



## Higher Education Emergency Relief Fund Report Emergency Financial Aid Grants to Students

**August 8, 2020**

### **Institute for Business & Technology including its two branch campuses (OPE ID: 02128300)**

received education stabilization funds under Section 18004(a)(1) of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”), Public Law No: 116-136. This Fund Report applies to the student portion received under the Higher Education Emergency Relief Fund that is designated exclusively for emergency financial aid grants to students.

The institution appreciates that Congress and the President have made these critical funds available for eligible students who have expenses related to the disruption of campus operations due to the coronavirus pandemic. We take receipt of these federal funds seriously and are distributing them in accordance with the CARES Act and implementing guidance.

The institution is making the below information available for transparency purposes and in compliance with the U.S. Department of Education’s (“Department”) Electronic Announcement of May 6, 2020.<sup>1</sup> For questions or concerns regarding this Fund Report, please contact **Maria Duenas, Corporate Director of Financial Aid**, at [maria.duenas@nce.edu](mailto:maria.duenas@nce.edu).

1. The institution signed and returned to the Department the Certification and Agreement [for] Emergency Financial Aid Grants to Students. The institution has used, 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.
2. The total amount of funds that the institution will receive or has received from the Department pursuant to the institution’s Certification and Agreement [for] Emergency Financial Aid Grants to Students is **\$1,367,946**.
3. The total amount of emergency financial aid grants distributed to students under Section 18004(a)(1) of the CARES Act as of the date of this Fund Report is **\$0**. The School opened up submission for student grants on August 6, 2020. Because of the recent date no dollars have been granted at this time, however the School including its two branch campuses has already received 10 applications.
4. The estimated total number of students at the 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 under Section 18004(a)(1) of the CARES Act, as of the date of this Fund Report is **608**.
5. The total number of students who have received an emergency financial aid grant under Section 18004(a)(1) of the CARES Act as of the date of this Fund Report is **0**. The School opened up submission for student grants on August 6, 2020. Because of the recent date no dollars have been granted at this time, however the School including its two branch campuses has already received 10 applications.

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<sup>1</sup> See: <https://ifap.ed.gov/electronic-announcements/050620HigherEdEmergencyReliefFundRptg>

6. The methods used by the institution to determine which students receive emergency financial aid grants and how much they would receive under Section 18004(a)(1) of the CARES Act are provided in this document as **Attachment A**.
7. Any instructions, directions, or guidance provided by the institution to students concerning the emergency financial aid grants are provided in the following documents:
  - **Notice of HEERF Emergency Financial Aid Grants for Students**, available on the website at: <http://ibt.edu/wp-content/uploads/2020/08/IBT-Notice-of-HEERF-Emergency-Financial-Aid-Grants-for-Students-08.06.2020L.pdf>
  - **HEERF Frequently Asked Questions**, available on the website at: <http://ibt.edu/wp-content/uploads/2020/08/IBT-HEERF-FAQ-08.05.2020L.pdf>
  - **HEERF Grant Application**, available on the website at: <http://ibt.edu/wp-content/uploads/2020/08/IBT-HEERF-Grant-Application-Rev-08.06.2020.pdf>

## Attachment A

**The School has determined that the following criteria must be met in order for a student to be eligible to receive a HEERF Grant:**

### **Eligible Students:**

- The student must have been an active enrolled student in good standing in one of the School's programs on March 13, 2020. To be an active enrolled student means that the student was attending classes at the School or was on an approved LOA on March 13, 2020; or
- A student began actively participating in classes in their first module or first course in their program of instruction which was scheduled by the School to start at any time between March 14 and March 31, 2020; or
- Any re-entering student who re-entered their program of study and began actively participating in classes at any time between March 14 and March 31, 2020; and
- Good standing means the student must be meeting the standards of Satisfactory Academic Progress (as described in the 2019-2020 Catalog) as of the most recently completed evaluation period, or be eligible to receive federal financial aid in the current term due to a) the student's status of Financial Aid Warning; or b) the student's successful Financial Aid Appeal; and
- The student must have no unresolved financial aid eligibility issues noted on the student's most current Institutional Student Information Record (ISIR).

### **Documentation Required:**

- The student must have a current Free Application for Federal Student Aid (FAFSA) on file. If no FAFSA is presently on file then the student must file a FAFSA and the FAFSA must be processed by the Department of Education resulting in the transmission of an ISIR to the School before a HEERF Grant can be calculated and approved by the School and
- The student must complete, sign, and date the School's HEERF Grant Application, available on the School website, and submit it to the School's Financial Aid Office via the email address provided on the application or directly to the Financial Aid Department.

The grant amount is \$2,196.00. This grant amount is based on a student's financial need as determined from their most current ISIR generated from a student's FAFSA.

**Calculation:** The calculation of the student grant amount for an OPEID is determined as follows: first an examination of student records on file for the OPEID is made to determine the approximate number of students in each of the three categories (i) Existing students on 3/13/2020, (ii) New students with starts occurring between 3/14/2020 and 3/31/2020, and (iii) Re-entry students re-entering between 3/14/2020 and 3/31/2020 who were determined in advance to be eligible students assuming they both apply for and are eligible for the grant at the time of the student's grant application. That number of eligible students from each of the three categories is then totaled to determine the estimated number of eligible students. This total number of estimated eligible students is then divided into the student portion of HEERF Funds that have been allocated by the U.S. Department of Education to the applicable OPEID. The grant amount is then rounded up to the nearest dollar. For example, and for ease of illustration: If the total number of estimated eligible students under all three categories is 500 and the student portion of HEERF Funds is \$1,000,000, then the student grant for an eligible student would be \$2,000 ( $\$1,000,000 \text{ HEERF student funds} \div 500 \text{ students} = \$2,000.00 \text{ HEERF Grant per student}$ ). Note that any unused student HEERF funds remaining are reserved by the OPEID for award of student HEERF funds at a later date. The School reserves the right to change the rules for student eligibility for these unused student HEERF funds.