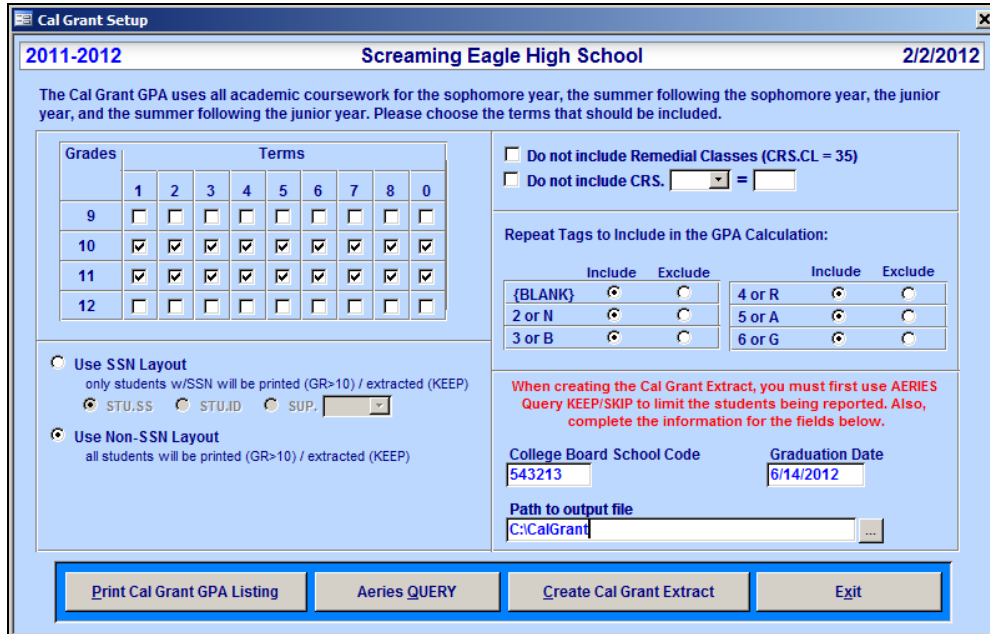


## Cal Grant GPA February 3, 2012

The **Cal Grant Setup** form will allow you to print a **Cal Grant GPA Listing** and create a text file for the **Cal Grant Extract**. The **Cal Grant Setup** form can be accessed from **View All Forms** or **View All Reports**.



**Cal Grant Setup**  
2011-2012 Screaming Eagle High School 2/2/2012

The Cal Grant GPA uses all academic coursework for the sophomore year, the summer following the sophomore year, the junior year, and the summer following the junior year. Please choose the terms that should be included.

Grades	Terms									
	1	2	3	4	5	6	7	8	0	
9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
11	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
12	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Do not include Remedial Classes (CRS.CL = 35)  
 Do not include CRS.  =

Repeat Tags to Include in the GPA Calculation:

	Include	Exclude		Include	Exclude
{BLANK}	<input checked="" type="radio"/>	<input type="radio"/>	4 or R	<input type="radio"/>	<input type="radio"/>
2 or N	<input checked="" type="radio"/>	<input type="radio"/>	5 or A	<input type="radio"/>	<input type="radio"/>
3 or B	<input checked="" type="radio"/>	<input type="radio"/>	6 or G	<input type="radio"/>	<input type="radio"/>

When creating the Cal Grant Extract, you must first use AERIES Query KEEP/SKIP to limit the students being reported. Also, complete the information for the fields below.

College Board School Code: 543213      Graduation Date: 6/14/2012

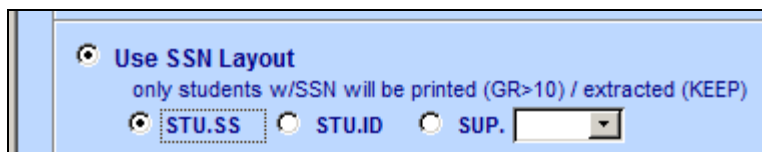
Path to output file: C:\CalGrant

The **Cal Grant Setup** form can create the **Cal Grant GPA Listing** and **Cal Grant Extract** in two formats, the **Use SSN Layout** to include the student's Social Security number or the **Use Non SSN Layout**.

The **Terms** will default to all 10 and 11 grade terms. Click the mouse on any additional terms that should be included in the GPA calculation.

Grades	Terms									
	1	2	3	4	5	6	7	8	0	
9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
11	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
12	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

To create a list and extract with the **Use SSN Layout**, select the following field that contains the students Social Security number.



**Use SSN Layout**  
 only students w/SSN will be printed (GR>10) / extracted (KEEP)

**STU.SS**     STU.ID     SUP.

The following options can be used to exclude courses from the Cal Grant GPA.

**Do not include Remedial Classes (CRS.CL = 35)**

**Do not include CRS.**  =

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**Repeat Tags to Include in the GPA Calculation:**

	Include	Exclude		Include	Exclude
{BLANK}	<input checked="" type="radio"/>	<input type="radio"/>	4 or R	<input type="radio"/>	<input checked="" type="radio"/>
2 or N	<input type="radio"/>	<input checked="" type="radio"/>	5 or A	<input type="radio"/>	<input checked="" type="radio"/>
3 or B	<input type="radio"/>	<input checked="" type="radio"/>	6 or G	<input checked="" type="radio"/>	<input type="radio"/>

- **Do not include Remedial Classes (CRS.CL = 35)** excludes courses tagged as Remedial in the Course Level field
- **Do not include CRS.** Can exclude courses with specific codes in the UC1-UC8 User fields
- **Repeat Tags to Include in the GPA Calculation** can select to Include or Exclude specific Repeat Tags in the GPA calculation

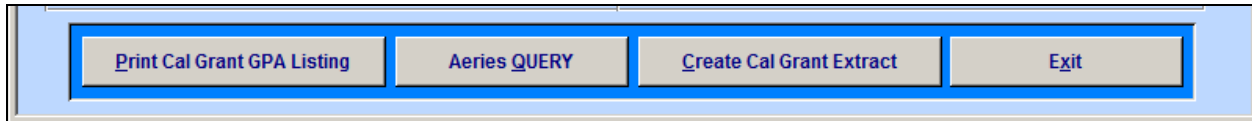
The **Print CalGrant GPA Listing** button will generate a report listing the students Cal Grant GPA. The following report will display when the **Use SSN Layout** option is selected. Only students with SSNs populated in the selected field will be included on the report. The GPA will be calculated for all academic coursework for the grades, terms and options selected.

<b>Screaming Eagle High School</b>							
2011-2012		<b>Cal Grant GPA Listing</b>				2/2/2012	
Student#	Last Name	First Name	Middle Name	SS Number	Sex	Grade	GPA
000011	Abrahamson	Arnold		99400011	M	11	3.55
000014	AbuJohn	Edgar		99400014	M	11	3.12
000016	Acharya	Josiah		99400016	M	11	2.63
000023	Adame	Nambia	A	99400023	F	11	2.45
000032	Aguilar-Lopez	Kristi	M	99400032	F	11	3.76
000033	Aguirre	Raelena	A	99400033	F	11	3.00

The following report will display when run with the **Use Non SSN Layout** option.

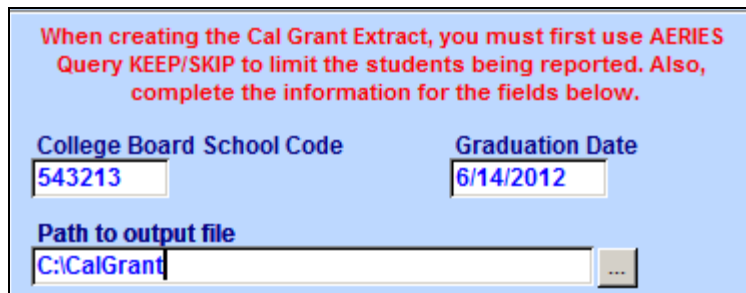
<b>Screaming Eagle High School</b>						
2011-2012		<b>Cal Grant GPA Listing</b>			2/2/2012	
Student#	Last Name	First Name	Middle Name	Sex	Grade	GPA
000011	Abrahamson	Arnold		M	11	3.55
000014	AbuJohn	Edgar		M	11	3.12
000016	Acharya	Josiah		M	11	2.63
000023	Adame	Nambia	A	F	11	2.45
000032	Aguilar-Lopez	Kristi	M	F	11	3.76
000033	Aguirre	Raelena	A	F	11	3.00

To create the **Cal Grant GPA Extract** a Query KEEP must be run. Click the mouse on the **Aeries Query** button to access Query. After the Query is run click on **Exit** to return to the **Cal Grant Setup** form.

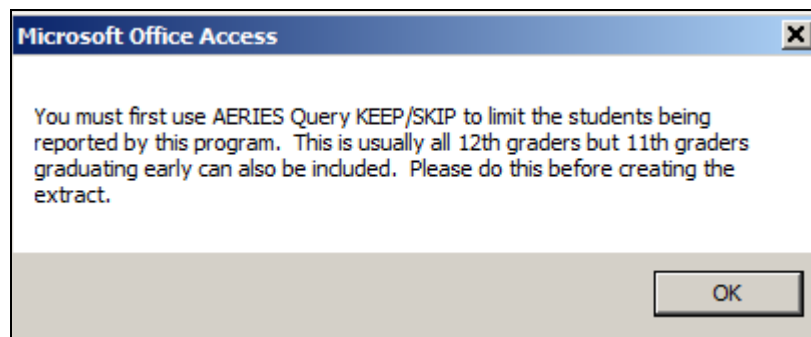


The following fields must be populated before creating the extract.

- **College Board School Code** a 6 digit code issued by the College Board
- **Graduation Date**
- **Path to output file**

A screenshot of a form with a blue background. At the top, red text reads: "When creating the Cal Grant Extract, you must first use AERIES Query KEEP/SKIP to limit the students being reported. Also, complete the information for the fields below." Below this, there are three input fields: "College Board School Code" with the value "543213", "Graduation Date" with the value "6/14/2012", and "Path to output file" with the value "C:\CalGrant" and a browse button (three dots).

Click the mouse on the **Create Cal Grant Extract** button to create the extract. The extract will be in the **Use SSN Layout** or **Use Non-SSN Layout** the selected on the form. The following message will display if a Query Keep has NOT been run.



Click the mouse on the **Aeries Query** button to run a Query and to continue. The following message will display listing the location and the total number of records in the file.

