

# CalGrant GPA Verification [.2211 - .2303]

Last Modified on 01/27/2026 11:59 am CST

You are viewing a previous version of this article. See [CalGrant GPA Verification](#) for the most current information.

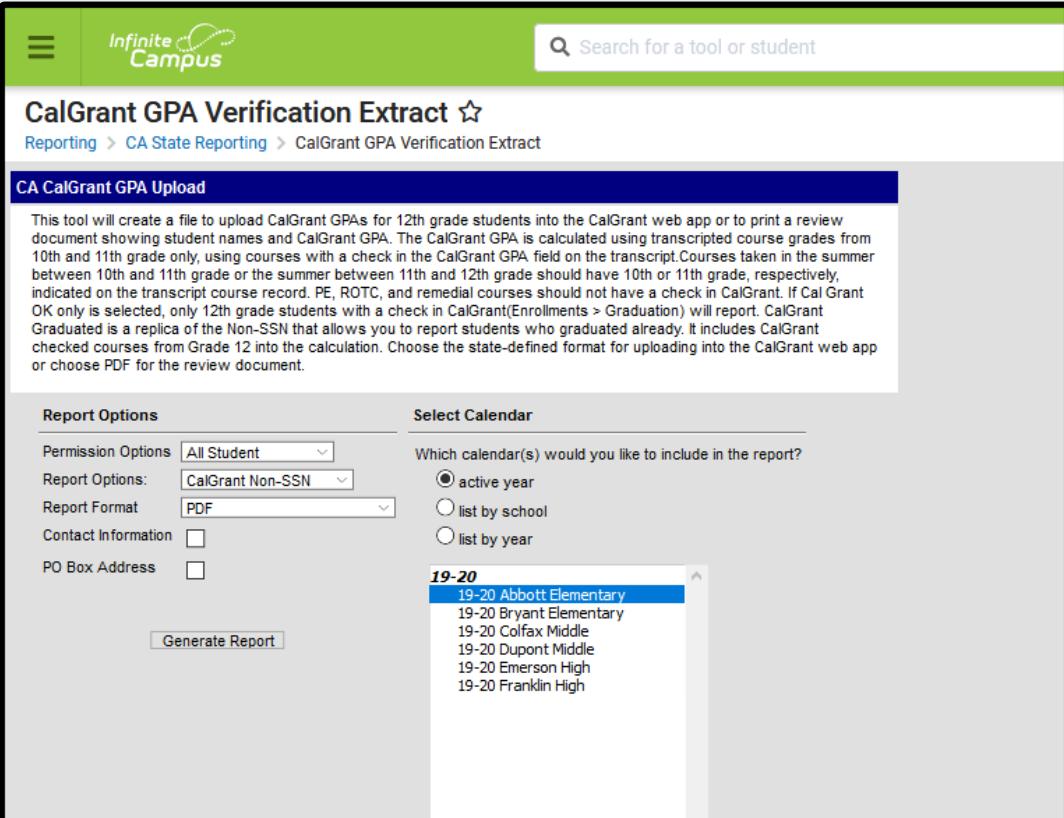
[Report Logic](#) | [Report Editor](#) | [Generate the CalGrant GPA Verification Tool](#) | [CalGrant GPA Verification Layout](#) | [CalGrant Non-SSN Layout and CalGrant Graduated](#)

**Classic View:** CA State Reporting > CalGrant GPA Verification

**Search Terms:** CalGrant GPA

The CalGrant GPA Verification Extract creates a file to upload CalGrant GPAs for 12th grade students into the CalGrant web app or to print a review document showing student names and their CalGrant GPA. Users can generate one of three reports:

- CalGrant Verification - lists what students are included in the upload file and their GPA. This should be generated first to review student GPA information.
- CalGrant Non-SSN - uploads the student's GPA information using their Student ID.
- CalGrant Graduated - uploads the graduated student's GPA information using their Student ID.



CalGrant GPA Verification Extract ☆

Reporting > CA State Reporting > CalGrant GPA Verification Extract

**CA CalGrant GPA Upload**

This tool will create a file to upload CalGrant GPAs for 12th grade students into the CalGrant web app or to print a review document showing student names and CalGrant GPA. The CalGrant GPA is calculated using transcribed course grades from 10th and 11th grade only, using courses with a check in the CalGrant GPA field on the transcript. Courses taken in the summer between 10th and 11th grade or the summer between 11th and 12th grade should have 10th or 11th grade, respectively, indicated on the transcript course record. PE, ROTC, and remedial courses should not have a check in CalGrant. If Cal Grant OK only is selected, only 12th grade students with a check in CalGrant(Enrollments > Graduation) will report. CalGrant Graduated is a replica of the Non-SSN that allows you to report students who graduated already. It includes CalGrant checked courses from Grade 12 into the calculation. Choose the state-defined format for uploading into the CalGrant web app or choose PDF for the review document.

**Report Options**

Permission Options: All Student  
Report Options: CalGrant Non-SSN  
Report Format: PDF  
Contact Information:   
PO Box Address:

**Select Calendar**

Which calendar(s) would you like to include in the report?

active year  
 list by school  
 list by year

19-20  
19-20 Abbott Elementary  
19-20 Bryant Elementary  
19-20 Colfax Middle  
19-20 Dupont Middle  
19-20 Emerson High  
19-20 Franklin High

CalGrant GPA Verification

See the following articles for more information on GPA Calculations:

- [California GPA Calculations](#)
- [GPA Calculations in Campus](#)

## Report Logic

The CalGrant GPA is calculated as the sum of unweighted GPA values divided by the sum of GPA weights from courses posted on the student's transcript that:

- Were taken in the student's 10th and 11th grade year (includes 12th grade year if generating the CalGrant Graduated option); and
- Have the CalGrant checkbox marked on the course.

Any failing grade the student may have received is included in the CalGrant GPA calculation, unless there is another transcript course with the same course number from the same school marked as a Repeat Course. If there is a repeat course, only the grade from the repeated course is used in the GPA calculation as long as it was taken in the 10th or 11th grade. If there are multiple courses with the same course number but none of them are marked as a repeat course, all courses will be used in the calculation.

Up to four bonus points for 10th grade and four points for 11th grade are included (if they exist) in the calculation.

Courses that have no GPA value are not included in the calculation.

## Report Editor

Field	Description
<b>Permission Options</b>	Selection determines which students are included in the report. <ul style="list-style-type: none"><li>• When the <b>All Student</b> option is selected, all students in the 12th grade are included if they meet the reporting population/logic requirements.</li><li>• When the <b>CalGrant OK Only</b> option is selected, returns only those students who have the CalGrant OK checkbox marked on their enrollment records.</li></ul>

Field	Description
<b>Report Options</b>	<p>Selection determines which report format generates:</p> <ul style="list-style-type: none"> <li>• <b>CalGrant Verification</b> - When all students is selected, generates a PDF format for 12th grade students who have an enrollment in the reporting calendar. When CalGrant OK is selected, only those students who have the CalGrant OK checkbox marked on their enrollment records are reported.</li> <li>• <b>CalGrant Non-SSN</b> - Allows the report to generate without having a student's Social Security number in the file.</li> <li>• <b>CalGrant Graduated</b> - Generates the Calgrant Non-SSN report for students who have graduated, with the following requirements: <ul style="list-style-type: none"> <li>◦ Student has an Enrollment End Status of 100, 104, 106, 108, 120</li> <li>◦ Student has a Graduation Year-End Status on the Graduation tab</li> <li>◦ Student has a Diploma Date entered on the Graduation Tab</li> </ul> </li> </ul>
<b>Report Format</b>	<p>Selection determines the output of the report. Different options are available depending on the selected report option.</p> <p>Use the <b>State Format (Fixed Width)</b> when uploading the information to the state. Use the other available formats (CSV, HTML, PDF, XML) for data review and testing.</p>
<b>Ad hoc Filter</b>	<p>When a filter is selected, only those students included on the filter report. This option is only available when generating the CalGrant Graduated report option.</p>
<b>Contact Information</b>	<p>When marked, the student's contact information reports (when data is populated) for the following fields:</p> <ul style="list-style-type: none"> <li>• Mother Last Name (field 11)</li> <li>• Father Last Name (field12)</li> <li>• Parent Phone Number (field 17)</li> <li>• Student Phone Number (field 18)</li> <li>• Student Email (field 19)</li> <li>• Parent Email (field 20)</li> </ul> <p>This option is only available when generating the CalGrant Non-SSN Report Option.</p>
<b>PO Box Address</b>	<p>Reports the PO Box of students if a record of the PO Box exists.</p> <p>Reports the most recent address for the students marked as mailing if students do not have a PO Box Address.</p> <p>If there are multiple households, reports the address with the most recent start date between the households.</p> <p style="background-color: #e0f2e0; padding: 10px; text-align: center;">Only available for the CalGrant Non-SSN Report Option.</p>

## Generate the CalGrant GPA Verification

# Tool

1. Select the desired **Permission Options** from the dropdown list.
  - **All Students** - returns all students in the 12th grade.
  - **CalGrant OK** - returns only those students who have the CalGrant OK checkbox marked on their enrollment records.
2. Select the desired **Report Options** from the dropdown list:
3. Select the desired **Format** of the report from the dropdown list. Use the **State Format (Fixed Width)** when uploading the information to the state. Use the other available formats (CSV, HTML, PDF, XML) for data review and testing.
4. If generating the CalGrant Graduated option, select an **Ad hoc Filter** that includes a list of the graduated students.
5. Select the **Calendar** from which to report data. Only one calendar can be selected. Calendars can be selected by the active year, by the school, or by the year.
6. Click the **Generate Report** button. The report displays in the desired format.

If a student does not have a Social Security number, use the CalGrant Non-SSN option.

CalGrant GPA Verification Extract-1 - Notepad					
File	Edit	Format	View	Help	
NS10520590020170608129H	0520590019981208Adams	Taylor	W	12345	Elm Ln D
NS10520590020170608329H	0520590019990402Andrews	Evan	M	22345	Elm Ln D
NS10520590020170608376H	0520590019990402Anderson	Maria	A	33345	Elm Ln D
NS10520590020170608192H	0520590019990106Anderson	Sage	V	44445	Elm Ln D
NS10520590020170608241H	0520590019981012Adamen	Jane	L	54321	Elm Ln D
NS1052059002017060822H	0520590019990517Agnes	Julie	N	55432	Elm Ln D
					Apple Valley
					Apple Valley
					Apple Valley
					Apple Valley
					Apple Valley
					Apple Valley
					Apple Valley
					Apple Valley

CalGrant GPA Report, Graduated, State Format

CalGrant GPA Review					
Canyon Springs High School 1213, CEEB Code 052059					Date: 01/23/2013
Last Name	FirstName	MiddleName	Student Number	CalGrant GPA	HS Grad Date
Student	Andrew	L	345678901	000	062013
Student	Gabby		456789012	318	062013
Student	Joe	Luis	123456789	259	062013
Student	Joshua	Alberto	234567890	250	062013

CalGrant GPA Report, PDF Format

CalGrantGPA Records:549								
RECORD_ID	SCH_CMPS_CODE	GRAD_DATE	STDT_GPA	FLAGS	SP_SCH_CMPS_CODE	STDT_DOB	STDT_J	
NS1	00052059	2014-06-	157	H	00052059	19961114		
NS1	00052059	1900-01-	214	H	00052059	19950811		
NS1	00052059	1900-01-	280	H	00052059	19961001		
NS1	00052059	1900-01-	292	H	00052059	19951212		
NS1	00052059	1900-01-	264	H	00052059	19960406		
NS1	00052059	1900-01-	209	H	00052059	19960523		
NS1	00052059	1900-01-	245	H	00052059	19950705		
NS1	00052059	1900-01-	356	H	00052059	19960509		
NS1	00052059	1900-01-	342	H	00052059	19960129		
NS1	00052059	1900-01-	361	H	00052059	19960831		
NS1	00052059	1900-01-	209	H	00052059	19960225		

CalGrant GPA, Non-SSN in HTML Format

## CalGrant GPA Verification Layout

Data Element	Description	Location
<b>Social Security Number</b>	Student's Social Security number. If a student does not have a Social Security number, this field reports a value of nine zeros (000000000).  <i>Numeric, 9 digits</i>	Census > People > Demographics > Person Information > Soc Sec Num  Identity.SSN
<b>Filler 1</b>	No data returns	N/A
<b>GPA</b>	Student's grade point average using the <a href="#">CalGrant calculation</a> . This value reports an X.XX value, but does not report the decimal point. For example, a student with a GPA of 4.0 reports as 400. A value cannot be higher than 400.  The student's GPA is viewable on the <a href="#">Transcript</a> tab.  <i>Numeric, 3 digits</i>	Calculated value, data not stored
<b>Filler 2</b>	No data returns	N/A

Data Element	Description	Location
<b>School Code</b>	<p>The school's College Board or CEEB code that provides the verified GPA.</p> <p>Reports the CEEB Number plus two zeros, as <i>12345600</i>.</p> <p><i>Numeric, 8 digits</i></p>	<p>System Administration &gt; Resources &gt; School &gt; School Information &gt; CEEB Number</p> <p>School.satNumber</p>
<b>Filler 3</b>	No data returns	N/A
<b>High School GPA</b>	<p>Indicates the CalGrant GPA is based on course work completed during high school. Reports as Y.</p> <p><i>Alphabetic, 1 character</i></p>	Data not stored
<b>Filler 4</b>	No data returns	N/A
<b>High School Grad Date</b>	<p>Reports the student's expected date of graduation.</p> <p>Reports the date entered in the Diploma Date field, if populated. If that field is not populated, reports the date entered in the Projected Graduation Date field. If that field is not populated, reports the end year of the student's 12th grade enrollment (as YYYY0630).</p> <p><i>Date field, 8 characters (YYYYMMDD)</i></p>	<p>Student Information &gt; General &gt; Graduation &gt; Projected Graduation Date OR Diploma Date</p> <p>Graduation.projectedGraduationDate Graduation.diplomaDate</p>
<b>Filler 5</b>	No data returns	N/A
<b>Spring School Code</b>	<p>The College Board or CEEB code of the school the student attended as of the end of the 12th grade year.</p> <p>Reports the CEEB Number plus two zeros, as <i>12345600</i>.</p> <p><i>Numeric, 8 digits</i></p>	<p>System Administration &gt; Resources &gt; School &gt; School Information &gt; CEEB Number</p> <p>School.satNumber</p>
<b>Filler 6</b>	No data returns	N/A
<b>State Student ID (SSID)</b>	<p>Reports the student's state ID number.</p> <p><i>Numeric, 8 digits</i></p>	<p>Census &gt; People &gt; Demographics &gt; Person Identifiers &gt; Student State ID</p> <p>Person.studentStateID</p>

# CalGrant Non-SSN Layout and CalGrant Graduated

Data Element	Description	Location
<b>Record ID</b>	Reports a value of NS1 for all records.  <i>Alphanumeric, 3 characters</i>	Data not stored
<b>School Code</b>	The school's College Board or CEEB code that provides the verified GPA.  Reports the CEEB Number plus two zeros, as 12345600.  <i>Numeric, 8 digits</i>	System Administration > Resources > School > School Information > CEEB Number
<b>Grad Date</b>	Reports the student's expected date of graduation or actual date of graduation.  Reports the date entered in the Diploma Date field, if populated. If that field is not populated, reports the date entered in the Projected Graduation Date field. If that field is not populated, reports the end year of the student's 12th grade enrollment (as YYYY0630).  <i>Date field, 8 characters (YYYYMMDD)</i>	Student Information > General > Graduation > Projected Graduation Date OR Diploma Date  Graduation.projected GraduationDate Graduation.diplomaDate
<b>Student GPA</b>	Student's grade point average using the <a href="#">CalGrant calculation</a> . This value reports an X.XX value, but does not report the decimal point. For example, a student with a GPA of 4.0 reports as 400. A value cannot be higher than 400.  The student's GPA is viewable on the <a href="#">Transcript</a> tab.  <i>Numeric, 3 digits</i>	Calculated value, data not stored
<b>Flags</b>	Reports a value of H followed by seven spaces.  <i>Alphanumeric, 8 characters</i>	Data not stored

Data Element	Description	Location
<b>School Campus Code</b>	<p>Reports the College Board or CEEB code of the school providing the verified GPA.</p> <p><i>Numeric, 8 digits</i></p>	<p>System Administration &gt; Resources &gt; School &gt; School Information</p> <p>School.satNumber</p>
<b>Student Date of Birth</b>	<p>Reports the student's birth date.</p> <p><i>Date field, 8 characters (YYYYMMDD)</i></p>	<p>Census &gt; People &gt; Identities &gt; Person Information &gt; Birth Date</p> <p>Identity.birthDate</p>
<b>Student Last Name</b>	<p>Reports the student's last name.</p> <p><i>Alphanumeric, 19 characters</i></p>	<p>Census &gt; People &gt; Identities &gt; Person Information &gt; Last Name</p> <p>Identity.lastName</p>
<b>Student First Name</b>	<p>Reports the student's first name.</p> <p><i>Alphanumeric, 12 characters</i></p>	<p>Census &gt; People &gt; Identities &gt; Person Information &gt; First Name</p> <p>Identity.firstName</p>
<b>Student Middle Initial</b>	<p>Reports the student's middle initial.</p> <p><i>Alphanumeric, 1 character</i></p>	<p>Census &gt; People &gt; Identities &gt; Person Information &gt; Middle Name</p> <p>Identity.middleName</p>
<b>Mother's Last Name</b>	<p>Reports last name of the student's mother.</p> <p>This field only reports when the Contact Information checkbox is marked.</p> <p><i>Alphanumeric, 19 characters</i></p>	<p>Census &gt; People &gt; Identities &gt; Person Information &gt; Last Name</p> <p>Identity.lastName</p>
<b>Father's Last Name</b>	<p>Reports the last name of the student's father.</p> <p>This field only reports when the Contact Information checkbox is marked.</p> <p><i>Alphanumeric, 19 characters</i></p>	<p>Census &gt; People &gt; Identities &gt; Person Information &gt; Last Name</p> <p>Identity.lastName</p>

Data Element	Description	Location
<b>Student Street Address</b>	<p>Reports the street address of the student's primary household.</p> <p>Reports Number, Prefix, Street, Tag, Direction, and Apt. from Primary Address.</p> <p>If <b>PO Box Address</b> is selected, reports PO Box address. If PO Box does report, it reports as 'PO Box NNNNN'.</p> <p><i>Alphanumeric, 35 characters</i></p>	<p>Census &gt; Households &gt; Addresses</p> <p>Address.number Address.tag Address.street Address.direction Address.prefix</p>
<b>Student City</b>	<p>Reports the city in which the student resides.</p> <p>Reports City from Primary Address (or reports City from Mailing Address if Primary Address is a PO Box and <b>PO Box Address</b> is selected).</p> <p><i>Alphanumeric, 17 characters</i></p>	<p>Census &gt; Households &gt; Addresses &gt; City</p> <p>Address.city</p>
<b>Student Zip Code</b>	<p>Reports the zip code of the mailing address for the student.</p> <p>Reports Zip from Primary Address (or reports Zip from Mailing Address if Primary address is a PO Box and <b>PO Box Address</b> is selected). Only a 5 digit zip is required, but a zip+4 can report with a hyphen.</p> <p><i>Numeric, 5 digits</i></p>	<p>Census &gt; Households &gt; Addresses &gt; Zip Code</p> <p>Address.zipCode</p>
<b>Student Gender</b>	<p>Reports the student's gender.</p> <p><i>Alphanumeric, 1 character (M or F)</i></p>	<p>Census &gt; People &gt; Demographics &gt; Person Information &gt; Gender</p> <p>Identity.gender</p>

Data Element	Description	Location
<b>Parent's Phone Number</b>	<p>Reports the parent's phone number. This information is based on the guardian flag assigned to the parent.</p> <p>This field only reports when the Contact Information checkbox is marked.</p> <p><i>Numeric, 10 digits</i></p>	<p>Census &gt; People &gt; Demographics &gt; Personal Contact Information &gt; Other Phone</p> <p>Contact.homePhone</p>
<b>Student's Phone Number</b>	<p>Reports the student's phone number. This field only reports when the Contact Information checkbox is marked.</p> <p><i>Numeric, 10 digits</i></p>	<p>Census &gt; People &gt; Demographics &gt; Personal Contact Information &gt; Other Phone</p> <p>Contact.homePhone</p>
<b>Student Email</b>	<p>Reports the student's email address. This field only reports when the Contact Information checkbox is marked.</p> <p><i>Alphanumeric, 50 characters</i></p>	<p>Census &gt; People &gt; Demographics &gt; Personal Contact Information &gt; Email</p> <p>Contact.email</p>
<b>Parents Email</b>	<p>Reports the student's email address. This information is based on the guardian flag assigned to the parent.</p> <p>This field only reports when the Contact Information checkbox is marked. If more than one parent has an email address populated, the parent with the lowest personID reports.</p> <p><i>Alphanumeric, 50 characters</i></p>	<p>Census &gt; People &gt; Demographics &gt; Personal Contact Information &gt; Email</p> <p>Contact.email</p>
<b>Dream Act ID</b>	<p>This field does not report.</p> <p><i>Numeric, 9 digits</i></p>	<p>N/A</p>

<b>Data Element</b>	<b>Description</b>	<b>Location</b>
<b>CSAC ID</b>	<p>Reports the identification number assigned by the California Student Aid Commission to identify the student.</p> <p>For all records, reports :~: (colon, tilde, colon).</p> <p><i>Alphanumeric, 3 digits</i></p>	N/A
<b>School Student ID</b>	<p>Reports the identification number assigned by the school.</p> <p><i>Numeric, 20 digits</i></p>	N/A
<b>State Student ID</b>	<p>Reports the identification number assigned by the state.</p> <p><i>Numeric, 8 digits</i></p>	<p>Census &gt; People &gt; Demographics &gt; Person Identifiers &gt; Student State ID</p> <p>Person.studentStateID</p>