



CALIFORNIA NATIONAL GUARD EDUCATION ASSISTANCE AWARD PROGRAM (CNG EAAP)

FREQUENTLY ASKED QUESTIONS

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As of the 2013-2014 academic year (an academic year runs from July 1 to June 30), the Priority period for initial applications is January 15 to April 30. Applicants who meet the eligibility requirements and completed the 3 steps of the application process by April 30 will be reviewed by a board with a criteria* determined by each service branch. Applicants will be notified if they are accepted after the Priority Board has met and the list has been approved by OTAG. Notification will not likely occur until August, at the earliest. Acceptance is based on the availability of funding.

After the April 30 priority deadline, applications will continue to be accepted on a first-come, first-serve basis until funds are depleted or until we no longer have authority to award, whichever comes first. Depending on the time of year and the number of applications already received, it could take several months before an applicant is informed if they are accepted or not.

*The criteria can change each year based on the Components retention goals and are different for each branch. The [CNG EAAP Coordinator](#) will not tell you what the criteria is.

ELIGIBILITY

Q: I'VE BEEN IN THE CALIFORNIA NATIONAL GUARD FOR OVER 4 YEARS, BUT I LIVE IN NEVADA. DOES THIS AFFECT MY ELIGIBILITY FOR THE CNG EAAP?

A: Yes, only residents of California are eligible for awards. To meet residency requirements, you must have had a physical presence in California for at least one year with the intent to make California home for other than a temporary purpose (reference California Education Code, Sections 68000 to 68134).

Q: I SERVED 4 YEARS IN THE NATIONAL GUARD BUT HAVE ONLY BEEN IN THE CNG FOR 1 YEAR. DOES MY TIME COUNT TOWARDS THE 2-YEAR REQUIREMENT?

A: No, a CNG EAAP applicant must have a minimum of 2 years of service in the California National Guard or the California State Military Reserve. Time in other service does not count for this program.

Q: I SERVED 2 YEARS IN THE ACTIVE ARMY BUT HAVE ONLY BEEN IN THE CNG FOR 1 YEAR. DOES MY ACTIVE DUTY TIME COUNT TOWARDS THE 2-YEAR REQUIREMENT?

A: No, a CNG EAAP applicant must have a minimum of 2 years of service in the California National Guard or the California State Military Reserve. Time in other service does not count for this program.

Q: I HAVE NOT SERVED MY FULL 2 YEARS YET BUT WILL REACH MY 2-YEAR ANNIVERSARY DURING THIS ACADEMIC YEAR. CAN I APPLY NOW?

A: Because drill schedules are irregular and there are certain months where some units do not drill, the Statement of Understanding can be signed and submitted up to 30 days before your 2 year date. You will not be accepted into the Program until after you have completed your 2 years of service.

Q: WHAT IF I LEAVE THE CNG? CAN I REJOIN THE PROGRAM LATER?

A: If you leave the CNG while participating in the CNG EAAP, you lose your privileges for the CNG EAAP. You must remain in the CNG or SMR throughout the participation period for which you will receive an award check. (If your spring semester goes from January to May 25 and your ETS date is May 20, then you are not eligible for an award check for the spring semester.) If you rejoin the CNG at a later date, you cannot return the CNG EAAP. This is because the CNG EAAP was created to be a retention program for the CNG (and the legislative analysts say so).

If you are leaving the CNG but are directly joining the SMR, you will be able to continue in the program. You will need to make sure to notify the [CNG EAAP Coordinator](#) of your plans.

You are required to notify the [CNG EAAP Coordinator](#) that you will be separating from the CNG or the SMR before the start of the term. Let us know even if you are unsure if you will extend your contract. For unplanned separations (such as medical), inform the [CNG EAAP Coordinator](#) as soon as you learn of the possible separation. We can place your file on hold until your status has been determined.

Q: CAN MY DEPENDANTS USE THIS PROGRAM?

A: No. This program is only for active service members.

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INSTITUTIONS

Q: WHERE CAN I FIND A LIST OF ELIGIBLE INSTITUTIONS?

A: The list is available in a drop-down box on the application. You can also check the California Student Aid Commission's web page by going to www.csac.ca.gov and selecting the Cal Grant Eligible Schools link at the bottom of the page.

Q: MY INSTITUTION IS NOT ON THE ELIGIBLE OR INELIGIBLE LIST. DOES THIS MEAN IT IS ELIGIBLE?

A: Unfortunately, no. The Ineligible list does not include all of the schools not eligible for the program. There are far too many for it to list. The Ineligible list shows schools that were previously eligible but that have become ineligible since the change to the definition of a "qualifying institution." If your school is not listed on the Eligible list or the application, then it is not eligible.

Q: MY INSTITUTION IS NOT LISTED ON THE APPLICATION. HOW CAN IT GET ADDED?

A: Service members may not request that institutions be added to the list of eligible schools nor contact the Commission on behalf of a non-eligible institution. Institutions interested in becoming eligible for CNG EAAP must contact the California Student Aid Commission and are required to complete a Cal Grant Institutional Participation Agreement.

Q: MY INSTITUTION IS ON THE ELIGIBLE LIST. DOES THIS MEAN IT WILL STAY ELIGIBLE FOR AS LONG AS I AM IN THE CNG EAAP AND ATTENDING THERE?

A: Unfortunately, no. Because the California State Statute regarding the CNG EAAP states that a "qualifying institution" equals the definition of a "qualifying institution" for the Cal Grant program, any changes made to Cal Grant program's definition also impacts the CNG EAAP.

In the 2012 State Budget Act, the definition of a "qualifying institution" was changed to require that institutions maintain a graduation rate above 30% and a federal student loan Cohort Default Rate (CDR) below 15.5%. For more information, please go to <http://www.csac.ca.gov/doc.asp?id=1452>.

An institution that was eligible for the 2012-2013 academic year may not be eligible for the 2013-2014 academic year if either the graduation rate drops or the CDR increases.

Additionally, an institution can decide mid-year to withdraw from participating in the Cal Grant program. 2 institutions withdrew from the Cal Grant program in December 2013.

Q: I AM PURSUING MY MASTER'S (OR DOCTORATE) DEGREE. CAN I USE THIS PROGRAM?

A: Yes. You can use the EAAP to obtain any certificate/diploma/degree not already held, including a doctorate's. You just must attend one of the eligible institutions.

To be an eligible institution, the institution must meet the definition of a qualifying institution as defined by California Education Code Section 69432.7(1)(1), which governs the Cal Grant Program, and the institution must have a signed Institutional Participation Agreement with the California Student Aid Commission.

Q: I HAVE DECIDED TO CHANGE INSTITUTIONS STARTING SPRING (OR WINTER OR SUMMER) TERM. HOW DOES THIS IMPACT MY EDUCATION ASSISTANCE AWARD?

A: First, you will need to fill out a Record Change Request form. This can be found at www.calguard.ca.gov/education. Complete the form (instructions are on the second page) then fax or scan and e-mail the form to the [CNG EAAP Coordinator](#).

Secondly, it is important to note that when you are accepted into the EAAP the maximum award amount you will receive is calculated based on the institution you initially put on the application. When you change your institution, this must be re-determined based on the maximum award amount based on the new institution. Eligibility for additional funds will be contingent upon funds being available. If funds are not available (as may happen when switching from a lower costing institution to a higher costing institution), you will receive funds based on the original institution.

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EAAP OR CAL GRANT

Q: THE FORM ASKS ME TO CHOOSE THE CAL GRANT OR THE CNG EAAP. HOW ARE THEY DIFFERENT?

A: The Cal Grant program is more exclusive than the CNG EAAP. You can find more information on the Cal Grant program at <http://www.csac.ca.gov/doc.asp?id=20>. It is best to ask your institution's financial aid representative as they can advise you what dollar amount you might receive through the Cal Grant. The [CNG EAAP Coordinator](#) cannot tell you this and will not tell you which program to pick.

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APPLICATION PROCESS

Q: I HAD TO REPORT MY ANNUAL INCOME ON THE FAFSA. HOW IS THIS USED?

A: The CNG EAAP Coordinators do not see the information that you enter on your FAFSA. We just see the date your FAFSA was completed, any discrepancies between your CNG EAAP application and your FAFSA application (such as if your name is listed different on each or your Date of Birth is different), and confirmation that you are a California resident based on what you listed as your state of legal residence. At no time is your annual income used or referenced for this program.

Q: THE FAFSA WEB SITE IS SAYING I NEED TO SUBMIT MY BILLING INFORMATION. I THOUGHT THE FAFSA WAS FREE TO FILE!

A: The FAFSA is free to complete. The FAFSA web site is www.fafsa.ed.gov/. If you reach a web site that asks for payment (such as fafsa.com), you are not at the correct web site. If you need help with applying for the FAFSA, most institutions have an enrollment officer or counselor to help walk you through it. Or, you can find many answers on the www.fafsa.ed.gov/ site under Browse Help or you can find help under Contact Us.

Q: AS A RENEWAL STUDENT, DO I NEED TO COMPLETE THE FAFSA FOR MY APPLICATION TO BE COMPLETE?

A: While you are not required by the CNG EAAP to complete the FAFSA when you renew, your institution may require you complete it every academic year. Some institutions use the FAFSA to determine the student's Cost of Attendance.

Q: HOW DO I COMPLETE THE STATEMENT OF UNDERSTANDING (SOU)?

A: Once you've initialed all of the boxes, filled in the information boxes, and signed the second page, you need to coordinate with your unit of assignment to have your Commander sign it prior to turning it in. In most cases, this can be done by mail, fax, scan, or in person. After obtaining your Commander's signature, the SOU needs to be sent back to the [CNG EAAP Coordinator](#) by e-mail or fax. If you submit the wrong SOU (use a different year's or submit a renewal SOU when you are a new applicant), the SOU will not be accepted and the correct one will need to be submitted. If you do not receive a confirmation that your SOU was received after 1 week, contact the CNG EAAP Coordinator to make sure it has been received.

Q: MUST I REPORT WHAT I RECEIVE IN GI BILL BENEFITS AND/OR OTHER FEDERAL EDUCATIONAL BENEFITS FOR VETERANS (VEB)?

A: Yes. When you fill out and submit your application, you are declaring under the penalty of perjury that all statements in the application are true and correct. Any false or dishonest answer to any question may be grounds for denial to participate in the program and subject to prosecution under the Uniform Code of Military Justice. If you are accepted and your benefits have changed from the time you reported them on the application, you will send an update to the CNG EAAP Coordinator.

GI Bill benefits include, but are not limited to:

- Ch. 30 – Montgomery GI Bill – Active Duty (MG-AD)
- Ch. 1606 – Montgomery GI Bill – Selected Reserve (MG-SR)
- Ch. 33 – Post 9/11 GI Bill (including what is covered by the Yellow Ribbon program)

Other Federal Educational Benefits for Veterans (VEB) include, but are not limited to:

- Federal Tuition Assistance (FTA)
- Ch. 31 – Vocational Rehabilitation & Employment (VR&E) Program
- Ch. 1607 – Reserve Educational Assistance Program (REAP)
- Ch. 32 – Veterans Educational Assistance Program (VEAP)

Q: WHAT IF I KNOW SOMEBODY WHO IS NOT ACCURATELY REPORTING THEIR BENEFITS?

A: The CNG Values are Loyalty, Duty, Respect, Selfless Service, Honor, Integrity, and Personal Courage. You are expected to uphold these values and to follow the CNG's Norms, particularly "We are truthful and live by the rules" and "Self-check and peer-check for corrections demonstrates a commitment to setting and upholding the standards."

There are a limited amount of funds for each academic year. Someone who is "double-dipping" is taking money away from another eligible Guards member who needs this award. If you do not want to report fraud directly to the [CNG EAAP Coordinator](#), you can confidentially report any suspicions by calling 1-888-645-0411.

Q: HOW ARE PARTICIPANTS CHOSEN FOR EACH YEAR?

A: Participants that completed the renewal application and renewal Statement of Understanding by the June 1 deadline are the first to be awarded. After that, the applications for “new or returning” students that were submitted by the priority deadline of April 30 are ranked by a priority board based on each component’s criteria (that may change annually). Awards are assigned based on the order of ranking. If there is not enough in initial award money to accept all of the priority applicants who were ranked, awards will be given out to the maximum ability and, if money is returned because other participants did not attend, went on a Leave of Absence, or did not use the maximum of their award, those next on the ranking list will be awarded. If funds are available after all priority-ranked applicants have been awarded, additional awards will be given out to applicants based on a first-come, first-serve basis to those who have completed the 3-step application process after the priority deadline of April 30.

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AWARD AMOUNT

Q: DOES MY G.I. BILL AND/OR MY FEDERAL TUITION ASSISTANCE BENEFITS AFFECT MY AWARD?

A: California Statute requires that any benefits you receive from the Montgomery G.I. Bill or from any other federal educational benefits for veterans (VEB), including the monthly housing allowance (BAH), be subtracted from your Cost of Attendance (COA) as determined by your institution. COA means tuition, fees, housing, food, books, transportation, and personal expenses. The CNG EAAP can cover the remaining cost of attendance up to the maximum award amount.

Q: WHY IS MY BAH INCLUDED IN THE VEB CALCULATION? IT IS MEANT FOR LIVING EXPENSES.

A: Because BAH is specifically provided as part of the Post 9/11 (or the VA Vocational Rehabilitation & Employment Program) and because the CNG EAAP pays toward COA, not just tuition/fees, BAH must be included. COA includes tuition/fees, books/supplies, food, transportation, and personal expenses. It can also include an allowance for the rental or purchase of a computer, child care or other dependent care costs, and additional expenses for students with disabilities not already covered.

Just like you cannot receive more in awards for tuition/fees than your actual tuition/fees, you cannot receive more in awards for your COA than your actual COA, COA is reported by your institution. If you think the COA reported by your institution does not accurately include your cost for tuition/fees, books/supplies, housing, etc., you can ask your institution to revise your COA.

You may be required to submit documentation from the VA detailing the benefit you receive and/or that outlines what the VA paid toward your COA.

Q: HOW MUCH MONEY CAN I GET EACH YEAR FOR SCHOOL?

A: The amounts are tied to maximum amounts of the Cal Grant awards for each academic year (which goes from July 1 to June 30) and are based on a traditional 9-month academic year. The amounts are only known once the State budget has passed.

The amounts for the 2016-17 AY are:

- Up to \$1,670 at Community College (per Cal Grant B)
- Up to \$12,294 at the University of California or a nonpublic institution (per Cal Grant A)
- Up to \$5,472 at the California State University (per Cal Grant A)
- Graduate studies: up to the maximum amount of Cal Grant A + \$500 for books and supplies

These amounts are divided by the number of terms your institution has. If you are attending an institution with a semester schedule, the maximum you can receive each semester is half of the yearly amount (2 award checks for the year). If you are attending an institution with a quarter schedule, the maximum you can receive each quarter is a third of the yearly amount (3 award checks for the year).

If you are attending an institution that has a mandatory summer session or is a year-round institution, then you will receive an additional check, increasing your maximum award amount for the academic year. This uses up an additional portion of your award percentage (more than 100% for the 9-month academic year) and you may not have enough to fully cover your fourth year.

Q: DOES RECEIVING AN AWARD MEAN I WILL RECEIVE A CHECK?

A: Not necessarily. If you are receiving a Cal Grant payment, you could still receive a CNG EAAP award but you would not receive an award check from the CNG EAAP. Or, if the amount you receive in VA benefits meets or exceeds your cost of attendance as determined by the institution, you would still be an awardee but would not receive an award check.

Q: WHAT IF I THINK THE PAYMENT IS INCORRECT?

A: If you think the payment is not for the correct amount, do not cash the check. You can have your financial aid officer contact the CNG EAAP Coordinator to verify the information. You can also contact the CNG EAAP Coordinator directly. The system can only issue one check per term. So, if your check is for less than it should be, the system will not issue another check for the same term.

Q: MY SCHOOL WANTS PAYMENT IN ADVANCE. WHEN DO I GET MY AWARD CHECK?

A: Payments are not issued until after your term has started. Typically, most schools wait until you have been attending for 3 to 4 weeks (which puts you past the final “drop with a refund” day). Your award check typically will arrive at your school 30 days after the school goes into WebGrants and requests the award check. Speak to your institution to see if they will defer your payment. Provide them a copy of your acceptance letter or e-mail. [For detailed information, see the last page of the FAQ.](#)

Q: WHAT IF I RECEIVE ANOTHER AWARD/GRANT/SCHOLARSHIP?

A: There are a few ways this can impact you. Sometimes the rules of the other award/grant/scholarship do not allow you to receive other awards. The State University Grant (SUG) offered by CSU requires students to not be receiving a Cal Grant or other award designated to cover fees. The institution determines what awards/grants/scholarships requires you to choose between receive that award/grant/scholarship and the CNG EAAP and what you can receive simultaneously. Any awards/grants/scholarships you receive simultaneously must be subtracted from the original Cost of Attendance. For example, if you receive a BOG (Board of Governor’s Grant) waiver, then the amount the BOG waiver paid towards the tuition/fees portion must be subtracted out of the original Cost of Attendance. You cannot receive award money from the CNG EAAP for tuition/fees you are not being charged for. If you receive other awards that are need-based (such as the Pell Grant, the BOG waiver, the CSU State University Grant), then those awards may be reduced because a condition of those award usually is that all your combined awards cannot exceed your Cost of Attendance. You should speak to your institution’s financial aid office about this to avoid any problems.

Q: DO STUDENT LOANS AFFECT THE CNG EAAP?

A: Student loans are not used in CNG EAAP award calculations. Ideally, if your tuition/fees and books/supplies have already been paid, you will use the CNG EAAP to pay back the student loans.

Q: HOW WILL I RECEIVE PAYMENT?

A: You will receive an automated e-mail when the check is sent to your institution. The check will be made out to you. Upon receipt of the check, funds may be immediately subject to satisfying any financial holds attached to your account at the school. [For detailed information, see the last page of the FAQ.](#)

Q: IT'S BEEN MORE THAN 2 WEEKS SINCE I RECEIVED THE E-MAIL THAT MY CHECK HAS BEEN MAILED AND MY SCHOOL STILL HASN'T CONTACTED ME. WHAT SHOULD I DO?

A: It is not uncommon for it to take 3-4 weeks before the institution will contact you. After 3 weeks, I recommend you contact your institution's financial aid office (which is where the envelope is addressed to). If after 4 weeks they state they do not have the check, e-mail the CNG EAAP Coordinator. The [CNG EAAP Coordinator](#) will contact the institution to determine if a Stop Pay/Reissue request needs to be ordered to replace the check. The Stop Pay/Reissue request takes 30 to 60 days.

Q: CAN I TAKE COURSES FOR CREDIT/NO CREDIT AND RECEIVE A CNG EAAP PAYMENT?

A: No. One of the requirements of the program is that you maintain a cumulative GPA of 2.0 or greater. Therefore, each class you take must be graded.

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TAXES

Q: WILL I RECEIVE ANYTHING FOR TAXES?

A: Your institution is responsible for sending you the IRS Form 1098-T (Tuition Statement). The CNG EAAP amount you receive should be listed in box 5 – Scholarships or grants. Scholarships and grants reduce the amount of qualified educational expenses the student can use when calculating a deduction or credit. If the amount of scholarships and grants you receive in a calendar year is greater than the amount of qualified expenses you are charged in that year, your institution may not create a 1098-T for you.

Q: WHAT DO I DO WITH THE 1098-T?

A: You can use the information provided to determine if you are eligible for education tax credits. You are not required to attach IRS Form 1098-T to your tax return. Please note that there is no IRS requirement that you claim a tuition-and-fees deduction or an education-related tax credit.

Q: HOW DO I USE THE 1098-T INFORMATION WHEN FILING MY TAXES?

A: We cannot offer tax advice. If you have such questions, you should consult with a qualified tax professional or contact the IRS Taxpayer Assistance line at 1-800-829-1040.

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ABSENCES/DEPLOYMENTS

Q: I AM NOT ATTENDING FOR A TERM. WHAT DO I NEED TO DO TO STAY IN THE PROGRAM?

A: If you are going to miss one or more term, you need to complete the Record Change Request form for a Leave of Absence (LOA) in order to not be withdrawn. If your LOA is not approved or you do not submit a LOA request, you will be withdrawn from the program for the academic year. If you then wanted to participate in the CNG EAAP for future academic years, you would then have to go through the original 3-step application process again and will be competing for an open spot with the new applicants. There is no guarantee a new spot will be available. You can find the Record Change Request form on the CNG EAAP website (www.calguard.ca.gov/Education).

Q: HOW LONG CAN I STAY ON A LEAVE OF ABSENCE?

A: You can request a Leave of Absence (LOA) for up to one (1) year. An LOA for more than 1 year may be approved for special circumstances, such as deployment.

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SUMMER TERM

Q: IS MY SUMMER SESSION CONSIDERED MANDATORY OR DISCRETIONARY?

A: It depends on how your school has established the terms in the California Student Aid Commission's WebGrants database.

1. If you are attending an institution that requires mandatory summer sessions for all of its students, you will receive money for the summer sessions. Or,
2. If you are attending an institution where summer sessions are not required for all students attending the institution, the summer term is considered discretionary (optional), even if it is mandatory for your specific program. Students attending discretionary summer terms may receive money if there are remaining funds available after all mandatory terms have been paid. When making a decision regarding your summer attendance, remember a participant receives 400% of program eligibility based on full-time enrollment for fall and spring. Eligibility is used for each term the participant attends and the amount of usage is determined by the institution's type of term (quarter or semester) and your attendance status. This means you may not have enough to fully cover your fourth year.

Only a few schools have a mandatory summer term established in WebGrants. If you cannot determine if your school has a mandatory or discretionary summer term, you can contact the [CNG EAAP Coordinator](#) to find out.

Q: WHAT ARE THE REQUIREMENTS TO RECEIVE AN AWARD CHECK FOR SUMMER?

A: As of January 1, 2015, students who want to receive an award check for summer must submit a signed letter from their unit commander stating that attending the summer term will not adversely impact attendance at mandatory military training. If you are attending a discretionary summer term, an

award check will only be issued if there are enough funds remaining after all mandatory terms have been paid.

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REMAINING IN THE PROGRAM

Q: UNDER WHAT CIRCUMSTANCES COULD I BE REMOVED FROM THE PROGRAM?

A: Awardees could be removed at any time if they do not continue to meet the requirements. Removal could occur if you:

- Left or lost status as an active member of the CNG or SMR (Permanent withdrawal)
- Lost status of California residency
- Switched to an ineligible institution
- Did not attend a required term and failed to submit a Leave of Absence request
- Did not maintain 3 units for the term and failed to submit a Leave of Absence request
- Did not maintain a GPA of 2.0 or higher (Permanent withdrawal)
- You used up all of the 400% eligibility (Permanent withdrawal)
- Falsifying or misrepresenting data (Permanent withdrawal)

Q: WHAT DO I NEED TO DO TO CONTINUE IN THE PROGRAM THE NEXT ACADEMIC YEAR?

A: Awardees need to submit a renewal application and renewal Statement of Understanding for each academic year (until their eligibility is exhausted or they become disqualified). Renewals will be accepted from January 15 to June 1. Awardees who do not submit their renewal application and renewal Statement of Understanding by the June 1 deadline will be withdrawn from the program for the upcoming academic year and will lose their current “spot.” In order to participate in the CNG EAAP for future academic years, you will then have to complete the 3-step application process “For New or Returning Students” and will be competing for an open spot with the new applicants. There is no guarantee a new spot will be available.

Q: I MISSED THE RENEWAL DEADLINE. IS THERE ANYTHING I CAN DO NOW?

A: If you are a participant who did not renew by the deadline, you can reapply as a “new or returning” applicant for the next academic year. You must complete all 3 steps in the application process and will be competing for a new spot with the other hundreds of applicants who have applied for the year. Acceptance will be based on when you completed the 3-step process and on the availability of funds.

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THE CNG EAAP COORDINATOR

The CNG EAAP Coordinators’ contact information can be found at the CNG EAAP’s home page, www.calguard.ca.gov/education or you can e-mail them at nq.ca.caarng.list.cn6-eaap-mailbox-access@mail.mil. Please keep in mind that, despite popular belief, the CNG EAAP Coordinator does not have crystal balls and cannot predict when you will be accepted, if you are accepted, or when your institution will input your enrollment information.

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DETAILED AWARD PAYMENT PROCESS INFORMATION

1. As of the 2013-2014 academic year (an academic year runs from July 1 to June 30), the Priority period for initial applications is January 15 to April 30. Applicants who meet the eligibility requirements and complete the 3 steps of the application process during that timeframe will have their file ranked by a board with a criteria* determined by each service branch. Applicants will be notified if they are accepted after the Priority Board has met and the list has been approved by OTAG. Because of the various factors (the annual Budget Act must be approved by the Governor and the renewal applicants must first be renewed), notification will not likely occur until August, at the earliest.

After the April 30 priority deadline, applications will continue to be accepted on a first-come, first-serve basis until funds are depleted until we no longer have authority to award, whichever comes first. Depending on the time of year and the number of applications already received, it could take several months before an applicant is informed if they are accepted or not.

2. After you have been accepted for the CNG EAAP, your file is activated and processed in the California Student Aid Commission's (Commission) WebGrants System database.
3. Your institution will receive an e-mail notice when they can go into the Commission's WebGrants System to enter your enrollment information (which must be done each term). Traditional institutions are asked to wait until the census date (last date to drop and receive a refund) has passed. Non-traditional institutions must wait until the term has started.
4. After your institution has requested payment, it typically takes 30 days for the award check to be mailed to the institution (or in busy periods, it can take 6 weeks). It cannot be expedited. The check is made out directly to you and is mailed to your school's financial aid office.
5. When the check is mailed to the institution, you will receive an automatically generated e-mail message to let you know it has been sent and that your institution should be contacting you in the next two weeks to come pick it up. (Do not reply to this e-mail. It is not checked.) If you owe money to the institution for the term, they might have you sign the award check over to the institution. They would then refund you any remaining funds.

Your next award check cannot be issued until your institution has marked the current check as "Payment Disbursed." At that time, the next term will become open for the institution to enter information.

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