On March 27, 2020, the Federal government enacted the Coronavirus Aid, Relief and Economic Security Act (CARES Act), Pub L. No. 116-136, providing funds to institutions from the Higher Education Emergency Relief Fund (HEERF) to make Emergency Financial Aid Grants to Students for expenses related to the disruption of campus operations due to coronavirus, including eligible expenses under student’s cost of attendance, such as food, course materials, technology, health care, and child care. The law requires institutions to report certain information related to the use of these funds. The following information is reported for the period, May 28, 2020 to August 12, 2020.

I. This statement shall serve to acknowledge that our institution signed and returned to the US Department of Education the *Certification and Agreement - Emergency Financial Aid Grants to Students*. We further attest that our institution has used, and/or intends to use, no less than 50 percent of the funds received under Section 18004(a)(1) of the CARES Act to provide Emergency Financial Aid Grants to Students.

II. The total amount of funds that the institution has received from the Department pursuant to the institution’s Certification and Agreement [for] Emergency Financial Aid Grants to Student is $129,918.00.

III. The total amount of Emergency Financial Aid Grants distributed to students under Section 18004(a)(1) of the CARES Act as of August 12, 2020, is $108,004.00.

IV. The estimated total number of students at our institution eligible to participate in programs under Section 484 in Title IV of the Higher Education Act of 1965 and thus eligible to receive Emergency Financial Aid Grants to students under Section 18004(a)(1) of the CARES Act is 138.

V. The total number of students who have received an Emergency Financial Aid Grant to students under Section 18004(a)(1) of the CARES Act to date is 134.

VI. The following is the method used by our institution to determine which students receive Emergency Financial Aid Grants and how much each student has received under Section 18004(a)(1) of the CARES Act.

   Only Title IV Eligible students will receive the Emergency Financial Aid Grant who satisfy the following criteria:
   1. U.S. Citizen or Eligible Noncitizen
   2. Valid FAFSA on File
   3. Valid Social Security Number or Alien Registration Number
   4. Registered for Selective Service (Males Only)
   5. Valid High Diploma or GED or completion of high school in an approved high school setting
   6. Not in Default on Student Loans
   7. Enrolled in a degree or certificate program
   8. Making satisfactory academic progress
9. Not owing an overpayment on a Title IV grant or loan

A total of 80.03% of the funds received will be divided equally among all currently enrolled students as of May 28, 2020 in the amount of $103,974 in the amount of $806.00 per student. The remaining 19.97% $25,944 of the funds received will be disbursed to future enrolled students affected by COVID-19. Any additional funds from the original 80.03% that were not received by students due to eligibility issues or not being affected by COVID-19 will be used for future students. The future students will receive $806.00 divided equally among all new currently enrolled students who have a start date of June 8, 2020 and on. Once the funds are depleted and it is not possible to disburse $806.00 per student, the school will revise the amount to divide it equally among the remaining students.

VII. The following instructions/directions/guidance was provided by our institution to students concerning the Emergency Financial Aid Grants.

Each active student received a notification via postal mail advising that the emergency grant is available and the criteria to meet eligibility for the Emergency Financial Aid Grant. In addition, each eligible student received an encrypted email with the Request for Emergency Financial Aid Grant Funds form to be completed electronically through DocuSign to receive the grant. This form will show if they incurred expenses due to COVID-19 and the amount. Directions on how to complete the form were attached to the encrypted email. Once that form is received by the school via DocuSign, the school will disburse the funds by check.