



California Community Colleges

Community College Promise Grant (CCPG) and Financial Aid Special Programs Manual

Revised September 2026

California Community Colleges Chancellor's Office



California Community Colleges

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INTRODUCTION

The purpose of this manual is to assist community colleges in the administration of the California College Promise Grant (CCPG) and other state financial aid programs administered by the California Community Colleges Chancellor's Office (Chancellor's Office).

This manual is not a universal policy manual for campuses. The development of campus and district policies remains a campus/district responsibility. All policies must comply with this manual, federal or state laws or regulations and must be published in the college's financial aid office Policy and Procedures Manual. Policies should address and serve the needs of the students at the college.

Multi-college Districts are free to adopt district-wide policies or campus specific policies for the CCPG program as long as those policies do not conflict with this manual, federal or state laws or regulations and are published in the college's financial aid office Policy and Procedures Manual. In the event of an audit, auditors will look to see whether the campus has followed its own policies and procedures in the administration of California College Promise Grant program.

COMMUNITY COLLEGE PROMISE GRANT PROGRAM (CCPG)

PROGRAM PURPOSE (CCPG)

The California College Promise Grant (CCPG) waives student enrollment fees and is designed to ensure that the fee policies of the California Community Colleges (CCC) do not pose a financial barrier to education for any California resident or eligible non-resident. The Legislature and Governor annually determine CCC enrollment fees, which can be adjusted whenever deemed appropriate. Fees are waived for eligible students as defined by the CCPG program through appropriations assessed in the annual state Budget Act. [See EDC 76300.](#)

The CCPG Program is regulated through Title 5 of the California Code of Regulations, Sections 58600-58630.

Additional guidance on the administration of the CCPG fee waiver program is offered by the California Community Colleges Chancellor's Office through this manual, program updates, and training materials. This manual supersedes previously published manuals and frequently asked questions documents, as well as any previous information disseminated through memorandums or correspondence prior to the effective date of this manual.

There is no allocation for the actual student fee waivers. The waivers are simply a transaction for which no money is received. The waivers are available to all students who

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qualify, regardless of the amount of fees waived and are considered a year-round entitlement. Additional fee information can be found in the Student Fee Handbook on the Chancellor's Office [Student Fees Webpage](#).

FEES (CCPG)

Parking Fees (CCPG)

Per [Ed. Code 76360](#), a community college district may not charge a CCPG receiving student more than \$30 per semester for parking services. A district may charge a lower amount or waive the parking fee entirely for these students.

Currently, this requirement does not extend to the special classification fee waivers in [Ed. Code 76300](#).

Health Services Fees (CCPG)

A community college district governing board may require students to pay a fee per semester, and per summer session or each intersession of at least four weeks, or for each quarter for health supervision and services, including direct or indirect medical and hospitalization services, or the operation of a student health center or centers or both. The current fee maximums are published on the Chancellor's Office [Student Fees webpage](#).

Districts must provide the specific health-fee exemptions required by [Ed. Code §76355](#) and may provide additional exemptions such as for CCPG receiving students.

Eligibility for health fee waivers, when permitted under local board policy, require that CCPG recipients meet the minimum need standard for these additional waivers. The college has the authority to determine whether health fees will be waived and for whom in accordance with local board policy.

Audit Fees (CCPG)

Districts are able to charge students a fee per EDC 76370, see [Student Fee Handbook](#), per unit per semester to audit courses. This audit fee is not considered an enrollment fee so it is not eligible for a CCPG.

Challenging a Class (CCPG)

Students challenging coursework by examination to obtain credit may be charged the standard per-unit enrollment fees for taking the examination. Nonresident and international students may also be required to pay the appropriate nonresident or international student tuition. The CCPG does not cover challenge fees. Since the fee pays for the examination, the institution is under no obligation to refund the fee if the credit challenge is unsuccessful.

K-12 Special Students/Enrollment and Fees (CCPG)

K-12 students admitted as special full-time or part-time students, enrolled for college credit in community college courses are subject to the enrollment fee.

Districts are permitted to exempt special part-time students (but not special full-time students) from paying the fee. There is nothing that precludes a K-12 student who is subject to the enrollment fee and meets all eligibility criteria, both financial and nonfinancial, from applying for a CCPG. Special full-time or part-time K-12 students enrolled in college courses for only high school credit are not subject to the enrollment fee, so no waiver or exemption is necessary.

Baccalaureate Degree Program (CCPG)

The CCPG only covers the base \$46 per unit fees and does not include the baccalaureate program upper division fees. Community colleges approved to offer baccalaureate degrees shall charge a fee for upper division coursework of \$84 per regular semester credit unit or \$56 per regular quarter credit unit. These fees are in addition to the \$46 per unit fees charged to all community college students pursuant to Education Code [section 76300](#). The fees for upper division coursework charged for courses with fractional unit value shall be computed by multiplying the fraction times the applicable semester or quarter unit rate and rounding off to the nearest dollar.

PAYMENT POLICIES (CCPG)

Eligibility Established Prior to Start of the Term (CCPG)

If a student establishes CCPG eligibility prior to the start of a term and the college has sufficient time to notify the appropriate offices of that eligibility, the student should not be required to make payment of fees at the time of enrollment.

Eligibility Established After the Start of the Term or Eligibility Pending (CCPG)

If eligibility is established after the start of a term, the college may:

- require the student to pay fees and later reimburse the student for fees paid, OR
- waive the fees pending completion of eligibility determination, with a student acknowledgement of the obligation to pay if the student is found to be ineligible, OR
- require the student to pay fees and set a date beyond which fees will not be reimbursed if eligibility is not yet established.

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The policy must be applicable to all students and must be included in the Financial Aid Office Policy and Procedures Manual.

Reimbursement of Fees Paid (CCPG)

A student may retroactively demonstrate eligibility for a fee waiver at any time during the academic year, by June 30 of that academic year. The college may, but is not required to, reimburse the student for fees paid, even if one or more terms has been completed.

Reimbursements may be paid to students only within the current academic year. There shall be no reimbursements after June 30 of the academic year unless specifically required by law.

Retroactive Reimbursement Processing Fee (CCPG)

Colleges/districts are not authorized in statute to charge a fee for processing retroactive fee reimbursement requests.

Collection of Fees Erroneously Waived (CCPG)

Effective May 2015, if a student is found to be ineligible for the CCPG after fees have been waived, then the college/district may waive enrollment fees which were not collected in a previous session (a previous period within a term or academic year) where:

- the enrollment fees were not collected because of the district's error in awarding a fee waiver to an ineligible student and not through the fault of the student, **and**
- to collect the enrollment fees would cause the student undue hardship.

Enrollment fees waived pursuant to this section are to be included in the Full-Time Equivalent Student (FTES) adjustments for purposes of computing apportionments. The Board of Governors shall not reduce the apportionment of a district for enrollment fees that are waived by a district provided all the requirements for the waiver have been met.

Rejected Institutional Student Information Record (ISIR) for Independent Students with an Estimated Student Aid Index (SAI) (CCPG)

Starting with 2024-25 academic year, if an independent student gets a rejected ISIR but there is a SAI number provided, the college may use the estimated SAI to award a CCPG – if the student meets CCPG eligibility criteria.

Once the rejected ISIR has been resolved, if the student is deemed not eligible for CCPG, the fee waiver will be rescinded.

APPLICATION PROCESS (CCPG)

Students may apply for a CCPG using the Free Application for Federal Student Aid (FAFSA), California Dream Act Application (CADAA), or a standalone CCPG application, sometimes called the “short form,” “PDF application,” or “paper application.” The CCPG application may be completed in lieu of, or in addition to, the FAFSA or CADAA.

A college may use a processed federal ISIR or California Dream Act ISIR (Cal ISIR) to determine and document Parts B or C eligibility. Additionally, a college may use a copy of the completed and signed paper FAFSA or paper CADAA to determine and document eligibility for a fee waiver. If using a copy of the completed signed paper FAFSA or CADAA, the application does not need to have been processed; or if processed, a college does not need to wait for the receipt of the federal ISIR or Cal ISIR.

Colleges may provide students with a CCPG application in any format, including online and other formats, as long as a paper format application remains available for those students who do not have access to electronic media.

The college may accept self-certified information on a signed CCPG application, the FAFSA, or CADAA without requiring additional documentation. Any documentation requirements should comply with state and federal laws and should be included in the Financial Aid Office’s Policy and Procedures Manual.

A college may maintain a record in an imaged media format only if the format can reproduce an accurate, legible and complete copy of the original application or required data to verify CCPG eligibility.

CCCApply Online Application (CCPG)

CCCApply is a secure, on-line information and application system for the California Community Colleges. From this site, students can apply at no cost for admissions and fee waivers at participating California Community Colleges by completing the on-line application and electronically submitting it to the college or colleges of their choice.

If your campus would like to utilize CCCApply or to get additional information, email CCCTC Staff Support address (staffsupportccctc@openccc.zendesk.com)

The OpenCCC Helpdesk Support Address for students: call: 877.247.4836 or e-mail support@openccc.net.

Standalone Application (CCPG)

The Chancellor's Office annually publishes the CCPG application (in both English and Spanish) in PDF format. Colleges should brand the application specific to their college and are recommended to publish it on their website. Colleges may also reformat or utilize their own forms, as long as the information mirrors the Chancellor's Office form.

The CCPG application may be the sole application for students to establish eligibility under Part A, B, D, or Special Classifications who choose not to, or cannot, file a FAFSA or CADAA.

Colleges may use a locally developed supplemental form to determine the source of allowable untaxed income to demonstrate Part A eligibility, since that eligibility determination information might not be specifically identified on the FAFSA or CADAA. A separate CCPG application is not required for collecting this information.

The [PDF version of the CCPG application](#) is updated annually in the fall and may be downloaded from the Chancellor's Office Financial Aid Programs web page.

DEPENDENCY STATUS (CCPG)

Dependency status only under the CCPG criteria is determined using the same questions as the FAFSA. The college may, at its discretion, require the student to submit a signed copy of the base year Federal Income Tax return demonstrating they were not claimed by a parent or guardian. For CCPG purposes only, if the student answered "No" to all of the dependency status questions, they may be considered independent if the student can answer "No" to questions 11 and 12 on the CCPG application.

- Question 11: If your parent(s) or his/her RDP filed or will file a (year) U.S. Income Tax Return, were you, or will you be claimed on their tax return as an exemption by either or both of your parents?
- Question 12: Do you live with one or both of your parent(s) and/or his/her RDP?

Independent students for CCPG must provide income and household information about themselves and their spouse or registered domestic partnership (RDP).

Dependent students for CCPG must provide income and household information about their parent(s)/RDP.

Dependency Override (CCPG)

Professional judgment allows financial aid administrators to override the dependency status of an otherwise dependent student, also applies to dependency status for the CCPG for Parts A, B, and C and subsequent EOPS eligibility. In making such overrides, the college may apply more lenient or different criteria than might be applied for federal

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purposes for the same student, as long as the determination is made on a case-by-case basis.

ELIGIBILITY – NON-FINANCIAL(CCPG)

Annual Cycle of the Academic Year: Leader or Trailer

For eligibility purposes, a college may choose to make summer session a “leader” or a “trailer” to fit other financial aid program packaging decisions. The summer term must be associated with the same academic year and FAFSA year.

For MIS reporting purposes, summer CCPG data may be reported as a “leader” or as a “trailer” but not both.

Residency (CCPG)

To receive the CCPG, students must meet the California residency requirements as determined by the college’s Admissions and Records Office (including students that meet the requirements to be exempt from paying nonresident tuition e.g., students referred to as AB540 eligible) and EDC 68130.5. More information on residency can be found in the [Residency for Tuition Purposes General Overview](#) or the [Student Attendance Accounting Manual](#) on the Chancellor’s Office website.

- Military Residency

A student determined to be eligible for resident tuition and fees under EDC 68074 or 68075 may qualify to receive a CCPG fee waiver, provided the student meets the criteria for Part A, Part B or Part C eligibility.

Enrollment in Credit Coursework (CCPG)

The CCPG is available for enrollment in credit coursework only. Students are not entitled to fee waivers for non-credit coursework; however, students are entitled to fee waivers for credit coursework for which the student requested a “grading” option of “credit/no credit.” Grading option is not relevant to fee waiver eligibility.

ELIGIBILITY – PARTS A, B, C, D (CCPG) AND SPECIAL CLASSIFICATIONS

Student financial eligibility is determined by one or more of the following parts of the CCPG program as well as Special Eligibility categories.

Special fee waiver classifications are distinct from the CCPG and do not require a CCPG application.

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Part	Eligibility Description
Part A	Part A eligibility is for students receiving TANF/CalWORKs, SSI/SSP or General Assistance, as well as those identified under the Special Classifications categories. Eligibility for Part A is confirmed for independent students if the benefits are received by the student in his or her name and for dependent students if the parent(s) receive benefits as a primary source of income.
Part B	Part B eligibility is for students who meet low-income criteria. The income levels are adjusted annually and can be found here on the Chancellor's Office website. In determining Part B eligibility, if an applicant for the CCPG is an independent student, only the applicant's income and the income of his/her spouse or registered domestic partner is counted. If the student is a dependent student, only the student's parent(s)' income and the income of the parent's registered domestic partner is counted.
Part C	Part C eligibility is for students with demonstrated financial need, based on a SAI from the FAFSA or CADAA, with at least \$1,104 in unmet need (equal to the enrollment fees for a full-time student based on \$46 per unit). Students remain eligible for a CCPG to cover any number of units as long as they demonstrate financial need equal to or greater than the minimum. At the discretion of the campus, students enrolled in 12 units total for an academic year may participate with only \$552 in unmet need if otherwise eligible. If a student is attending a summer term in addition to fall and spring, colleges may establish the minimum \$1,104 need based on using a 12-month COA and full 9-month SAI. In some instances, this will allow the student to meet the Part C minimum need requirement. See the 2026-27 FSA Handbook, No Alternate SAIs.
Part D	Part D eligibility is for students who, at the time of enrollment, is a homeless youth as defined in the federal McKinney-Vento Homeless Assistance Act and are under 25 years of age.

Part	Eligibility Description
Special Classifications These are not CCPG fee waivers	The special classification fee waivers include students who are: • Dependents of Deceased or disabled California National Guard members. (Ed. Code § 76300) • Dependents of deceased or disabled veterans. (Ed. Code § 66025.3) • Congressional Medal of Honor recipients and their dependents. (Ed. Code § 66025.3) • Surviving dependents of the September 11, 2001 attacks. (Ed. Code § 68121) • Dependents of deceased law enforcement or fire suppression personnel. (Ed Code § 68120, Ed Code § 76300) • Persons exonerated of crimes by writ of habeas corpus or pardon. (Ed. Code § 69000, Pen. Code § 3007.05) • Dependent/ spouse/ Registered Domestic Partner of a deceased physician, nurse, or first responder who died of COVID-19 during the COVID-19 pandemic state of emergency in California and employed or under contract with a health facility regulated and licensed by the State Department of Public Health to provide medical services or a first responder employed to provide emergency services. (Ed. Code § 68120.3, Ed. Code § 76300, Fam. Code § 297.5)

Part A Eligibility – Qualifying Types of Public Benefits (CCPG)

A student is eligible for Part A if the independent student (and/or spouse or registered domestic partner) or dependent student's parents (including registered domestic partners) receives monthly cash assistance for themselves or any dependents from the programs listed below.

- Temporary Assistance to Needy Families (TANF)

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The monthly cash grant must include the dependent student or be the sole source of income for the family. Students and/or families receiving CalFresh (food stamps) or CalWORKs services, but no TANF cash benefits are not eligible under Part A.

- Supplemental Security Income / State Supplemental Program (SSI / SSP)

The SSI program is a federally funded program which provides income support to persons who are 65 or older, blind or disabled. SSI benefits are also available to qualified blind or disabled children. The SSP program is a California state program which augments SSI. Both SSI and SSP benefits are administered by the Social Security Administration (SSA). Eligibility for both programs is determined by SSA using federal criteria. Persons who qualify for SSI also qualify for SSP.

A dependent or independent student who is receiving SSI/SSP benefits directly in his/her name is automatically eligible for a Part A fee waiver.

A dependent student whose parent(s) or guardian(s) are a recipient of SSI is eligible if the SSI benefit is the sole source of income for the parent(s) or guardian(s). Otherwise, the dependent student's family income would have to meet the income standards established for CCPG Part B or the student would have to demonstrate the minimum financial need established for Part C.

Other associated public benefits such as Social Security Disability Income (SSDI) and regular Social Security retirement benefits do not automatically qualify students under Part A. To qualify, the student or parents would have to meet the criteria established for CCPG Part B or C.

- General Assistance (GA)
- The receipt of General Assistance, sometimes referred to as General Relief, by the student qualifies the student for the CCPG under Part A. If a dependent student's parents receive General Assistance, the student does not automatically qualify for a fee waiver under Part A and would have to qualify under Part B or C.
- In some counties, additional aid may be available that may come "under the umbrella" of General Assistance. If questions arise, contact your local Department of Public Assistance for a determination of whether that aid can be considered as General Assistance.
- Personal Assisted Employment Services (PAES)

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- The PAES program, currently offered only in San Francisco County, comes “under the umbrella” of General Assistance. Accordingly, a PAES client would qualify for a CCPG under Part A.

For additional PAES information, or if questions arise regarding the PAES program, contact San Francisco County’s Welfare Department.

Part A - Documentation

To qualify under Part A, the Financial Aid Office must document the public benefits listed above. The type of documentation is determined by local financial aid office procedures and should be included in the Financial Aid Office’s Policy and Procedures Manual.

Appropriate third-party documentation may include a benefits statement/letter, bank statement, copy of benefits check or check stub, etc., and should document the amount, time frame, and the individual(s) for whom benefits are being paid. The documentation must be sufficient to prove the individual(s) received the type of benefit listed above within 60 days from the time of CCPG application.

Part B Eligibility – Income Standards (CCPG)

A student is eligible for Part B if the independent student (and/or spouse or registered domestic partner) or dependent student’s parents (including registered domestic partners) total prior-prior year income is less than the award year income standards.

$$\textit{Total (prior-prior year) Income = Adjusted Gross Income + all other income}$$

The Part B income standards equal 150% of the federal poverty guidelines for the base year and, consequently, are subject to change each year. The income standards are located on the Chancellor’s Office website [here](#). Students are eligible for Part B fee waivers if the total prior-prior year income is equal to or less than the amount on the chart for the relevant family size.

Part B - Total Income

For a dependent student, total income includes the income of the parent(s) (including stepparents and parent’s RDP), who are required to complete the FAFSA or CADAA. Income received by the dependent student counts toward the calculation of an SAI but not toward the income standards for Part B.

For a single independent student with no dependents, total income includes only the student’s income.

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For a married independent student or an independent student in a registered domestic partnership, total income includes the income of the student and the student's spouse or registered domestic partner.

For an independent student with dependents other than a spouse or registered domestic partner, total income includes the student's income but not income received by the dependent(s).

NOTE: Students who do not qualify under the criteria described above may qualify under Part C. Colleges should encourage the student to complete a FAFSA or CADAA to determine eligibility

Adjusted Gross Income

For Part B eligibility, use the adjusted Gross Income (AGI) from a U.S. Income Tax Return.

Negative Adjusted Gross Income

In calculating the income level of all households for CCPG eligibility, any negative AGI amount reported on a federal tax return should be treated as "zero." For example, a student may report a negative AGI of \$5,000 (-\$5,000) on the federal tax return and \$12,000 in Other Income received by the household during the base year. The household's total income for CCPG eligibility would be \$12,000.

All Other Income

All other income, taxed or untaxed, (include all money received in the prior-prior year that is not included in the AGI):

- IRA deductions and payments to self-employed SEP, SIMPLE, Keogh and other qualified plans
- child support received for any of the student's children
- tax exempt interest income from IRS Form 1040
- untaxed portions of IRA distributions from IRS Form 1040
- untaxed portions of pensions from IRS Form 1040
- untaxed portions of health savings accounts
- housing, food and other living allowances paid to members of the military, clergy and others

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- veterans' non-education benefits, such as Disability, Death Pension, or Dependency & Indemnity Compensation
- other untaxed income, such as workers' compensation and disability payments money received, or paid on the student's behalf (e.g., bills), not reported elsewhere on the FAFSA or CADAA. This would include money that the student received from a parent whose financial information is not reported on the FAFSA or CADAA and that is not part of a legal child support agreement
- payments to tax-deferred pension and retirement savings plans, such as 401k plans (independent students only)

The following are not included in untaxed income and should not be included when calculating the total income for the CCPG:

- extended foster care benefits
- untaxed student financial aid
- earned income credits
- additional child tax credit
- welfare payments
- untaxed Social Security benefits
- Supplemental Security Income
- Workforce Investment Act educational benefits
- on-base military housing or a military housing allowance
- combat pay – untaxed combat pay is not counted
- benefits from flexible spending arrangements (e.g., cafeteria plans)
- foreign income exclusion
- credit for federal tax on special fuels
- education credits taken on the student's IRS 1040 form such as the American Opportunity Tax Credit and Lifetime Learning Tax Credit.
- child support payments paid
- taxable earnings from need-based employment programs, such as Federal Work-Study

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- taxable student grant and scholarship aid reported to the IRS in the student's adjusted gross income
- combat pay – taxable combat benefits are listed here. Untaxed combat pay is not included
- earnings from work under a cooperative education program offered by a college

Negative 1500 to Zero Student Aid Index (SAI)

If a student is determined to have a –1500 to zero SAI based on the FAFSA or CADAA, the student qualifies for a Part B fee waiver and referral to EOPS regardless of the income standards described above.

If the college chooses, a dependent student may also qualify for a Part B fee waiver and Extended Opportunity Programs & Services (EOPS) referral based only on the parent contribution of –1500 to zero. This procedure should be included in the Financial Aid Office's Policy and Procedures Manual.

Part B – Professional Judgement

The Financial Aid Office may use professional judgment to adjust the student's income for Part B CCPG eligibility, provided it does so in the context of a broader determination of a student's eligibility for all types of financial assistance. Professional judgement may be exercised for students who only qualify for a CCPG and are ineligible for other federal or state assistance. Professional judgment may also be used to identify potential students for EOPS program participation, at the discretion of the EOPS director or campus designee or other Student Services offices.

A Part C eligible student with a -1500 to zero calculated SAI as a result of the exercise of professional judgment, may also be eligible for Part B referral to EOPS. Same applies if Part C parental -1500 to zero calculated SAI as a result of professional judgement. See [5 CCR 56220](#) for more details regarding EOPS eligibility.

Part B - Documentation

A student may establish eligibility for a Part B using the standalone CCPG application. Since this is a self-certification, a campus may accept the statement of student income on the application as-is, if campus policy does not require further documentation. However, if additional information is obtained, then the eligibility may be reevaluated.

Whether using the CCPG paper application, FAFSA or CADAA, the college shall determine the method of documentation, which may include methods such as self-certification,

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sampling, or 100% verification. This method of documentation should be included in the Financial Aid Office's Policy and Procedures Manual.

When initially determining student for eligibility for Part B fee waiver for a summer term, a college must use the appropriate income year documentation. For example, if the college's summer term is used as a trailer, use the documentation required for the trailer year. If the college's summer term is a header, use the documentation required for the header year.

For example, a student completes a paper application and based on their reported income, appears eligible for a Part B. If campus policy does not require further documentation, then the student may receive the fee waiver. However, should that student subsequently complete a FAFSA or CADAA and is selected for verification, the student's CCPG eligibility would be subject to review based on any income documentation received through that process. The Financial Aid Office should not ignore any conflicting information that comes into their possession.

Part C Eligibility (CCPG)

Any student who has a minimum unmet need of \$1,104 is eligible for a Part C fee waiver. The unmet need is based on full-time attendance and using the student's 9-month SAI and 9-month Cost of Attendance as determined for that individual student (e.g. "at home" or "off campus").

If a student is attending a summer term in addition to fall and spring, colleges may establish the minimum \$1,104 need based on a 12-month COA and the standard 9-month SAI. In some instances, this will allow the student to meet the Part C minimum unmet need requirement. See the [2026-27 FSA Handbook](#), No Alternate SAIs.

At the discretion of the campus, students enrolled for only 1 semester in 12 units may be eligible based on only \$552 unmet based on one semester cost of attendance.

Part C – Professional Judgement

If the Financial Aid Office exercises professional judgment to change the income data elements used to calculate the student's SAI or adjust elements of the student's Cost of Attendance, the amended amounts used for federal funding must be used for Part C fee waiver eligibility as well, whether that action increases or decreases eligibility.

A Part C eligible student with a –1500 to zero SAI or –1500 to zero SAI parental contribution calculated as a result of professional judgment, is also eligible for a Part B fee waiver and referral to EOPS.

Part C - Documentation

To be eligible for Part C, a student must complete a FAFSA or CADAA. If a student is selected for verification, a fee waiver may be given to the student before verification is complete. However, schools should establish a procedure on how to handle situations where a student was awarded a fee waiver based on their initial SAI but become ineligible after verification is completed. If student is determined to be ineligible after verification, the CCPG must be rescinded.

When initially qualifying a student for eligibility for Part C fee waiver for a summer term, use the appropriate income year documentation. For example, if your college's summer term is used as a trailer, use the documentation required for the trailer year. If the summer term is a leader, use the documentation required for the leader year.

Part D – Homeless Students

Effective January 1, 2017, homeless youth as defined in California Education Code are eligible for a CCPG. For fee waiver eligibility, “Homeless youth” means a student under 25 years of age, who has been verified as homeless at any time during the 24 months immediately preceding the receipt of their application for admission. The verifying institution must be a postsecondary educational institution that is a qualifying institution, and the homeless youth must be determined to be a homeless child or youth, as defined by the federal McKinney-Vento Homeless Assistance Act.

The federal McKinney-Vento Homeless Assistance Act definition of homeless youth includes:

- Children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement.
- Children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings.
- Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings.
- Migratory children who qualify as homeless.

Certifying Official:

- A homeless services provider

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- The director of a federal TRIO program or Gaining Early Awareness and Readiness for Undergraduate Programs program, or a designee of that director
- A financial aid administrator for an institution of higher education
- The college homeless and foster youth liaison

For purposes of this fee waiver, a student who is verified as a homeless youth by the above criteria shall remain eligible for enrollment priority for a period of six years from the date of admission to the postsecondary educational institution or until they reach age 25.

SPECIAL FEE WAIVER ELIGIBILITY CLASSIFICATIONS

State law has established that fees will be waived for certain students under the California Department of Veterans (CalVet) programs and under certain special fee eligibility situations. Students eligible for fee waivers under these special fee waiver categories are not subject to loss of CCPG eligibility. A student determined eligible for a special fee waiver classification is not automatically eligible for EOPS or other student services programs unless the student otherwise meets the criteria for those programs. The Chancellor's Office does not oversee these special fee waivers, so for additional information contact the agency overseeing the benefits or the appropriate EdCode. Students applying for these special fee waivers do not have to complete a CCPG application.

The special categories are:

1. Dependents of Deceased or disabled California National Guard members. ([Ed. Code § 76300](#))
2. Dependents of deceased or disabled veterans. ([Ed. Code § 66025.3](#))
3. Congressional Medal of Honor recipients and their dependents. ([Ed. Code § 66025.3](#))
4. Surviving dependents of the September 11, 2001 attacks. ([Ed. Code § 68121](#))
5. Dependents of deceased law enforcement or fire suppression personnel. ([Ed Code § 68120](#), [Ed Code § 76300](#))
6. Persons exonerated of crimes by writ of habeas corpus or pardon. ([Ed. Code § 69000](#), [Pen. Code § 3007.05](#))
7. Dependent/ spouse/ Registered Domestic Partner of a deceased physician, nurse, or first responder who died of COVID-19 during the COVID-19 pandemic state of emergency in California and employed or under contract with a health facility regulated and licensed by the State Department of Public Health to provide medical

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services or a first responder employed to provide emergency services. ([Ed. Code § 68120.3](#), [Ed. Code § 76300](#), [Fam. Code § 297.5](#))

Dependents of Deceased or Disabled California National Guard members

Any dependent or surviving spouse or RDP (who have not remarried) of any member of the California National Guard, who in the line of duty while on active service to the state*, was killed, died of a disability resulting from an event that occurred while in active service to the state or is permanently disabled as a result of an event that occurred while in the service to the state shall have their enrollment fees waived. To qualify for health and parking fee exemptions, the student must meet the minimum income requirements for Part C and submit a FAFSA or CADAA.

*Active service to the state, for the purpose of this benefit, means a member of the California National Guard activated pursuant to Section 146 of the Military and Veterans Code. A copy of those orders pursuant to Section 146, not Section 143, must be furnished to establish eligibility.

Required Documentation of Eligibility

The Department of Veterans Affairs determines eligibility of the applicant and will provide documentation. Students should submit this documentation and the CCPG application. No additional application or documentation is required.

To contact the California Association of County Veterans Service Officers, Inc. and locate your local County Veterans Services Office visit:

<https://www.cacvso.org/>

For benefit information or fee waiver applications, click on “College Fee Waiver,” or call 800.827.1000.

Dependents of Deceased or Disabled Veterans

Through the California Department of Veterans Affairs (CalVet), the College Tuition Fee Waiver for Veteran Dependents benefit waives mandatory system-wide tuition and fees at any California Community College, California State University, or University of California campus. This program does not cover the expense of books, parking or room and board. There are four plans under which dependents of veterans may be eligible.

For more information on Cal-Vet fee waivers and other California Veteran educational benefits go to the [Cal Vet Education Benefits Page](#).

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Any of the following students shall have enrollment fees waived under Part A and also qualify for health and parking fee exemptions.

- The child of a veteran who is totally disabled due to service-connected disabilities or whose death was officially rated as service-connected is eligible. The child must be over 14 years old and under 27 years old to be eligible. If the child is a veteran, then the age limit is extended to age 30;
- The spouse or Registered Domestic Partner (RDP) of a wartime veteran who has been rated as service-connected totally disabled is eligible. There are no age limit restrictions;
- The unmarried surviving spouse or RDP of a wartime veteran whose death has been rated as service-connected is eligible. There are no age limit restrictions;
- Any dependent of any veteran who has been declared missing in action, captured in the line of duty by hostile forces, or forcibly detained or interned in the line of duty by a foreign government or power is eligible.

The veteran must have served at least one day of active duty during a period of war as declared by the U.S. Congress, or during any time in which the veteran was awarded a campaign or expeditionary medal. Concurrent receipt of benefits under Plan A and VA Chapter 35 benefits is prohibited. To receive benefits under Part A, a dependent must sign an "election" statement acknowledging this fact. There are no income restrictions under this plan. To be eligible, the event which caused basic entitlement to benefits (i.e., the date the veteran died of service-connected causes or the date the VA rated the veteran as totally disabled as a result of service-connected disabilities) must have occurred prior to the child's 21st birthday.

Treatment of Veterans Education Benefits

Federal veterans education benefits, as defined under Section 480(c) of the HEA, are not treated as estimated financial assistance (EFA). Veterans benefits are also not to be counted as income, and therefore are not reported as income on the FAFSA or Dream Act Application.

For more specific information on fees charged to students, please refer to the [Student Fee Handbook](#).

Required Documentation of Eligibility

Cal Vet determines eligibility of the applicant and will provide documentation. Students should submit this documentation. No additional application or documentation is required.

Child of a Veteran with a Service-Connected Disability

Any student who is the child, natural or adopted, as described below shall have their enrollment fees waived under Part A and also qualify for health and parking fee exemptions.

- The child of a veteran who has a service-connected disability
- The child of a veteran who had a service-connected disability at the time of death
- The child of a veteran who died of service-related causes

Required Documentation of Eligibility

The Department of Veterans Affairs determines eligibility and provides documentation. Students should submit this documentation. No additional application or documentation is required.

To contact the California Association of County Veterans Service Officers, Inc. and locate your local County Veterans Services Office go to: [CACVSA website](#). For benefit information or fee waiver applications, click on “College Fee Waiver,” or call 800.827.1000.

Congressional Medal of Honor Recipients and Dependents

Any student who is a Medal of Honor recipient or the child, under the age of 27, of Medal of Honor recipients who meet the requirement listed below shall have their enrollment fees waived and qualify for health and parking fee exemptions.

To be eligible, the applicant’s annual income, including the value of any support received from a parent, cannot exceed the national poverty level. There is no prohibition against the student also receiving concurrent VA Chapter 35 (Survivors' and Dependents' Educational Assistance Program) benefits.

Required Documentation of Eligibility

The Department of Veterans Affairs determines eligibility and provides documentation. Students should submit this documentation and the CCPG application. No additional application or documentation is required.

Surviving Dependents of the September 11, 2001 Attacks

Any student who is the dependent child of any individual killed in the September 11 terrorist attacks or the crash of United Airlines Flight 93 in Pennsylvania who meet the

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requirements listed below shall have their enrollment fees waived and also qualify for health and parking fee exemptions.

- Meets the financial need requirements for the Cal Grant A Program and either of the following applies:
- The dependent was a resident of California on September 11, 2001.
- The individual killed in the attacks was a resident of California on September 11, 2001.

Required Documentation of Eligibility

The California Victim Compensation and Government Claims Board determines eligibility and provides documentation. Students should submit this documentation and the CCPG application. No additional application or documentation is required. For more information visit vcgcb.ca.gov or call 916.322.4426.

Dependents of Deceased Law Enforcement or Fire suppression Personnel Any student who is the surviving spouse, or the child, natural or adopted, of a deceased person who met all of the requirements listed below shall have their enrollment fees waived and also qualify for mandatory, campus-based fees and parking fee exemptions.

- He or she was a resident of this state.
- He or she was employed by a public agency or was a contractor, or an employee of a contractor, performing services for a public agency.
- His or her principal duties consisted of active law enforcement service or active fire suppression and prevention. This section shall not apply to a person whose principal duties were clerical, even if he or she was subject to occasional call or was occasionally called upon to perform duties within the scope of active law enforcement or active fire suppression and prevention.
- He or she was killed in the performance of active law enforcement or active fire suppression and prevention duties, died as a result of an accident or an injury caused by external violence or physical force incurred in the performance of his or her active law enforcement or active fire suppression and prevention duties, or died as a result of an industrial injury or illness arising out of and in the course of active law enforcement or fire suppression and prevention duties.
- Additional requirements for surviving child of a contractor, or of an employee of a contractor who performed services for a public agency:

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- Enrollment as an undergraduate student at a campus of the University of California or the California State University or as a student at a community college campus.
- Documentation that the student's annual income, including the value of any support received from a parent, does not exceed the maximum household income and asset level for an applicant for a Cal Grant B award.

Required Documentation of Eligibility

To receive this fee waiver the student must provide both of the following:

- documentation from the public agency that employed the decedent that indicates their eligibility
- documentation that their annual income, including the value of any support received from a parent, does not exceed the maximum household income and asset level for an applicant for a Cal Grant B award.

Persons Exonerated of Crimes by Writ of Habeas Corpus or Pardon

Any student who has been exonerated and meets the requirements below shall have their enrollment fees waived for no more than the equivalent of six years of full-time attendance.

- Determined to be a California resident
- completes and submit the FAFSA
- meets the [financial need requirements established for Cal Grant A](#)

Exonerated means the person has been convicted and subsequently one of the following occurred:

- A writ of habeas corpus concerning the person was granted on the basis that the evidence unerringly points to innocence, or the person's conviction was reversed on appeal on the basis of insufficient evidence.
- A writ of habeas corpus concerning the person was granted either resulting in dismissal of the criminal charges for which he or she was incarcerated or following a determination that the person is entitled to release on his or her own recognizance, or to bail, pending retrial or pending appeal.
- The person was given an absolute pardon by the Governor on the basis that the person was innocent.

Required Documentation of Eligibility

To receive this fee waiver the student must provide both of the following:

- documentation from the Department of Corrections and Rehabilitation that indicates the student was exonerated
- documentation that their annual income, including the value of any support received from a parent, does not exceed the maximum household income and asset level for a Cal Grant A award.

Dependent/ spouse/ Registered Domestic Partner of a deceased physician, nurse, or first responder who died of COVID-19 during the COVID-19 pandemic state of emergency in California

- The deceased person was a resident of this State
- The deceased person was a licensed physician, or a licensed nurse employed by or under contract with a health facility regulated and licensed by the State Department of Public Health to provide medical services or a first responder employed to provide emergency services as described in Section 8562 of the Government Code
- The deceased person's principal duties consisted of providing medical services or emergency services during the COVID-19 pandemic state of emergency
- The deceased person died of COVID-19 during the COVID-19 pandemic state of emergency

Required documentation of Eligibility

- Enrollment as an undergraduate student at a campus of the University of California or the California State University or as a student at a campus of the California Community Colleges
- Documentation that the student's annual income, including the value of any support received from a parent, does not exceed the maximum household income and asset level for an applicant for a Cal Grant A award, as set forth in Section 69432.7
- The surviving child or spouse was a resident of California during the COVID-19 pandemic state of emergency
- Any determination of eligibility shall be confirmed through documentation of a certified death certificate and documentation of the deceased's employment

during the COVID-19 pandemic state of emergency provided by the surviving child or spouse

ACADEMIC AND PROGRESS STANDARDS (CCPG)

To be eligible for the CCPG, a student must meet the following academic and progress standards – which are different from the Federal SAP and AB789 requirements. Districts shall have reasonable policies in place to explain the standards and monitor progress and shall not impose any additional academic and progress standards.

- Academic – students must maintain a cumulative GPA of 2.0 or higher
- Progress – students must complete more than 50% (cumulative) of their coursework

Loss of Eligibility (CCPG)

A student may lose CCPG eligibility only after they have not met any combination of the minimum academic and progress standards for two consecutive terms and only after the student has attempted 12 units. Terms shall be considered consecutive on the basis of the student's attendance so long as the break in the student's attendance does not exceed one primary term.

For example, a student who attends for the fall 2020 semester, sits out for spring 2021 semester then attends for fall 2021 would be considered as attending consecutive terms (fall and fall). The counting of two consecutive primary terms starts over if a student does not attend in the district for two consecutive primary terms.

Loss of eligibility shall become effective with the first registration activity for the first primary term after such determination is made. For colleges with semester terms, the primary terms are fall and spring. For colleges with quarter terms, the primary terms are fall, winter and spring.

The timing of the determination of eligibility affects when the actual loss of eligibility will occur. The loss of eligibility becomes effective at the first registration opportunity after the eligibility determination is made.

- If a student registers for a term after the determination of eligibility loss, the loss of eligibility is effective for the very next term. For example, eligibility loss determined late Spring term, the loss of eligibility applies to the following Fall term or the immediate summer term.
- If a student registers for a term before the determination of eligibility loss, the loss is effective for the term following the one for which they just registered. For example, student enrolls early Spring 2027 for Fall 2027 term and the eligibility loss

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is determined late Spring 2027 term, the loss of eligibility is applied to the next term of Spring 2028.

Current and Former Foster Youth and Special Eligibility Categories

Foster youth, former foster youth no older than 25 and students eligible for the CCPG based on the special classifications are not subject to the loss of CCPG eligibility.

Loss of CCPG Eligibility Notifications

After the first term of not meeting the CCPG academic and progress standards, students should be notified within 30 days of the end of each term that they are being placed on either academic or progress probation. The notification should let the student know that a second term of probation will result in loss of fee waiver eligibility at the next registration opportunity.

The notification should also include information about the available student support services to assist them in maintaining eligibility. Colleges shall ensure that students have the opportunity to receive appropriate counseling, assessment, advising, or other education planning services on a timely basis to prevent potential loss of the fee waiver.

Registration Activity

These are the recognized registration activities that are considered valid registration activities for the purpose of CCPG determination:

- Waitlisted
- Enrolled at multiple district colleges and waitlisted
- Dropped by college due to lack of pre-requisites
- Dropped/cancel course by Faculty
- Combined classes cancelled
- Student dropping all classes

Loss of Eligibility Appeals

Colleges must have an appeal process that allows students to reestablish their CCPG eligibility. The appeal process must include the criteria for reviewing extenuating circumstances, granting appeals and the steps to submit an appeal.

Acceptable Appeal Reasons

CCPG and priority registration eligibility appeals for the following documented instances may be approved on a term-by-term basis:

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- Extenuating circumstances such as: verified cases of accidents, illnesses, or other circumstances beyond the student's control
- Situations where a student with a disability applied for, but did not receive, reasonable accommodation in a timely manner
- Students who have demonstrated significant academic improvement (student has at least a 2.0 GPA and greater than 50% completion for the most recent term, including summer based on local policy)

In addition, students may appeal based on the following three reasons but for the CCPG only:

- Changes to the student's economic situation
- Evidence the student was unable to obtain essential support services
- Special consideration of factors for CalWORKs, EOPS, DSPS, and veteran students

Appeal Duration and Timing

Once an appeal is approved, the student remains subject to term-by-term evaluation of the academic criteria. Each term the college will review the student's GPA and progress. Automatic appeals can be used to reduce the review of students who continue to meet the satisfactory academic progress criteria.

A student with a documented circumstance that will continue for more than a single term could be granted an extended appeal based on the district policies and procedures.

Districtwide Written Procedures

District appeal policies must be included in the district policy and procedure manual and be posted in course catalogs

Because the appeal process for federal financial aid Satisfactory Academic Progress (SAP) can take a long time due to many requirements that must be met, colleges are encouraged to have a distinct and separate CCPG appeal process. The CCPG appeal options are similar to the Enrollment Priority appeal options and should be processed in a similar manner. In order to avoid a cumbersome process, Financial Aid Offices are encouraged to think about the following:

- Consider having fee waiver appeals read and determined in Admissions and Records, in conjunction with Enrollment Priority appeals, to avoid confusion with federal SAP appeals.
- Due to the lower level of scrutiny and requirements as compared to federal SAP appeals, CCPG appeals should be a more straightforward process.

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- Students will never lose their fee waiver during the middle of a term because fee waiver eligibility is determined at the end of each primary term. For example, if a student registers for the fall 2021 term in April 2021 and then fails to meet the academic requirements for their second consecutive term at the end of the spring 2022 term, the student will not lose fee waiver eligibility for the fall 2021 term. The first term for which the student will not have fee waiver eligibility would be spring 2022.
- Students who don't register for classes until after they have lost the fee waiver should already know of the loss before they sign up for the next term.

CCPG Relationship to Federal Financial Aid Requirements

There is some overlap between the CCPG eligibility criteria and federal Title IV student financial aid eligibility. The following federal eligibility information is provided to clarify the differences between the programs.

CCPG as an Award in Packaging

The Cost of Attendance for each student shall include the enrollment fee, as assessed per the California Education Code. The CCPG is considered an award in the package of financial aid to meet that cost. The amount listed on the offer letter is determined per college policy.

Federal Statue and Regulation Regarding Need Analysis

In the absence of specific guidance to the contrary, federal rules for need analysis shall be used in the CCPG fee waiver program.

Restriction on Additional Requirements

Districts shall not impose requirements for CCPG eligibility other than the requirements of this section and Section 58620.

STUDENT SUCCESS COMPLETION GRANT

Senate Bill 840, the 2018 Budget Act education trailer bill, was signed by the Governor on June 15, 2018, and included language initiating a new grant program for Community College students, the Student Success Completion Grant (SSCG). The program consolidated the Full-Time Student Success Grant (FTSSG) and the Community College Completion Grant (CCCG). The new SSCG program came with funding to augment students receiving a Cal Grant B or C who are enrolled in at least 12 units per term. Baccalaureate degree students do not qualify for this grant.

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The Legislature and Governor sought to simplify and streamline the administration of the program to better serve the needs and interests of full-time students 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,
- Increase of award amounts (August 2022),
- Full maximum award to Current and Former Foster Youth students enrolled in 12 units (August 2023)
- For the purposes of awarding a SSCG, “current or former foster youth” means a person whose dependency was established or continued by the court on or after the date on which the person reached 13 years of age.
- Eligible DSPS students 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 (July 2025).

INTENT

The intent of the Student Success Completion Grant program (SSCG) is to support student persistence, retention and success by providing full-time and greater than full-time students additional assistance to help them complete their programs timely and to offset the total cost of attending community college.

ELIGIBILITY

To be eligible to receive 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,

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- Be an undergraduate student pursuing an associate degree, career technical education certificate, other community college certificate, or meet transfer requirements.

AWARD AMOUNTS

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

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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.*

AWARDING PRIORITY

1. Pay all eligible fall and spring term students. If your college offers winter intersession courses, you may add those units to either the Fall or Spring term to pay the award – based on your institution’s awarding policies.
 - a. If a student in less than 12 for a primary term but adds units in a corresponding winter intersession, the college may add units to pay in the primary term, either Fall or Spring based on the college’s institutional awarding policies.
2. If a student is attending 12+ units per semester term, they receive half the award year-based amount of the SSCG or the quarter equivalent.
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

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during the summer term to bring their total number of academic units to 24 units or more (completed units in prior terms and attempted units for summer).

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 (completed units in prior terms).

OVERPAYMENTS

Each payment is based on the student's enrollment status when student is determined eligible, and payment is authorized. Changes to enrollment status in prior terms or subsequent terms do not affect a student's eligibility for payment for the current term. Overpayment resolution is not required if the overpayment occurred because of a change in enrollment status after the term payment. Although changes in enrollment that result in less than full-time attendance after term payment do not require adjustments or repayments, they may impact SAP and subsequently the student's continued eligibility for SSCG.

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.

OVERAWARDS

Need-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.

DISQUALIFICATION AND APPEALS

At any time, if the student no longer meets the eligibility requirements, they are no longer able to receive the SSCG. Students may regain eligibility based on the school's SAP appeal policy.

OTHER POLICY GUIDANCE

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

Portability should be equivalent to Cal Grant portability. A student receiving a 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.

FUNDING ALLOCATION AND FISCAL REPORTING

All funds are allocated during the advance apportionment process. 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. The SSCG data is reported annually to MIS.

FISCAL

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 on the Chancellor's Office [Financial Aid Programs webpage](#).

CALIFORNIA COLLEGE PROMISE PROGRAM

The California College Promise--initially established through [AB 19](#) and subsequently amended through [AB 2](#) and [AB1920](#)--provides funds to districts to cover fees for up to two full academic years for full-time students who have not otherwise received a CCPG fee waiver. Colleges may also use funds to provide other support services to meet program goals for promoting student success.

PROGRAM GOALS

1. Increase the number and percentage of high school students who are prepared for and attend college directly from high school and increasing the percentage of high school graduates who are placed directly into transfer-level mathematics and English courses at a community college.
2. Increase the percentage of students who earn associate degrees or career technical education certificates that prepare them for in-demand jobs and increasing the percentage of students who report being employed in their field of study.
3. Increase the percentage of students who successfully transfer from a community college to the California State University or the University of California and increasing the percentage of students who graduate from college with a baccalaureate degree.
4. Reduce and eliminate regional achievement gaps and achievement gaps for students from groups that are underrepresented at the California Community Colleges, including, but not limited to, underrepresented students, low-income students, students who are current or former foster youth, students with disabilities, formerly incarcerated students, undocumented students, students meeting the requirements of Assembly Bill 540 of the 2001–2002 Regular Session of the Legislature, and students who are veterans.

INSTITUTIONAL PARTICIPATION REQUIREMENTS

The requirements for participation in the California College Promise shall advance the goals outlined in Section [76396.1](#) and shall include all of the following:

1. Partnering with one or more local educational agencies to establish an Early Commitment to College Program that is consistent with the intent of Article 6.3 (commencing with Section 54710) of Chapter 9 of Part 29 of Division 4 of Title 2 to provide K–12 students and families assistance that includes, but is not limited to, learning about college opportunities, visiting campuses, taking and completing college preparatory courses, and applying for college and financial aid.
2. Partnering with one or more local educational agencies to support and improve high school student preparation for college and reduce postsecondary remediation through practices that may include, but shall not be limited to, small learning communities, concurrent enrollment, and other evidence-based practices.
3. Utilizing evidence-based assessment and placement practices at the community college that include multiple measures of student performance, which shall include, among other measures, overall grade point averages, including grades in high school

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courses, and using evidence-based practices to improve outcomes for underprepared students.

4. Participating in the California Community College Guided Pathways Grant Program established pursuant to Part 54.81 (commencing with Section 88920) in order to clarify the academic path for students, help students enter a pathway, help students stay on an academic path, and ensure students are learning.
5. Maximizing student access to need-based financial aid by leveraging the Board of Governors fee waiver established under Section 76300, commonly known as the California Promise Grant, ensuring students complete the Free Application for Federal Student Aid, Cal Grant application, or Dream Act application, and participating in a federal loan program authorized under Title IV of the federal Higher Education Act of 1965, as amended (20 U.S.C. Sec. 1070 et seq.). On or before January 1, 2018, a community college that does not participate in the federal loan program shall be provisionally eligible to participate in the California College Promise for one calendar year. The community college shall comply with the federal loan participation requirements in order to participate in the California College Promise on or after January 1, 2019.

STUDENT ELIGIBILITY AND USE OF FUNDS

Funds may be used to cover fees for both first-time and returning full-time students for up to two full academic years.

Students enrolled in fewer than 12 units may be deemed full-time at the discretion of the institution if the student has been certified as full-time by a qualified staff person in the disabled student services program at the institution.

Fee waivers provided through the California College Promise program may only be provided to California residents or other groups qualifying for in-state residency. Funds may not be used to provide a fee waiver for a student charged nonresident tuition.

Effective January 1, 2027--per [AB 1920](#) (2026) which amends Education Code section 76396.3—students who are awarded a certificate by a postsecondary educational institution as part of a course sequence leading to an associate degree remain eligible for a California College Promise fee waiver. Students must still meet all other applicable program requirements.

Colleges are not required to use California College Promise funds for fee waivers. Colleges have flexibility to use funds for other support services that meet program goals, such as but not limit to counseling, textbooks and supplies, transportation, or other direct aid.

Funds are allocated only to districts that meet all program participation requirements.

DEFINITIONS

The following definitions are used for the purpose of the California College Promise program and determining allowable uses of funds:

First-time college student: student who has no prior postsecondary experience (except as noted below) attending any institution for the first time at the undergraduate level. This includes students enrolled in academic or occupational programs. It also includes students enrolled in the fall term who attended college for the first time in the prior summer term, and students who entered with advanced standing (college credits or postsecondary formal award earned before graduation from high school).

Returning college student: student who has had an enrollment break of one or more academic terms.

- **Full-time:** enrolled in 12 or more semester units or the equivalent.
- Effective January 2020, a student enrolled in fewer than 12 units may be deemed full-time at the discretion of the institution if the student has been certified full-time by a qualified staff person in the disabled student services program at the institution.

Postsecondary experience: A formal instructional program whose curriculum is designed primarily for students who are beyond the compulsory age for high school. This includes programs whose purpose is academic, vocational, and continuing professional education, and excludes avocational and adult basic education programs.

ADDITIONAL PROMISE PROGRAM GUIDANCE

The Chancellor's Office maintains a [California College Promise Program FAQ](#) and periodically issues guidance and updates to support program implementation.

CATEGORICAL FUNDING FOR STUDENT FINANCIAL AID ADMINISTRATION (SFAA)

SFAA BASE FUNDING ALLOCATION FORMULA

Colleges are provided with an administrative allowance to administer the CCPG Program. The statewide aggregate allowance for all colleges is determined by multiplying ninety-one cents (\$0.91) times the current enrollment fee per credit unit for each student for whom fees are waived through the CCPG program during the academic year.

From the statewide aggregate allowance, each college is allocated a sum proportional to the number of students served by fee waivers in the last year for which verifiable data are available. Allocations will not be less than 90 percent of the previous year's allocation (if funding permits). No college receives less than \$12,500.

SFAA CAPACITY FUNDING ALLOCATION FORMULA

- \$50,000 per college as a minimum allocation
- The balance will be distributed using a fair share formula, weighing FTES for each college as a percentage of system-wide FTES and CCPG participant volume by college as a percentage of the system-wide CCPG participant volume equally, based on the most recently reported MIS data.

This provides incentive for colleges to quickly and strategically develop and implement plans to achieve increased participation in Student financial assistance programs by rewarding success with increases to a college's future year BFAP-SFAA funding. It also provides for enrollment growth in the allocation formula for future year BFAP-SFAA funding.

Allowable Use of Funds

- Funds must supplement, not supplant, on-going college expenditures for the administration of student aid and cannot be used for district operations as defined in the Education Code, the Budget Act and by the Board of Governors.
- Funds are allocated to each college. Multi-campus districts may not alter the amounts allocated to colleges within the district.
- SFAA administrative allowance funds may be expended only for financial aid professional, technical, clerical and/or temporary staff (including student help) who report directly to the financial aid director. Funds may not be used for salaries for personnel at the level of financial aid director, manager or above.

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- In addition to these specific personnel costs, funds may also be expended for costs associated with staff training and for the development and production of financial aid outreach materials.
- Funds may only be expended for computer hardware or software necessary for and solely dedicated to the delivery of student financial aid.

Funds may not be used for capital outlay or office supplies and may not cover expenditures made or liabilities incurred prior to July 1 of the applicable fiscal year – unless the Chancellor’s Office has approved roll-over of unspent funds to be spent in the following fiscal year by end of September.

Districts are expected to account for these funds separately. Documentation of expenditures must be maintained and provided to the Chancellor’s Office upon request to demonstrate compliance.

Additional information for outreach events:

- No more than 3% of the college’s SFAA-Capacity funds should be spent for promotional financial aid outreach items.
- Food and refreshment costs should specify the following:
 - The purpose and/or event number served and whether the event was for financial aid only, or a combination of groups/general students.
 - These financial aid outreach events should not be rolled up into an aggregate number for the year but reported separately.
 - No more than \$5K of SFAA-Capacity funds should be spent in food and refreshments.

Any request for exceptions to the requirements listed above must be made in writing and at the beginning of the new fiscal year. The request must identify the fiscal year involved, an estimate of the amount to be spent and the reason for the request. An Exception Request Form is available early summer. No exceptions to these guidelines are allowed without prior written approval by the Chancellor’s Office. No exceptions will be approved if circumvents current law: State Budget Act, EdCode, and BOG approved guidelines.

BOARD FINANCIAL ASSISTANCE PROGRAM (BFAP) ALLOCATIONS – “2% FUND”

To help ensure that colleges are not disadvantaged in fee revenue by enrolling low-income students, each year colleges receive an amount equal to 2 percent of the total fees waived to be used in their college general fund. This is similar funding to the 2 percent of fees actually paid that is kept by the college. These funds do not follow the BOG approved spending guidelines for SFAA Base and Capacity funds.

3 PERCENT OF THE “2% FUND” SET-ASIDE

In 2001, the Board of Governors adopted a proposal to establish a set-aside of 3 percent of the “2% Fund.” The “2% Fund” allocation for each college is reduced by 3 percent to generate funds to be used by the Chancellor’s Office to fund the Financial Aid Regional Representatives meetings and to allow the Chancellor’s Office to undertake special financial aid related projects of vital interest to the system. The amount of the set-aside will vary each year based upon the amount of the Chancellor’s Office’s “2% Fund” in the annual budget.

Reallocation of Unused Administrative Allowance

Each Spring, the Chancellor’s Office sends out a Mid-Year Report Survey for the form of the Board Financial Assistance Program BFAP 2% and Student Financial Assistance Administration (SFAA Base and Capacity) programs. With this notice, campuses are asked to indicate anticipated expenditures by June 30 of current fiscal year for the BFAP-SFAA funds allocated to the college.

Typically, these funds may not be spent or encumbered beyond the fiscal year and any funds that will not be encumbered by the end of the fiscal year can be released to the Chancellor's Office for reallocation. Currently, there is a 3-month rollover for unused funds after the June 30 deadline. All fiscal year funds must be spent by September and reported in the SSARCC Final Expenditures Report due at end of October.

Campuses should carefully review their BFAP-SFAA administrative allowance balance and expenditure plans. The decision to return anticipated unused funds through a timely filing of BFAP-SFAA survey will have no bearing on future allocations. However, colleges that fail to utilize any amount in excess of one percent of their allocation after the end of the fiscal year will receive a penalty against future year allocations.

The form also allows colleges to request additional funds for expenditure in the authorized spending period, should they have need in excess of their current allocation. While we do not anticipate the return of any funds, should any funds be returned, they will be reallocated.

Failure to release or utilize the BFAP-SFAA administrative allowance will result in an allocation penalty. The penalty will equal unutilized funds in excess of one percent of the total final adjusted allocation for the applicable year and will be taken from the allocation for the fiscal year immediately following the year in which the underutilization is reported.

BFAP-SFAA MAINTENANCE OF EFFORT (MOE)

Colleges are required to report annually on the amount of money spent to administer the student financial aid programs. The amount must be equal to or greater than the required maintenance of effort required and the provisional language in the annual Budget Act. For BFAP-SFAA purposes, the maintenance of effort (MOE) is equal to the 1992-93 level of administrative effort updated for cost of living adjustments. For augmentation purposes, the MOE must be equal to or greater than district/college financial aid spending in 2001-02. This same report also provides information on the college's final expenditures of the SFAA Administrative Allowance. This report is called "BFAP Report 3" Or "SSARCC Final Expenditures Report."

Any college that fails to meet the maintenance of effort requirement will have their BFAP allocation ("2 Percent" Fund) reduced dollar-for-dollar based upon the amount of their MOE not fully met. The penalty can be assessed up to the full amount of the college's BFAP "2 Percent" Fund allocation for the next funding cycle. A college may appeal any assessment by providing the Chancellor's Office with a detailed explanation for the shortfall and an accompanying MOE Correction Plan to resolve the problem. Mitigating circumstance appeals will be considered but are at the sole discretion of the Chancellor's Office.

MOE Match Requirements

The State allocates categorical program funding for **Student Financial Aid administration (SFAA) specifically to supplement and not supplant existing institutional resources** to enhance access to postsecondary education for low income and disadvantaged populations.

Maintenance of Effort (MOE)/match expenditures qualify an institution to receive BFAP-SFAA categorical funding in each corresponding future fiscal year and as such must be satisfied in each fiscal reporting year.

MOE/matching expenditures must directly benefit the Student Financial Aid (SFA) program administration.

Refund, Overpayment, and R2T4 liabilities are not considered operational expenses for MOE reporting and should not be included in general fund expenditures identified for purposes of complying with MOE requirements.

Audit findings and associated audit/reconstruction liabilities are not considered operational expenses for MOE reporting and should not be included in general fund expenditures identified for purposes of complying with MOE requirements.

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Contracted disbursement services (such as Blackboard) that replace the disbursement functions previously performed by a bursar's office, business office, or fiscal services unit may be included in the institution's MOE but are not allowable uses for categorical funding (SFAA) as this could create a supplanting issue.

Administrative costs of doing business (such as Legal services, segregated duties such as residency determinations and disbursement functions) as well as indirect overhead assessments or allocated expenses such as, information and technology support, business services, fiscal services, legal services, personnel services etc. are not considered allowable uses of categorical funding (SFAA) and may not be included in the MOE/match unless all expenditures for such services are charged proportionately to all cost centers on campus.

Salaries and benefits for staff organizationally superior to the Financial Aid Director or Financial Aid Manager (the institution's designated coordinating official) are not to be included in the MOE/match nor are they allowable uses for SFAA categorical funding.

Only general fund or "other source" expenditures (including those for staffing and benefits) which are included in the SFA programs operating budget and that are under the oversight and control (subordinates in the case of staff) of the FA Director or FA Manager (designated coordinating official) may be included in the MOE/match.

"Other Source" expenditures would likely include federal Pell and Campus Based Administrative Cost Allowances (ACA). Other sources might also include grant funding from outside sources.

NEW COLLEGES OR DISTRICTS

Whenever a new college or district is officially approved by the Board of Governors, the students attending that college become eligible for the CCPG, and the student services division of that college becomes eligible to receive the minimum annual administrative allowance allocation of \$50,000 during the next available award cycle. Larger allocations will not be made until MIS data are available that supports a greater share and until the college has at least one full-time employee devoted exclusively to the management of student financial aid.

It is important that the college reports accurate data since future allocations will be based on the data.

MIS AND FISCAL REOPORTING

The Chancellor's Office Management Information System (MIS) database collects data from all community colleges and districts in a uniform format. The information collected is used as a key research and fund allocation tool by the Chancellor's Office and Department of Finance, a reporting source, and an informal decision support system.

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All categorical funding, including all financial aid programs described in this Manual, is allocated based upon the MIS data submissions. Timely and accurate data submission will help to ensure that your district/college receives their allocations on a timely manner.

Information on the MIS data submission timeline, data elements, presentations, memos and pre-submission input files can be found on the [MIS page on the Chancellor's Office website](#).

MIS DATA SUBMISSION

Districts/colleges must report a record for each student who applies for financial aid and meets the Student Basic (SB) data reporting domain requirements in at least one term during the academic year. If the student received financial aid, an SB record must be submitted for each term financial aid was received. For support with submissions and/or accessing reports, please contact CCCCCO Management Information Systems at cccmisedit@cccco.edu

DATA USE AND ACCURACY

The financial aid data collected are utilized by the Chancellor's Office and the Department of Finance as a basis for calculating the amount the Chancellor's Office will receive to reimburse districts and colleges for the number of fee waivers processed and the amount of fees waived. The financial data are also used to measure enrollment, accountability, student demographics, student success/outcomes, etc. Consequently, it is critical that districts and colleges provide accurate and timely information.

DATA MART

[Data Mart](#) provides information about students, courses, student services, outcomes and faculty and staff. The emphasis Data Mart is to answer the questions of administrators, educators, parents, students, state leaders, and professional organizations. Topics include student services, students/headcounts, outcomes, courses/calendar and faculty and staff. Financial queries are under student services. Please keep in mind that the queries are real-time based on updates to MIS data.

STUDENT SERVICES AUTOMATED REPORTING (SSARCC)

SSARCC is the reporting tool for BFAP-SFAA final expenditures, including MOE expenditures, and Financial Aid Technology allocation. The Chancellor's Office provides annual training on reporting expenditures in SSARCC. See Vision Resource Center (VRC) for latest recorded webinar.

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Beginning with the 2025-26 reporting cycle, Financial Aid Technology expenditures must be reported separately through a dedicated SSARCC report and will no longer be included in the BFAP-SFAA Final Expenditures Report.

A new carryover section has been added to the report, and colleges no longer need approval to carry over eligible funds. Carryover funds must be expended before newly allocated funds are used.

The SSARCC reports are open for data entry mid-September after the end of the fiscal year and the reports are due the last Friday in October. The Chancellor's Office may penalize colleges who submit the reports late.

For questions, please view the "Support" section of the [SSARC website](#).

AD HOC REPORTS

From time to time, the Chancellor's Office may request additional information regarding the administration of student financial aid or the student population served. Cooperation with special requests is appreciated.

Additional reporting may be required for financial aid programs supported through one-time funds.

CHANCELLOR'S OFFICE SUPPORT FOR OTHER FEDERAL AND STATE REQUIREMENTS

NET PRICE CALCULATOR

Each postsecondary institution that participates in the Title IV federal student aid programs and enrolls full-time, first-time degree- or certificate-seeking undergraduate students is required to post a net price calculator on its web site that uses institutional data to provide estimated net price information to current and prospective students based on a student's individual circumstances. This calculator should allow students to calculate an estimated net price of attendance at an institution (defined as cost of attendance minus grant and scholarship aid) based on what similar students paid in a previous year.

The Chancellor's Office provides all colleges access to the NPC. The NPC is updated annually in early summer using MIS data and displays prior-prior year COA. The U.S. Department of Education provides a uniform national template for NPCs. You can see your institution's estimated net price of attendance on the net Price Calculator site: <https://misweb.cccco.edu/npc/XXX/npcalc.htm>.

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In place of the XXX, you must enter the 3-digit MIS college code. You can find your [MIS college code here](#).

CAL GRANT OUTCOMES DATA

As a condition of participation in the Cal Grant Program, [Education Code section 69433.2](#) requires each Cal Grant-participating institution to report specified undergraduate student outcome information annually to the California Student Aid Commission (CSAC).

[AB 123 \(Stats. 2025, ch. 9\)](#) amended section 69433.2, by establishing March 31 as the reporting deadline, beginning in 2026.. Each submission covers the completed academic year identified in CSAC's annual instructions. AB 123 also expanded the required data disaggregation, authorized Cradle-to-Career reporting, and added privacy and public-reporting requirements. Required information includes:

- Enrollment, persistence, and graduation data for all students;
- Disaggregated by gender, ethnicity, Pell Grant status, first generation status, transfer status, student parent status, foster youth status; and
- Eligibility used of state financial aid received, including Cal Grant A, Cal Grant B, Cal Grant C, Cal Grant Access Awards, and Middle Class Scholarship.

The California Community Colleges Chancellor's Office acting on behalf of participating California community colleges, will satisfy the reporting requirements for enrollment, persistence, and graduation data by submitting to the Cradle-to-Career Data System annually.

In addition, California Education Code [Section 69433.2](#) requires participating institutions to report students' job placement rate, salary, and wage information for:

- Each program that is either designed or advertised to lead to a particular type of job; or
- Advertised or promoted with a claim regarding job placement. Chancellor's Office, Educational Services and Support Division
- The data available through the Chancellor's Office Salary Surfer website will meet the requirements and therefore colleges will not be required to submit additional job placement, salary, and wage information. More information about this requirement is available in [CSAC Special Alert GSA 2016-39](#).

INTEGRATED POSTSECONDARY EDUCATION DATA SYSTEM (IPEDS)

U.S. Department of Education's **Integrated Postsecondary Education Data System** (IPEDS) consists of institution-level data that can be used to describe trends in

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postsecondary education at the institution, state and/or national levels. Researchers can use IPEDS to analyze information on student enrollments, institutional revenue, and expenditure patterns by source of income and type of expense, etc. The completion of all IPEDS surveys in a timely and accurate manner is mandatory for all institutions that participate in or are applicants for participation in any federal financial assistance program authorized by Title IV of the Higher Education Act of 1965, as amended. The completion of the surveys is mandated by 20 U.S.C. 1094, Section 487(a)(17).

The Chancellor's Office completes annual IPEDS submissions on behalf of California community colleges/districts. It is the responsibility of each district/college submit accurate and timely data to the Chancellor's Office MIS to be used for IPEDS reporting.

For additional information pertaining to the reporting requirements on the [IPEDS Website](#).

PERKINS IV ALLOCATIONS

To determine Perkins IV Title I-C allocations for the succeeding year, financial aid data from the previous year must be loaded into the Chancellor's Office MIS database by December of the current year. Failure to submit financial aid data by December may negatively impact your district/college Perkins allocation. Districts/colleges may correct data submitted for Perkins funding purposes until approximately the second week of February of the current academic year.

Note: Resubmissions after the February cutoff are not used for Perkins allocation purposes. Actual dates may change based on calendar year and Chancellor's Office resources. Visit the [Perkins IV webpage](#) for more information.

MISCELLANEOUS INFORMATION

OSHER SCHOLARSHIP

Community college students can receive consideration for Osher Scholarships. These scholarships are intended to support students with the most financial need who have demonstrated success and commitment in their coursework. To qualify, students must have completed 24 units of degree-applicable study, be enrolled in at least six units for the ensuing semester and qualify for a California College Promise Grant (criteria may differ between colleges). Scholarships of up to \$1,200 per academic year help financially strained students offset educational costs, making it possible for them to stay in school. The scholarships can be applied to textbooks, lab equipment, uniforms, lab fees and other instructional supplies.

To be considered for a scholarship, students are required to undergo an application process, which is administered by the local college. Colleges must choose scholarship

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recipients for the Osher funds based on pre-established criteria, with financial need receiving top priority.

Additional information can be found at the [Osher Scholarship website](#).

CATEGORICAL FUNDING CARRYOVER

Consistent with Chancellor's Office 2021 and 2025 guidance, [ESS 21-100-002, Update: Effective Use of Proposition 98 Spending and Monitoring](#) and [ESS 25-09, Effective Use of Prop 98 Spending](#), colleges should make every reasonable effort to expend Proposition 98 funds during the fiscal year in which they are allocated, even when same-year expenditure is not expressly required. Funds should be used to advance the purposes of the applicable program and maximize services and support for students, including direct aid where allowable.

For Proposition 98 funds that are not subject to statutory, regulatory, or program-specific expenditure deadlines, colleges may generally carry unspent balances into the following fiscal year without submitting an annual carryover request to the Chancellor's Office. When funds are carried forward, the prior-year balance should be expended before current-year funds. Carryover does not modify any applicable expenditure restrictions, reporting requirements, matching or maintenance-of-effort requirements, or other program-specific conditions.

Consistent with applicable program guidance, colleges with funds remaining after two fiscal years from the initial allocation may be required to submit a spending plan identifying the remaining balance, proposed expenditures, and timeline for full expenditure. The Chancellor's Office may also work with colleges to identify appropriate spending options or take other action, including withholding subsequent allocations to prevent the unreasonable accumulation of funds.

For additional information regarding expenditure, carryover, and monitoring requirements for Proposition 98 funds, refer to **the most recent Compendium of Allocations and Resources on the [Chancellor's Office Budget News webpage](#)**.

EARNED INTEREST FOR CATEGORICAL PROGRAMS

This applies to all financial aid programs described in this Manual. Any interest earned stays with the program that earns it and must be spent per the funding and spending guidelines of that program. In California community college accounting, Object 8860 stands for Interest and Investment Income. It is a local revenue classification under the [Budget and Accounting Manual \(BAM\)](#) used to record earnings from cash deposits, county treasury pools, and financial investments

- BAM 8860 Interest and Investment Income Amounts received or accrued as interest earned on moneys held with the county treasurer or on other investments, including

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premiums and accrued interest at the time of sale of bonds, etc. Interest and investment income shall be credited to the fund earning the revenue. Interest received on restricted money shall include the same restrictions as the principal. Interest paid for cash on deposit in the county treasury from sources which have imposed restrictions on expenditures shall be prorated to those sources. The requirements for final disposition of earned interest will vary depending on the source of the principal, laws and regulations, and written conditions of gifts, grants, and contracts. Unless otherwise provided in law, regulations, or other legal requirements, interest earned shall be restricted to the purpose of the fund.

CHANCELLOR'S OFFICE RESOURCES

FINANCIAL AID STAFF CONTACTS

Any Financial Aid Office employee or other college staff person may contact the Chancellor's Office, Student Financial Assistance Programs Unit for help.

Name	Title	Email	Phone
Allison Beer	Dean	abeer@cccco.edu	916.323.9478
Ruby Nieto	Financial Aid Specialist	rnieto@cccco.edu	916.322.4300
Mario Garza	Financial Aid Specialist	mgarza@cccco.edu	916.445.0487
Ryan McClintick	Program Assistant	rmcclintick@cccco.edu	916.323.5861
General Assistance		FinancialAid@cccco.edu	

COMMUNICATIONS FROM THE CHANCELLOR'S OFFICE

Regular program updates and special notices are sent to each college using the Chancellor's Office "cfao-all" list. Each district MIS person establishes the names of the district/colleges contacts, or "pointers" for this list. The "pointers" for the financial aid list

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should include all persons interested in financial aid policy and must include the director or manager of financial aid. If there are staff changes, please contact the MIS office at the district level and ask for a change in “pointers” for the “cfao-all.”

Campus financial aid staff may also use this listserv to communicate statewide with the “pointers” or financial aid staff. To post a message, send to cfao-all@cccco.edu.

TRAINING

The Chancellor’s Office provides several training and professional development opportunities for new and seasoned financial aid staff, including:

- All Directors training (typically in association with the annual CCCSFAAA conference);
- New Directors training;
- Technical webinars;
- Financial wellness;
- Other professional development topics based on needs of financial professionals.

Directors and staff are strongly encouraged to attend relevant Chancellor’s Office training. Financial aid directors are strongly encouraged to attend the All Directors training each year.

Financial aid personnel are also strongly encouraged to attend the periodic training offered by USDE, NASFAA, WASFAA, CASFAA, CCCSFAAA and CSAC.

CCCSFAAA, CASFAA, WASFAA and NASFAA all hold annual conferences where financial aid training is provided. The US Department of Education holds an annual Student Financial Aid (SFA) Conference.

CHANCELLOR’S OFFICE FINANCIAL WELL AND DEFAULT PREVENTION EFFORTS

The Chancellor’s Office monitors college 3-year default rates to provide technical assistance including on personal financial wellness and literacy, and default prevention product selection.

ADDITIONAL FINANCIAL AID RESOURCES

[California Community Colleges Student Financial Aid Administrators Association](#)

Listserv

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National Association of Student Financial Aid Administrators

- Ask Regs
- Listserv
- Other training resources

California Community Colleges Chancellor's Office

- Vision 2030
- System Operations – Divisions
- Board of Governors Meetings
- Datamart

I Can Go To College

- Financial aid information
- **Foundation for California Community Colleges**
- Osher and other student scholarships

Office of Federal Student Aid

- Electronic Announcements and Dear Colleague Letters
- Federal Student Aid Handbook
- Application and Verification Guide
- SAR Comment Codes and Text
- System and Participation Links
- Regulations
- Listserv

Federal Student Aid

- For student and professionals
- Federal Student Aid Data Center
- Types of aid, eligibility, how to apply
- Training aids
- Entrance and Exit Loan Counseling
- Master Promissory Note

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- Financial Awareness Counseling
- Repayment Estimator

Financial Aid Toolkit for Counselors

- Outreach and Training Resources

IRS

- Request tax return transcripts
- [Publication 17 – general rules for filing a federal tax return](#)

Selective Service System

- Verify Selective Service registration
- Registration forms

California Student Aid Commission (CSAC)

- Dream Act Application
- Cal Grant Handbook
- WebGrants access
- Chafee Grant
- CSAC Operations Memos and Special Alerts
- ePubs – Fund Your Future magazine and other outreach publications
- Listserv

Cash for College

- Cash for College workshops
- Workshop resources
- Student resources

California Legislative Information

- Status of pending and passed legislation

California Budget

- Governor's Proposed Budget
- May Revise
- Enacted Budget

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Legislative Analyst's Office

- The Legislative Analyst's Office (LAO) maintains policy area e-mail notification lists that include publications, handouts or budget recommendations in a particular subject area, including higher education.

United States Census Bureau

- The United States Census Bureau determines the national poverty level.

FINAID-L (Financial Aid Administrators)

- finaid-l-subscribe-request@lists.psu.edu
- The FINAID-L mailing list is a discussion list for issues facing financial aid offices. Appropriate topics include financial aid administration, FAO job announcements, discussions of changes in federal aid regulations and similar topics. To subscribe to the list, send email to finaid-l-subscribe-request@lists.psu.edu

SFATECH (US Department of Education Technical Software)

- <https://fsapartners.ed.gov/help-center/mailling-lists-listservs>
- Technical questions about US Department of Education Student Financial Aid systems and software.

CALIFORNIA EDUCATION CODE AND CALIFORNIA CODE OF REGULATIONS REFERENCES

- [California Education Code](#)
- Ed. Code § [66025.8 Priority Enrollment](#)
- Ed. Code § [66025.91 Priority Enrollment \(disabled students\)](#)
- Ed. Code § [66025.92 Priority Enrollment \(CalWORKs\)](#)
- Ed. Code § [66500 Selective Service Registration](#)
- Ed. Code § [68130.5 Student Residency Requirements \(AB 540\)](#)
- Ed. Code § [69432 Student Financial Aid Program \(Cal Grant\)](#)
- Ed. Code § [76001 Admission of Students](#) (special part-time or full-time students)
- Ed. Code § [76070 California Community College Student Federal and State Financial Aid Opportunity Act](#)

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- Ed. Code § [76300 Enrollment Fees and Financial Aid](#) (fee waiver)
- Ed. Code § [76300.5 Enrollment Fees and Financial Aid](#) (students exempt from paying nonresident tuition)
- Ed. Code § [76301 Enrollment Fees and Financial Aid](#) (victims of trafficking, domestic violence, refugees)
- Ed. Code § [76355 Authorized Fees](#)
- Ed. Code § [76370 Authorized Fees \(audit fees\)](#)
- Ed. Code § [76396 California College Promise](#)
- Ed. Code § [78221 Student Equity](#)
- Ed. Code § [88931 Student Success Completion Grant](#)
- [5 CCR, div. 6 – California Community Colleges](#)
- 5 CCR § [58600 – Community Colleges – Student Financial Aid](#)
- [5 CCR, subchapter 7. Student Financial Aid](#)
- 5 CCR [§ 58600. Scope](#)
- 5 CCR [§ 58601. Definitions](#)
- 5 CCR § 58610. Allocations
- 5 CCR § 58611. Adjustments
- 5 CCR § 58612. Financial Assistance Awards
- 5 CCR § 58613. Award Amounts
- 5 CCR § 58620. Student Eligibility: California College Promise Grant
- 5 CCR § 58621. Loss of Eligibility
- 5 CCR § 58622. Student Eligibility: Enrollment Fee Waiver [Repealed]
- 5 CCR § 58629. Ineligible Student: District Error
- 5 CCR § 58630. District Reporting and Accountability
- NCHE McKinney-Vento Homeless Assistance Act

To submit feedback or recommendations for this manual, please contact the Chancellor's Office at FinancialAid@CCCCO.edu.

APPENDICES

APPENDIX 1 - CALIFORNIA EDUCATION CODE – CCPG

[Ed. Code § 76300. Enrollment Fees and Financial Aid](#)

APPENDIX 2 - CALIFORNIA CODE OF REGULATIONS – ELECTRONIC SIGNATURE AND CCPG PROGRAM REGULATIONS

[5 CCR § 54300 Electronic Applications and Electronic Signatures](#)

[5 CCR § 58600 Scope](#)

[5 CCR § 58601 Definition](#)

[5 CCR § 58610 Allocations](#)

[5 CCR § 58611 Adjustments](#)

[5 CCR § 58612 Financial Assistance Awards](#)

[5 CCR § 58613 Award Amounts](#)

[5 CCR § 58620 Student Eligibility: California College Promise Grant](#)

[5 CCR § 58621 Loss of Eligibility](#)

[5 CCR § 58630 District Reporting and Accountability](#)

APPENDIX 3 - CALIFORNIA EDUCATION – STUDENTS IN DEFAULT

[Section 66022](#)

APPENDIX 4 - CALIFORNIA EDUCATION – STUDENTS IN DEFAULT – LEGAL OPINION #E 2000-01

Can a community college district deny or withhold a Board of Governors grant to an otherwise eligible student because the student is in default on student loans?

As a form of student financial aid, Education Code, Section 76300(g) requires that the enrollment fee charged to each student attending a community college “shall be waived for any student who, at the time of enrollment” is a recipient of CalWORKs (formerly AFDC), SSI, public assistance, or has demonstrated financial need in the manner set forth in the statute and in Title 5, California Code of Regulations, Section 58620.

The Chancellor’s Office provides the funds for the grant to each community college district through the apportionment process. (§§ 58610, 58611.) Section 58612 provides that “A community college district shall provide Board of Governors Grants to all students who are eligible and who apply for assistance.”

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Because the Education Code and Title 5 use the mandatory language, “shall be waived” and “shall be granted,” a community college district is required to provide a waiver to all eligible students who apply for it. There is no provision that would deny an eligible student a Board of Governors grant because they were in default on student loans or had not repaid a federal or state student grant.

Education Code, Section 66022 requires a community college district governing board to adopt regulations “providing for the withholding of institutional services” from students who are in default on loans under the Federal Family Education Loan Program. Among the services mentioned which may be withheld are the provision of grades, transcripts, or diplomas. There may be other services withheld as well. However, Section 66022 specifically prohibits withholding registration privileges.

In addition, Education Code, Section 69507.5 prohibits students from receiving a grant or fellowship administered by the Student Aid Commission if the student has “previously defaulted on any student loan, or failed to repay a federal or state grant where required to do so.”

Education Code, Section 69507.5 is in Part 42, Chapter 2, Article 1.5 of the Education Code. Education Code, Section 69504 provides that this article applies to all need-based student grants that are funded by the state or a public postsecondary educational institution. We previously opined that the provisions of Article 1.5 apply to the Board of Governors programs. (O 89-34.)

However, Section 69507.5 is a specific statute limited by its own terms to grants and fellowships administered by the Student Aid Commission. Under general principles of statutory construction, the specific provisions of a statute will control over a statute containing general provisions. As a result, because the Board of Governors grant is administered by the Board of Governors and not the Student Aid Commission, Section 69507.5 does not apply. Under the same principles, the specific requirements of Section 76300(h) prevail over the general requirements of Section 66022. As a result, while the districts actually award the grants to the students, and have some discretion in determining whether or not a student meets the need requirements for eligibility as specified in the code and regulations, they are otherwise required to award the grants to “all students who are eligible and who apply for this assistance.”

CONCLUSION

The districts do not have the discretion to deny a grant on any basis other than eligibility as defined in the code and regulations. As a result, the Board of Governors grant is not part of a district’s institutional services that may be withheld from students pursuant to Education Code, Section 66022.

APPENDIX 5 - GUARANTEE TRANSFER OPTION/DUAL ADMISSIONS PROGRAM

[Ed. Code § 66744](#)

APPENDIX 6 – FSA HANDBOOK REGARDING DEPENDENCY OVERRIDES

[Unusual Circumstances, Chapter 5, Special Cases, 2025-2026 Federal Student Aid Handbook](#)

APPENDIX 7- FSA HANDBOOK REGARDING PROFESSIONAL JUDGMENT

[Professional Judgement, Chapter 5, Special Cases, 2025-2026 Federal Student Aid Handbook](#)

APPENDIX 8 - MILITARY RESIDENCY

[Ed. Code §68074](#)

1. A student who is a natural or adopted child, stepchild, or spouse who is a dependent of a member of the Armed Forces of the United States stationed in this state on active duty is entitled to resident classification only for the purpose of determining the amount of tuition and fees.
2. If that member of the Armed Forces of the United States, whose dependent natural or adopted child, stepchild, or spouse is in attendance at an institution, (1) is thereafter transferred on military orders to a place outside this state where the member continues to serve in the Armed Forces of the United States, or (2) is thereafter retired as an active member of the Armed Forces of the United States, the student dependent shall not lose his or her resident classification so long as he or she remains continuously enrolled at that institution.

Ed. Code [§ 68075](#)

1. A student who is a member of the Armed Forces of the United States stationed in this state on active duty, except a member of the Armed Forces assigned for educational purposes to a state- supported institution of higher education, is entitled to resident classification only for the purpose of determining the amount of tuition and fees.
2. If that member of the Armed Forces of the United States who is in attendance at an institution is thereafter transferred on military orders to a place outside this state where the member continues to serve in the Armed Forces of the United States, he or she shall not lose his or her resident classification so long as he or she remains continuously enrolled at that institution.

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Ed. Code [§ 68075.5](#)

1. Except as provided for in subdivisions (b), (c), and (d), a student of the California Community Colleges or the California State University who was a member of the Armed Forces of the United States stationed in this state on active duty for more than one year immediately prior to being discharged shall be exempt from paying nonresident tuition for the length of time he or she lives in this state after being discharged up to the minimum time necessary to become a resident.
2. (1) Except as provided for in subdivisions (c) and (d), a student enrolled, or intending to enroll, at a campus of the California Community Colleges, or as an undergraduate at a campus of the California State University, who was a member of the Armed Forces of the United States stationed in this state on active duty for more than one year immediately prior to being discharged shall be exempt from paying nonresident tuition for up to one year if he or she files an affidavit with the institution at which he or she is enrolled, or intends to enroll, stating that he or she intends to establish residency in California as soon as possible.

(2) The one-year exemption provided in paragraph (1) shall be used by the student within two years of being discharged.
3. Notwithstanding any other law, the California Community Colleges and the California State University shall, and the University of California is requested to, update and adopt policies no later than July 1, 2015, regarding tuition rates for eligible veterans and their eligible dependents to ensure conformity to, and compliance with, the federal Veterans Access, Choice, and Accountability Act of 2014 (Public Law 113-146) and the requirements of this section.
4. A former member of the Armed Forces of the United States who received a dishonorable or bad conduct discharge shall not be eligible for an exemption pursuant to this section.

APPENDIX 9 – CCPG APPLICATION

[California College Promise Grant Application English \(PDF\)](#)

APPENDIX 10 – CCPG TYPE B INCOME STANDARDS

[California Promise Grant Type B Income Standards and Maximums \(PDF\)](#)

APPENDIX 11 - CHRONOLOGY OF THE CALIFORNIA COMMUNITY COLLEGE STATE ENROLLMENT FEE

Year	Fee History
Prior to 1984	No Enrollment Fee.
1984-85	AB 1XX, 1984 established a mandatory enrollment fee of \$50 per semester (\$100 per year for community college students taking 6 or more credit units and \$5 per unit for students taking less than 6 units). Students taking noncredit classes do not pay the fee. The fee was to sunset January 1, 1988.
1985-86	No change from prior year.
1986-87	No change from prior year.
1987-88	Assembly Bill 2336 extends enrollment fee through January 1, 1992.
1988-89	No change from prior year.
1989-90	No change from prior year.
1990-91	No change from prior year.
1991-92	Senate Bill 381 extends the community college enrollment fee through January 1, 1995. In addition, the bill directs the community colleges to charge a one-year surcharge of an additional \$1 per unit up to a maximum of \$10 per semester for students enrolled during the 1991-92 academic year. For 1991-92, community college students were charged \$6 per unit up to a maximum of \$60 per semester.

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1992-93	Effective January 1, 1993, a separate fee of \$50 per unit, with no cap, was set for students with bachelor's degrees. In addition, the enrollment fee was increased to \$10 per unit with no cap for students not having a bachelor's degree.
1993-94	The 1993-94 Budget Act raised the enrollment fee to \$13 per unit with no cap.
1994-95	No change from prior year.
1995-96	No change from prior year. The separate \$50 fee for students with bachelor's degrees sunset on January 1, 1996.
1996-97	No change from prior year.
1997-98	No change from prior year.
1998-99	The enrollment fee was reduced to \$12 per unit with no cap on the total.
1999-00	The enrollment fee was reduced to \$11 per unit with no cap on the total.
2000-01	No change from prior year.
2001-02	No change from prior year.
2002-03	No change from prior year.
2003-04	The enrollment fee was increased to \$18 per unit with no cap on the total.

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2004-05	The enrollment fee was increased to \$26 per unit with no cap on the total.
2005-06	No change from prior year.
2006-07	The enrollment fee was reduced to \$20 per unit in the spring term with no cap on the total.
2007-08	No change from prior year.
2008-09	No change from prior year.
2009-10	The enrollment fee was increased to \$26 per unit, beginning in the fall of 2009-10 academic year.
2010-11	No change from prior year.
2011-12	The enrollment fee was increased to \$36 per unit, beginning in the fall of the 2011-12 academic year. Starting summer, 2012, the enrollment fee was increased to \$46 per unit.
2012-13	No change from the Summer 2012 \$46 per unit rate.
2013-14 to 2024-25	No change from prior year.

APPENDIX 12 - ALLOCATION AND APPORTIONMENT PROCESSES

[Chancellor's Office Apportionment Reports](#)

Month	Allocation	Apportionment
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May	Finalize college/district allocations for current year	P2 due (current year) – May
June	Determine advance figures for next year	Advance due for next year – June
July	Collect data needed for allocations MIS data on Student counts/noncredit counts	Districts receive 1 st payment for current year (8% of advance apportionment)
November	Determine final allocations for prior year, plus/minus adjustments based on final expenditures for R1	Districts receive 5 th payment for current year (9% of advance apportionment)
December	Determine adjustments to current year, if any. Determine allocation for current year, plus/minus adjustments for P1	Districts receive 6 th payment for current year (5% of advance apportionment)
January		P1 due (current year) - January Districts receive 7 th payment for current year (8% of advance apportionment)
February		Districts receive 8 th payment for current year (up to 68% of P1 apportionment) and any prior year (reported R1) adjustments
March		Districts receive 9 th payment for current year (8% of P1 apportionment)

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April	Requests for Reallocation of funds/Declaration of unused funds. Reallocation of funds determined	Districts receive 10 th payment for current year (8% of P1 apportionment)
May	Determine allocation for current year, plus/minus adjustments for P2	Districts receive 11 th payment for current year (8% of P1 apportionment)
June		Districts receive 12th payment for current year (up to 100% of P2 apportionment)

State Apportionment Certification Schedule

Certification Month	Apportionment Period
June	Advance
January	P1
May	P2
December	R1

APPENDIX 13 - HEALTH AND PARKING FEES

Ed. Code § [76355](#)

Ed. Code § [76360](#).

APPENDIX 14 - SPECIAL CATEGORY FEES

- CalVet [Dependents of California National Guard members](#)
- CalVet [Dependents of veterans](#)

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- CalVet [Congressional Medal of Honor recipients and their dependents](#)
- CalVet [Surviving dependents of the September 11, 2001 attacks](#)
- CalVet [Dependents of law enforcement or fire suppression personnel](#)
- CalVet [Persons exonerated of crimes by writ of habeas corpus or pardon](#)
- CalVet [Dependent/ spouse/ Registered Domestic Partner of a deceased physician, nurse, or first responder who died of COVID-19 during the COVID-19 pandemic state of emergency in California](#)

Ed. Code § [68120.5](#).

Any determination of eligibility pursuant to Section 68120 shall be consistent with any findings of the Workers' Compensation Appeals Board, using the same procedures as in workers' compensation hearings, as to whether the death of the person described under subdivision (a) of that section was industrial.

(Added by Stats. 2002, Ch. 450, Sec. 1. Effective January 1, 2003.)

Ed. Code § [66021.6](#).

(a) Notwithstanding any other law, and except as provided for in subdivision (b), the Trustees of the California State University and the Board of Governors of the California Community Colleges shall, and the Regents of the University of California are requested to, establish procedures and forms that enable persons who are exempt from paying nonresident tuition under Section 68130.5, or who meet equivalent requirements adopted by the regents, to apply for, and participate in, all student aid programs administered by these segments to the full extent permitted by federal law. The Legislature finds and declares that this section is a state law within the meaning of Section 1621(d) of Title 8 of the United States Code.

(b) The number of financial aid awards received by California resident students from financial aid programs administered by the segments shall not be diminished as a result of the application of subdivision (a). The University of California is requested to comply with this subdivision.

(c) This section shall become operative on January 1, 2013.

Ed. Code § [68122](#).

(a) Notwithstanding any other law, students who are victims of trafficking, domestic violence, and other serious crimes who have been granted a status under Section 1101(a)(15)(T)(i) or (ii), or Section 1101(a)(15)(U)(i) or (ii), of Title 8 of the United States Code shall be exempt from paying nonresident tuition at the California State University and the California Community Colleges to the same extent as individuals who are

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admitted to the United States as refugees under Section 1157 of Title 8 of the United States Code.

(b) The University of California is requested to adopt policies that are consistent with this section.

Ed. Code § [68130.5](#).

Notwithstanding any other law:

(a) A student, other than a nonimmigrant alien within the meaning of paragraph (15) of subsection (a) of Section 1101 of Title 8 of the United States Code, who meets all of the following requirements shall be exempt from paying nonresident tuition at the California State University and the California Community Colleges:

(1) Satisfaction of either of the following:

(A) High school attendance in California for three or more years.

(B) Attainment of credits earned in California from a California high school equivalent to three or more years of full-time high school coursework and a total of three or more years of attendance in California elementary schools, California secondary schools, or a combination of those schools.

(2) Graduation from a California high school or attainment of the equivalent thereof.

(3) Registration as an entering student at, or current enrollment at, an accredited institution of higher education in California not earlier than the fall semester or quarter of the 2001–02 academic year.

(4) In the case of a person without lawful immigration status, the filing of an affidavit with the institution of higher education stating that the student has filed an application to legalize his or her immigration status or will file an application as soon as he or she is eligible to do so.

(b) A student exempt from nonresident tuition under this section may be reported by a community college district as a full-time equivalent student for apportionment purposes.

(c) The Board of Governors of the California Community Colleges and the Trustees of the California State University shall prescribe rules and regulations for the implementation of this section.

(d) Student information obtained in the implementation of this section is confidential.

(e) The University of California is requested to adopt policies that are consistent with this section.

Ed. Code § [76300.5](#).

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(a) A district shall waive the fees of a student who is exempt from paying nonresident tuition under Section 68130.5, and who otherwise qualifies for a waiver under Section 76300, under regulations and procedures adopted by the board of governors. The Legislature finds and declares that this section is a state law within the meaning of Section 1621(d) of Title 8 of the United States Code.

(b) This section shall become operative on January 1, 2013.

Ed. Code § [76301](#).

Notwithstanding any other law, a community college district shall waive the fees of a student who is a victim of trafficking, domestic violence, and other serious crimes who has been granted a status under Section 1101(a)(15)(T)(i) or (ii), or Section 1101(a)(15)(U)(i) or (ii), of Title 8 of the United States Code to the same extent as individuals who are admitted to the United States as refugees under Section 1157 of Title 8 of the United States Code.

APPENDIX 15 - VETERANS PROVISIONS

Ed. Code § [66025.3](#).

(a) No campus of the University of California, the California State University, or the California Community Colleges shall charge any mandatory systemwide tuition or fees, including enrollment fees, registration fees, differential fees, or incidental fees, to any of the following:

(1) Any dependent eligible to receive assistance under Article 2 (commencing with Section 890) of Chapter 4 of Division 4 of the Military and Veterans Code.

(2) (A) Any child of any veteran of the United States military who has a service-connected disability, has been killed in service, or has died of a service-connected disability, where the annual income of the child, including the value of any support received from a parent, does not exceed the national poverty level as defined in subdivision (c).

(B) Notwithstanding Section 893 of the Military and Veterans Code, the Department of Veterans Affairs may determine the eligibility for fee waivers for a child described in subparagraph (A).

(3) Any dependent, or surviving spouse who has not remarried, of any member of the California National Guard who, in the line of duty, and while in the active service of the state, was killed, died of a disability resulting from an event that occurred while in the active service of the state, or is permanently disabled as a result of an event that occurred while in the active service of the state. For the purposes of this paragraph, “active service of the state” refers to a member of the California National Guard activated pursuant to Section 146 of the Military and Veterans Code.

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(4) (A) Any undergraduate student who is a recipient of a Medal of Honor, commonly known as a Congressional Medal of Honor, or any undergraduate student who is a child of a recipient of a Medal of Honor and who is no more than 27 years old, if both of the following requirements are met:

(i) His or her annual income, including the value of any support received from a parent, does not exceed the national poverty level as defined in subdivision (c).

(ii) The recipient of the Medal of Honor who is or was the parent of the undergraduate student is, or at the time of his or her death was, a California resident as determined pursuant to Chapter 1 (commencing with Section 68000) of Part 41.

(B) The Department of Veterans Affairs shall determine the eligibility of any applicant for a fee waiver under this paragraph.

(b) A person who is eligible for a waiver of tuition or fees under this section may receive a waiver for each academic year during which he or she applies for that waiver, but an eligible person may not receive a waiver of tuition or fees for a prior academic year.

(c) As used in this section, the “national poverty level” is the poverty threshold for one person, as most recently calculated by the Bureau of the Census of the United States Department of Commerce.

(d) The waiver of tuition or fees under this section shall apply only to a person who is determined to be a resident of California pursuant to Chapter 1 (commencing with Section 68000) of Part 41.

(e) This section shall not apply to a dependent of a veteran within the meaning of paragraph (4) of subdivision (a) of Section 890 of the Military and Veterans Code.

(f) No provision of this section shall apply to the University of California except to the extent that the Regents of the University of California, by appropriate resolution, make that provision applicable.

APPENDIX 16 - MILITARY NON-RESIDENT FEES

Ed. Code § [68074](#).

(a) A student who is a natural or adopted child, stepchild, or spouse who is a dependent of a member of the Armed Forces of the United States stationed in this state on active duty is entitled to resident classification only for the purpose of determining the amount of tuition and fees.

(b) If that member of the Armed Forces of the United States, whose dependent natural or adopted child, stepchild, or spouse is in attendance at an institution, (1) is thereafter transferred on military orders to a place outside this state where the member continues to serve in the Armed Forces of the United States, or (2) is thereafter retired as an active member of the Armed Forces of the United States, the student dependent shall not lose

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his or her resident classification so long as he or she remains continuously enrolled at that institution.

(Amended by Stats. 2011, Ch. 730, Sec. 1. Effective January 1, 2012.)

Ed. Code § [68075](#).

(a) For purposes of this section, “Armed Forces of the United States” means the Air Force, Army, Coast Guard, Marine Corps, Navy, Space Force, and the reserve components of each of those forces, the California National Guard, the California State Guard, and the California Naval Militia.

(b) A student who is a member of the Armed Forces of the United States stationed in this state, except a member of the Armed Forces assigned for educational purposes to a state-supported institution of higher education, is entitled to resident classification only for the purpose of determining the amount of tuition and fees.

(c) If that member of the Armed Forces of the United States who is in attendance at an institution is thereafter transferred on military orders to a place outside this state where the member continues to serve in the Armed Forces of the United States, the member shall not lose the member's resident classification so long as the member remains continuously enrolled at that institution.

(Amended by Stats. 2011, Ch. 730, Sec. 2. Effective January 1, 2012.)

Ed. Code § [68075.5](#).

(a) Except as provided for in subdivisions (b), (c), and (d), a student of the California Community Colleges or the California State University who was a member of the Armed Forces of the United States stationed in this state on active duty for more than one year immediately prior to being discharged shall be exempt from paying nonresident tuition for the length of time he or she lives in this state after being discharged up to the minimum time necessary to become a resident.

(b) (1) Except as provided for in subdivisions (c) and (d), a student enrolled, or intending to enroll, at a campus of the California Community Colleges, or as an undergraduate at a campus of the California State University, who was a member of the Armed Forces of the United States stationed in this state on active duty for more than one year immediately prior to being discharged shall be exempt from paying nonresident tuition for up to one year if he or she files an affidavit with the institution at which he or she is enrolled, or intends to enroll, stating that he or she intends to establish residency in California as soon as possible.

(2) The one-year exemption provided in paragraph (1) shall be used by the student within two years of being discharged.

(c) Notwithstanding any other law, the California Community Colleges and the California State University shall, and the University of California is requested to, update and adopt

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policies no later than July 1, 2015, regarding tuition rates for eligible veterans and their eligible dependents to ensure conformity to, and compliance with, the federal Veterans Access, Choice, and Accountability Act of 2014 (Public Law 113-146) and the requirements of this section.

(d) A former member of the Armed Forces of the United States who received a dishonorable or bad conduct discharge shall not be eligible for an exemption pursuant to this section.

APPENDIX 17 - CSAC REPORTING

Ed. Code § [69433.2](#).

APPENDIX 18 - STUDENT DISBURSEMENT CONTRACTS

Ed. Code § [69505.5](#).

Ed. Code § [69505.8](#).

APPENDIX 19 - NON-RESIDENT TUITION

Ed. Code § [76140](#).

APPENDIX 20 – VETERANS ACCESS, CHOICE, AND ACCOUNTABILITY ACT GUIDANCE

Additional information on the Veterans Access, Choice and Accountability Act (VACA) may be found in the Chancellor’s Office Admissions & Records Manual, posted in the [Vision Resource Center](#) Admissions & Records Community.