



## Higher Education Emergency Relief Funds (HEERF)

### Acceptance of HEERF Distribution

The U.S. Department of Education has created an allocation of Emergency Financial Aid Grants to offer financial support to the nation's students in need. These funds are to help relieve financial stress for any accrued expenses related to the disruption of campus operations due to the Coronavirus. Pennco Tech's administration will review and utilize the information provided below to determine your eligibility. Each student is only entitled to **one** grant. Please be sure to check your Pennco Tech student portal and email for communication regarding this process. **Pennco Tech will not communicate this process or send this document to personal emails.**

#### **PLEASE SELECT THE CAMPUS YOU ATTEND**

☐

Bristol, PA Campus

3815 Otter Street

Bristol, PA 19007

Email: [AskPAFA@penncotech.edu](mailto:AskPAFA@penncotech.edu)

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Blackwood, NJ Campus

99 Erial Rd

Blackwood, NJ 08012

Email: [AskNJFA@penncotech.edu](mailto:AskNJFA@penncotech.edu)

The institution considers our students to be the lifeblood to the communities we support. To maximize the impact of this benefit in a manner that's both efficient and fair, Pennco Tech will distribute the funds using an objective, needs-based methodology.

Financial need is derived based on student or family income, household size and number in college. In this case, the Free Application for Federal Student Aid (FAFSA) generates the Expected Family Contribution (EFC) number, calculated by the methodology within an application. For determining the individual grant apportionment, our students' EFC will be incorporated as the first criteria of eligibility. The Department of Education considers zero (0) the most **need-based** EFC.

EFC (\$)	POINTS TIER
0 - 999	10 points
1000 - 1999	9 points
2000 - 2999	8 points
3000 - 3999	7 points
4000 - 4999	6 points
5000 - 5999	5 points
6000 - 6999	4 points
7000 - 7999	3 points
8000 - 8999	2 points
9000 - 9999	1 point
10,000 +	0 points

PROGRAM LENGTH (Hours)	POINTS TIER
600	1
960	2
900	3
1200	4
1800	5
2100	6

#### **Formula:**

$$\text{Total Campus Allocation} / \text{Total Points for Student Body} = \$XXX.XX \text{ Grant Per Point}$$
$$\$XXX.XX \text{ Grant Per Point} \times \text{Total Points Per Student} = \text{Total Grant Awarded Per Student}$$

#### **Example:**

$333,987 / 2,100 = \$159.00 \text{ per point.}$

Student 'A' = 7 total points

$\$159.00 \times 7 = \$1,113.00$

Student 'A' will be awarded a total grant of \$1,113.00 based on his/her need.

The key purpose for the HEERF is to assist students that have been affected by the Coronavirus (COVID-19) and assist with expenses related to the disruption of campus operations. These expenses consist of food, housing, course materials, technology, health care, educationally related expenses, and child-care expenses.

Please select the following that applies to you:

- 1) Have you incurred expenses due to disruptions caused by the Coronavirus Pandemic?

YES \_\_\_\_\_ NO \_\_\_\_\_

- 2) Check all categories that are applicable to your current situation, and your intent for HEERF:

- \_\_\_\_\_ Food expenses  
\_\_\_\_\_ Housing expenses  
\_\_\_\_\_ Course materials to continue my attendance at school  
\_\_\_\_\_ Health care costs  
\_\_\_\_\_ Childcare expenses  
\_\_\_\_\_ Future tuition related expenses

The funds will be delivered directly to each eligible student. The monies will be disbursed via a Pennco Tech check and sent through postal mail to the resident address on file. If you are to believe the address on file is incorrect, you may update your information below to be sure the check is sent to the appropriate address. This will ensure you receive your relief funds in a timely manner. Please print legibly to guarantee all information is accurate.

**Please provide your current address ONLY if it has changed since the date you completed your enrollment application. If not, please leave the below section blank.**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
**Address – Street (include apartment #)                      City                      State                      Zip Code**

\_\_\_\_\_/\_\_\_\_\_  
**Home Phone                      Cell Phone                      Email Address**

**Purposely giving false or misleading information on this document may lead to fines, jail or both**

By signing below, I the student, indicate that I am accepting a one-time HEERF Grant. I understand this grant is to assist with the aforementioned expenses that incurred due to the Coronavirus Pandemic. I understand once this form has been submitted, I will be unable to revise this request. If I have any questions about the statements, I the student, must contact the above appropriate campus email address for assistance. I also confirm that all information and supporting documentation collected from me is true, accurate and complete.

\_\_\_\_\_/\_\_\_\_\_  
**First Name                      Last Name**

**Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_**

*\*Disclosure: The HEERF is not considered to be part of the Title IV program (Federal Student Aid). Although, you must meet the criteria that considers you eligible to participate in programs under Section 484 in Title IV of the Higher Education Act of 1965, as amended (HEA), to receive this grant. If you do not receive a grant, please contact the appropriate email address listed above for inquires.\**

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**For Financial Aid Administration:**

**Student ID#: \_\_\_\_\_ Student Eligibility Amount: \$ \_\_\_\_\_**

**Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_**

**Financial Aid Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_**

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**For Business Office Administration:**

**Administrator Name: \_\_\_\_\_ Administrator Position: \_\_\_\_\_**

**Check Number: \_\_\_\_\_ Posted Date: \_\_\_\_\_**