

**Higher Education Emergency Relief Fund Report –
Emergency Financial Aid Grants to Students**

Date 9/2/20

Academy Of Salon Professionals (OPE ID: 04212100) 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 has received these funds and is 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. For questions or concerns regarding this Fund Report, please contact Stephanie Aker, Director, at academy@academysp.com.

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 \$42,394.
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 \$42,394.
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 35.
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 34.
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 at **Attachment A**.
7. Any instructions, directions, or guidance provided by the institution to students concerning the emergency financial aid grants are provided at **Attachment B**.



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CARES Act HEERF (HIGHER EDUCATION EMERGENCY RELIEF FUND)

POLICY & PROCEDURE MANUAL

May 27, 2020

ATTACHMENT A

The US Department of Education was awarded an emergency grant to assist students who were attending schools of higher education during the COVID-19 emergency school closing and lockdown social distancing requirements in March 2020.

The CARES ACT HIGHER ED Emergency Relief Grant will be awarded to each approved higher education school. The school will determine based on established guidelines how it will disburse the emergency funds to eligible students.

For eligible students to receive funding, they must certify that they have been negatively affected by COVID-19 and that they will use the funds for one or more of the expenses listed on the CARES ACT Certification and Agreement document, for "*food, housing, course materials, technology, health care, and child-care expenses*".

The school will allocate CARES ACT Emergency Relief Grant funds to Title IV eligible students that were currently enrolled and attending school any time between the dates of March 13, 2020 when the national COVID-19 emergency was declared through March 20, 2020 when the school closed due to COVID-19, who wish to participate in the grant funding opportunity, and who return to school as it re-opens on June 1, 2020. Funds will be distributed equally to eligible students without regard to attendance status or percentage. Students on an Approved Leave of Absence are also allowed to participate in the survey and receive funds. Students that graduated between March 13 and March 20, 2020 are also allowed to receive funds.

The Academy of Salon Professionals feels even distribution is the most effective way to ensure that students who have a need for help receive it. The school will not discriminate in the disbursement of funds.



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ATTACHMENT B

DATE: May 27, 2020

TO: All Academy of Salon Professionals current students as of March 13, 2020

SUBJECT: CARES Act Higher ED Emergency Relief Grants

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The school was advised the government will begin releasing funds and accepting student certifications as of the opening fund date of April 9, 2020. The school began the exhaustive process to be vetted by the government agencies before the opening day and hope to receive funds within the next few weeks. Students will receive funds by check issued from the school which will be available for pickup at the front desk or financial aid office. To assist the school in processing the checks please complete and return the enclosed certification form.

We hope all of you and your families are safe and healthy. We look forward to seeing you when we return to school as normal on Monday, June 1st, 2020.

Sincerely,

Stephanie Aker
Director



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ATTACHMENT B

CARES Act HEERF (HIGHER EDUCATION EMERGENCY RELIEF FUND) Distribution Policy

Student Certification Form

The Academy of Salon Professionals will be distributing checks to all eligible students from the CARES HEERF fund. The amount of money (checks) available to all Title IV eligible students will be distributed evenly to those affected by the COVID-19.

Have you been affected by COVID -19? Please check–mark which answer suits your situation:

_____ **YES** OR _____ **NO**

If YES, fill in the information below:

I, _____ (*student first and last name*), certify that I have been affected by COVID-19 and therefore agree to use the funds distributed to me for the following needs: *food, housing, course materials, technology, health-care and/or child care expenses* as stipulated in the CARES HEERF Policy set forth by the US Department of Education. **These funds will not be used for tuition expenses or paying off tuition balances.*

The funds will be distributed to all Title IV eligible students who complete and return this certification form, that were currently enrolled at the Academy of Salon Professionals on March 13, 2020, that have certified that they have been affected in any of the above areas without regard to attendance status or percentage, and that return to school on June 1, 2020.

Student signature

Date

School signature

Date