



# OPERATIONS MEMO

## Update from the California Student Aid Commission

STATE OF CALIFORNIA



February 11, 2022

GOM 2022-05

TO: Financial Aid Administrators

FROM: Tae Kang *Tae Kang*  
Deputy Director, Program Administration & Services Division

SUBJECT: **Re-established GPA Submission for CADAA Applicants**

This Operations Memo from the California Student Aid Commission (Commission) provides information regarding electronic submission of re-established Grade Point Averages (GPA) for California Dream Act Application (CADAA) Applicants.

For students to receive consideration for all applicable grant programs, a GPA must be submitted by the **March 2, 2022 deadline**. This includes community college [re-established GPAs](#). Utilize the following methods to submit the re-established GPA for CADAA applicants:

1. GPAs for students **with Dream Act IDs** can be submitted via the GPA menu in WebGrants. The Dream Act ID serves as a pseudo-SSN and is located in position 2-10 on the Cal ISIR file. The Dream Act ID can also be located on the roster, award summary and detail screens or the Cal Student Aid Report (SAR) in WebGrants. Choose Academic Year 2022-2023 and the Re-established option.

GPA File\*

Academic Year\*

GPA Type  Re-established  September GPAs  Community College GPAs

2. GPAs for students **without Dream Act IDs** can be submitted individually under the Non-SSN GPA menu, by choosing "Add Non-SSN GPAs/Test Scores." Choose Academic Year 2022-2023, GPA/Score Type "GPA," and Select GPA Type "Re-established GPA." Enter the required Student Information and Other Information Section. Click 'Submit Non-SSN GPA to CSAC' when done.

Academic Year

GPA/Score Type\*

GPA Type\*   September GPA (C2)

Non-SSN GPA Excel Templates (for 32 bit and 64 bit Excel versions) can be found on the CSAC website under [High School GPA Forms, User Guides, and Job Aides](#). In addition, the [Non-SSN Upload User Guide](#) provides file specifications and step-by-step upload instructions.

**Need to contact us?**

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