**Urgent Instructions for remaining Student CARES Act funding**

**Your immediate attention is required. Suffolk University has a very limited amount of HEERF funds available for immediate distribution. First time applicants and students who have previously received a HEERF grant, but have expenses above the amount received, can submit a certification for assistance. All remaining HEERF student funds will be distributed on a first-come, first serve basis. Once available funds are exhausted, no additional disbursements will be made. It is possible funds could be exhausted on the first day of the application period, so please act immediately.**

On March 13, 2020, a national emergency was declared due to the COVID-19 outbreak. In response, the CARES Act was signed into law on March 27, 2020 and the Higher Education Emergency Relief Fund (HEERF) was established.

Under HEERF, Suffolk University will receive funds to provide emergency financial aid grants to eligible students to assist with covering certain expenses incurred that are related to the disruptions of campus operations due to COVID-19. Under this law, eligible students may receive funds to cover such expenses as, for example, food, housing, course materials, technology, health care, and child care, if they are related to campus disruptions due to COVID-19. The amount of HEERF funds available for distribution will not necessarily cover all such expenses which you experience; these funds are intended to help decrease the financial impact of those expenses.

The University has a limited amount of HEERF funds available to eligible students enrolled in the Fall 2020 semester. In addition to having incurred qualifying expenses, eligible students must have been enrolled for the Fall 2020 semester in an on-campus program and meet all federal requirements for Title IV financial aid program eligibility.

**Our records indicate you are a student who may qualify for HEERF funds if you have incurred expenses related to the disruption of campus operations due to COVID-19. The University anticipates making HEERF grants of no more than $800 per eligible student for the Fall 2020 semester. Students who received prior HEERF grants in the Fall 2020 semester will receive no more than a total of $800 when combining all disbursements for the Fall 2020 semester. Unlike traditional grants and as required by law, these funds will be provided directly to you and will not be applied to your tuition account. You are eligible to apply for these funds even if you have previously received HEERF funds.**

You must complete two steps to access the HEERF funds:

1. Complete the HEERF certification form to confirm you have incurred covered expenses due to the disruption of campus operations.

2. If you have not already done so, create an eRefund account in SU Pay to receive the HEERF funds.

After we receive from you and approve the completed HEERF certification form, you will receive an update via your Suffolk email regarding the timeline for the disbursement of funds.

Sincerely,

Counselor Name or Office of Student Financial Services