Under the Coronavirus Aid, Relief, and Economic Security (CARES) Act, Western Technical College (Western Tech) received relief funds to distribute as emergency financial aid grants to eligible students of our institution. Under the law, these grant funds may only be used by eligible students for expenses they have incurred as a result of the disruption of campus operations due to COVID-19. The purpose of this form is to provide you with information regarding the administration of the grants, and to provide you the opportunity to certify eligibility and contact information.

Please be advised that the submission of this certification form does not guarantee that you will receive an emergency financial aid grant. Each Title IV eligible student who was active as of March 31, 2020 and has remained active and progressing from that date will be eligible for a base grant of $400. The second grant disbursement will be based on the calculated Expected Family Contribution (EFC) of the 2019-2020 Free Application for Federal Assistance (FAFSA) and the student must also have submitted a 2020-2021 FAFSA. A third grant disbursement will be considered on a needs-based application to the Financial Aid Office. Eligibility and additional details can be found at [www.westerntech.edu/emergencygrants](http://www.westerntech.edu/emergencygrants). Some students may receive grants in different amounts, and some students may not receive grants. Western Tech retains sole discretion to determine the amount of each individual grant in a manner that is consistent with its allocation method and applicable law and guidance received from the U.S. Department of Education.

Any current student who ceases to be an active student (or to be on an approved leave of absence) is no longer eligible to receive a grant. If an individual ceases to be eligible prior to receiving a grant, any funds that were to be awarded to that individual will be awarded to another student in need. If a student fails to claim funds within [60 days] of receiving his or her grant, the award may be cancelled and Western Tech may distribute the funds to another student in need.

To assist us in confirming that you are eligible to receive an emergency grant and have incurred qualified expenses, we ask that you check the box next to any true statement:

☐ I am an active student or on an approved leave of absence **and** I was not enrolled exclusively in an online program on March 13, 2020.

☐ I have a FAFSA on file with Western Tech and am eligible to receive federal student financial aid program funds authorized under Title IV of the Higher Education Act of 1965 (*e.g*., Direct Loan, Pell Grant).

☐ I will only use emergency grant funds to cover my expenses related to the disruption of campus operation due to COVID-19, such as food, housing, course materials, technology, health care, and child-care expenses. To the extent my emergency grant award exceeds my expenses related to the disruption of campus operations due to COVID-19, I will return or not accept such excess funds so that those funds may be disbursed to another student in need.

In the following box, we have set forth your name and the physical address where a grant check would be mailed, in the event you are awarded grant funds. **PLEASE ENSURE THAT THE NAME AND ADDRESS ARE ACCURATE. ANY CORRECTION MUST BE MADE THROUGH YOUR CAMPUS STUDENT PORTAL. AN INACCURATE OR INCOMPLETE NAME OR ADDRESS MAY SIGNIFICANTLY DELAY OR PREVENT RECEIPT OF A GRANT.**

Finally, we ask that you certify your understanding of this grant program and the accuracy of your responses.

I certify that I have read and understood the information provided above, and that my responses are true and correct. I also agree to comply with all reasonable requests made by Western Tech to further verify my eligibility for and compliance with the terms of this grant program.

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*STUDENT SIGNATURE STUDENT ID NUMBER DATE*