000000	B13840T/F	12192	ACSS 1648
00000000	LAST	FIRST	19870000RE1300000000	A		
00000000	LAST	FIRST	19870000NE1400000000	B 7120T/F	5472	ACSS 1648
00000000	LAST	FIRST	19920000NE1400000000	A12192T/F	12192	

Not Awarded Report

00000000	No record found in roster data file
00000000	No record found in roster data file
00000000	No record found in roster data file
00000000	No record found in roster data file
00000000	No record found in roster data file
00000000	No record found in roster data file
00000000	No record found in roster data file
00000000	No record found in roster data file
00000000	No record found in roster data file
00000000	No record found in roster data file

SCHOOL CHANGE UPLOAD

```
SABCSCT                                  CALIFORNIA STUDENT AID COMMISSION                    PAGE:          5
BATCH DATE: 06/20/2014                   SCHOOL CHANGE DATA FILE UPLOAD REPORT                RUN DATE: 06/20/2014
                                                ACADEMIC YEAR 2014                            RUN TIME:   17:38:05



00131300 - UNIV OF CA - DAVIS

00000000  FL Student is not present in the roster
00000000  FL Invalid SSN
00000000  FL Student is not present in the roster
00000000  FL Student is not present in the roster
00000000  FL Invalid SSN
00000000  FL Invalid SSN
00000000  FL Student is not present in the roster
00000000  FL Invalid SSN
00000000  FL Student is not present in the roster
00000000  FL Student is not present in the roster
00000000  FL There are no record in grant application table for this SSN
00000000  FL Student is not present in the roster
00000000  FL This Entitlement Transfer record is on-hold awaiting the return of the (G6) Transfer Entitlement Cal Grant
Certification form.  Once the information is verified the record will be released for school change by Commission staff.
```

Rejected Section

```
Record Counts

Number of records read.....                                  1382
Number of records converted to school change transactions.....  1213
Number of records that could not be converted to school change transactions   168
Number of blank records.....                                    1


                                        *** END OF REPORT ***
```

Record Counts

E2 VERIFICATION

```
AHTN09      00131200UNIV OF CA - BERKELEY 24jun14
00000000    2014 00131200 LAST                FIRST                E1400000  B 1 200
00000000    2014 00131200 LAST                FIRST                E1400000  A 1 200
00000000    2014 00131200 LAST                FIRST                E1400000  B 1 200
00000000    2014 00131200 LAST                FIRST                E1400000  B 1 200
00000000    2014 00131200 LAST                FIRST                E1400000  B 1 200
00000000    2014 00131200 LAST                FIRST                E1400000  A 1 200
00000000    2014 00131200 LAST                FIRST                E1400000  A 1 200
00000000    2014 00131200 LAST                FIRST                E1400000  B 1 200
00000000    2014 00131200 LAST                FIRST                E1400000  B 1 200
00000000    2014 00131200 LAST                FIRST                E1400000  B 1 200
00000000    2014 00131200 LAST                FIRST                E1400000  A 1 200
00000000    2014 00131200 LAST                FIRST                E1400000  B 1 200
00000000    2014 00131200 LAST                FIRST                E1400000  B 1 200
00000000    2014 00131200 LAST                FIRST                E1400000  B 1 200
00000000    2014 00131200 LAST                FIRST                E1400000  A 1 200
00000000    2014 00131200 LAST                FIRST                E1400000  A 1 200
00000000    2014 00131200 LAST                FIRST                E1400000  B 1 200
00000000    2014 00131200 LAST                FIRST                E1400000  B 1 200
```

EDUCATION LEVEL (EL) VERIFICATION

```
ELIN09      00131200UNIV OF CA - BERKELEY 30jan15
00000000    2014 00131200 3 LAST    FIRST    19870000B 2 Not yet paid,verification required
00000000    2014 00131200 3 LAST    FIRST    19920000B 2 Not yet paid,verification required NOT IN ATTENDANCE
00000000    2014 00131200 3 LAST    FIRST    19930000B 2 Not yet paid,verification required NOT IN ATTENDANCE
00000000    2014 00131200 3 LAST    FIRST    19870000A 2 Not yet paid,verification required NOT IN ATTENDANCE
00000000    2014 00131200 2 LAST    FIRST    19920000A 2 Not yet paid,verification required NOT IN ATTENDANCE
00000000    2014 00131200 3 LAST    FIRST    19870000A 2 Not yet paid,verification required NOT IN ATTENDANCE
00000000    2014 00131200 3 LAST    FIRST    19920000B 2 Not yet paid,verification required NOT IN ATTENDANCE
00000000    2014 00131200 3 LAST    FIRST    19870000A 2 Not yet paid,verification required NOT IN ATTENDANCE
00000000    2014 00131200 3 LAST    FIRST    19920000B 6 Paid,verification required
00000000    2014 00131200 3 LAST    FIRST    19870000B 2 Not yet paid,verification required NOT IN ATTENDANCE
00000000    2014 00131200 3 LAST    FIRST    19870000B 2 Not yet paid,verification required NOT IN ATTENDANCE
00000000    2014 00131200 3 LAST    FIRST    19920000B 2 Not yet paid,verification required NOT IN ATTENDANCE
```

EDUCATION LEVEL (EL) VERIFICATION ACCEPT/REJECT

SABELAR CALIFORNIA STUDENT AID COMMISSION PAGE: 1
BATCH DATE: 01/23/2015 EL VERIFICATION ACCEPT REJECT REPORT RUN DATE: 01/23/2015
ACADEMIC YEAR 2014 RUN TIME: 18:41:44

ACCEPTED SECTION 00131300

SSN NBR	EL CODE	EL VERIFICATION STATUS
00000000	3	3--Verified as reported
00000000	3	3--Verified as reported
00000000	3	3--Verified as reported
00000000	3	4--Verified with change
00000000	3	3--Verified as reported
00000000	3	3--Verified as reported
00000000	3	3--Verified as reported
00000000	3	3--Verified as reported
00000000	4	4--Verified with change
00000000	3	3--Verified as reported
00000000	3	3--Verified as reported
00000000	3	3--Verified as reported
00000000	3	3--Verified as reported

Accepted Section

SABELAR CALIFORNIA STUDENT AID COMMISSION PAGE: 15
BATCH DATE: 08/22/2014 EL VERIFICATION ACCEPT REJECT REPORT RUN DATE: 08/22/2014
ACADEMIC YEAR 2014 RUN TIME: 18:18:38

REJECTED SECTION 00131300 - UNIV OF CA - DAVIS

SSN NBR	EL CODE	EL VERIFICATION STATUS	REJECT REASON
00000000	3	3--Verified as reported	School is not allowed to verify student EL code
00000000	3	3--Verified as reported	Invalid award status code

Rejected Section

GRANT ROSTER

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	Transaction Code	Action Code Flag	Section Indicator	Grant ID Number Flag	Grant ID Number	Social Security	Social Security Flag	Last Name	First Name	Middle Initial	Date of Birth	Program Code	Program Code Flag	Dependency Status	New-Renew Indicator	EI Code
2	GPPR		1		E12	000000000						A	-E1	D	R	2
3	GPPR		1		E13	000000000						A	-E1	D	R	1
4	GPPR		1		E12	000000000						A	-E1	D	R	2
5	GPPR		1		E13	000000000						B	-E2	D	R	3
6	GPPR		1		E13	000000000						A	-E1	D	R	1
7	GPPR		1		E11	000000000						B	-E1	D	R	3
8	GPPR		1		E13	000000000						A	-E1	D	R	1
9	GPPR		1		E11	000000000						A	-E1	D	R	3
10	GPPR		1		E14	000000000						A	-E1	D	N	1

P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD
EI Code	EI Code Flag	Housing Code	CSAC Budget Amount	EFC Amount	Need	Adjusted Need	Remaining Eligibility	Forcasted AY Eligibility	Annual Award Amount	Annual Tuition/Fee Amount	Annual Access Amount	Annual Books & Supplies Amount	Fall Total Amount	Fall Tuition/ Fee Amount
2		2	$28,929	$0	$20,070		133.36%	100.00%	$12,192	$12,192	$0	$0	$4,064.00	$4,064.00
1		1	$33,802	$0	$33,802		233.35%	100.00%	$12,192	$12,192	$0	$0	$4,064.00	$4,064.00
2		1	$33,802	$0	$32,342		133.36%	100.00%	$12,192	$12,192	$0	$0	$4,064.00	$4,064.00
3		2	$28,929	$0	$26,971		33.35%	100.00%	$13,840	$12,192	$1,648	$0	$4,613.00	$4,064.00
1		1	$33,802	$0	$31,600		400.00%	100.00%	$12,192	$12,192	$0	$0	$0.00	$0.00
3		3	$25,737	$0	$25,737		133.34%	100.00%	$13,840	$12,192	$1,648	$0	$4,613.00	$4,064.00
1		1	$33,802	$0	$30,641		233.35%	100.00%	$12,192	$12,192	$0	$0	$4,064.00	$4,064.00
3		1	$33,802	$0	$33,802		100.03%	100.00%	$12,192	$12,192	$0	$0	$4,064.00	$4,064.00
1		1	$33,802	$0	$33,802	*****	333.34%	100.00%	$12,192	$12,192	$0	$0	$4,064.00	$4,064.00

MONTHLY PAYMENT ACTIVITY REPORT

1 SABRMPA1 - 01 CALIFORNIA STUDENT AID COMMISSION PAGE NO: 1
PAYMENT ACTIVITY REPORT RUN DATE: 11/19/2011
ACCOUNTING SUMMARY RUN TIME: 03:40:30
ACADEMIC YEAR 2011
00111100 - ALLAN HANCOCK COLLEGE

DATE	ACTIVITY	FUNDS DISBURSED TO INSTITUTION	PAYMENT TRANSACTIONS	BALANCE
08-23-11	FALL ADVANCE	141,653.00		141,653.00
08-26-11	FALL RECONCILED PAYMENT TRANSACTIONS		0.00	141,653.00
09-02-11	FALL RECONCILED PAYMENT TRANSACTIONS		0.00	141,653.00
10-07-11	FALL RECONCILED PAYMENT TRANSACTIONS		0.00	141,653.00
10-28-11	FALL RECONCILED PAYMENT TRANSACTIONS		260,346.00	-118,693.00
10-28-11	RECONCILED PAYMENT TO INSTITUTION	118,693.00		0.00
11-04-11	FALL RECONCILED PAYMENT TRANSACTIONS		704.00	-704.00
11-04-11	RECONCILED PAYMENT TO INSTITUTION	704.00		0.00
11-18-11	FALL RECONCILED PAYMENT TRANSACTIONS		1,374.00	-1,374.00
11-18-11	RECONCILED PAYMENT TO INSTITUTION	1,374.00		0.00
	TOTAL FUNDS DISBURSED / TOTAL PAYMENTS	262,424.00	262,424.00	

YEAR-TO-DATE ACTIVITY

	FALL	WINTER	SPRING	SUMMER	TOTAL
CAT/F	0.00	0.00	0.00	0.00	0.00
CBT/F	0.00	0.00	0.00	0.00	0.00
CBACC	255,692.00	0.00	0.00	0.00	255,692.00
CBTOTAL	255,692.00	0.00	0.00	0.00	255,692.00
CCT/F	0.00	0.00	0.00	0.00	0.00
CCB/S	6,732.00	0.00	0.00	0.00	6,732.00
CCTOTAL	6,732.00	0.00	0.00	0.00	6,732.00
GFT/F	0.00	0.00	0.00	0.00	0.00
TOTAL	262,424.00	0.00	0.00	0.00	
GRAND TOTAL					262,424.00

CAL GRANT C SUPPLEMENT RECIPIENT

CAL C SUPPLEMENT RECIPIENT REPORT
ACADEMIC YEAR 2014

FULLERTON COLLEGE - 00120100 08/15/2014

SSN	Last	First	MI	Address	City	State	Zip Code	CSupp Form
00000000	ORO	ED		320 VERMONT AVENUE	ANAHEIM	CA	928	N
00000000	VAZQUEZ	KEVIN		2432 CLIF HURST ST	ROWLAND HEIGHTS	CA	928	Y
00000000	RAMOS	FERNANDA		445 ARIEL PARK DRIVE	ANAHEIM	CA	928	Y
00000000	MENDEZ	JORGE		438 RASKIN DRIVE	ROWLAND HEIGHTS	CA	917	N
00000000	RAMIREZ	PETER		31 FIRST AVE	LA HABRA	CA	906	Y
00000000	CARRILLO	AL		533 WEST ST	PALM SPRINGS	CA	928	Y
00000000	SANTIAGO	ANIEE		3030 JACKSON AVE	YORBA LINDA	CA	928	N
00000000	PANH	JESS		13 MARIE DRIVE	FULLERTON	CA	928	N
00000000	TRAN	ANNE		1 EAST OLIVE AVE	ANAHEIM	CA	928	N
00000000	MARIN	CHRIS		322 WEATLH WAY APT A	LA HABRA	CA	928	N
00000000	SANCHEZ	FRANK		41 SUNRISE DR	PALM SPRINGS	CA	922	N
00000000	JAM	DON		20 S BAY WAY	YORBA LINDA	CA	928	N
00000000	HUY	DAN		162 BAKER AVE	LA HABRA	CA	928	N
00000000	VAL	REY		130 VALENCIA AVE	FULLERTON	CA	928	N
00000000	ESTRADA HERNANDEZ	ALEJANDRA		309 COMMON ST	FULLERTON	CA	928	N
00000000	TUAN	FAY		250 BROOK AVE	ANAHEIM	CA	928	N

STUDENT OVERLAP

2014	00131300	UNIV OF CA - DAVIS	
00000000	FIRST	LAST	19940000E2N3B
00000000	FIRST	LAST	19930000E2N3B
00000000	FIRST	LAST	19920000E2N3B
00000000	FIRST	LAST	19910000E2N3B
00000000	FIRST	LAST	19920000E2N3B
00000000	FIRST	LAST	19930000E2N2B
00000000	FIRST	LAST	19940000E2N3B
00000000	FIRST	LAST	19920000E2N3B
00000000	FIRST	LAST	19910000E2N3B
00000000	FIRST	LAST	19930000E2N3B
00000000	FIRST	LAST	19920000E2N3B
00000000	FIRST	LAST	19930000E2N2B
00000000	FIRST	LAST	19920000E2N3B
00000000	FIRST	LAST	19900000E2N3B
00000000	FIRST	LAST	19930000E2N3B
00000000	FIRST	LAST	19950000E2N2B
00000000	FIRST	LAST	19930000E2N3B
00000000	FIRST	LAST	19880000E2N3B
00000000	FIRST	LAST	19890000E2N3B
00000000	FIRST	LAST	19950000E1N1A
00000000	FIRST	LAST	19960000E1N1A
00000000	FIRST	LAST	19960000E1N1A
00000000	FIRST	LAST	19960000E1N1A
00000000	FIRST	LAST	19930000E2N3B
00000000	FIRST	LAST	19950000E1N1A
00000000	FIRST	LAST	19910000E2N3B
00000000	FIRST	LAST	19960000E1N1A
00000000	FIRST	LAST	19960000E1N1A

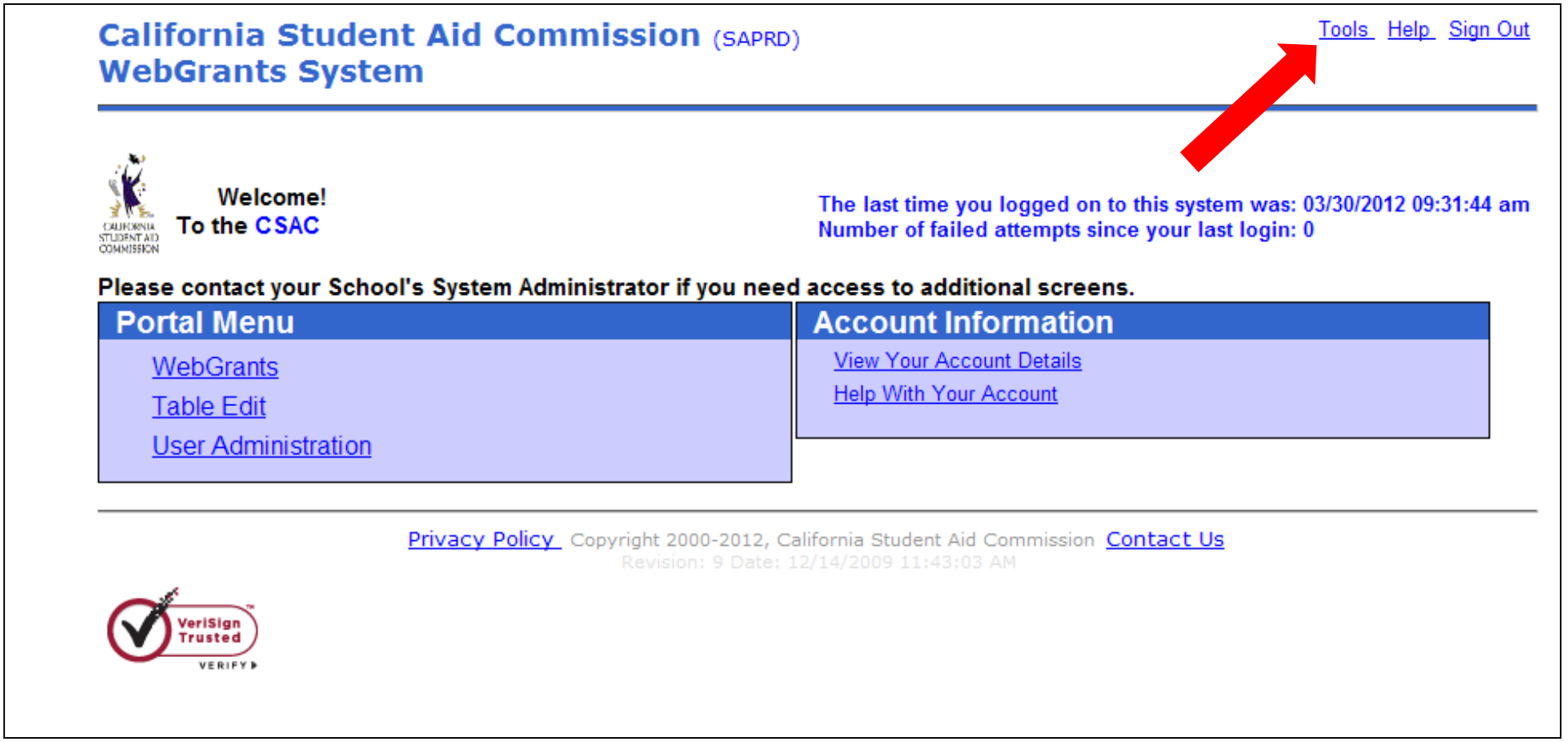
UNCLAIMED AWARDS

ucar-2013-00131300-05dec14.txt CALIFORNIA STUDENT AID COMMISSION PAGE: 1
BATCH DATE: 12/05/2014 UNCLAIMED AWARDS FOR UNIV OF CA - DAVIS (00131300) RUN DATE: 12/06/2014
ACADEMIC YEAR 2013 RUN TIME: 09:27:09

SSN	LAST NAME	FIRST NAME	M I	BIRTH DATE	CYCLE ID	PROG CODE	NEW/ REN	CURRENT SCHOOL	LOA	ADDRESS
00000000				00/00/1995	E1	A	N			
00000000				00/00/1995	E1	B	N		Y	
00000000				00/00/1995	E1	B	N		Y	
00000000				00/00/1995	E1	B	N		Y	
00000000				00/00/1995	E1	B	N		Y	
00000000				00/00/1995	E1	B	N		Y	
00000000				00/00/1994	E1	B	N		Y	
00000000				00/00/1995	E1	B	N		Y	
00000000				00/00/1995	E1	A	N			
00000000				00/00/1995	E1	B	N		Y	
00000000				00/00/1995	E1	B	N	Y	Y	
00000000				00/00/1995	E1	A	N			

WEBGRANTS TOOLS

LOCATING TOOLS IN WEBGRANTS



THE TOOLS PAGE IN WEBGRANTS

Tools

- ***Note:** Systems that have upgraded to Microsoft Office Excel 2007 will encounter a file format error while exporting HTML in Excel format with an extension (xlsm). For best results download the "Template for Excel 2007" to your computer. *See under "Description" for saving the converted template to your computer
- Each of these tools involves downloading files that use external software. Some require that additional software be resident on the user's computer
- For best results, right click on the link and select the "Save" option.
- A Users Guide containing further descriptions and instructions for each of these tools is located in the Help Center

Tools	Description
Roster Data File Compare -- Delphi	Provides comparisons between a previous roster data file and the current file
Excel Grant Roster Template -- for Excel '97	Formats roster data files into a Microsoft Excel spreadsheet
Excel Grant Roster Template -- for Excel 2000	Formats roster data files into a Microsoft Excel spreadsheet
Excel Grant Roster Template -- for Excel 2007	*Right-click the link "Excel Grant Roster Template" and select "Save Link As" option to save the template to your computer. Change the name of the file to (.xlsm) and save

AVAILABLE TOOLS IN WEBGRANTS

- **Roster Data File Comparison-** Provides comparisons between a previous roster data file and the current file
- **Grant Roster Template-** Formats roster data files into a Microsoft Excel Spreadsheet
- **Reconciliation Template-** Formats reconciliation data files into a Microsoft Excel spreadsheet
- **EL Verification Template-** Formats EL Verification data files into a Microsoft Excel spreadsheet
- **Unclaimed Awards Template-** Formats Unclaimed award data files into a Microsoft Excel spreadsheet

TOOLS

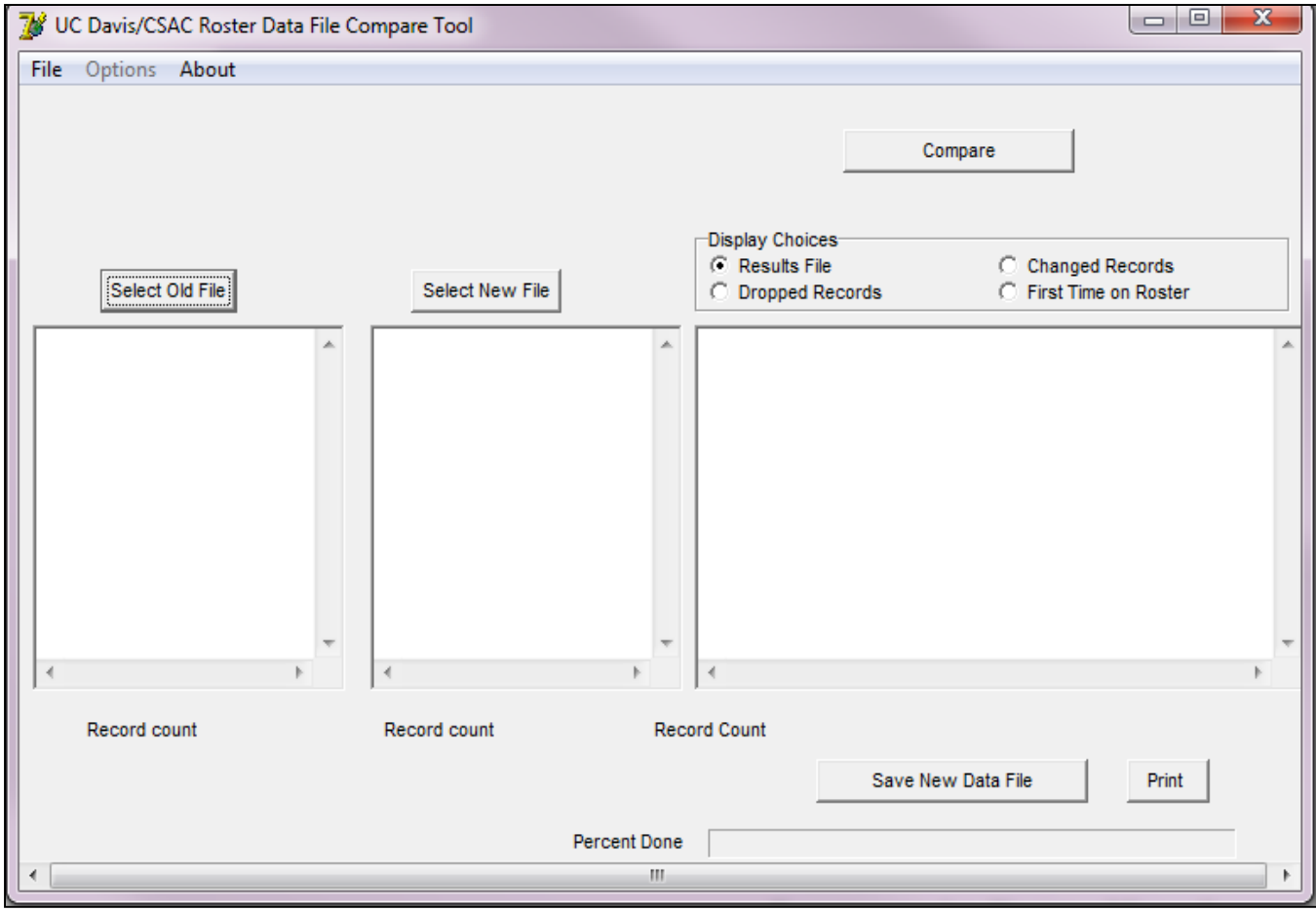
Tools

Tools	Description
Roster Data File Compare -- Delphi	Provides comparisons between a previous roster data file and the current file
Excel Grant Roster Template -- for Excel 2013	*Right-click the link "Excel Grant Roster Template" and select "Save Link As" option to save the template to your computer. Change the name of the file to (.xlsm) and save
Excel Reconciliation Template	Formats reconciliation data files into a Microsoft Excel spreadsheet
Excel EL Verification Template --- Excel 2013	Formats EL Verification data files into a Microsoft Excel spreadsheet
Excel Unclaimed Awards Template --- Excel 2013	Formats Unclaimed Award data files into a Microsoft Excel spreadsheet

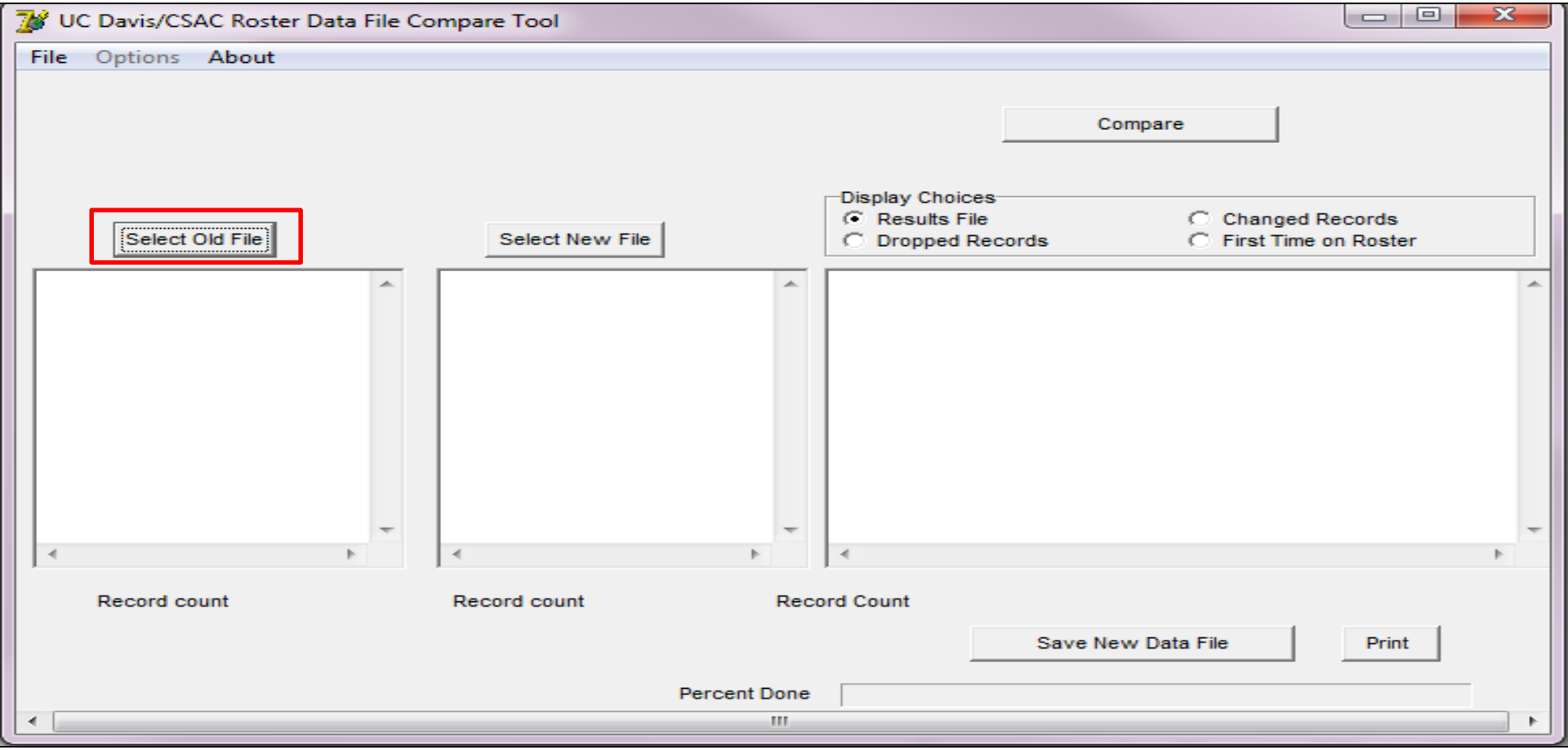
BEST PRACTICES

- Save the tools into a folder on your computer for easy access
- Save the desired report(s) to your computer
- Import the report into the appropriate tool

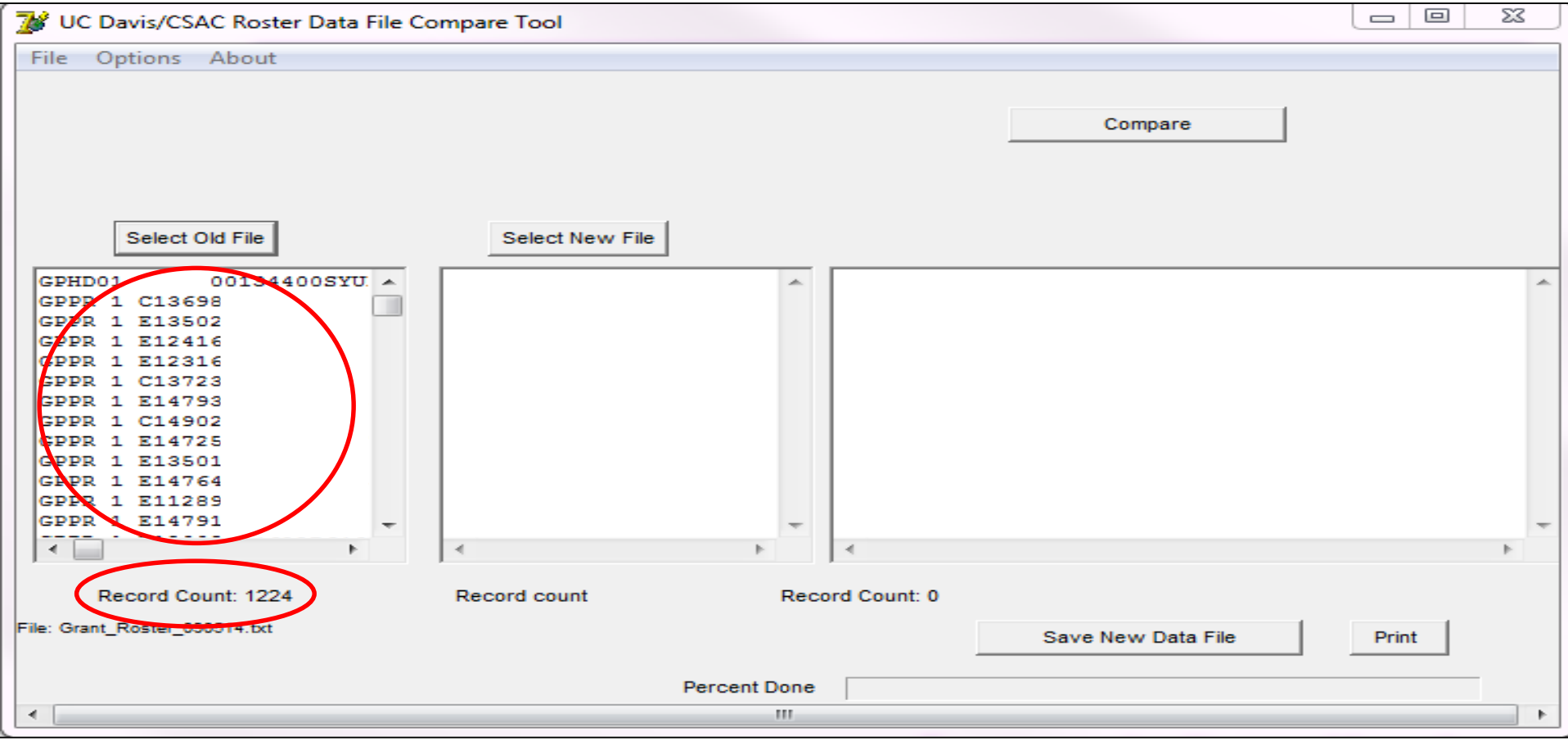
ROSTER DATA FILE COMPARE



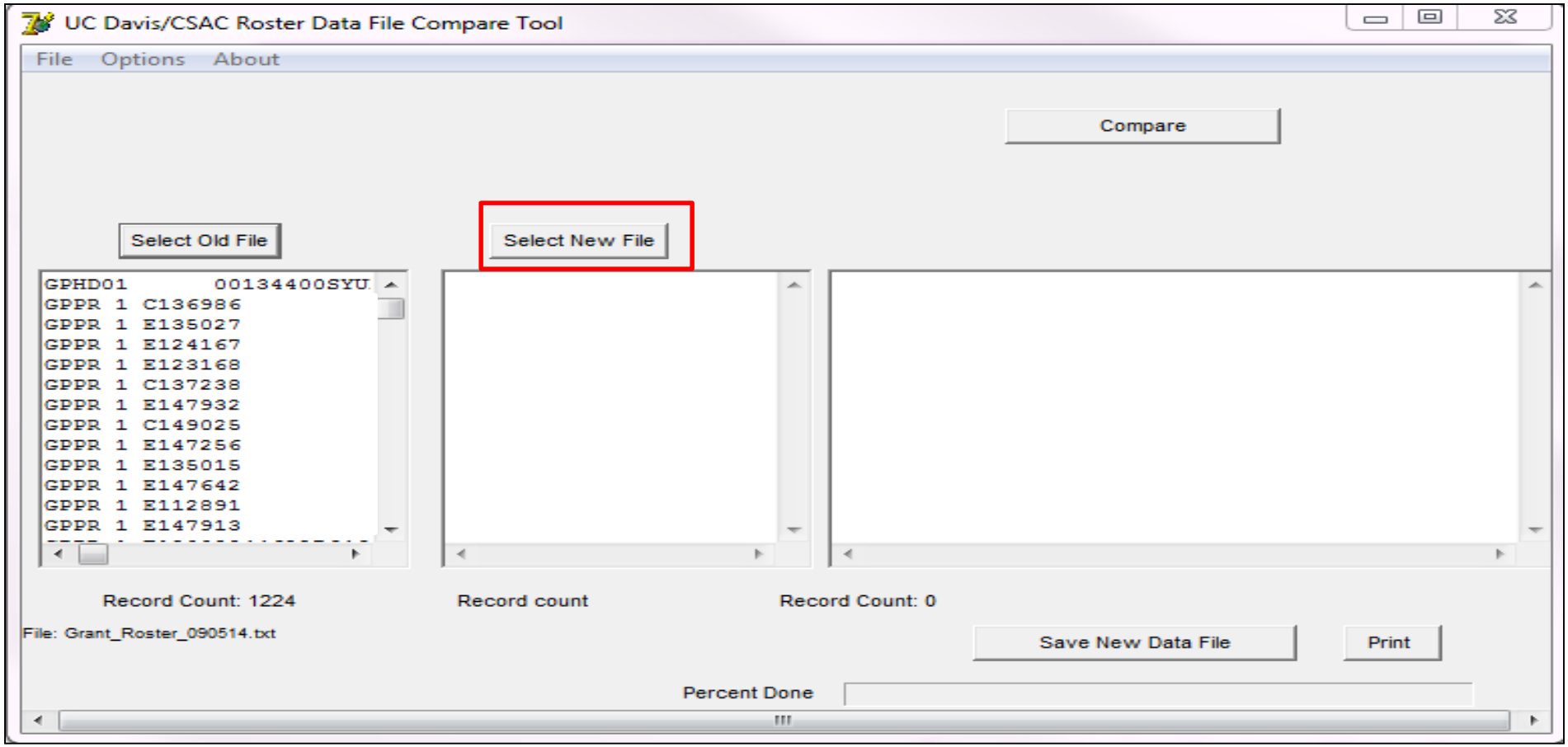
ROSTER DATA FILE COMPARE



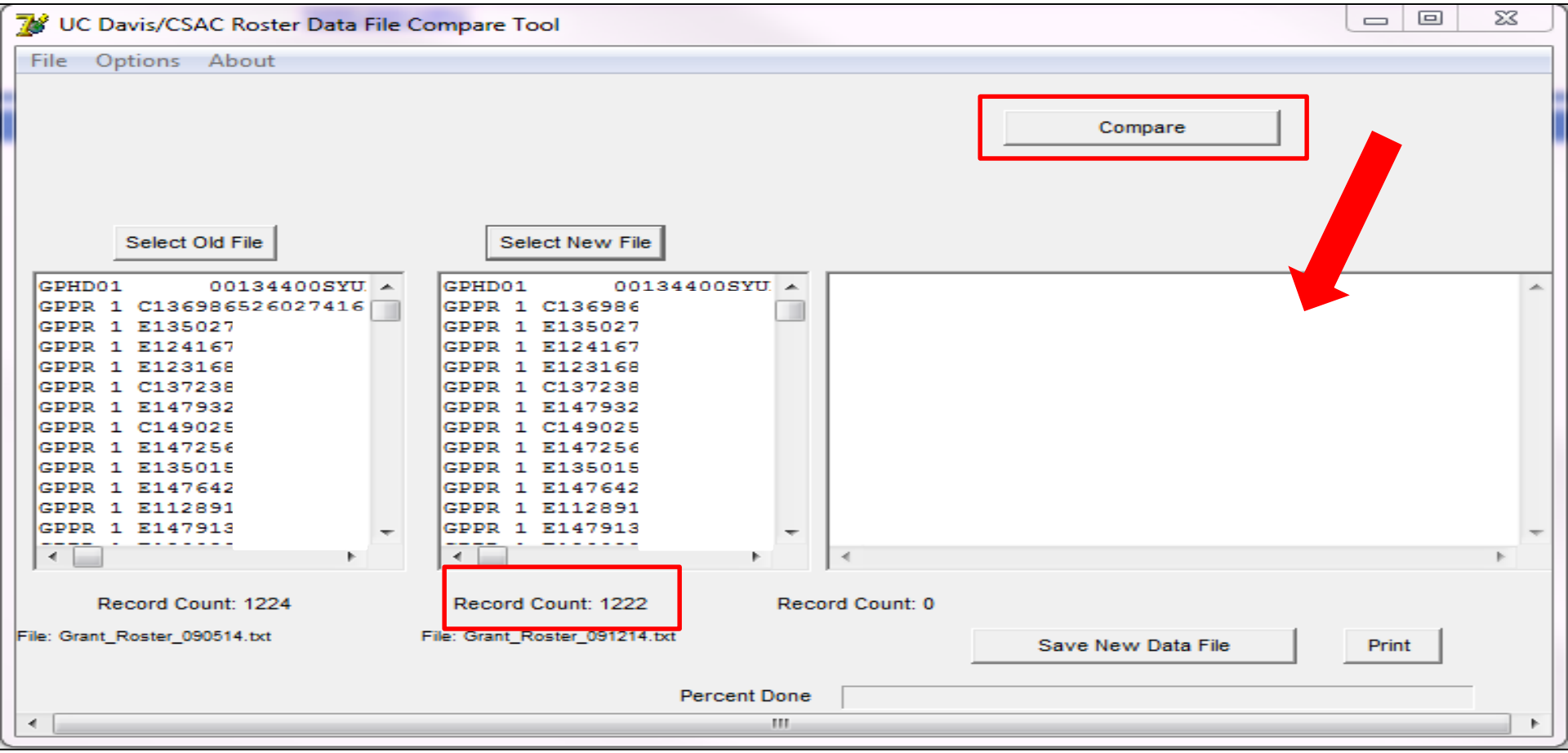
ROSTER DATA FILE COMPARE



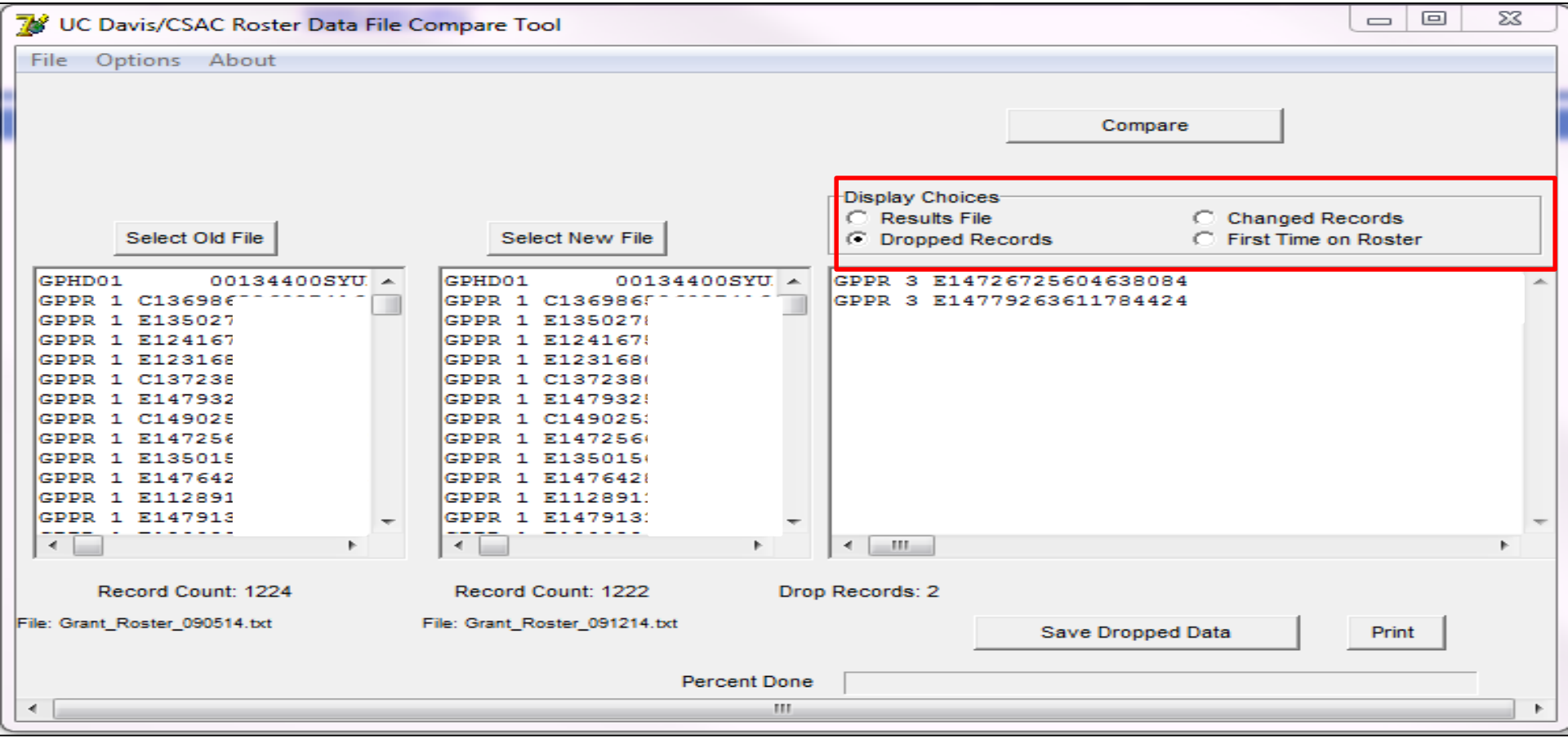
ROSTER DATA FILE COMPARE



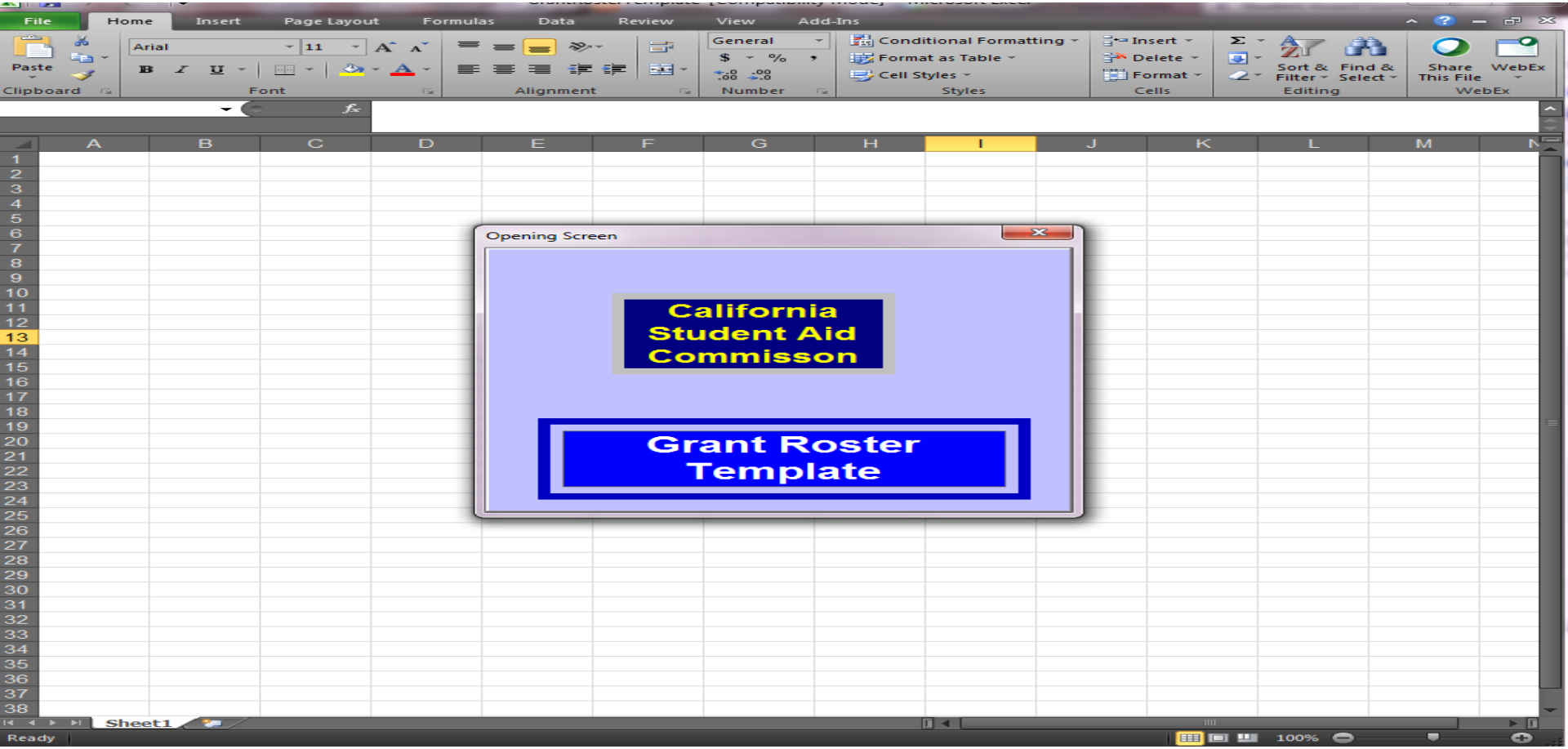
ROSTER DATA FILE COMPARE



ROSTER DATA FILE COMPARE



GRANT ROSTER TEMPLATE



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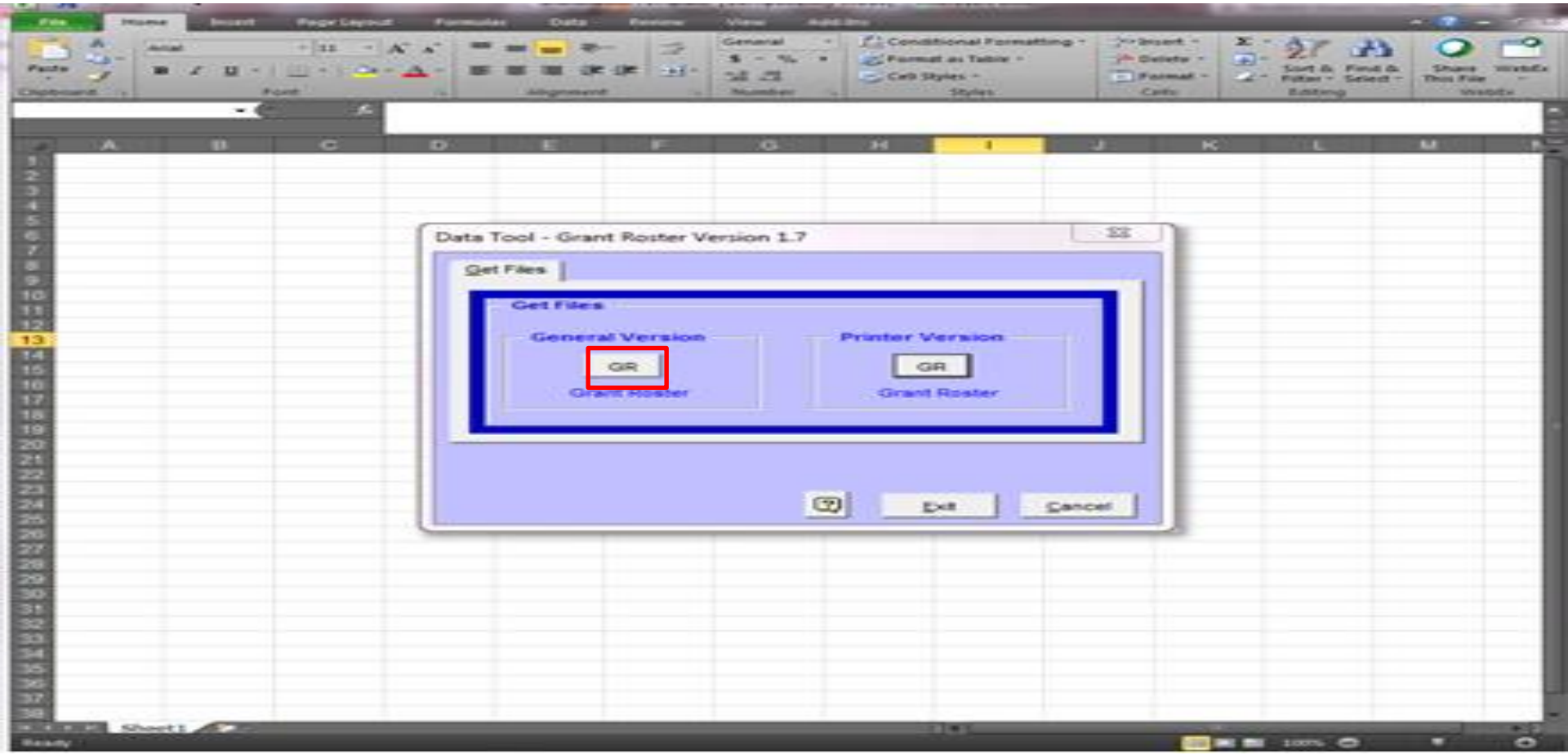

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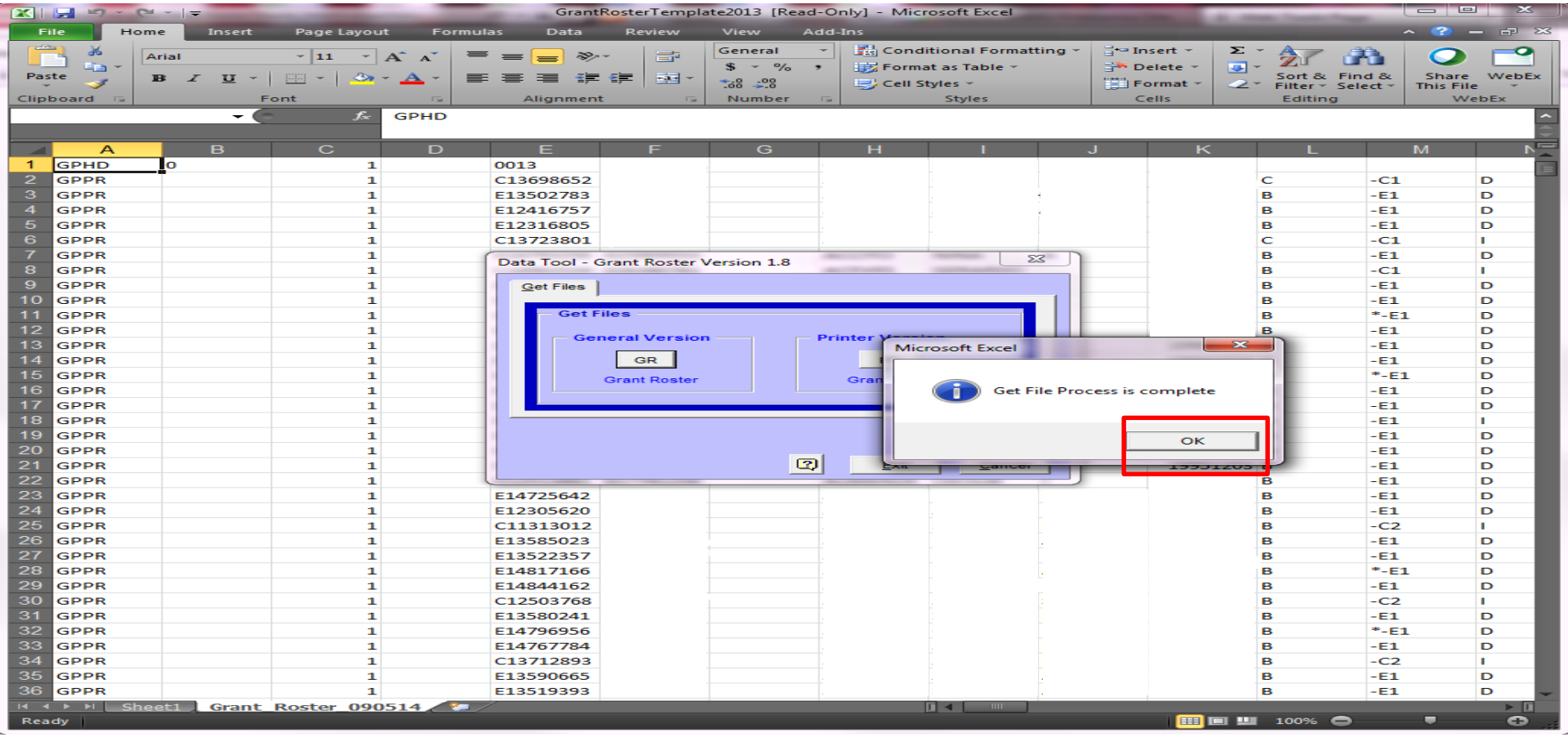

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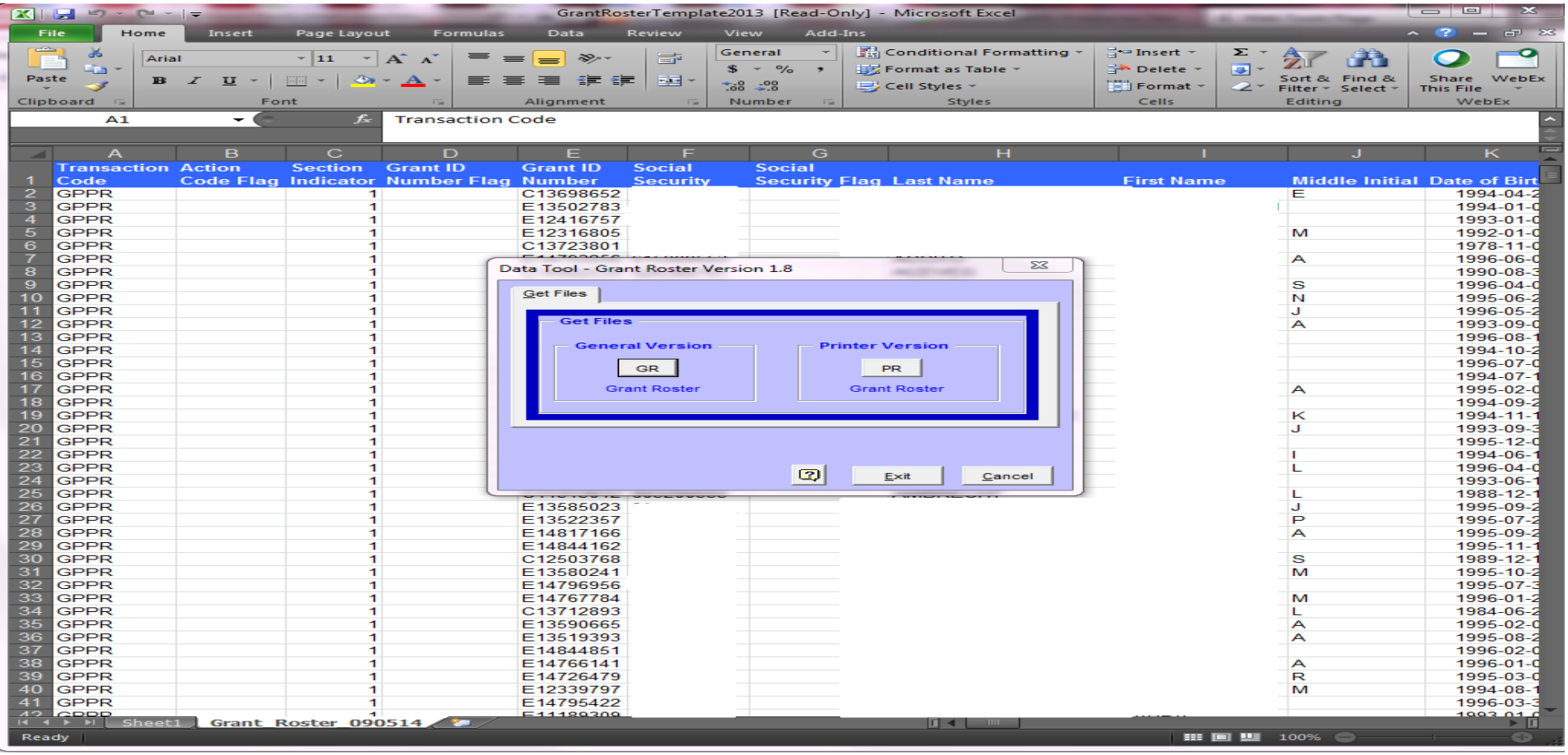

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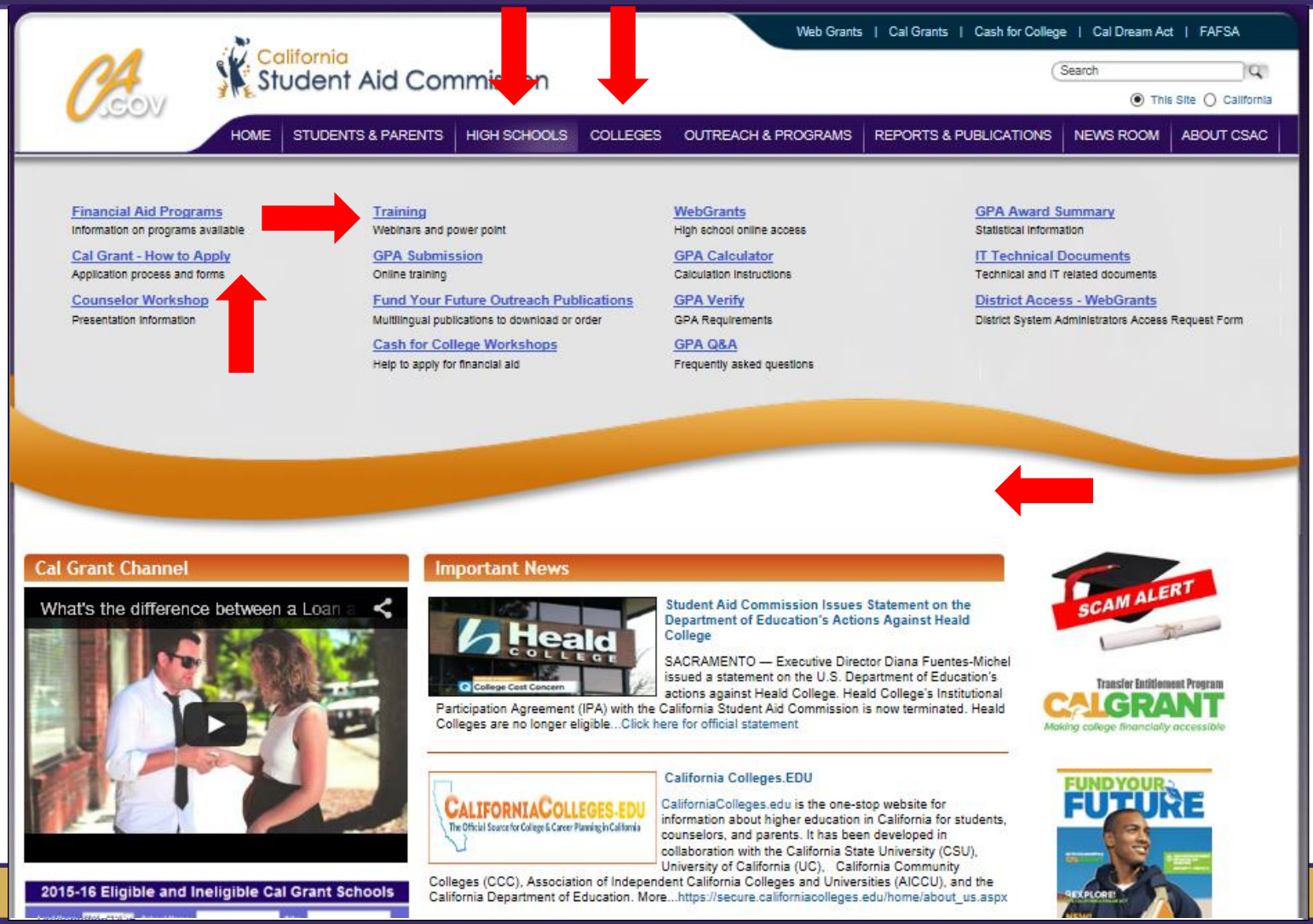
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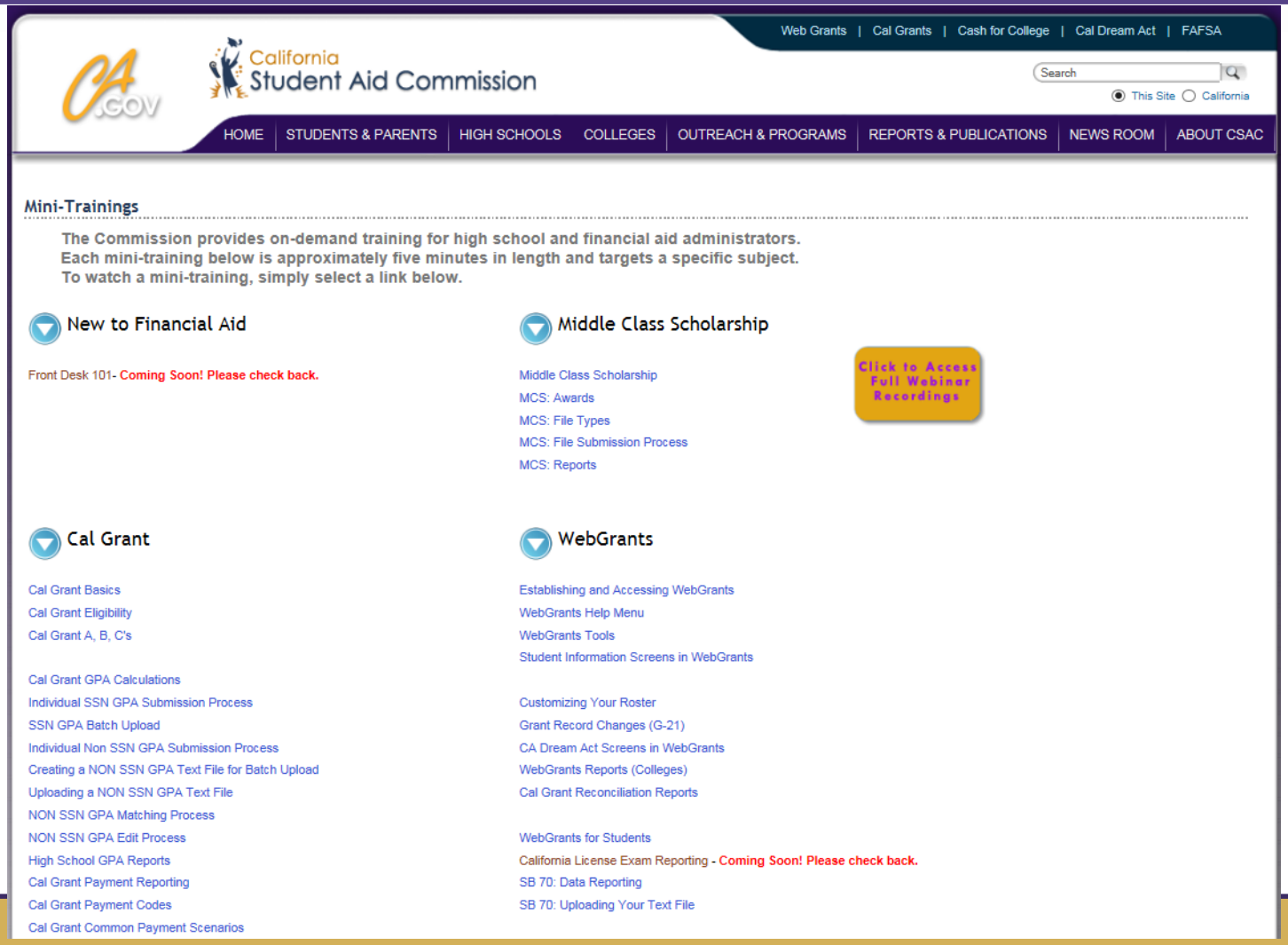

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THANK YOU!

California Student Aid Commission

Institutional Support Services

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