

- The Salon Professional Academy signed and returned to the Department of Education the Certification and Agreement as well as the assurance 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.
- The total amount of funds that The Academy has received from the Department pursuant to the institution's Certification and Agreement for Emergency Financial Aid Grants to Students is \$20,600.
- 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 is \$20,600.
- 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 is 66.
- The total number of students who have received an Emergency Financial Aid Grant to Students under Section 18004(a)(1) of the CARES Act is 65.
- 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 is described as:
  - Students on campus were presented information about the CARES Act and the Higher Education Emergency Relief Fund Emergency Grants in person on May 19, 2020. The information outlined what the funds were for, who was eligible to apply, and how to apply. Applications were made available on campus on May 19, 2020.
  - Eligible students who were not on campus were sent an application through DocuSign and received information outlining what the HEERF Emergency Grant funds were for, who was eligible to apply, and how to apply.
  - The Application listed the purpose of the HEERF Emergency Grant, eligibility guidelines, expenses that qualified, application procedure, deadline to apply, and anticipated distribution date. Students indicated on the application if they had incurred any of the qualified expenses due to the COVID-19 Coronavirus.
  - Once the Application deadline had passed, the Financial Aid Office confirmed eligibility and noted the number of applicants who both were eligible *and* had incurred qualified expenses due to the COVID-19 Coronavirus. The Financial Aid office evaluated the applications and awarded funds based on each student's eligibility, identified needs and the availability of funding. Provided that the students were eligible to receive funds and identified legitimate needs, grants were approved for 65 eligible applicants. The total amount of Emergency Financial Aid Grants (\$20,600) was distributed to students equally for a grant award of \$316.93.
  - On June 8, 2020 students were notified through email that they had been awarded an Emergency Financial Aid Grant. Funds were available for pick-up in the Financial Aid Office on June 9, 2020.
- The instructions, directions, or guidance provided to all students concerning the Emergency Financial Aid Grants are:
  - All students were notified that HEERF Grant funds were to help with qualified expenses related to the COVID-19 virus to offset expenses incurred during the disruption of campus operations. Qualified expenses were listed as housing, food, childcare/dependent care, technology/course expenses, healthcare and transportation. Each listed item was followed with a definition and examples of that expense.
  - Announcement to all students during Campus re-opening Orientation on May 19, 2020.
  - Email and Application sent to students not attending Campus re-opening Orientation May 19, 2020.

- The application included the criteria to be eligible for HEERF Grant funding according to Section 484 of the Higher Education Act. Criteria to be eligible were as follows:
  - Be a U.S. citizen or eligible non-citizen (i.e., eligible to receive federal Title IV aid).
  - Be (or have been) enrolled at The Salon Professional Academy San Antonio between March 13, 2020-May 29, 2020.
  - Meet [Satisfactory Academic Progress](#) requirements.
  - Not be in default on a federal student loan or owe an overpayment on any federal grant.
  - Have a high school diploma or GED.
  - Have a valid Social Security number.
  - Be registered with Selective Service (if required).
- Not have a federal or state conviction for drug possession or sale. A link to information regarding the facts surrounding the CARES Act and the Higher Education Emergency Relief Fund (HEERF) was listed on the Application- <https://www2.ed.gov/about/offices/list/ope/caresact.html>

- The Salon Professional Academy signed and returned to the Department of Education the Certification and Agreement as well as the assurance 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.
- The total amount of funds that The Academy has received from the Department pursuant to the institution's Certification and Agreement for Emergency Financial Aid Grants to Students is \$20,600.
- 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 is \$20,600.
- 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 is 66.
- The total number of students who have received an Emergency Financial Aid Grant to Students under Section 18004(a)(1) of the CARES Act is 65.
- 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 is described as:
  - Students on campus were presented information about the CARES Act and the Higher Education Emergency Relief Fund Emergency Grants in person on May 19, 2020. The information outlined what the funds were for, who was eligible to apply, and how to apply. Applications were made available on campus on May 19, 2020.
  - Eligible students who were not on campus were sent an application through DocuSign and received information outlining what the HEERF Emergency Grant funds were for, who was eligible to apply, and how to apply.
  - The Application listed the purpose of the HEERF Emergency Grant, eligibility guidelines, expenses that qualified, application procedure, deadline to apply, and anticipated distribution date. Students indicated on the application if they had incurred any of the qualified expenses due to the COVID-19 Coronavirus.
  - Once the Application deadline had passed, the Financial Aid Office confirmed eligibility and noted the number of applicants who both were eligible *and* had incurred qualified expenses due to the COVID-19 Coronavirus. The Financial Aid office evaluated the applications and awarded funds based on each student's eligibility, identified needs and the availability of funding. Provided that the students were eligible to receive funds and identified legitimate needs, grants were approved for 65 eligible applicants. The total amount of Emergency Financial Aid Grants (\$20,600) was distributed to students equally for a grant award of \$316.93.
  - On June 8, 2020 students were notified through email that they had been awarded an Emergency Financial Aid Grant. Funds were available for pick-up in the Financial Aid Office on June 9, 2020.
- The instructions, directions, or guidance provided to all students concerning the Emergency Financial Aid Grants are:
  - All students were notified that HEERF Grant funds were to help with qualified expenses related to the COVID-19 virus to offset expenses incurred during the disruption of campus operations. Qualified expenses were listed as housing, food, childcare/dependent care, technology/course expenses, healthcare and transportation. Each listed item was followed with a definition and examples of that expense.
  - Announcement to all students during Campus re-opening Orientation on May 19, 2020.
  - Email and Application sent to students not attending Campus re-opening Orientation May 19, 2020.

- The application included the criteria to be eligible for HEERF Grant funding according to Section 484 of the Higher Education Act. Criteria to be eligible were as follows:
  - Be a U.S. citizen or eligible non-citizen (i.e., eligible to receive federal Title IV aid).
  - Be (or have been) enrolled at The Salon Professional Academy San Antonio between March 13, 2020-May 29, 2020.
  - Meet [Satisfactory Academic Progress](#) requirements.
  - Not be in default on a federal student loan or owe an overpayment on any federal grant.
  - Have a high school diploma or GED.
  - Have a valid Social Security number.
  - Be registered with Selective Service (if required).
- Not have a federal or state conviction for drug possession or sale. A link to information regarding the facts surrounding the CARES Act and the Higher Education Emergency Relief Fund (HEERF) was listed on the Application- <https://www2.ed.gov/about/offices/list/ope/caresact.html>