



Higher Education Emergency Relief Fund Reporting Emergency Financial Aid Grants to Students

The CARES Act Higher Education Emergency Relief Fund-IHE/Student Aid provides funding to institutions to provide emergency financial aid grants to students whose lives have been disrupted, many of whom are facing financial challenges and struggling to make ends meet. In that regards, institutions have the responsibility of determining how grants will be distributed to students, how the amount of each student grant is calculated, and the development of any instructions or directions that are provided to students about the grant.

The institution is making the information below accessible 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 your Financial Aid Officer at sousa@leeproinstitute.edu

1. On September 24, 2020, Lee Professional Institute (LPI) signed and returned to ED the Certification and Agreement and the assurance that the institution 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 \$82,778.00.
3. The total amount of Emergency Financial Aid Grants distributed to LPI's students under Section 18004(a)(1) of the CARES Act, as of the date of this fund report is \$ 82,778.00.
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 89.
5. The total number of students who have received an Emergency Financial Aid Grant to students under Section 18004(a)(1) of the CARES Act, as of the date of this Fund Report is 89.
6. The method that will be used by Lee Professional Institute to determine which students receive Emergency Financial Aid Grants and how much they would receive under Section 18004(a)(1) of the CARES Act will be:

Eligibility

To determine eligibility, while following the CARES Act stipulations, Lee Professional institute will establish that only students who are or could be eligible to participate in programs under Section 484 in Title IV of the Higher Education Act of 1965, as amended, may qualify to receive emergency financial aid grants.

- Students had to have been actively enrolled at LPI from March 19, 2020 to April 30, 2021. Any students that withdrew during this time period or before the disbursement date will not be eligible for the grant.
- Student is meeting Satisfactory Academic Progress (SAP).
- Student is receiving Title IV funds with LPI and has a valid 2019-2020, 2020-2021 and/or 2021-2022 Institutional Student Information Record with no unresolved c-code for citizenship, selective services, default, or overpayment to the Department of Education.
- Each eligible student will be sent a Request form to verify their current mailing address and other contact information. After the school has verified all information, the recipient will be sent a physical check to the verified address.

Disbursed amount

- Lee Professional Institute will disburse the full amount of the allocated funds, evenly among all eligible students.
7. Any instructions, directions, or guidance provided by LPI to students concerning the Emergency Financial Aid Grants.

The disbursement check will be accompanied by a letter from the institution's School Director to the recipient student explaining the following points:

- The U.S. Department of Education has made Emergency Financial Aid Grants to students of our institution who need financial support for their expenses related to the disruption of campus operations due to Coronavirus. LPI will use the allocation method to distribute an even amount award to all students who were active enrollment from March 19, 2020 to April 30, 2021. Any students that withdrew during this time period or before the disbursement date will not be eligible for the grant.
- Have successfully completed a FAFSA.
- Each Title IV recipient will be eligible for only one grant disbursement.
- The approximate amount that was determined the student qualified for.
- The funds provided by the CARES Act are grants, **so they do not need to be repaid.**
- The funds provided by the CARES Act are not includible in student's gross income.
- Emergency financial aid grants to students can be used for expenses related to the disruption of campus operations due to Coronavirus (including eligible expenses under a student's cost of attendance, such as food, housing, course materials, technology, health care, and child care).
- The funds provided by the CARES Act grant cannot be applied to student's current school billed charges or book purchases.
- A copy of this form has been placed in your Financial Aid file.