**February 04, 2020**                                                                    **GOM 2020-04**
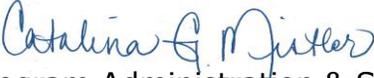
TO:        Financial Aid Administrators

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

SUBJECT:   **2020-21 Cal Grant Roster Opening and School Change Process**

This Operations Memo from the California Student Aid Commission (Commission) announces the opening of the 2020-21 Cal Grant rosters and the capability for institutions to process school changes for their Cal Grant eligible students.

- New High School Entitlement offered awardees received a Cal Grant Eligibility Notification encouraging them to create a WebGrants 4 Students (WG4S) account at mygrantinfo.csac.ca.gov to confirm their school of attendance for the 2020-21 academic year.

- Institutions will be able to process school changes for Cal Grant eligible students who have submitted their intent to register at their campus by:

    o   Submitting School Change Upload files into WebGrants.

    o   Performing an individual school change directly on the WebGrants Display Roster.

- 2020-21 School Change Upload files will be processed weekly.

- Institutions may use the Cal Grant Award Status Extract (ASE) process to identify their Cal Grant eligible students. The ASE process runs on a weekly basis.

**WebGrants Display Roster**

The Eligible Section of the WebGrants Display Roster will populate with Cal Grant awardees who have confirmed their school of attendance at WG4S and as institutions submit school changes on behalf of their students.

**Need to contact us?**

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

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