



# California Community Colleges

## MEMORANDUM

Revised June 29, 2018

SS18-11 | Via Email

TO: Chief Executive Officers  
Chief Student Services Officers  
Chief Business Officers  
Financial Aid Officers

FROM: Rhonda Mohr  
Vice Chancellor of Student Services

RE: California College Promise Implementation and District Certification Form

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The [Vision for Success](#) calls for our system to achieve bold goals to improve student outcomes, including increased attainment of degrees and certificates, reducing excess unit accumulation, securing gainful employment, and closing achievement gaps. The Chancellor's Office is committed to supporting our colleges in achieving these goals. Our work at the system level focuses on creating the fiscal and policy environment that allows our colleges to best support California's students. The Guided Pathways framework, changes to assessment and placement, streamlining categorical programs, and a new funding formula that aligns to our system goals are all a part of this larger effort.

The California College Promise, established by AB 19 (Santiago, 2017) and funded in the 2018-19 Budget Act, provides our system another important opportunity to implement evidence-based strategies to improve college access and success. The legislation establishes clear goals aligned to the Vision for Success, specifically calling on California College Promise to increase the number of high school students enrolling "college-ready" directly into the California Community Colleges, the number of students successfully completing a career education goal or transferring, and reducing and eliminating achievement gaps.

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**Chancellor's Office, Student Services**

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## Release of the California College Promise District Certification Form

June 28, 2018

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AB 19 also establishes a set of requirements for districts to receive funding to support the College Promise and provides local flexibility to determine how best to use funding to achieve the outlined goals. While much attention has been paid to the authority to provide “free tuition,” it will be important for districts and colleges to consider their larger student success goals and how funding best supports achievement of those goals. The law clearly provides districts discretion on the use of California College Promise funding. Districts may use appropriated AB 19 funds to waive some or all of the fees for first-time community college students who are enrolled at the college full-time and complete and submit either a Free Application for Federal Student Aid or a California Dream Act application. However, a district may choose, instead of waiving fees, to spend allocated funds on other strategies that best meet the goals of the California College Promise. In the coming year, the Chancellor’s Office will work to provide support, guidance and professional learning opportunities to maximize the impact of the California College Promise.

For 2018-19, districts will be required to certify compliance with the requirements of the law by completing and returning the California College Promise District Certification Form for the 2018-19 allocation. The deadline to submit the certification form is **September 1, 2018**. We will be releasing allocation of the full amount of funds for the advance allocation in early July, so that districts can immediately institute practices that make best use of the funds for the coming year. A copy of the Advance Allocation spreadsheet is included with this memo. Colleges that do not certify compliance with the law by completing the certification form by **September 1, 2018**, will have their allocation rescinded in P1 and those funds will be reallocated to districts that have certified compliance.

See the attached Advance Allocation document for district-by-district allocation amounts. An AB 19 question and answer document is provided to assist districts in initial implementation.

If you have any questions concerning this memo, feel free to contact the following Chancellor’s Office staff:

**Questions on the Certification Form and Memo**

Bryan Dickason – Specialist, [bdickason@cccco.edu](mailto:bdickason@cccco.edu), 916-323-5952

Michael R. Quiaoit – Dean, Student Services, [mquiaoit@cccco.edu](mailto:mquiaoit@cccco.edu), 916-327-6222

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**Send Completed Forms via Email to:**

Terence Gardner – [tgardner@cccco.edu](mailto:tgardner@cccco.edu), 916-322-7412

Attachments:           California College Promise District Certification Form for 2018-19  
                                California College Promise District Allocation Amounts  
                                California College Promise Q & A

cc: Laura Hope, Executive Vice Chancellor of Educational Services  
      Rhonda Mohr, Vice Chancellor of Student Services  
      Laura Metune, Vice Chancellor of Governmental Relations  
      Michael R. Quiaoit, Dean – Student Services  
      Mia Keeley, Dean – Student Services  
      Bryan Dickason, Specialist – Financial Aid  
      Terrence Gardner, Financial Aid