

CALKIDS CHAMPIONS THE ROADMAP TO 75%



CalKIDS + CSAC WebGrants

This guide provides detailed instructions for accessing CSAC WebGrants and using the platform to identify high school students who have been awarded a CalKIDS Scholarship.

Updated July 8, 2026

CSAC [WebGrants](#) is the California Student Aid Commission's (CSAC) web-based grant management platform.

High school and district staff with access to CSAC WebGrants can download a CalKIDS Enrollment Report from <https://webgrants.csac.ca.gov/> that contains every student in their high school who has a CalKIDS Scholarship waiting to be claimed. The claim data in this report is updated monthly.

CSAC WebGrants Report	Who is included in this report?	What is included in this report?	Key Code to identify CalKIDS eligibility and claim status
CalKIDS Enrollment Report	CalKIDS eligible 9th-12th graders	List of 9th-12th students who have a CalKIDS Scholarship and their claim status	All students in this report have a CalKIDS Scholarship. In the column CalKIDS Claimed: Y = The student has a CalKIDS Scholarship Account and HAS claimed it (No Action Required) N = The student has a CalKIDS Scholarship Account and HAS NOT claimed it (Action Required)

You SHOULD NOT use the 'Financial Aid Application Status Report' to identify students with a CalKIDS Scholarship.

NOTE: THE CALKIDS ENROLLMENT REPORT IS ONLY AVAILABLE FOR HIGH SCHOOLS AND THE CLAIM DATA IN THE REPORT IS UPDATED MONTHLY.

We cannot stress enough the importance of using CSAC WebGrants for your outreach efforts.

Important CSAC WebGrants Access Considerations

Before requesting access, please keep the following considerations in mind:

- **Account creation timeline:** If a high volume of new CSAC WebGrants accounts are being created, including System Administrator and Authorized User accounts, schools, districts, and county offices should allow up to three weeks for account creation.
- **System Administrator limits:** Each high school or college may have up to 2 System Administrators. Each county and each district may have up to 5 System Administrators.
- **User access:** School sites may have an unlimited number of users. Only System Administrators can submit the WebGrants Access Request Form to CSAC.

How to access CSAC WebGrants for your school

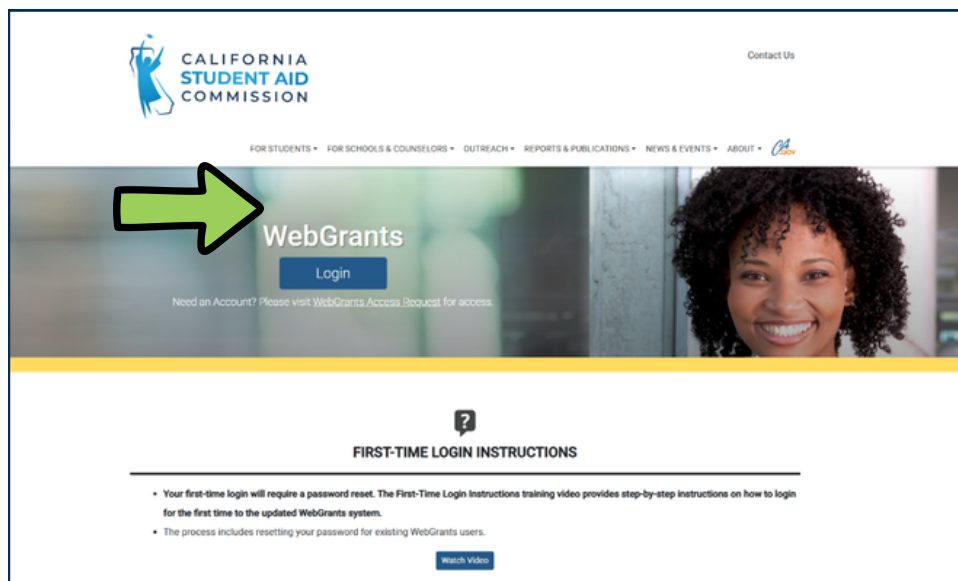
You will need to contact your high school or district's CSAC WebGrants 'System Administrator' to gain 'User' access to WebGrants. If you don't know who your WebGrants System Administrator is, call [CSAC's School Support Line to find out - \(888\) 294-0153](tel:8882940153). If you're told that your institution does not have a System Administrator for WebGrants, CSAC will assist you with the process of getting one set-up.

How to run a CalKIDS Enrollment Report

STEP 1:

Once you have User or System Admin access to CSAC WebGrants, login to your account at <https://webgrants.csac.ca.gov/>.

NOTE: If it's your first time logging in, please follow the First-Time Login Instructions.



Next, enter your login information:



WebGrants for Institutions

Username
Enter your valid Username and not your e-mail address.

Password
Enter your password.

☐ Show Password

☐ Remember me on this computer

We use browser cookies to track your session to give better experience.
You can refer our [Cookie Policy](#) for more details.

By signing in, you agree to our [Privacy Policy](#)

Sign In

[Forgot Username or Password ?](#)

STEP 2:

From the landing page, scroll down until you find the “CAL GRANT” section and select “Data Transfer.”



[CA.GOV](#) | [CSAC.CA.GOV](#) | [Privacy Policy](#) | [Tools](#) | [Help](#)

[HOME](#) [ADMIN](#) [NAVIGATION MENU](#) [USER INFO](#)

[LOGOUT](#)

WebGrants





CAL GRANT

- Enrollment
- GPA
- Student Info
- Roster/Reconciliation
- Data Transfer
- Non-SSN GPA
- Foster Youth Verification



MCS

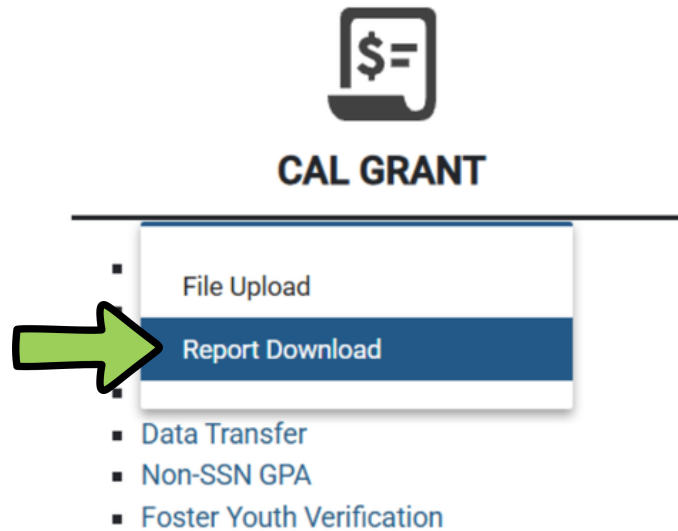
- File Upload
- Report Download
- Student Award Summary
- Student Award Payment History
- Student Enrollment Data
- MCS Display Roster



CHAFEE

- Student Application Status
- Institution Demographics

Next, click “Report Download” on the pop-up menu.



STEP 3:

On the Report Download page select your School ID from the drop down.



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STUDENT AID
COMMISSION**

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HOME ADMIN ▾ NAVIGATION MENU ▾ USER INFO LOGOUT

School ID

Report Name

Acad Year

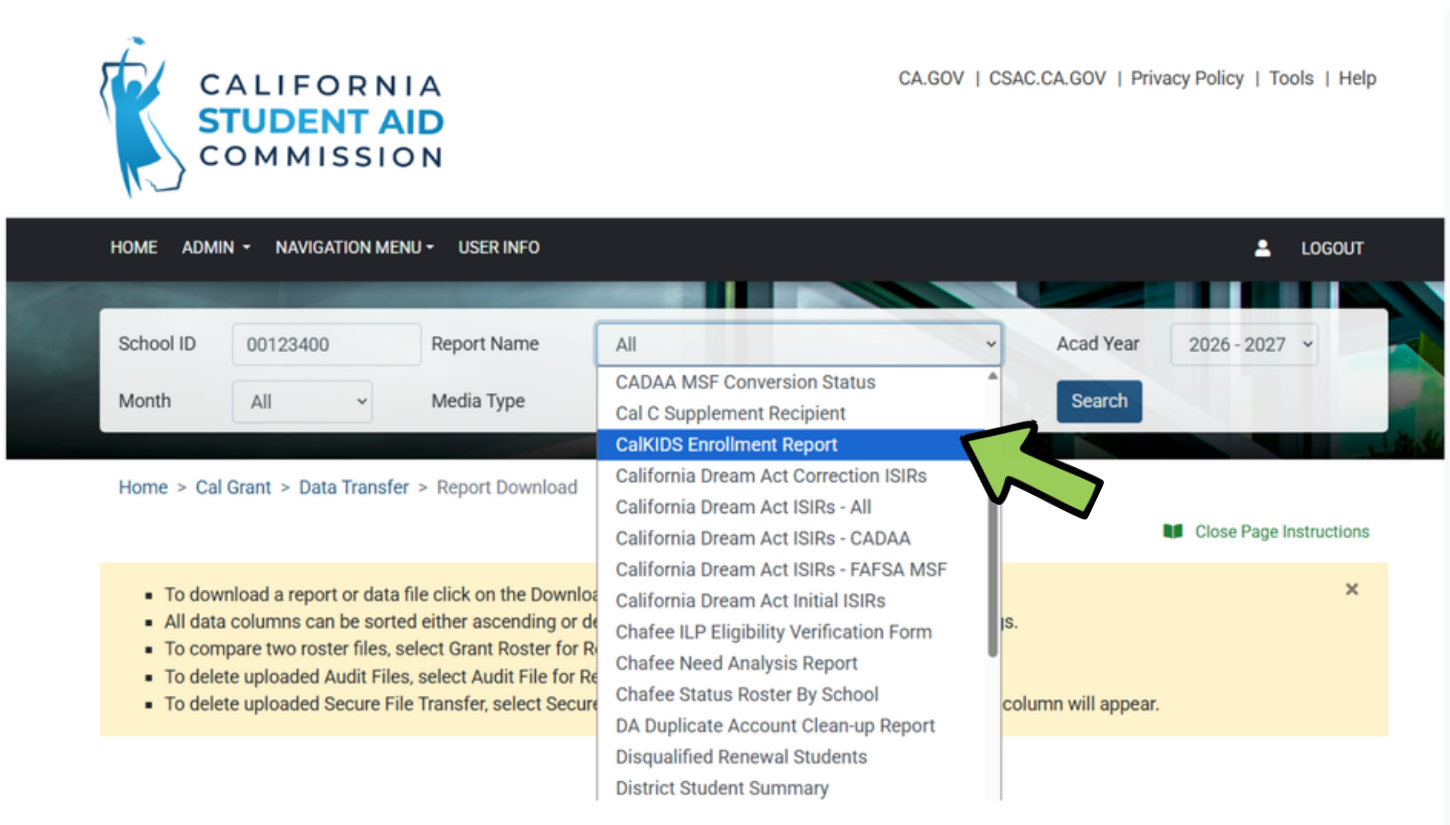
Media Type

[Home](#) > [Cal Grant](#) > [Data Transfer](#) > [Report Download](#)

Close Page Instructions
✕

- To download a report or data file click on the Download File button.
- All data columns can be sorted either ascending or descending order by clicking on the column headings.
- To compare two roster files, select Grant Roster for Report and Data File for Media Type.
- To delete uploaded Audit Files, select Audit File for Report and the Delete checkbox column will appear.
- To delete uploaded Secure File Transfer, select Secure File Transfer for Report and the Delete checkbox column will appear.

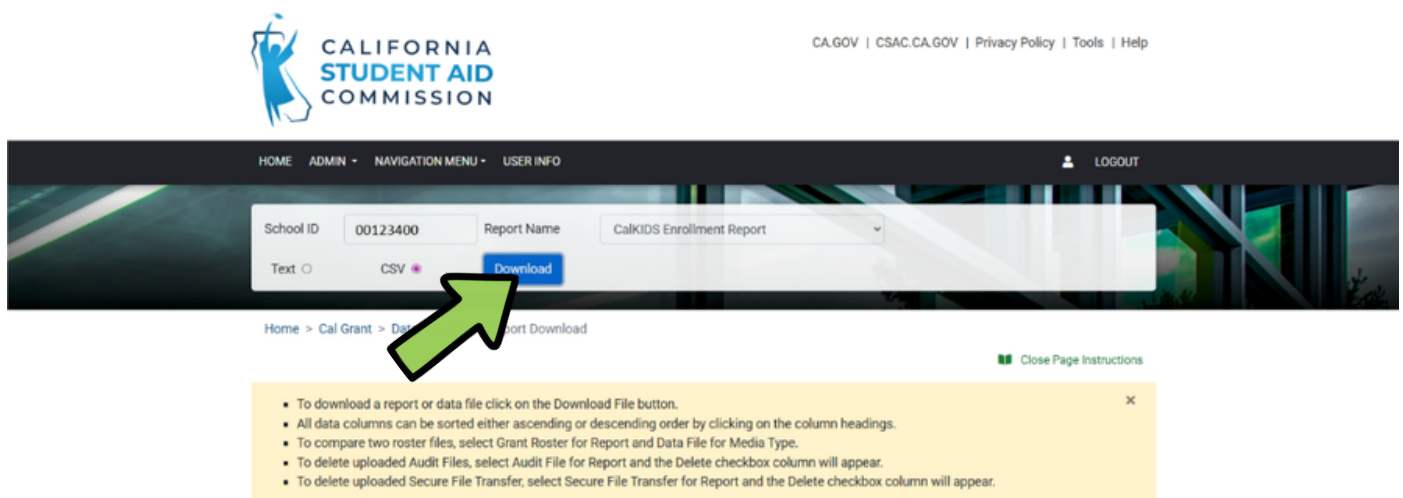
Then select the “CalKIDS Enrollment Report” from the Report Name drop-down menu. Please note that claim data in this report is updated monthly.



The screenshot shows the California Student Aid Commission website. The header includes the logo and navigation links: CA.GOV | CSAC.CA.GOV | Privacy Policy | Tools | Help. The main navigation bar has links for HOME, ADMIN, NAVIGATION MENU, and USER INFO, along with a LOGOUT button. The search area contains fields for School ID (00123400), Report Name (All), Month (All), Media Type, and Acad Year (2026 - 2027). A green arrow points to the 'CalKIDS Enrollment Report' option in the Report Name dropdown menu. Below the search area, a breadcrumb trail reads 'Home > Cal Grant > Data Transfer > Report Download'. A yellow box contains instructions for downloading reports and data files.

- To download a report or data file click on the Download button.
- All data columns can be sorted either ascending or descending order by clicking on the column headings.
- To compare two roster files, select Grant Roster for Report and Data File for Media Type.
- To delete uploaded Audit Files, select Audit File for Report and the Delete checkbox column will appear.
- To delete uploaded Secure File Transfer, select Secure File Transfer for Report and the Delete checkbox column will appear.

Now select either Text or CSV. **We recommend the CSV option which is compatible with Excel or Google Sheets.**



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- To download a report or data file click on the Download File button.
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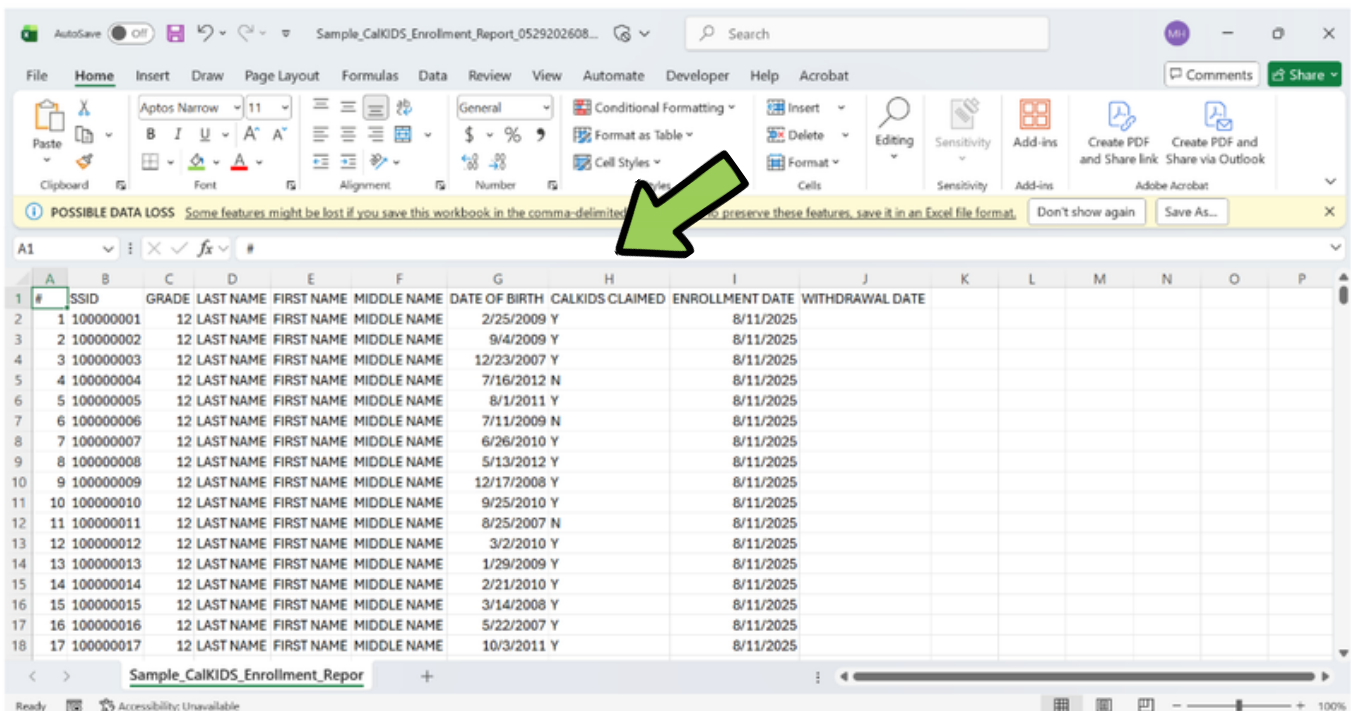
Click “Download.”

How to Read a CSAC WebGrants CalKIDS Enrollment Report

The *CalKIDS Enrollment Report* contains every student currently enrolled at a high school (9th-12th) who has been awarded a CalKIDS Scholarship. The report includes the student's Statewide Student Identifier (SSID), grade level, name, date of birth, and whether or not they have claimed their CalKIDS Scholarship. The "CalKIDS CLAIMED" column contains the status of the student's CalKIDS Scholarship Account.

Y	The student has claimed their CalKIDS Scholarship Account. (No Action Required)
N	The student has not claimed their CalKIDS Scholarship Account (Action Required).

You SHOULD NOT use the 'Financial Aid Application Status Report' to identify students with a CalKIDS Scholarship.



#	SSID	GRADE	LAST NAME	FIRST NAME	MIDDLE NAME	DATE OF BIRTH	CALKIDS CLAIMED	ENROLLMENT DATE	WITHDRAWAL DATE
1	100000001	12	LAST NAME	FIRST NAME	MIDDLE NAME	2/25/2009	Y	8/11/2025	
2	100000002	12	LAST NAME	FIRST NAME	MIDDLE NAME	9/4/2009	Y	8/11/2025	
3	100000003	12	LAST NAME	FIRST NAME	MIDDLE NAME	12/23/2007	Y	8/11/2025	
4	100000004	12	LAST NAME	FIRST NAME	MIDDLE NAME	7/16/2012	N	8/11/2025	
5	100000005	12	LAST NAME	FIRST NAME	MIDDLE NAME	8/1/2011	Y	8/11/2025	
6	100000006	12	LAST NAME	FIRST NAME	MIDDLE NAME	7/11/2009	N	8/11/2025	
7	100000007	12	LAST NAME	FIRST NAME	MIDDLE NAME	6/26/2010	Y	8/11/2025	
8	100000008	12	LAST NAME	FIRST NAME	MIDDLE NAME	5/13/2012	Y	8/11/2025	
9	100000009	12	LAST NAME	FIRST NAME	MIDDLE NAME	12/17/2008	Y	8/11/2025	
10	100000010	12	LAST NAME	FIRST NAME	MIDDLE NAME	9/25/2010	Y	8/11/2025	
11	100000011	12	LAST NAME	FIRST NAME	MIDDLE NAME	8/25/2007	N	8/11/2025	
12	100000012	12	LAST NAME	FIRST NAME	MIDDLE NAME	3/2/2010	Y	8/11/2025	
13	100000013	12	LAST NAME	FIRST NAME	MIDDLE NAME	1/29/2009	Y	8/11/2025	
14	100000014	12	LAST NAME	FIRST NAME	MIDDLE NAME	2/21/2010	Y	8/11/2025	
15	100000015	12	LAST NAME	FIRST NAME	MIDDLE NAME	3/14/2008	Y	8/11/2025	
16	100000016	12	LAST NAME	FIRST NAME	MIDDLE NAME	5/22/2007	Y	8/11/2025	
17	100000017	12	LAST NAME	FIRST NAME	MIDDLE NAME	10/3/2011	Y	8/11/2025	

NOTE: THE CLAIM DATA FOR THE CALKIDS ENROLLMENT REPORT IS UPDATED MONTHLY.

You are now ready to notify your students that they have a CalKIDS Scholarship worth at least \$500 waiting to be claimed!