



**CSAC**

# CALIFORNIA STUDENT AID COMMISSION

## 2024-25 College Cost Estimate Form (CCEF)

Program Administration and Services  
P.O. Box 419027  
Rancho Cordova, CA 95741- 9027

(Instructions for completing this form are on page 3)

Phone: 1-888-294-0153  
schoolsupport@csac.ca.gov

### 1. School Information

School Name: \_\_\_\_\_ Campus: (Optional) \_\_\_\_\_

Address: \_\_\_\_\_

USED # \_\_\_\_\_ (must be 8 Digits) TITLE IV # \_\_\_\_\_ (must be 6 digits)

Please indicate a Cal Grant preference for first year students. **A**  **B**  (Select only one option)

**Cal Grant A requires** the program of instruction to be at least two academic years which leads to an associate or baccalaureate degree requiring 48 semester units or the equivalent, or results in eligibility for transfer from a community college to a baccalaureate degree program.

**High School Graduation - Check here to opt out of High School Graduation Confirmation**

### 2. Default Housing Status – This information is used to calculate the unmet financial need.

Enter the default housing status for students with each education level (EL).

Default Housing Status Selection – EL 1: \_\_\_\_\_

Default Housing Status Selection – EL 2: \_\_\_\_\_

Default Housing Status Selection – EL 3+: \_\_\_\_\_

### 3. Program / Course Information - List your most expensive program/course. Additional CCEFs may be needed.

Program/Course Title: \_\_\_\_\_

Percentage of student population enrolled in the listed program: \_\_\_\_\_

Total Length of Program/Course for all years of the program (specify # of months or clock/credit hours below):

Total No. Months \_\_\_\_\_ or Total No. Clock Hrs. \_\_\_\_\_ or Credit Hrs. \_\_\_\_\_

**2024-25 Required Attendance: check 1 box below indicating how many terms in an academic yr**

2 semesters (9 month)  
(Fall & Spring - optional Summer)

3 trimesters (12 month)  
(Fall & Spring - mandatory Summer)

3 quarters (9 month)  
(Fall, Winter & Spring - optional Summer)

4 quarters (12 month)  
(Fall, Winter & Spring - mandatory Summer)

**2024-25 State Dates for the terms indicated above:** (Only 1 start date per term in MM/DD/YYYY format)

\_\_\_\_\_ Fall

\_\_\_\_\_ Winter

\_\_\_\_\_ Spring

\_\_\_\_\_ Summer

**4. 2024-25 Costs** (Calculate Costs using a 9-Month Budget for Semester/3 quarter or 12-Month Budget for Trimester/4 Quarter)

**Private, Vocational/Technical, and Public-Other Schools:**

List tuition in the field below and indicate the tuition cost of one year for the mandatory terms (**do not include the cost of the entire program for all years**). If you have an **optional** summer term calculate the tuition amount to include the cost of an additional term and enter that in the optional summer term field below. This amount should be more than the standard semester/quarter year without the summer that is listed in the tuition field.

**Tuition** – Please list the highest tuition charged to all students within the program/course. \$ \_\_\_\_\_  
Tuition cost per year for mandatory terms

**For Schools with Optional Summer Term:** \$ \_\_\_\_\_

**Tuition cost per year for mandatory terms + summer term (amount should be higher than what’s listed above in *Tuition*)**

**University of California, California State University and California Community College:**

List enrollment fees [tuition] under the fees field below and indicate it is an “enrollment fee.” This amount is for the cost of one year for the mandatory terms (**do not include cost of the entire program for all years**). If you have an **optional** summer term include the enrollment fee with the cost of an additional term in an additional fee field. Indicate it is for the “year + summer term.” This amount should be more than the standard semester/quarter year without the summer.

**Fees - List only required fees charged to all students regardless of program for one academic year.**

\_\_\_\_\_ \$ \_\_\_\_\_  
Type Fee

\_\_\_\_\_ \$ \_\_\_\_\_  
Type Fee

\_\_\_\_\_ \$ \_\_\_\_\_  
Type Fee

\_\_\_\_\_ \$ \_\_\_\_\_  
Type Fee

**On-Campus Budget** - Do not include tuition and/or fees listed above. \$ \_\_\_\_\_

**Off-Campus Budget** - Do not include tuition and/or fees listed above. \$ \_\_\_\_\_

**With-Parents Budget** - Do not include tuition and/or fees listed above. \$ \_\_\_\_\_

**Five Year Academic Programs:**

List undergraduate programs that require a 5<sup>th</sup> year of full-time enrollment to obtain a baccalaureate degree.

Program \_\_\_\_\_

Program \_\_\_\_\_

Program \_\_\_\_\_

Program \_\_\_\_\_

**5. School Certification**

I certify that the above information is true and correct to the best of my knowledge.

\_\_\_\_\_  
Financial Aid Director’s Signature

\_\_\_\_\_  
Accounting Officer’s Signature

\_\_\_\_\_  
Name and Title (please type or print)

\_\_\_\_\_  
Name and Title (please type or print)

\_\_\_\_\_  
Phone Date

\_\_\_\_\_  
Phone Date

# Instructions

## 2024-25 College Cost Estimate Form

If you need to complete more than one College Cost Estimate, please duplicate this form.

This form can be completed online on the WebGrants Cost Estimate page from the School Info menu (Cal Grant Participating Institutions only). The cost estimates should be based on a standard full-time undergraduate or teaching credential program for a full academic year. If your school offers vocational or occupational programs, provide estimates for a complete, standard, full-time program. If all programs offered at your school are of equal length and cost, you need to only complete one form.

If your school has programs of varying lengths and/or costs, the Commission will make initial awards for 2024-25 based on the program with the longest length and the highest cost. Schools are required to confirm students' program lengths and budgets as part of the payment process to ensure all students receive correct payments.

### 1. School Information

**School Name, Address and Campus** - Please enter the name and mailing address of the school. If applicable, indicate the campus location where the program is offered.

**USED and Title IV Numbers** - For identification purposes schools must provide both a Title IV number (the six-digit number assigned to all Title IV participating schools) and a United States Education Department (USED) OPE ID number. If you do not know your school's USED number, please check your ECAR Report or contact the Commission.

**Cal Grant Preference** - First year students who are eligible for both Cal Grant A and B will initially be awarded with the school's indicated program of preference. Students who are enrolling in a second or subsequent year of college, and who are eligible for Cal Grant A and Cal Grant B will be automatically offered Cal Grant B. Students have the option of changing the Cal Grant program they accept, and schools may initiate program changes using the Student Program Change Upload process in WebGrants. However, once a school has initiated a payment transaction, a student cannot change programs. Cal Grant A eligible programs are at least two academic years in length that result in a degree or lead to transfer into a baccalaureate degree program. Eligible Cal Grant B programs are at least one academic year in length that result in a degree or certificate. Cal Grant C programs must be at least four months in length for approved vocational courses of study.

**High School Graduation Confirmation Opt-out** - By checking this box the institution chooses to opt-out of the high school graduation confirmation process for all newly awarded Entitlement Cal Grant participants who attend their school. The school assumes any liability for payment to students who have not graduated high school, or achieved the equivalent, as required by state law for Entitlement Cal Grant participants. Students who attend another school may still have to confirm their graduation.

### 2. Default Housing Selection

Schools are required to select the Default Housing status for education level one (EL 1), education level two (EL 2), and education level three+ (EL 3+). Select the housing status appropriate for the majority of students at that education level.

### 3. Program / Course Information

**Total Program/Course Length** - Enter program/course length in months or clock/credit hours for the **entire length of the program**. As a reference, 1 academic year = 900 clock hours or 24 semester units or 36 quarter units. When determining clock hours, a semester or trimester hour must include **at least 30 in-class clock hours** of instruction and a quarter hour must include **at least 20 in-class clock hours** of instruction. For more information about the clock-to-credit hour conversions please refer to: Clock Hours and Modules.

**2024-25 Required Attendance** - Indicate payment periods required for full-time attendance. Enter start dates for each required period in mm/dd/yyyy format (example: 01/20/2024). Each payment period must be approximately the same length.

### 4. 2024-25 Costs

California Education Code 69433.5(e) states, "Cal Grant program awards, except as provided in Section 69440, may only be used for educational expenses of a program of study leading directly to an undergraduate degree or certificate, or for expenses of undergraduate coursework in a program of study leading directly to a first professional degree, but for which no baccalaureate degree is awarded."

**Tuition** - The highest cost provided by the school is used when calculating awards. On the Grant Roster for each term listed, payments will be adjusted by the school according to actual tuition charged to the student.

**Fees** - Application, one-time registration, and special course fees should **not** be listed. Please itemize fees charged to **all** students such as registration fees, student services, etc. In addition, health fees that are not charged to commuting students or to students with private health insurance should not be included.

**On-Campus, Off-Campus and With-Parents Budget Excluding Tuition and Fees** - Please use the same numbers you will be using when awarding need-based Federal Title IV assistance including books and supplies. If your school does not use an on-campus budget, please indicate by writing N/A. The Commission will use the reported off-campus budget for schools without on-campus housing.

**Five Year Academic Programs** - Cal Grant "Fifth Year" benefits are available only to current award recipients enrolled in a program that requires 5 years of full-time enrollment to earn a baccalaureate degree for all students in the program.

### 5. School Certification

Each copy must bear the signature of the authorized school officials.