



CARES ACT REPORTING ON EMERGENCY FINANCIAL AID GRANTS TO STUDENTS

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 a 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, August 3, 2020, and is updated from June 20, 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 \$ 232,774.00.
- III. The total amount of Emergency Financial Aid Grants distributed to students under Section 18004(a)(1) of the CARES Act as of August 4th 2020, is \$ 87934.24.
- 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 244.
- 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 102.
- 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/will receive under Section 18004(a)(1) of the CARES Act.

PROVIDE DESCRIPTION: The method used to determine which and how much students receive Emergency Financial Aid Grants are as follow- CIT is using an application process for eligible students to apply for up to \$ 862.12 for food, housing, technology, course materials, daycare, or other related expenses related to the disruption of campus operations due to coronavirus – COVID-19 in the year 2020.

The methods used to determine which and how much students receive Emergency Financial Aid Grants are as follows -

CyberTex Institute of Technology is using an application process for eligible students to request funds for the emergency grants to students. Eligibility criteria was based on guidance and requirements provided by the department of Education and Interim Final Rule on Eligibility at <https://www2.ed.gov/about/offices/list/ope/caresactifreeligibility6112020.pdf>. Students were eligible to apply for up to \$ 862.12 for food, housing, technology, course materials, or other expenses related to the disruption to campus in 2020.

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

PROVIDE DESCRIPTION: Please read the forms sent to our students below.

IMPORTANT INSTRUCTIONS FOR COMPLETION OF

REQUEST FOR EMERGENCY FINANCIAL AID GRANT FUNDS Under the CARES Act, Pub. L. No. 116-136

On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security Act (**CARES Act**) was signed into law. The CARES Act authorized the Higher Education Emergency Relief Fund which provides emergency funding for student and institutions impacted by the COVID-19 pandemic. On April 9, 2020 the US Secretary of Education announced that the student funding was being made available to institutions to award and disburse to students who have incurred expenses related to the disruption of campus operations due to coronavirus, including eligible expenses under the student's Cost of Attendance, such as food, housing, course materials, technology, health care and child care. The effective dates for this order began for students enrolled (**active**) on March 27th 2020 thru June 1st. Students on an Approved Leave of Absence **do not qualify** for the Coronavirus Aid, Relief, and Economic Security Act (**CARES Act**).

Lastly, in order to qualify for the Coronavirus Aid, Relief, and Economic Security Act (**CARES Act**) Grant, Students must qualify to apply for the Free Application for Federal Student Aid (FAFSA).

In order for these emergency grants to be fairly and compliantly awarded, you (and all requesting students) must provide information to the institution regarding the coronavirus related expenses you have incurred. On the attached form, please provide details and amounts of any of the types of costs you may have incurred.

On the top portion of the form, it is imperative that you provide the correct address where mail from the school will reach you. **This is the address to which your Grant check will be mailed.**

- a.) Please respond **within 5 days** from receiving this email.
- b.) Upon approval, funds will be disbursed to student within 5-10 business days. No earlier than June 10th, 2020.
- c.) Denied applicants will receive written notification delivered to student's school email by Financial Aid Department.

***** Coronavirus Aid, Relief, and Economic Security Act Grant checks will start being mailed by June 10th 2020. Please wait to contact CIT if you did not receive your CARES ACT grant check or denial by June 19th 2020.**

Also, you must remember to sign and date the form.

Your patience is appreciated during this time as all our students are important. CIT will start responding to all inquires not processed after June 19th 2020. Preferred contact method by email only.

Contact: Monika L. Whitaker email: monika.whitaker@cybertex.edu

IMPORTANT INSTRUCTIONS FOR COMPLETION OF

REQUEST FOR EMERGENCY FINANCIAL AID GRANT FUNDS Under the CARES Act, Pub. L. No. 116-136

On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security Act (**CARES Act**) was signed into law. The CARES Act authorized the Higher Education Emergency Relief Fund which provides emergency funding for student and institutions impacted by the COVID-19 pandemic. On April 9, 2020 the US Secretary of Education announced that the student funding was being made available to institutions to award and disburse to students who have incurred expenses related to the disruption of campus operations due to coronavirus, including eligible expenses under the student's Cost of Attendance, such as food, housing, course materials, technology, health care and child care. The effective dates for this order began for students enrolled (**active**) on March 27th 2020 thru June 1st. Students on an Approved Leave of Absence **do not qualify** for the Coronavirus Aid, Relief, and Economic Security Act (**CARES Act**).

Lastly, in order to qualify for the Coronavirus Aid, Relief, and Economic Security Act (**CARES Act**) Grant, Students must qualify to apply for the Free Application for Federal Student Aid (FAFSA).

In order for these emergency grants to be fairly and compliantly awarded, you (and all requesting students) must provide information to the institution regarding the coronavirus related expenses you have incurred. On the attached form, please provide details and amounts of any of the types of costs you may have incurred.

On the top portion of the form, it is imperative that you provide the correct address where mail from the school will reach you. **This is the address to which your Grant check will be mailed.**

- a.) Please respond **within 5 days** from receiving this email.
- b.) Upon approval, funds will be disbursed to student within 5-10 business days. No earlier than June 10th, 2020.
- c.) Denied applicants will receive written notification delivered to student's school email by Financial Aid Department.

***** Coronavirus Aid, Relief, and Economic Security Act Grant checks will start being mailed by June 10th 2020. Please wait to contact CIT if you did not receive your CARES ACT grant check or denial by June 19th 2020.**

Also, you must remember to sign and date the form.

Your patience is appreciated during this time as all our students are important. CIT will start responding to all inquires not processed after June 19th 2020. Preferred contact method by email only.

Contact: Monika L. Whitaker email: monika.whitaker@cybertex.edu