

# Cal Grant Renewal

California Student Aid Commission

## Important Program Facts



This information is for persons who will be renewing an existing Cal Grant award from a prior year. Please read and understand the information outlined in this fact sheet. Failure to follow these procedures could result in your award being cancelled and the repayment of any Cal Grant funds that you have already received.

### Program Eligibility

As a Cal Grant recipient, you may receive up to the equivalent of four years of full-time grant payments. The phrase "program eligibility" refers to the number of academic terms that you may receive Cal Grant payment. The duration of your program eligibility will be based on your year in college at the time you receive your first Cal Grant payment. So, if you were first paid as a sophomore or junior, you will not receive four years of payment. Be advised, your program eligibility will be reduced by each term that you receive payment.

### Renewing Your Cal Grant (A, B, and C)

Near the end of each school year, a Cal Grant Renewal letter, which indicates either your eligibility to renew your award or announces the end of your eligibility, is sent to you. To continue to receive your Cal Grant:

- You must have financial need of at least \$100 for the renewal year,
- You must have filed a current year FAFSA, listing your school of attendance,
- You must be attending a participating Cal Grant school,
- You must have remaining Cal Grant eligibility, and,
- CSAC must have received either a request for payment for all terms or a leave of absence (LOA) request.

### Additional Program Benefits

Cal Grant recipients are eligible for benefits up to a maximum of four years with two exceptions as follows:

#### Fifth Year Benefits

Cal Grant recipients may be eligible for fifth year benefits if they:

- Are enrolled in a mandatory five-year undergraduate program (such as architecture or engineering) that requires participants to complete more than four years of undergraduate study,
- Submit a Request for Cal Grant Fifth Year Benefits Form (G-42). This form can be located on our web site (see Forms section for more information), and,
- File a FAFSA so that your school will be able to determine your grant renewal eligibility.

#### Teaching Credential Benefits

Renewal recipients who have received a bachelor's degree may receive an additional year of Cal Grant benefits if they:

- Enroll in a teacher preparation program at an institution approved by the California Commission on Teacher Credentialing within 15 months of last receiving Cal Grant payments,
- Submit a Request for Cal Grant Teaching Credential Program (TCP) Benefits Form (G-44) available from your school's financial aid office or can be located on our Web site (see Form section for more information),
- File a FAFSA so your school will be able to determine your grant renewal eligibility, and,
- The school verifies you are enrolled at least half-time in an approved teaching credential program.

### Cal Grant A California Community College (CCC) Reserve

A Cal Grant A award does not pay at a community college. The awards are held in CCC Reserve status and will be automatically renewed for up to two years. Your funds will become available to you when you transfer to an eligible Cal Grant, degree-granting, tuition/fee-charging school. If you have financial, personal or educational circumstances that were beyond your control and these circumstances kept you from completing your CC education in two years, you may submit the Cal Grant Appeals Form (G-18) located at <http://www.csac.ca.gov/doc.asp?id=1368> to be considered for a one year extension of CC Reserve. After you transfer, be sure to update your school of choice on the WebGrants for Students Web site at [www.webgrants4students.org](http://www.webgrants4students.org)

### Leave of Absence (LOA)

If you are not enrolled at least half time for any term, you must submit a LOA request from the Cal Grant program. Request a LOA by going on-line on the WebGrants for Students web site located at [www.webgrants4students.org](http://www.webgrants4students.org). Total leave time may not exceed one

academic year. Extensions may be granted only for documented exceptional situations and, in such circumstances, you must follow CSAC's appeal process.

### **Military Deferment**

If you are on active duty for the United States Armed Forces or Coast Guard, you may have your Cal Grant deferred up to three years. To report your active duty status, download a Deferment Request Form (G-12) from our web site.

### **Summer School**

If you are considering using your Cal Grant for summer school attendance, please consult with your financial aid office to:

- Maximize the use of your Cal Grant program eligibility,
- See if your school accepts summer payments, and,
- See if your school will automatically submit your summer Cal Grant payment on your behalf.

If your school does not automatically submit your summer Cal Grant payments for you, you must complete a Request for Summer School Payment form (G-14) before the end of your summer term. This form can be downloaded from our Web site (see Forms section for more information).

Summer Cal Grant payment amounts are based on the regular school year grant and may not be sufficient to meet all of your summer tuition/fee charges. It is important to note that summer payments will reduce your total program eligibility for Cal Grant benefits. If you take the summer payment option, you might not have enough remaining eligibility to assist you during your fourth year (assuming you entered the program as a freshman with four years eligibility).

### **Appeals**

If you object to the status of your Cal Grant, including the withdrawal of your grant, you must submit a written statement of appeal prior to any deadline indicated on the correspondence you have received. CSAC will review your file and your appeal and will send you a written response. Due to the sensitive nature of appeals, CSAC does not accept appeals submitted by e-mail. When submitting an appeal, provide as much supporting documentation as possible.

Please be advised that all family financial information changes should be made on your FAFSA and then your school will determine if the financial changes impact Cal Grant eligibility. If your Cal Grant eligibility is affected, your school will forward the applicable updated financial information to CSAC. CSAC will not consider any financial changes submitted directly to CSAC from a student.

### **Making Changes**

School changes and address changes can be done on-line at CSAC's WebGrants for Students web site located at [www.webgrants4students.org](http://www.webgrants4students.org). To submit name changes and Social Security number changes, you must submit a copy of both your drivers license or California ID and your Social Security card to the address listed below.

**Remember, your financial need will be reevaluated if you change your school choice.** If your college expenses are reduced due to a school change, your grant may be reduced or withdrawn accordingly.

If your financial circumstances have changed since you filed your FAFSA, or you believe you have special financial circumstances which may affect your eligibility, contact the financial aid office on the campus that you plan on attending in the fall. If your financial aid office updates your families financial information and if those changes result in a change to your Cal Grant award eligibility, your financial aid office should submit financial changes on your behalf.

### **Forms**

To download CSAC forms, go to our web site at [www.csac.ca.gov](http://www.csac.ca.gov): click on Publications, Participant Forms and Applications, then click on the form name.

### **CSAC Contact Information**

When contacting CSAC, please include your name, your address, your phone number, your date of birth and your CSAC ID or Social Security number. When sending mail to CSAC, we recommend that you obtain a United States Postal Service Certificate of Mailing.

**Web sites:** WebGrants for Students at [www.webgrants4students.org](http://www.webgrants4students.org)

**Mailing Address:** California Student Aid Commission

P.O. Box 419028

Rancho Cordova, CA 95741-9028

**Toll Free Phone:** 888-224-7268

**Fax:** 916-464-8002

**Office Hours:** Monday through Friday, 1:00pm to 4:50 p.m.