

## Higher Education Emergency Relief Fund Disclosure

South Hills School of Business & Technology (SHSBT) has been allocated funding from the Higher Education Emergency Relief Fund (HEERF), which is part of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), that was enacted on March 27, 2020. Sections 3504, 18004, and 18008, allow higher education institutions to use certain funds allocated by the Department of Education to support students and higher education institutions with expenses and financial needs related to the coronavirus (COVID-19) pandemic.

Amounts were calculated based on the number of Pell Grant Recipients and full-time equivalent enrollment at each institution. South Hills has been allocated **\$795,265** half of which is required to be distributed directly to students who are experiencing hardship due to the COVID-19 pandemic.

Being aware of the hardships facing our students, SHSBT moved swiftly and applied for these funds almost immediately after becoming available. SHSBT appointed a HEERF team comprised of the President, Campus Directors, and Director of Regulatory Affairs, Bursar, and Financial Aid. The HEERF team established eligibility criteria, developed a timely and efficient request and approval process, attended multiple training sessions, and ensured compliance with all reporting requirements. Within 48 hours of SHSBT receiving the funds, students were able to request their grant money allotment through an electronic request system.

In compliance with disclosure and reporting requirements, SHSBT has made the following information available:

**What assurance has South Hills shown that it 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?**

- South Hills has signed and returned the Certification and Agreement to the Department of Education upon the receipt of funds.

**What was 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 submission?**

- As of 6/1/20 = \$338,497.79

What is 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 to students under Section 18004(a)(1) of the CARES Act?

- 322

What is the total number of students who have received an Emergency Financial Aid Grant to students under Section 18004(a)(1) of the CARES Act?

- 287

What was the method(s) 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?

- South Hills is using an application process for students to apply for funding. Students will receive the following during the first disbursement, based on enrollment status:

Full Time	\$615.73
Three Quarter Time	\$461.80
Half Time	\$307.87

Was there any additional instructions, directions, or guidance provided by the institution to students concerning the Emergency Financial Aid Grants?

- Several emails and texts have been sent to students to encourage them to apply for the CARES Grant funding. The instructions are straightforward and students are able to access the application from the South Hills website. We are monitoring this site and responding as soon as possible.