



Champ's Barber School  
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## HEERF Awarding Policy

### Quick-Tips to help a student understand:

- **Not Title IV Aid, but Title IV Eligibility is Required:** While HEERF student share dollars are not considered part of a student's Title IV financial aid, the U.S. Department of Education's states students must meet Title IV eligibility requirements in order to receive HEERF emergency grants. Student's do not have to be receiving Title IV Financial Aid to apply for this Grant.
- **Expense v. Need:** The guidance from the U.S. Department of Education states that HEERF student share dollars are to aid students for *expenses* related to the disruption of campus operations due to the coronavirus; this is different than a change in a student's *financial need* due to COVID-19, which could be a result of a loss of income rather than new or continuing expenses.
- **Direct to Students:** Institutions must pay HEERF student share emergency grants directly to students and may not apply the grants toward outstanding institutional charges. Students are welcome to take that check and cash it, using the funds for expenses inhabited due to campus closure.

### Title IV Eligibility:

What eligibility criteria are in section 484 of the Higher Education Act (HEA)?

A: Section 484 of the HEA states that Title IV eligible students must:

- Be enrolled or accepted for enrollment in a degree or certificate program.
- Not be enrolled in elementary or secondary school.
- For currently enrolled students, be making satisfactory academic progress.
- Not owe an overpayment on Title IV grants or loans.
- Not be in default on a Title IV loan.
- File "as part of the original financial aid application process" a certification that includes:
  - a. A statement of educational purpose.
  - b. Student's SSN.
- Be a U.S. citizen or national, permanent resident, or another eligible noncitizen.
- Have not fraudulently obtained Title IV funds if convicted of or pled guilty or no contest to charges.
- Not have fraudulently received Title IV loans more than annual or aggregate limits.

- Have repaid Title IV loan amounts more than annual or aggregate limits if obtained inadvertently.
- Have Selective Service registration verified
- Have Social Security Number verified
- Not have a federal or state conviction for drug possession or sale, with certain time limitations.

### **Awarding Process:**

Champ's Barber School used a three-tier system for determining the dollar amount of emergency grant funds to award to each student. The three-tier system is as follows:

- Tier One: EFCs between 0 and 5,599 receive \$2,020
- Tier Two: EFCs between 5,600 and 10,500 receive \$2,148
- Tier Three: EFCs between 10,501 and 92,495 receive \$2,275

Champ's Barber School also reserved Funds for students who are self-pays/partial pays, no matter their EFC, and have experienced an increase of costs due to the physical campus closure of the school. These funds will be disbursed equally to all self-pays/partial pays. (NOTE: Student's must be eligible for Title IV to be able to receive these funds).

Champ's Barber School calculated out the amount to self-pays by allowing a student to receive all of Tier One as well as the cost of their kit and books and non-tuitional costs. A total of \$2,275 were awarded to Self-Pay Students. We concluded self-pay students could not participate in Distance Education without their books and kit. This would have forced a student to take a Leave of Absence instead of continuing through out online learning. Students were awarded the full amount of a kit to purchase any items needed to complete the course work. Tier One was awarded to be used for all other expenses a student might have faced due to the physical closure of the school.

### **How to be Awarded Aid:**

Eligible students must sign an acknowledgment form before the school can release the emergency grant funds. Eligible students can find the acknowledgment form in the Financial Aid Office. You can also view the amount awarded on the student ledger. The emergency grant funds are released once the acknowledgment form is complete. The processing time needed to issue the funds is approximately two weeks form the acknowledgment date.

As of November 3<sup>rd</sup>, 2020, there are 25 number of students eligible to participate in Title IV-eligible programs. Of those students 12 met the requirements to receive emergency grant funding. We notified all the eligible students that they qualified for the CARES Act funding under HEERF. Student eligibility can change if a student falls below (SAP) Satisfactory academic progress. We directed each eligible student to complete an acknowledgement form before we released the funds.

As of the date of this memo, 9 students acknowledged their understanding of the program and we disbursed \$18,945. We reached out to the remaining eligible (3) three students and are waiting

for them to submit the acknowledgment form if they are within satisfactory academic progress. Assuming all students remain active and sign the acknowledgment form, a total of \$23,632 will be disbursed to this group of students.

We retained fund in reserve for our second award year which rotates for students. We will follow the same methodology to award the remainder of the funds at that time. We anticipate all will be disbursed to our students before the end of December 2020. (institutions have one year from initial disbursement to release HEERF funds).