# Cal Grant GPA Verification Form For the Academic Year 2022-23

Please complete all mandatory fields marked with an *

1) *Your high school graduation date: _____
   (If currently a HS senior, anticipated date)        (MM/YYYY)

2) *Your date of birth: _____
                              (MM/DD/YYYY)

3) *Your name – last, first, middle initial, as it is listed on your Social Security Card or Birth Certificate and Financial Aid Application.

_____    _____    _____
Last name                                                        First name                                                        MI

4) *Your email address: _____

5) *Your permanent mailing address: (Street, city, state, and zip code)
_____
Street

_____    _____    _____
City                                                                                                 State        Zip Code

6) *Your phone number _____

7) Check this box if you are submitting a SAT, ACT, GED, TASC or HiSET test score instead of a GPA ____
   *Attach your applicable test score to this form, transcripts will NOT be accepted. Complete sections 1-9 only and send directly to CSAC. Your school is not required to fill out the 'For School Use Only' section.*

8) *LATE SUBMISSION APPEALS ONLY:* If you were not able to submit your GPA on time, due to circumstances beyond your control you must provide the reason below. (Attach additional sheets if necessary).

9) *STUDENT CERTIFICATION:* I understand that this Cal Grant GPA Verification Form is used to determine Cal Grant eligibility. I understand that it is illegal to report false or misleading information. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct to the best of my knowledge.

_____    _____
Student Signature                                                                    Date

10) *After fully completing the first page of this form, please **send the entire form to your high school or college that will be calculating your GPA** so that they can complete their portion of the form.

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**MARCH 2 PRIORITY DEADLINE:** This form must be emailed or postmarked by March 2, 2022 to be considered on time. Students who miss the deadline may appeal for late consideration. *Details on item 8 of page 3.

**SEPTEMBER 2 CALIFORNIA COMMUNITY COLLEGE DEADLINE:** This form must be emailed or postmarked by September 2, 2022 to be considered on time. Students who miss the deadline may appeal for late consideration. *Details on item 8 of page 3. Current or former Foster Youth may receive extended benefits if they qualify for the Cal Grant B for Foster Youth Award.

# FOR SCHOOL USE ONLY

| Student Info | First Name: _____ |
|---|---|
| Date of Birth: _____ Last Name: _____ |

**\*PLEASE READ BEFORE CONTINUING\***

1. If your institution has access to WebGrants, please login to your account and electronically submit this student's GPA.
2. If this student's GPA has already been submitted, please log-in to WebGrants and match them. For training on how to upload and match GPAs please review the GPA Matching and Editing Training.
3. If your institution does not have access to WebGrants, you may request access by completing necessary forms per your institution type, so you can electronically submit this student's GPA.
4. If your school is unable to acquire a WebGrants account, then you may complete this form and email it to STUDENTSUPPORT@CSAC.CA.GOV. In the subject line of your email please paste **'CAL GRANT GPA VERIFICATION FORM G-4'**. Please do not mail in this form as well, as it increases our processing time for other students.

High schools MUST be fully accredited by the Western Association of Schools and Colleges [WASC] or an equivalent regional accreditation agency to certify a Cal Grant high school GPA.

1. Statewide Student ID (SSID): _____
   (Ten Digits)
2. What type of coursework is GPA Based on? _____
   (Public High School/Private High School/College/CCC Reestablished)
   If you are unsure, check out the Cal Grant College GPA Calculation.

3. GPA Verifier's School Code: _____
   (6 Digits)
4. GPA __.____ (Unweighted - GPA CANNOT BE ABOVE 4.00)

The signature of a high school or a college official certifies, under penalty of perjury, that the GPA is calculated as described in the Cal Grant GPA Calculation Instructions. The signature of a high school official also certifies that their high school is fully accredited by the WASC, or other regional accrediting agency, or has a UC-approved course list as required by California regulations. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

_____    _____
Signature of School Official         Name of School

_____    _____
Name of School Official              Street Address of School

_____    _____  _____  _____
Title of School Official             City                  State  Zip Code

_____  _____    _____
Phone Number   Date          Email Address

**School Officials must email completed form to studentsupport@csac.ca.gov and paste 'Cal Grant GPA Verification Form G-4' in the Subject line.**

| **Office Use Only:** | ___ On-time 3/2 | ___ Approved appeal 3/2 |
|---|---|---|
| ___ Denied | ___ On-time 9/2 | ___ Approved appeal 9/2 |

G4 (Rev 03/22)

**STUDENT INFORMATION SECTION.**

1. Enter the month and year you graduated, or plan to graduate from high school.
2. Enter your birth date in month/day/year format.
3. Print your full name as it appears on your Social Security card, if you do not have a Social Security card, print your name as it appears on your Birth Certificate. Enter last name, first name, middle initial
4. Enter an easily accessible and secure e-mail address where you can be contacted for questions.
5. Enter your permanent mailing address, city, state and five-digit zip.
6. Enter your three-digit area code and seven-digit telephone number.
7. Complete questions 1 through 6, sign the form and attach a copy of the test-score report and mail by the deadline to the Commission. **DIPLOMAS WILL NOT BE PROCESSED.** *The results from the ACT, SAT, GED, TASC or HiSET may be submitted in lieu of GPA if:*
   a. You participated in a home-schooling program or attended a high school that is not regionally accredited.
   b. You attended a high school or college outside of the United States and are unable to have those grades converted to a 4.00 scale or your school did not grade in a manner that can be readily converted to a 4.00 scale (pass/fail only). *Students who have been out of school for five years or longer can choose to submit either test scores or their GPA.
   c. Scores from the California High School Proficiency Examination (CHSPE) cannot be accepted in lieu of a high school GPA, but passing the CHSPE does meet the high school graduation requirement of the Entitlement Cal Grant program. Also, transcripts, and other proficiency certificates WILL NOT BE ACCEPTED. Only scores from the SAT reasoning test WILL BE ACCEPTED. Subject test scores will NOT BE PROCESSED.
8. Late Submission Appeals Only:
   a. **March 2 Deadline missed:** High School graduates in the year 2021 or 2022, or students transferring from a CA Community College to a four-year university can submit this form by **May 16** explaining the reason why the GPA was submitted late. Cal Grant C and Competitive students must submit this form by **March 22** explaining the reason why the GPA was submitted late.
   b. **September 2 Deadline missed:** CA Community College students can submit this form by **September 22** explaining the reason why the GPA was submitted late.
9. *Student signature:* By signing this form, you certify that you have read these instructions and that the information you have provided is correct. It is illegal to report false or misleading information on this form and doing so may result in any Cal Grant award being revoked.
10. Once you have filled out the student information, send/take the form to your school and request that they verify your GPA. Be aware that if your school will be electronically submitting your GPA to the California Student Aid Commission, you do not need to submit this form. It is your responsibility to verify that the school will be submitting your GPA for you.

**FOR SCHOOL USE ONLY SECTION**

- Is GPA a CA Community College Reestablished GPA? Answer Yes ONLY if the GPA being certified is based on at least 16 but less than 24 semester units completed at a California Community College.
- Is GPA a Regular College GPA? Answer Yes ONLY if the GPA is based on at least 24 completed college semester units, and is not a reestablished GPA as described above.
- GPA Verifier's School Code: High schools list their 6-digit College Board school code; colleges list their 6-digit USED OPE ID code.
- Verified Student GPA: Fill in ALL three GPA spaces. Cal Grant GPAs are calculated on a 4.00 scale. High Schools certifying GPAs MUST be accredited or have a UC approved course list in order to verify GPAs.