

**From:** Veronica Martinez

**Sent:** Thursday, July 12, 2018 4:33 PM

**To:** Melissa Vasquez; Kimberly Benjamin; Sandra Talavera; Denise Apuzzo; Rocio DeReza

**Cc:** Irma Banuelos; Linda Bernabe; Maribel Galvez; Josefina Olivares; Judy Rodriguez; Carina Cisneros; Eduardo Cervantes

**Subject:** Weekly student emails beginning Mon. 7/16 regarding dereg on 8/1

Here's sample email that will be going out next week:

Dear Erik,

***Don't let this happen to you!***

To avoid being dropped from **all FALL 2018** classes, [please login to the myGav portal](#) and pay your total account balance before **Wednesday August 1, 2018 at 2:30 p.m.**

Your account balance is: **\$167.00**

Students must pay for **ALL** classes including classes added after initial registration. **Even if you receive the CA College Promise Grant (formerly BOG Fee Waiver) or other Financial Aid you may still be expected to pay a nominal amount. Your account balance reflects the amount you owe.**

If students do not pay all fees and the outstanding balance on their account, they will be dropped from **ALL Fall 2018 classes**. Students will NOT be dropped from their Summer Session classes.

If you have any questions, please review the [Admissions & Records](#) webpage. For more information on your account balance, call 408-852-2840.

It's not too late to file 2018-2019 FAFSA to be considered for grants and CA College Promise Grant. To file your FAFSA application online, go to [www.fafsa.gov](http://www.fafsa.gov). FAFSA tips:

1. You will need to report income for 2016 and list Gavilan as one of your schools.
2. FAFSA will email you confirmation the same day you submit your FAFSA online.
3. Forward your confirmation page to Gavilan Financial Aid at [finaid@gavilan.edu](mailto:finaid@gavilan.edu) along with your Gavilan ID, and we will review your eligibility for CA Promise Grant. If you qualify for one, it will be applied Fall 2018 at Gavilan!

If you have questions, or need assistance you can come into our Welcome Center or call our Financial Aid Department at 408-848-4727 or 408-852-2812.

Sincerely,

The Admissions & Records Office

Gavilan College