California Foster Youth FAFSA Challenge

WebGrants User Guide

2025/2026 Academic Year

Introduction

The California Foster Youth FAFSA Challenge is a statewide campaign launched by John Burton Advocates for Youth in partnership with the California Department of Education and the California Community College Chancellor's Office. In 2017/2018, 49% of high school seniors in participating counties completed a FAFSA or California Dream Act Application (CADAA), as compared to 58% of the general student population. In 2018/2019, 52 counties participated in the CA Foster Youth FAFSA Challenge; 57% of high school seniors in participating counties completed a FAFSA or CADAA. The goal for 2019/2020 is that at least 65% of California's high school seniors in foster care complete the FAFSA or CADAA. Local efforts are led by the County Office of Education (COE) Foster Youth Services Coordinating Programs (FYSCP) in collaboration with local partners.

FYSCPs participating in the California Foster Youth FAFSA Challenge must use the WebGrants system to track completed FAFSAs and CADAAs for high school seniors in foster care attending school in their counties. WebGrants is an online portal available on the California Student Aid Commission (CSAC) website. The system provides a variety of reports that indicate which students have successfully completed a FAFSA or CADAA.

This system also provides information regarding whether a student's high school has uploaded a GPA verification and whether this information has been matched to a financial aid application. The GPA verification is required for a student to qualify for a Cal Grant and in most cases is required by law to be uploaded by a student's high school no later than March 2.

Accessing the WebGrants System

This section will outline how to create and maintain your county's WebGrants account.

WebGrants is a web-based database managed by the California Student Aid Commission (CSAC). Traditionally, WebGrants is used by school administration and counselors to submit and verify electronic GPA uploads. However, for the purposes of the California Foster Youth FAFSA Challenge, WebGrants will be used to verify FAFSA Completion. The system can also be used to verify if the FAFSA was submitted without errors and if a GPA was uploaded by a student's high school.

Determining Your County System Administrator

Each County Office of Education is entitled to create *three (3)* WebGrants "System Administrator" accounts.

If you are unable to determine if your COE already has a System Administrator in place you can *call CSAC Institutional Support at (888) 294-0153* to request this information.

Creating a WebGrants account

Step 1: **DESIGNATE** a System Administrator.

Each county is entitled to designate up to 3 Administrators.

Step 2: **COMPLETE** the "WebGrants County Systems Administrators Access Request Form"

Access the form here → https://www.csac.ca.gov/sites/default/files/file-attachments/webgrants_system_admin_access_request.pdf

Detailed steps to complete the form can be found on Page 1.

Step 3: Obtain a **SIGNATURE** from your COE's "authorized individual" The "authorized individual" is typically the Superintendent.

Step 4: **EMAIL** completed form to: webgrantsaccess@csac.ca.gov

Pro Tip:

During peak FAFSA season, it can take 2-4 weeks for new Administrators to be approved.

New WebGrants Users

As a new user, you will be required to do the following:

Step 1: **CREATE** a User ID and Password.

The initial password created will allow you to access the system a single time, at which point you will be prompted to change the password.

Step 2: **COMPLETE** the "contact information" section.

Step 3: **COMPLETE** security training.

WebGrants System Administrators are responsible for completing and documenting security training once a new WebGrants account has been created for a new System Administrator.

WebGrants System Administrators can satisfy this requirement in one of two ways:

Option 1: Reviewing CSAC's security training material which can be found HERE. You can also access the training by clicking the "help" menu link in WebGrants.

Option 2: Your county's institutional WebGrants security training material. It is recommended you contact your county office's IT office.

The System Administrator must enter the date of the security training in the last field of the contact information section.

If you are having issues gaining access to the security training material, call the CSAC Institutional Support line at *(888) 294-0153.*

Renewing WebGrants Access

All system administrators must renew their access every two years. Follow these steps to renew WebGrants access:

Step 1:	**COMPLETE** a new "WebGrants County Systems Administrators Access Request" form for each System Administrator. Access the form here → https://www.csac.ca.gov/sites/default/files/file-attachments/webgrants_system_admin_access_request.pdf
Step 2:	Obtain a new **SIGNATURE** from your COE's "authorized individual"
Step 3:	**E-MAIL** signed and completed form to: webgrantsaccess@csac.ca.gov

Pro Tip:

WebGrants will NOT notify you when your account expires. CSAC recommends that you submit your renewal request at least 2-4 weeks prior to the expiration date.

Unsure when your WebGrants account expires?
Call the CSAC Institutional Support Line at: *(888) 294-0153*

How-to complete the WebGrants access form

To successfully complete the "WebGrants County Systems Administrators Access Request" form all five sections must be completed.

Section I: "Institution/School/Organization Information Section" (Page 1)

LIST all public accredited high schools in your county. Include the following types of schools on the Additional Schools List:

- Traditional high schools
- Public charter high schools
- Non-public schools
- Juvenile court schools
- Continuation high schools

College Board Codes can be found at:
collegereadiness.collegeboard.org/k-12-school-code-search

Code Search Tips

- Enter a few letters of a school's name and pause to view the suggestions in the drop-down list.
- Avoid adding the word "district" or "school" to your search criteria.

Section II: "Request Type" (Page 1)

Section III: "System Administrator (SA) Information" (Page 1)

Section IV: "Authorized Official (AO) Information" (Page 1)

Section V: "Information Security and Confidentiality Agreement Acknowledgement" (Page 2)

Adding Schools

In order to add additional schools to your account, **you must submit a NEW County System Administrators Access Request Form.**

In **Section II** on the form **indicate that you are making a change**. Then follow the steps above on how to complete the WebGrants Access Request form.

A ***NEW*** Superintendent's signature is required for any changes.

Glossary of Terms

Below are some of the terms that are used in this manual as well as within the WebGrants system.

Commission	California Student Aid Commission
FAFSA	Free Application for Federal Student Aid. This form must be completed to qualify for any form of federal or State aid (other than Dream Act).
Dream Act / CADAA	The California Dream Act Application (CADAA) should be completed by undocumented students or students who otherwise do not qualify to complete a FAFSA due to immigration status. The Dream Act application is used to apply for State aid only.
Financial Aid Application	A FAFSA or Dream Act application
Authorized Official	A person within a Local Education Agency who has been designated by CSAC to approve WebGrants System Administrators within their agency. The Authorized Official may also not function as a System Administrator.
System Administrator	A person within a Local Education Agency who has been designated by CSAC to have a WebGrants account.
Fin App Stat	On the Student Summary Report, this column stands for Financial Application Status. "Yes" indicates an application has been submitted and processed, "Late" indicates the application was received after the March 2 CalGrant deadline.
No SAI	When Financial Application Status is listed as "No SAI" an application has been received but the Student Aid Index (SAI) cannot be determined due to application errors that must be corrected.
GPA upload	The process of uploading high school GPA information into WebGrants. There are two types of uploads –NON-SSN GPA and SSN GPA.
NON-SSN GPA	A method of uploading GPA information for students that does not rely on social security numbers to match the GPA to a FAFSA application. This method relies on matching the first name, last name, address and date of birth to match the GPA to a FAFSA or CADAA.
SSN GPA	A method of uploading GPA information for students that uses social security numbers to match the GPA to a FAFSA application. (note that this method will no longer be available beginning in the 2020-21 award year.
Matched Non-SSN GPA	GPA records that have been matched to a FAFSA/CADAA using the Non-SSN GPA method.
Unmatched Non-SSN GPA	GPA records that have not been matched to a FAFSA/CADAA using the Non-SSN GPA method.

How to Use WebGrants Reports to Track FAFSA Completion

Once you have a WebGrants User Account, you will be able to *download various reports with student level FAFSA* completion information. Because the WebGrants system is used primarily by high schools to determine if GPA information has been properly submitted, the report types are based on the status of the GPA submission.

There are two reports that must be used in combination with one another to determine the complete list of students who have completed a FAFSA/CADAA.

The **first report,** known as the **Student Summary Report** provides a list of students with both a completed FAFSA and a matched GPA from their high school.

The **second report**, known as **Financial Aid Application (no GPA) Report** provides a list of students with a completed FAFSA for whom a GPA has not been matched.

Student Summary Report	List of **students** with **both** a **completed FAFSA** and a **matched GPA** from their high school.
Financial Aid Application (no GPA) Report	List of **students** who **completed a FAFSA** but **no GPA** has been **uploaded** for them.

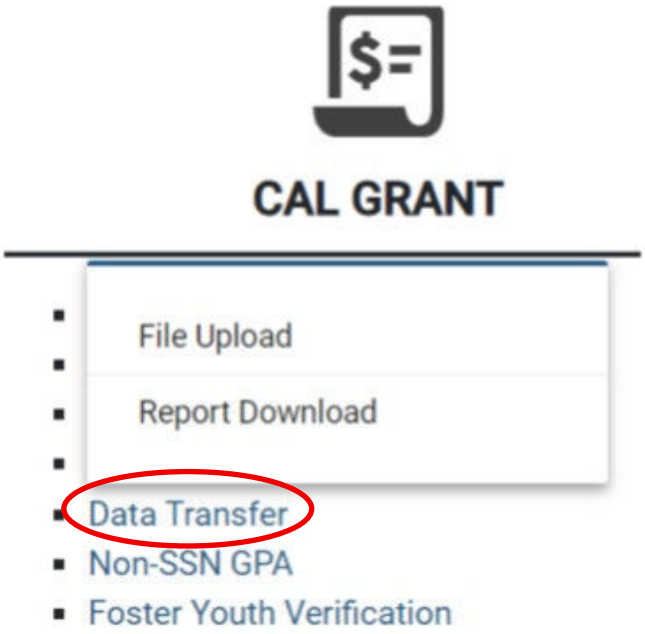
In addition, the **Non-SSN Unmatched Report** may also be helpful, however, this report is not required to determine which students have submitted a financial aid application. This report lists students for whom GPA data has been submitted that is **not** matching with a FAFSA or CADAA. Note that the previously available **GPA Summary Report** is no longer available on WebGrants.

Additional details about these reports and how to read them are provided later in this manual.

Downloading Reports

Follow the steps below to download reports. CSAC also offers recorded trainings for how to use the system which can be viewed at and reports at: https://www.csac.ca.gov/post/training-videos

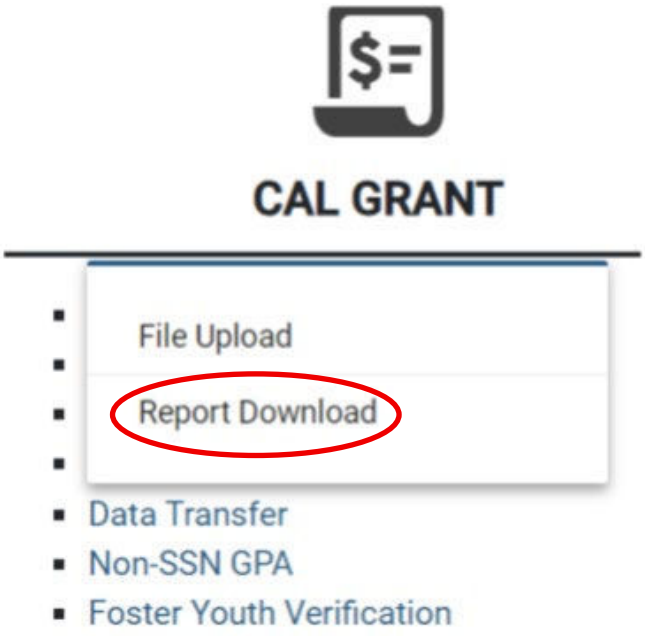
1) Click "Data Transfer" in the WebGrants Menu



2) Click "Report Download" from the Data Transfer Menu**.**

- You will then see the Report Download Screen. It will list all the high schools that were included on your WebGrants System Administrator request form.

- **Is a high school missing?** Complete a new "WebGrants County Systems Administrators Access Request" form. Refer to "Adding Schools" above for detailed steps.

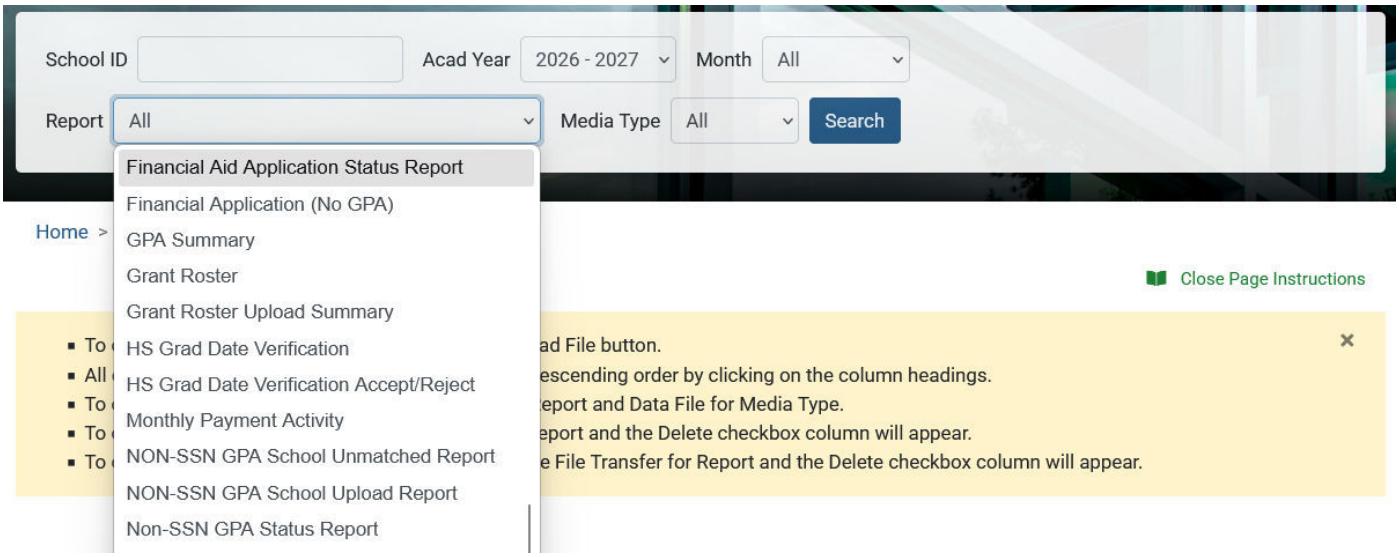


3) **SELECT** a school code**.**
Note: Reports can be generated only for a single school and so counties with multiple high schools must generate separate reports for each high school.

- **Select** from the drop-down menu, the *current academic year*, *report type*, and *month*
- **Click** the blue "Search" button

All the reports fitting your search criteria will appear. If you leave all fields at their default selection as "all," the system will bring up all available reports for that academic year.

The image below shows some of the reports on the Report Download screen.



Depending on the web browser you are using, you may find that the media type listed as "report" is easier to read than the "data file," although both contain the same information. The "data file" does not have some of the column names or explanatory information that you will see on the "report."

TIP: One FYSCP Coordinator downloads and searches the reports using the steps outlined below. She recommends having a colleague read student names for you to enter into the search field so you don't have to shuffle between screens.

1) Create an Excel workbook for each school.
2) Download the **Student Summary Report** into a worksheet within the Excel workbook.
3) Download the **Financial Aid Application (no GPA) Report** into another worksheet in the same Excel workbook. (Save each of these worksheets under the name of the school and the month of the report.)
4) Search for any student in that high school by entering the student's name in the Excel search box. Make sure the settings are set to search the entire workbook rather than a single worksheet. This allows you to search both of the WebGrants reports (Student Summary and Financial Aid Application (no GPA)) that list students who have completed a FAFSA or CADAA.

Types of Reports

1. STUDENT SUMMARY REPORT

The Student Summary Report, shown below, includes both SSN GPAs and Matched Non-SSN GPAs. However, this report will only list students with GPAs matched, not the Unmatched NON-SSN GPAs. The Statewide Student Identifier (SSID) is listed along with the student's name, date of birth, GPA, and graduation date. If the SSID was not provided during GPA upload, the field will be blank. Also reported is the method that was used to submit the GPA to CSAC. This information is listed on the report the morning after the GPA upload. The right side of the report will display the financial aid application status and award status. There is a key at the bottom of the screen to help you interpret the information displayed in the "Method Key" and "App Stat Key" columns.

Note that a "App Stat" of LATE indicates that and application was submitted but the student did not submit the FAFSA and GPA verification by the March 2 Cal Grant deadline. A "App Stat" of NO SAI indicates that there was an error in the application, and it was therefore not processed and must be corrected.

```
SABRHSSR                                CALIFORNIA STUDENT AID COMMISSION                          PAGE:          1
BATCH DATE: 11/05/2025          STUDENT SUMMARY REPORT (05000000 - YOUR HIGH SCHOOL)          RUN DATE: 11/06/2025
                                          ACADEMIC YEAR 2025                                    RUN TIME:   03:24:56


   SSID      LAST NAME            FIRST NAME          DOB       GPA    GRAD DT   GPA TYPE   METHOD        APP STAT   AWD
----------   -------------------  --------------   ----------   ----   -------   --------   -----------   --------   ---
1000000001   STUDENT1             TEST1            07/01/2007   2.32   06/2025   NON-SSN    BID 163111    YES        NO
1000000002   STUDENT2             TEST2            07/02/2007   2.68   06/2025   NON-SSN    BID 163111    YES        YES
1000000003   STUDENT3             TEST3            07/03/2007   1.65   06/2025   NON-SSN    BID 163111    YES        NO
1000000004   STUDENT4             TEST4            07/04/2008   4.00   06/2025   NON-SSN    BID 163111    YES        YES
1000000005   STUDENT5             TEST5            07/05/2007   4.00   06/2025   NON-SSN    BID 163111    YES        YES
1000000006   STUDENT6             TEST6            07/06/2006   2.81   06/2025   NON-SSN    ADDED         YES        YES
1000000007   STUDENT7             TEST7            07/07/2007   1.91   06/2025   NON-SSN    BID 163111    NO SAI     NO

Total Students:    7
Total Matched:     7
Total Awarded:     4
Late Applications: 0

          Cal Grant A        Cal Grant B        Cal Grant C
          -----------        -----------        -----------
CCC       Reserve            $1,648             $1,094
CSU       $6,450             $1,648*
UC        $14,934            $1,648*
PRV       $9,358             $1,648*            $1,094 plus up to $2,462 more.

* Students receive the Cal Grant A tuition amount after the first year.

METHOD KEY:
BID          - GPA was uploaded in a batch. The Batch ID number is provided
ADDED        - GPA was added individually, was not uploaded in a batch file

GPA TYPE KEY:
NON-SSN      - GPA was submitted using the Non-SSN file layout
SSN          - GPA was submitted using the SSN file layout

APP STAT KEY:
YES          - Application received on time with an SAI
LATE         - Date Application received is after the priority date
NO SAI       - Application received but SAI is blank due to App issues
NONE         - No Application found
```

2. FINANCIAL APPLICATION (NO GPA)

The Financial Application No GPA Report, shown below, is also referred to as the Fin App report. It displays those students who have listed one of your high schools on their completed FAFSA or CADAA but for whom CSAC has not received a GPA verification.

In addition to providing information about FAFSA/CADAA submission, this report can be used to confirm that all GPAs have been submitted for your students. This report will also show you if there are errors on the FAFSA that have prevented processing by indicating "NO SAI" in the SAI FLAG column.

```
SABRFNOG                                CALIFORNIA STUDENT AID COMMISSION                          PAGE:          1
BATCH DATE: 11/05/2025                Financial Application (No GPA) Report                  RUN DATE: 11/06/2025
                                              ACADEMIC YEAR 2025                             RUN TIME:   04:13:06

YOUR HIGH SCHOOL (College Board Code - 05000000; NCES Code - 000000000000)

This report allows schools to identify if a student GPA was not uploaded.

This report looks at applicants under the age of 20, who file a financial aid application and list your school as their
high school of attendance on their FAFSA or CA Dream Act application and compares it against GPAs submitted by your
school.  If no GPA is found, students are placed onto this report.

If a current senior or last year graduate is found on this list, schools should upload the student GPA in WebGrants.
Instead of uploading an entire GPA batch, schools can upload a single GPA by logging onto WebGrants > NON-SSN GPA >
Add NON-SSN GPAs/Test Scores.

Print report best displayed in landscape format using 9 point Courier New font

FIELD KEY :

STUDENT NAME       - Student name as taken from the FAFSA or California Dream Act Application
DOB                - Student's date of birth as taken from the FAFSA or California Dream Act Application
FIN APP RECV DATE  - Date CSAC received the financial aid application
SAI FLAG           - OK means an SAI was calculated. NO SAI indicates financial aid application is incomplete,
                     student should resolve.

Last Name          First Name    DOB          Fin App      SAI FLAG
                                              Recv Date
---------------    ------------  ----------   ----------   --------
STUDENT1           TEST1         07/01/2007   10/09/2025   OK
STUDENT2           TEST2         07/02/2007   10/16/2025   OK
STUDENT3           TEST3         07/03/2008   10/08/2025   NO SAI
STUDENT4           TEST4         07/04/2007   10/02/2025   NO SAI
STUDENT5           TEST5         07/05/2008   10/03/2025   OK
STUDENT6           TEST6         07/06/2008   10/01/2025   OK
STUDENT7           TEST7         07/07/2008   10/09/2025   OK

Total Number of Students: 7
```

3. NON-SSN GPA UNMATCHED REPORT

The **NON-SSN GPA School Unmatched Report**, shown below, is a report that identifies students for whom GPA data has been submitted without a social security number, whose GPA is not matching with a FAFSA or CADAA. This is either because the student provided different information (commonly, a different last name or address) on the financial aid application or the student did not complete a FAFSA or CADAA. This report also shows when there has been a partial match between the GPA submission with a name, DOB and/or address from a FAFSA or CADAA.

SABRNSUM CALIFORNIA STUDENT AID COMMISSION PAGE: 1
NON-SSN GPA UNMATCHED REPORT DATE: 11/06/2025
ACADEMIC YEAR 2025 05000000 YOUR HIGH SCHOOL TIME: 0321

REPORT DESCRIPTION: This report displays NON-SSN GPA records against students that have completed a current academic year financial aid application. Students that have not submitted a financial aid application will appear on this report, but will be marked with a "NO FINANCIAL AID APP" under the MATCHED FIELDS / INFORMATION column.

STUDENT NAME	DOB	GPA	MATCHED FIELDS / INFORMATION
STUDENT1, TEST1	2007/07/01	2.00	NO FINANCIAL AID APP MATCHED
STUDENT2, TEST2	2007/07/02	2.52	NO FINANCIAL AID APP MATCHED
STUDENT3, TEST3	**2006/07/03**	**2.81**	LNAME,FNAME,INIT
STUDENT4, TEST4	2006/07/04	3.00	NO FINANCIAL AID APP MATCHED
STUDENT5, TEST5	2007/07/05	1.70	NO FINANCIAL AID APP MATCHED
STUDENT6, TEST6	**2006/07/06**	**2.97**	FNAME,DOB,ADDR,CITY,ZIP
STUDENT7, TEST7	2006/07/07	2.16	NO FINANCIAL AID APP MATCHED

TOTAL UNMATCHED COUNT: 7
TOTAL MATCHED COUNT: 3
TOTAL NON-SSN COUNT: 10

Student Examples

Test Student 3:

- WebGrants found a partial match.
- There is a financial aid application on file with the student's same last name, first name, and middle initial.
- But the date of birth, address, and all other information does not match.

✓ It is likely that this student may have not completed a financial aid application. More follow-up is needed with the student or liaison to successful complete their FAFSA application.

Test Student 6:

- WebGrants found a partial match.
- Most of the data matches, except for the last name.

✓ In this case, it may be that the student has an additional last name that was not provided with the GPA but is used on the financial aid application, preventing the auto-match.

4. FINANCIAL AID APPLICATION STATUS REPORT

The Financial Aid Application Status Report, shown below, is designed to support high schools and school districts in meeting the requirement of confirming that their high school seniors completed a Free Application for Federal Student Aid (FAFSA) or California Dream Act Application (CADAA).

- The report is available in WebGrants and offered in .txt and csv formats for ease of use.
- The report uses information from the California Department of Education's (CDE) CALPADS system which is provided to CSAC on a weekly basis.
- The report populates student data in real-time, therefore producing the report may take anywhere from 1 to 5 minutes, depending on the size of the high school. Please be patient while the report is generated.

You may see duplicate rows for the same student if another school uploaded a GPA for that student. In this scenario, the GPA field uploaded by the other school will have three asterisks instead of a GPA value (***).

FINANCIAL AID APPLICATION STATUS REPORT

REPORT DATE: 11/14/2025 13:36

SCHOOL NAME: YOUR HIGH SCHOOL (05000000)

GRADUATING CLASS: 2025

SSID	LAST NAME	FIRST NAME	MIDDLE INITIAL	DATE OF BIRTH	CALKIDS CLAIMED	GPA UPLOADED	ENRL DATE	WITHDRAWAL DATE	FIN AID APP SUBMITTED	SAI	GPA MATCHED	AWARDED CAL GRANT	ACTION NEEDED
1000000001	STUDENT1	TEST1	A	7/1/2007		2	8/19/2024	6/12/2025	No App	No	No App	Not ready	Outreach to submit app and/or missing contributor
1000000002	STUDENT2	TEST2	H	7/2/2007	No	3.27	8/19/2024	6/12/2025	Yes	Yes	Yes	Yes	No Action Needed
1000000003	STUDENT3	TEST3	T	7/3/2008	Yes	4	8/19/2024	6/12/2025	Yes	Yes	Yes	Yes	No Action Needed
1000000004	STUDENT4	TEST4	N	7/1/2007	Yes	4	8/19/2024	6/12/2025	Yes	Yes	Yes	Yes	No Action Needed
1000000005	STUDENT5	TEST5		7/2/2007	Yes	1.91	8/19/2024	6/12/2025	Yes	Provisional	Yes	Not ready	Have student verify dependency status with college FAO
1000000006	STUDENT6	TEST6	F	7/3/2008		1.7	8/19/2024	6/12/2025	No App	No	No App	Not ready	Outreach to submit app and/or missing contributor
1000000007	STUDENT7	TEST7	T	7/1/2006	No	2.05	7/11/2024	7/11/2024	Yes	Yes	Yes	Yes	No Action Needed
1000000008	STUDENT8	TEST8		7/2/2007		No	9/6/2024	6/12/2025	No App	No	No GPA & No App	Not ready	Outreach to submit fin aid app & upload GPA
1000000009	STUDENT9	TEST9		7/3/2006		No	8/19/2024	6/12/2025	No App	No	No GPA & No App	Not ready	Outreach to submit fin aid app & upload GPA
1000000010	STUDENT10	TEST10	F	7/1/2007	No	2.62	8/19/2024	6/12/2025	Yes	Yes	Yes	Yes	No Action Needed
1000000011	STUDENT11	TEST11	N	7/2/2007	No	***	1/14/2025	6/12/2025	Yes	Yes	No	Not ready	Manually match GPA

*** - GPA submitted by different school.

GPA Submission and Matching

Only public and public charter schools are required by law to submit GPAs for their students. Schools that are not considered a public or public charter school may not be uploading GPAs in which case students must contact their school to ask them to upload the necessary information or the student must submit a certified GPA verification form prior to the March 2 CalGrant deadline. Current year's forms can be found at https://www.csac.ca.gov/gpa-tools.

In addition, the GPA information submitted by the school must be matched to the FAFSA. The information used to match data includes the following:

1. First Name, Last Name (full legal name)
2. Address
3. DOB

If a student moves to a new address, the address their high school provided with the GPA may not match the address on their FAFSA. The student, the school, or the WebGrants System Admin or User can update the student's address in WebGrants. Similarly, if there is an error on how the name is reported either by the school or by the student when completing the FAFSA, the information will not match properly.

Summary Checklist: Catching Errors and Omissions

- ✓ Unmatched Records
  - May be due to misspelling or omission of name, error in social security number, different addresses used for high school records and the FAFSA or CADAA application
- ✓ No GPA Verification
  - May be due to errors above, or the school has not submitted the verification
- ✓ No EFC
  - Indicates omission or error in the FAFSA/CADAA that must be corrected in order to complete the application and award financial aid.

Tip: Make sure that students use the drop-down menu on the FAFSA/CADAA to enter the name of their high school so that it matches exactly with the information used by CSAC.

Report Timing

FAFSA submissions will normally appear in WebGrants reports within 3-5 days. If there is any issue with the student's record, however, it could take longer. If the submission verification does not appear within a week, it is recommended that you call CSAC to troubleshoot why the record is not included on the report.

High school GPA matches occur in WebGrants nightly and school GPA matches should appear within 1-2 days after the high school submits the GPA. California law requires that by October 1, all public and public charter high schools electronically upload GPAs for current enrolled seniors that do not opt-out, however not all schools comply with this requirement. Typically, CSAC works from March 2 – April 15 to follow up on unmatched GPAs. FYSCP follow-up can play a crucial role to ensure that student matches are accomplished early in order for all students who submit a FAFSA and otherwise qualify to receive the CalGrant. CSAC provides recordings of webinars describing the protocol for uploading GPA data at csac.ca.gov/trainings or on YouTube at at youtube.com/watch?v=flW1lO9oLq0

Special Considerations

Some counties may experience challenges obtaining information for students who are attending charter, non-public or non-accredited high schools. The Financial Application No GPA report for the indicated school should include the student's information if the student correctly identified the school on their FAFSA or CADAA. Some counties, however, have experienced challenges with obtaining accurate information for these students. It is recommended that you reach out to CSAC directly or to the JBAY support team for assistance in these cases.

-Frequently Asked Questions-

Below are five commonly asked questions. Click on the question you'd like more information on. If you need further clarification and support, please contact tia@jbay.org or CSAC institutional support at (888) 294-0153).

QUESTIONS

***Q1**: What happens when a student attends more than one high school?*

***Q2**: What should I do if a student's name was reported differently on their FAFSA from what their high school submitted into WebGrants?*

***Q3**: I have students who are showing up as completing a FAFSA on the "Financial Application No GPA" Report. Why does it matter that their GPA was not successfully matched?*

***Q4**: One or more of my students is missing from WebGrants, but I know they completed a FAFSA, what should I do?"*

Q5: *If a student's GPA is not submitted by March 2nd, is there an appeal process?*

ANSWERS

Q1: What happens when a student attends more than one high school?

If CSAC has a student submission record with an EFC and a school GPA with the same student identifiers, they will match. If CSAC later receives another GPA from a different school it will not match due to the student already having a matched GPA. The "second" school's GPA submission will always be unmatched on their report.

If the student is awarded a Cal Grant, the high school that first submitted the GPA will be required to verify the student's high school graduation date. If the school that submitted the GPA is different from the school from which the student graduated, it may require advocacy to ensure that the high school graduation verification is properly submitted.

Q2: What should I do if a student's name was reported differently on their FAFSA from what their high school submitted into WebGrants?

The student's name on both WebGrants and the FAFSA should match the student's Social Security Card and the school's official student record.

Errors on FAFSA

The student must correct their name in their FSA ID ***and*** the FAFSA.

Errors on WebGrants

If the correction is minor (such as a dash or space removed/added), a representative from the school or district can call CSAC directly at (888) 294-0153.

If the correction is major the student must complete the CSAC form G-10 https://www.csac.ca.gov/post/grant-record-change-students

NOTE: CSAC will verify the student's name from the school record. If the student's name

on the FAFSA does not match the official student record, the student must correct the school record name first and then submit the G-10 form to CSAC.

Need assistance or have questions? Contact CSAC Institutional Support at (888) 294-0153/ schoolsupport@csac.ca.gov

Q3: I have students who are showing up as completing a FAFSA on the "Financial Application No GPA" Report. Why does it matter that their GPA was not successfully matched?

Having a GPA match is crucial as this is required for students to receive a CalGrant. The CalGrant will cover all tuition costs at a CSU or UC campus and can provide up to $1672 for non-tuition costs at a community college. Students with dependent children can qualify for an additional $6000. Troubleshooting issues with the GPA match can be challenging and students will need adult support to successfully remedy any errors.

Q4: One or more of my students is missing from WebGrants, but I know they completed a FAFSA, what should I do?

First: Confirm you have checked all three reports including the Student Summary Report, The Financial Application No GPA Report, and Non-SSN GPA Unmatched Report

Second: Confirm the student did not complete the previous academic year FAFSA. This is a common error. If the student completed the previous year's FAFSA, the student must complete a new FAFSA in the correct academic year.

Third: Confirm the student is not showing up under a previous school they attended (see question #1).

Fourth: Call CSAC Institutional Support at (888) 294-0153.

Q5: If a student's GPA is not submitted by March 2nd, is there an appeal process?

Yes, state law and CSAC regulations allow a student to file an appeal (typically with a deadline in mid-May) if they were not able to submit their GPA on-time due to circumstances beyond their control. Students can submit a Late GPA Appeal Form for the Cal Grant.

Students in foster care who complete this form should mention their foster care status as well as any of the following factors that apply:

- School did not submit the GPA in a timely manner
- School submitted weighted GPA instead of unweighted GPA
- Student was not aware of Cal Grant eligibility or thought themselves ineligible
- Thought that the school would take care of it, but didn't realize they had to do it because of less than 24 credits
- Filed the form on-time, but it was lost in the mail
- Typos on the form, such as the wrong SSN
- Form was not signed

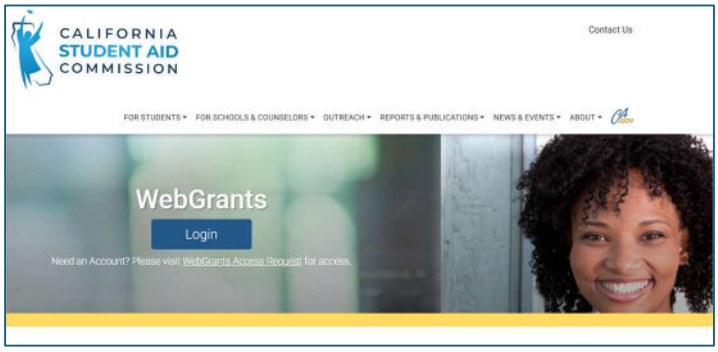
A CSAC memo sent to counselors further explains the GPA Appeal Form process: http://www.csac.ca.gov/sites/main/files/file-attachments/gom_2018-12.pdf

Additional Information

Contact	How can they help?
CSAC Institutional Support (888) 294-0153 schoolsupport@csac.ca.gov	▪ GPA Upload (*Press 1*) ▪ High school verification (*Press 1*) ▪ IT Technical Assistance (*Press 2*) ▪ Chafee Grant (*Press 3*) ▪ Missing students from WebGrants report
CSAC Student Support (888) 224-7268 studentsupport@csac.ca.gov	▪ CalGrant/Chafee Grants status ▪ Student's college not listed on Chaffee Grant Application ▪ Foster Care Status Verification ▪ CalGrant appeal status ▪ GPA Verification Missing ▪ WebGrants for Students login issues
CSAC IT Services Desk (for System Administrators only) CSACITServiceDesk@csac.ca.gov (888) 294-0148	▪ System Administrator access issues ▪ Missing schools from WebGrants system administrator account ▪ WebGrants for Students login issues ▪ E-mail System Administrator request forms
CSAC Training Webinars csac.ca.gov/trainings	▪ Detailed recorded step-by-step webinars conducted by CSAC.
JBAY Technical Assistance (415) 693-1325 Tia@jbay.org	▪ System Administrator WebGrants assistance ▪ WebGrants reports questions ▪ GPA verification troubleshooting ▪ All other FAFSA Challenge questions

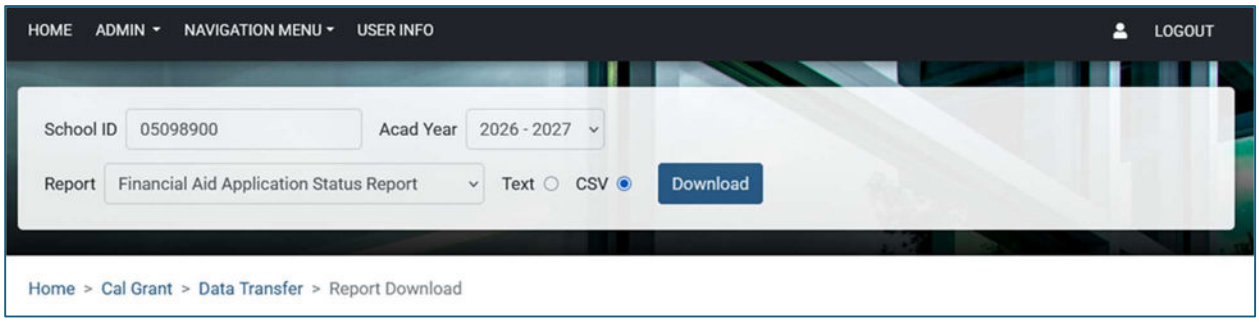
California Kids Investment and Development Savings (CalKIDS)

WebGrants for Institutions Report for High School Users



High school and school district users work with CSAC for access to WebGrants for Institutions (https://webgrants.csac.ca.gov/).

CalKIDS Account information for High School seniors is available on the Financial Aid Application Status Report. The Report uses enrollment information for current 12th graders from the California Department of Education's (CDE) CALPADS system which is provided to CSAC weekly.



The Report is available in WebGrants and offered in txt and csv formats for ease of use.

- To access the Report, click "Data Transfer" under the Cal Grant section on the homepage and click "Report Download" on the pop-up menu.
- Click the down arrow by "Report", select "Financial Aid Application Status Report," choose Text or CSV.
- The Report populates student data in real-time, therefore producing the Report may take anywhere from 1 to 5 minutes, depending on the size of the high school. Please be patient while the report is generated.

Financial Aid Application Status Report

REPORT DATE: 12/17/2025

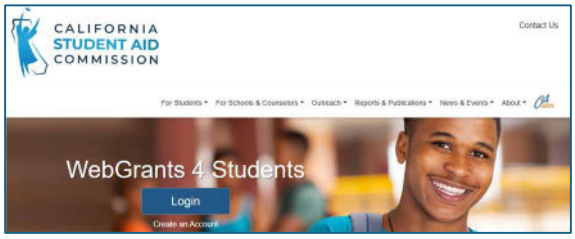
CALIFORNIA STUDENT AID COMMISSION
FINANCIAL AID APPLICATION STATUS REPORT
HOOVER HIGH SCHOOL (05098900)
GRADUATING CLASS - 2026

#	SSID	LAST NAME	FIRST NAME	MI	DATE OF BIRTH	CALKIDS CLAIMED	GPA UPLOADED	ENRL DATE	WITHDRAWAL DATE	FIN AID APP SUBMITTED	SAI

New column on the report, “CalKIDS Claimed” has the following values:

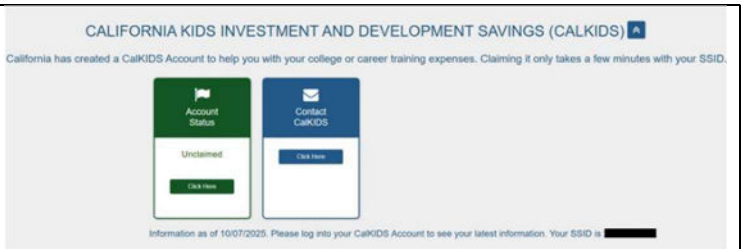
- “Yes” – the student has claimed their account.
- “No” – the student has not claimed their account (action needed).
- Blank – the student does not have an account.

CalKIDS in WebGrants 4 Students



Students can create a WebGrants 4 Students account after we receive their FAFSA/CADAA (https://mygrantinfo.csac.ca.gov/).

CalKIDS is listed, along with other state aid eligibility, ONLY for those students who have accounts. Clicking on the down arrows will open the module to show information about their account status.

Unclaimed accounts will have a link to claim their CalKIDS Account. The student will need their SSID to claim, which is displayed:	
Claimed accounts will have a link to log into their CalKIDS Account	