CALFRESH (CF) PROGRAM
REQUEST FOR POLICY/REGULATION INTERPRETATION

INSTRUCTIONS: Complete items 1 - 10 on the form. Use a separate form for each policy interpretation request. If additional space is needed, please use the second page. Be sure to identify the additional discussion with the appropriate number and heading. Retain a copy of the CF 24 for your records.

- Questions from counties, including county Quality Control, must be submitted by the county CalFresh Coordinator and may be submitted directly to the CalFresh Policy analyst assigned responsibility for the county, with a copy directed to the appropriate CalFresh Policy unit manager.
- Questions from Administrative Law Judges may be submitted directly to the CalFresh Policy analyst assigned responsibility to the county where the hearing took place, with a copy of the form directed to the appropriate CalFresh Bureau unit manager.

1. RESPONSE NEEDED DUE TO:
   - [x] Policy/Regulation Interpretation
   - [ ] QC
   - [ ] Fair Hearing
   - [ ] Other:

2. REQUESTOR NAME: Suzanne Garcia

3. PHONE NO.: 805-781-1895

4. REGULATION CITE(S): 63-406.11,63-406.111,63-406.111(a)),63-406.2,63-406.21

5. DATE OF REQUEST: Oct 3, 2014

NEED RESPONSE BY:

6. COUNTY/ORGANIZATION: Dept of Social Services

7. SUBJECT: Student Eligibility Work Study & Regular Curriculum

8. REFERENCES: *(Include ACL/ACIN, court cases, etc. in references)*
NOTE: All requests must have a regulation cite(s) and/or a reference(s).

63-406.11, 63-406.111, 63-406.111(a)), 63-406.2, 63-406.212

9. QUESTION: (INCLUDE SCENARIO IF NEEDED FOR CLARITY):

1) Per 63-406.111 A student would need to be in a regular curriculum for standard graduation requirements for a particular field of study to be considered a student. What would constitute "not a regular curriculum"? Would they be attending a cooking class, maybe a computer or exercise class? Something just for personal development but they don't expect to get a degree? Are we required to ask students this question?

2) Per 63-406.212 A student meets an exemption if they have been approved Fed Work Study for the current school term & anticipate working during the term. What if they have been approved Work Study funding but the school has told them there are not enough Work Study jobs so they will not be working during the school term? Would they be eligible or ineligible for an exemption? According to a Regulation Quick Reference on the CDSS Website toolkit page the student would be eligible if they have been awarded work study but have not yet been able to find a job.

10. REQUESTOR'S PROPOSED ANSWER:

1) Yes, it would be a cooking class or other self improvement or work skills type class that does not lead to a degree. If they are taking history, math, English, etc those classes are needed for any degree program and would be considered as part of a regular curriculum. This discussion on curriculum should be part of the interviewing process?

2) Since regulation states they need to "anticipate" working but the college has told them they will not be working during the upcoming school term they would not meet the Fed Work Study exemption since they can not reasonable anticipate working. It is true that they have not yet been able to find a job (the criteria on the toolkit website) but the school has also told them there are no jobs available.

11. STATE POLICY RESPONSE *(CFPB USE ONLY)*:

See below

FOR CDSS USE

DATE RECEIVED: 10/3/2014

DATE RESPONDED TO COUNTY/ALJ: 12/9/2014 (Angel Garcia)

CALFRESH (CF) PROGRAM
REQUEST FOR POLICY/REGULATION INTERPRETATION (Continued)

1. RESPONSE NEEDED DUE TO: ☑ Policy/Regulation Interpretation ☐ QC ☐ Fair Hearing ☐ Other:	5. DATE OF REQUEST: Oct 3, 2014 NEED RESPONSE BY: 6. COUNTY/ORGANIZATION: Dept of Social Services 7. SUBJECT: Student Eligibility Work Study & Regular Curriculum
2. REQUESTOR NAME: Suzanne Garcia 3. PHONE NO.: 805-781-1895 4. REGULATION CITE(S): 63-406.11,63-406.111,63-406.111(a)),63-406.2,63-406.212	8. REFERENCES: *(Include ACL/ACIN, court cases, etc. in references)* **NOTE: All requests must have a regulation cite(s) and/or a reference(s).** 63-406.11, 63-406.111, 63-406.111(a)), 63-406.2, 63-406.212

Individuals taking classes less than half-time for the sole reason of personal development or self-improvement should not be classified as a student. CWDs should follow instruction specified in MPP section 63-406.11 stating, "any person who is age 18 through 49; physically and mentally fit for employment" and enrolled at least half-time, as defined by the institution, in an institution of higher education (as defined in Section 63-406.111(a)), shall be ineligible to participate unless the person complies with the eligibility requirements as specified in Section 63-406.2. Further, as defined in MPP section 63-406.111, a person enrolled in a junior, community, two-year or four-year college or university, or graduate school needs to be both enrolled at least half-time and enrolled in a regular curriculum.

A discussion on regular curriculum should be a part of the interview process. MPP section 63-406.111 defines a regular curriculum at an institution of higher education as "the standard requirements for graduation or certification/qualification in a particular field of study." An education plan, which is completed by a college counselor, can be a tool that defines classes needed for a regular curriculum and/or the student's field of study. However, eligibility workers should ensure that they are clearly differentiating between students and individuals who do not meeting the criteria for identification as a student when screening applicants. An eligibility worker could refer to an educational plan to assist in this screening process as college counselors are qualified in determining what classes are needed for the particular field of study.

The student approved for work-study should remain exempt. MPP section 63-406.212 indicates that a student need only, "be approved for state or federally financed work study for the current school term" and "anticipate working during the term." A student may not have a work-study job available to him/her when first approved, but may be offered a work-study position anywhere throughout the term should one become available. As indicated in the CalFresh Regulation Quick Reference on the CDSS Website toolkit page, students who have been awarded work study in their financial aid but who have not yet been able to find a job are still eligible as there are no minimum hour requirements.