

# CITY POINTE

B E A U T Y     A C A D E M Y

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## Higher Education Relief Fund CPBA Policy

City Pointe Beauty Academy, CPBA, will contact students regarding their need relative to the disruption in family financial situations due to the Coronavirus outbreak. CPBA will ascertain these needs in allocating disbursement of grant funds from the Department of Education under the CARES Act. After need is ascertained for each student; CPBA will disburse funds evenly across the current active student body. Fund amounts will be disbursed to those receiving Financial Aid and Cash Paying students equally. All Active and LOA students from 3/13/20 forward who are Title IV eligible may receive funds.

Once a student sign's the Certifying statement they are then eligible to receive their disbursement from the Relief Fund. The Certifying statement and signed check stub will then be place in the student's file for further proof of disbursement.

City Pointe Beauty Academy will also keep a separate file with all HEERF related information. This will include Grant.gov emails, copies of DJA spreadsheet with eligible students and amounts, Cash requests docs, Certifying statements, signed check stubs, the policy, and any other information related to the HEERF.

The total per student amount is being based on the  $\$76,858(\text{student amount}) / \text{total number of eligible students} = \text{disbursement amount}$ .