



Implementation Guidance: Student Success Completion Grant

I. DESCRIPTION

Senate Bill 840, the 2018 Budget Act education trailer bill, was signed by the Governor on June 15, 2018, and includes language initiating a new grant program for Community College students. The program consolidates the Full Time Student Success Grant (FTSSG) and the Community College Completion Grant (CCCG) into one new grant called the Student Success Completion Grant (SSCG). This new program provides \$131.844 million in funding to the California Community College Chancellor's Office (CCCCO) to provide for a capstone grant for the 2018-19 year (anticipated ongoing funding) to community college Cal Grant B and C recipients who have enrolled in at least 12 units per term. All 115 California Community Colleges are expected to participate.

It should be noted that the legislature and Governor acknowledged in passing the amendments in the Education Trailer Bill referenced above, sought to simplify and streamline the administration of the program to better serve the needs and interests of full time students in completing their education goals. When implementing the amended provisions, colleges are reminded to honor the intent of this legislation. Amendments include:

- No requirement to monitor a complicated multi-year student education plan,
- No specific rules for additional required coursework,
- Allows for change of majors and pre-requisites,
- Simplifies progress made by aligning new program with federal SAP.

There is an inherent connection to the former FTSSG, CCCG and thus the Cal Grant B and C awards administered by the California Student Aid Commission (CSAC). In order to avoid any student or college staff confusion regarding this program, the trailer bill has titled the new grant program the "**Student Success Completion Grant**" (SSCG) program.

II. BUDGET ACT CONTROL LANGUAGE

The funds shall be used to support Student Success Completion Grants pursuant to [Section 88931](#) of the Education Code.

III. INTENT

It is the intent of the Student Success Completion Grant program (SSCG) to support student persistence, retention and success by providing students additional assistance who are attending at a 12 to 15 plus units per term or 24 to 30 plus units per academic year or quarterly unit equivalent and/or complete their programs in scheduled Full-Time timeframes and to offset the total cost of community college attendance.

IV. INFORMATION AND COMMUNICATIONS

- a) All guidance and information regarding SSCG policy, process, reporting, and cash management will be distributed through the **CFAO-ALL List**. You may want to add additional pointers to the list to include staff who will be working with the SSCG program. Please refer to the Alias List instructions page on our website for instructions to add subscribers:
<http://extranet.cccco.edu/Divisions/TechResearchInfoSys/Telecom/ListservInstructions.aspx>
- b) In order to track and respond to inquiries regarding the new SSCG program please address any questions or comments to Student Financial Assistance program staff.
- c) By centralizing and chronicling the inquiries, we will be able to categorize and aggregate the inquiries and responses and update a statewide Q&A document to provide the most comprehensive source of information on the grant program.

V. DEFINITIONS

Academic year: two consecutive semesters or quarter equivalent commencing with the fall term

- When awarding SSCG you are not precluded from awarding for a single term or a combination within your institution's award year
- One maximum SSCG award per academic year as defined per statute
- Full time attendance = 12+ units per term or quarterly equivalent or 24+ per academic year

VI. ELIGIBILITY REQUIREMENTS

To qualify for the SSCG, students must:

- Be paid a Cal Grant B or C,
- Meet federal satisfactory academic progress (SAP),
- Be a California resident or is exempt from paying nonresident tuition under [Section 68130.5](#) or 76140,
- Be an undergraduate student pursuing an associate degree, career technical education certificate, other community college certificate, or meet transfer requirements.

VII. DISQUALIFICATION - LOSS OF ELIGIBILITY

Disqualification from participating in the SSCG program occurs when a student is no longer:

- Attending full time (DSPS exception, see page 3),
- Being paid a Cal Grant B or C,
- Maintaining federal satisfactory academic progress (SAP).

VIII. APPEALS

If appeals are permitted in the institution's federal SAP policy, the determination must be included and documented in compliance with federal regulation.

IX. DISBURSEMENTS TO STUDENTS (SEE ELIGIBILITY FLOW CHARTS)*Term Based*

Attendance status	Semester units and term	Quarter units and term
For students who enroll in 12 to 14.99 units	\$1,298 per primary term	\$865/866 per quarter term
For students who enroll in 15+ units	\$4,000 per primary term	\$1,333/1,334 per quarter term
Former Foster Youth students who enroll in 12+ units* and FFY who are in a DSPS program with an approved academic accommodation plan who enroll in 9+ units	\$5,250 per primary term	\$1,750 per quarter term
Students in a disabled student program who enroll in 9+ units**	\$1,298 per primary term	\$865/\$866 per quarter term

Award Year Based

Attendance status	Award Year units	Award Quarter units
For students who enroll in 24 to 29.99 units	\$2,596 per award year	\$2,596 per award year
For students who enroll in 30+ units	\$8,000 per award year	\$8,000 per award year
Former Foster Youth students who enroll in 24+ units* and FFY who are in a DSPS program with an approved academic accommodation plan who enroll in 18+ units	\$10,500 per award year	\$10,500 per award year
Students in a disabled student program who enroll in 18+ units**	\$2,596 per award year	\$2,596 per award year

Citation: [88931](#).

(A) One thousand two hundred ninety-eight dollars (\$1,298) per semester, or quarterly equivalent, for eligible students who enroll in 12, 13, or 14 units per semester, or the quarterly equivalent number of units.

(B) Four thousand dollars (\$4,000) per semester, or quarterly equivalent, for eligible students who enroll in 15 units per semester, or the quarterly equivalent number of units.

*(2) Notwithstanding paragraph (1), **commencing with the 2023-24 academic year**, the students meeting the applicant criteria pursuant to subdivision (b) who are current or former foster youth, as defined in paragraph (2) of subdivision (e) of Section 69433.6, shall be eligible for a grant amount of five thousand two hundred fifty dollars (\$5,250) per semester, or quarterly equivalent, if they enroll in 12 or more units per semester, or the quarterly equivalent number of units.

** (3) Notwithstanding paragraph (1), **commencing with the 2025-26 academic year**, the students meeting the applicant criteria pursuant to subdivision (b) who enroll in nine or more units per semester, or the quarterly equivalent number of units, and are considered full time as part of a disabled student programs and services Academic Accommodation Plan, as described in Section 56022 of Title 5 of the California Code of Regulations, shall be eligible for a grant amount of one thousand two hundred ninety-eight dollars (\$1,298) per semester, or the quarterly equivalent.

Payment:

1. If a student is attending 12+ units per semester term (or 9+ for eligible DSPS students), they receive half the award year based amount of the SSCG or the quarter equivalent – see tables above,
2. If a student is less than 12 for a primary term but adds units in a corresponding intersession, the college may add units to pay in the primary term, either Fall or Spring based on the college's institutional awarding policies,
3. **AFTER** awarding all eligible students during Fall and Spring, a community college may grant additional summer awards to students who take a sufficient number of units during the summer term to bring their total number of academic units to 24 units or more for the academic year,
4. **AFTER** awarding all eligible students for the summer term, a community college may grant additional awards to students who take a sufficient number of units of 30 units or more for the academic year.

X. OVERPAYMENTS

Each payment is based on the student's enrollment status when the student is eligible, and payment is authorized. Changes to enrollment status in prior terms or subsequent to payment will not affect a student's eligibility for payment. Overpayment resolution is not required provided the overpayment occurred subsequent to a change in enrollment status after the term payment if:

- 1) The SSCG term payment was made for the full term; and
- 2) Enrollment drops that result in less than full-time attendance after term payment will not require adjustments/repayments by students or by college, but it may impact SAP and therefore student's continued eligibility for SSCG.

XI. OVER-AWARDS

Nee- based over-awards must be prevented:

- 1) Award payments may not exceed unmet need,
- 2) Colleges may consider adjusting standardized Cost of Attendance (COA) budgets on a case-by-case basis to increase eligibility and to prevent over-awards,
- 3) The authorizing education code states:
88931(d)(2) The grant award shall be considered a supplemental grant, and shall not supplant any other grant, fee waiver, or scholarship aid received by the student, including, but not necessarily limited to, federal grants, Cal Grant awards, institutional grants, merit-based scholarships, and athletic scholarships.
- 4) Award payments for SSCG should be adjusted or eliminated to prevent over-awards,
- 5) **Communicate with your categorical programs**
 - a. The payment priority for SSCG and other categorical grants is a local decision based on the institution's awarding policies and procedures.

XII. SPENDING GUIDELINES

This funding is a direct aid to students. No spending guidelines outside of SSCG awards is permitted. For additional information, please see the Implementation Guidelines and FAQ document.

XIII. OTHER POLICY GUIDANCE

Students eligible for an award should not receive more than one (1) maximum award in aggregate from any or all colleges in any year within the district. To the extent possible, a college will attempt not to over-award a student based on the available information at time of payment.

Portability would be equivalent to Cal Grant portability. A student receiving an SSCG award with an enrollment status would be eligible and should be paid their SSCG provided they have not exceeded their annual limit based on units per term (12 to 15) or annual total units (24 or 30) at the same institution.

Students attending multiple colleges in a term should receive an SSCG award based upon their receipt of a Cal Grant B or C award reflecting a cumulative enrollment status of 12 and up to 15 or more units per term at the institution making the payment. Consortium agreements are encouraged.

XIV. FUNDING APPORTIONMENT SYSTEM AND FISCAL REPORTING

There will be a release of funds form as well as a request for additional funds for qualified students prior to P2 of the Apportionment process. Annual Management Information Systems (MIS) reporting.

XV. ALLOCATION FORMULA

Allocations are calculated using a fair-share formula that includes the most recent full year reconciled MIS financial aid data identifying unduplicated SSCG recipients by college:

- 12 to 14.99 units SSCG recipients.
- 15+ units SSCG recipients.

XVI. POLICY AND PROCEDURE ISSUES:

We will update the CCPG manual and Data Element Dictionary to include SSCG award and process if there is a new EdCode language. Local policies and procedures should also be updated to reflect local campus policies.

