

## **Higher Education Emergency Relief Fund Report – Emergency Financial Aid Grants to Students**

January 5, 2022

Medical Career College of Northern California (OPE ID: 041376) received education stabilization funds under Section 18004(a)(1) of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”), Public Law No: 116-136. This Fund Report applies to the student portion received under the Higher Education Emergency Relief Fund that is designated exclusively for emergency financial aid grants to students.

The institution appreciates that Congress and the President have made these critical funds available for eligible students who have expenses related to the disruption of campus operations due to the coronavirus pandemic. We take receipt of these federal funds seriously and are distributing them in accordance with the CARES Act and implementing guidance.

The institution is making the below information available for transparency purposes and in compliance with the U.S. Department of Education’s (“Department”) Electronic Announcement of May 6, 2020.<sup>1</sup> For questions or concerns regarding this Fund Report, please contact Diane Morgan, School Director, at [mcnc2000@medicalcareercollege.edu](mailto:mcnc2000@medicalcareercollege.edu).

1. The institution signed and returned to the Department the Certification and Agreement [for] Emergency Financial Aid Grants to Students. The institution has used, or 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 \$19,517.00
3. The total amount of emergency financial aid grants distributed to students under Section 18004(a)(1) of the CARES Act as of the date of this Fund Report is \$19,433.00.
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 24.
5. The total number of students who have received an emergency financial aid grant under Section 18004(a)(1) of the CARES Act as of the date of this Fund Report is 14.
6. The methods used by the institution to determine which students receive emergency financial aid grants and how much they would receive under Section 18004(a)(1) of the CARES Act are provided at **Attachment A**.
7. Any instructions, directions, or guidance provided by the institution to students concerning the emergency financial aid grants are provided at **Attachment B**.

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<sup>1</sup> See: <https://ifap.ed.gov/electronic-announcements/050620HigherEdEmergencyReliefFundRptg>

## Attachment A

### **Medical Career College of Northern California Policy of Determining Which Students Would Receive Emergency HEERF Grant Funds**

#### **Eligibility for Emergency Grant Funds**

Per the Department of Education's guidance, students are eligible for CARES Act funds depending on their needs. A Committee has been established and they will review questionnaires and applications on an ongoing basis until all funds are spent in the order applications are received. The Committee will take into consideration the following items:

- Eligible as determined by the Free Application for Federal Student Aid (FAFSA)
- U.S. Citizenship or eligible noncitizen\*
- Valid Social Security number
- Registration with Selective Service (if the student is male)
- Maintain satisfactory academic progress in their course of study
- Your personal financial information and household expenses
- The cost of attending the program
- Do not owe a refund on grants previously received or in default on any federal student loans
- Students must be enrolled into programs after March 13, 2020
- If you already filed a FAFSA and received Title IV, you may be eligible
- Currently enrolled at the time of the notification

These items will be scored individually and then added up to create your needs-based score. That score will then determine which tier of funding that you fit into.

The Committee has developed a 4 Tier funding system within each program. Tier 4 being the most in need and Tier 1 being the least in need. The score you receive will be an accumulation of all the individual scores within the CARES Act Eligibility Questionnaire that the students will need to fill out and submit to the school along with the CARES Act Grant Application.

\*Generally, you are an eligible noncitizen if you are (1) a permanent U.S. Resident with a Permanent Resident Card (I-551); (2) a conditional permanent resident with a Conditional Green Card (I-551C); (3) the holder of an Arrival-Departure Record (I-94) from the Department of Homeland Security showing any one of the following designation:

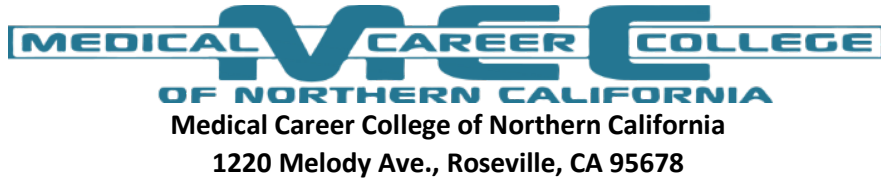
“Refugee, “Asylum Granted,” “Parolee (I-94 confirms that you were paroled for a minimum of one year and status has not expired), T-Visa holder (T-1, T-2, T-3, etc) or “Cuban-Haitian Entrant,” or (4) the holder of a valid certificate or eligibility letter from the Department of Health and Human Services showing a designation of “Victim of human trafficking.”

## **CARES Act Grant Application and Eligibility Questionnaire**

All students must complete MCCNC's CARES Act Grant Application and the Eligibility Questionnaire to be considered to receive funds.

### **Completed FAFSA**

Only students who are eligible to participate in Federal Title IV programs may receive CARES Act funds. If you have not already filed a FAFSA and are receiving Title VI aid, complete one now. Students who are enrolled in the LPXT program will not receive any CARES Act funds until the program is approved by the US Department of Education as a Title IV approved program.



**CARES Act Eligibility Questionnaire**

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Name of Program: \_\_\_\_\_

Start Date: \_\_\_\_\_

Please Provide the current following information:

**Financial Information:**

Current state of employment:

\_\_\_\_\_ yes, I am currently employed.

\_\_\_\_\_ no, I am not employed.

Household Monthly Income: \_\_\_\_\_

Student's Gross Monthly Income: \_\_\_\_\_

**Institutional Information:**

Cost of Tuition: \_\_\_\_\_

Eligible for Pell Grant: \_\_\_\_\_

Eligible for Subsidized or Unsubsidized Loans: \_\_\_\_\_

Are you responsible for your educational expenses? \_\_\_\_\_yes \_\_\_\_\_ no

What percentage of the cost of the program are you responsible for: \_\_\_\_\_

**Expenses: Please provide current monthly expenses for the following:**

Food: \_\_\_\_\_

Housing: \_\_\_\_\_

Utilities: \_\_\_\_\_

Health Care: \_\_\_\_\_

Childcare: \_\_\_\_\_





**Medical Career College of Northern California Student Application for Emergency Grant**

**Emergency Financial Aid Grants to Students Under the Coronavirus Aid, Relief, and Economic Security ("CARES") Act** 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. This application permits students to apply for these need-based grants. Campus administration will use the information you provide in this application and your Title IV financial aid eligibility to make awards. Please fill out this information neatly and entirely and email it to: mcccnc2000@yahoo.com. Only students who were enrolled in a payment period affected by COVID-19, and in good standing will be eligible to receive a grant. Applications will be accepted until all funds are exhausted.

Student Name: \_\_\_\_\_ Last Four of SSN: \_\_\_\_\_  
Campus: \_\_\_\_\_ Program: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Address: \_\_\_\_\_ City \_\_\_\_\_ Zip: \_\_\_\_\_

Have you incurred expenses due to disruptions caused by the Coronavirus pandemic? \_\_\_ Yes \_\_\_ No

Check all situations that apply to you.

- \_\_\_ My ground attendance has been impacted by the COVID-19 pandemic
- \_\_\_ I am financially responsible for my food expenses
- \_\_\_ I am financially responsible for my housing expenses
- \_\_\_ I am financially responsible for expenses related to my course materials to attend school
- \_\_\_ I am financially responsible for paying for technologies associated with attending online classes
- \_\_\_ I am financially responsible for my own health care costs
- \_\_\_ I have children and am financially responsible for childcare expenses

I am requesting an Emergency Grant to assist me in to cover the cost of expenses incurred due to the Coronavirus pandemic. I attest that all information is true and accurate, and I understand that I will be unable to revise this request after submitting it. I understand that the school administration will determine my eligibility for grant monies based on my responses to the questions above and my eligibility for financial aid. This is currently a one-time grant and completing this application does not guarantee me an emergency grant if funds have been exhausted or if I am deemed ineligible.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**For Administration Use Only**

Administrator Name: \_\_\_\_\_

Student Eligibility Amount: \_\_\_\_\_

## Attachment B

### Notification Letter to Student Sent January 12, 2021



Dear Student,

Like other students everywhere, we know that many of our students are facing unexpected financial hardships and other personal challenges due to the COVID 19 crisis. Despite these difficult times, you have persisted in your education and career goals and all of us here at MCCNC are very proud of your progress.

The federal CARES Act has provided colleges and universities with some stimulus funds. MCCNC will be providing emergency CARES grants to eligible students in good standing who are enrolled during a payment period effected by COVID-19. The emergency grant funds are for students that suffered from disruption operations due to COVID-19.

Unfortunately, the funding for this program is limited. Applicants will be awarded on a needs basis. To ensure these emergency funds reach the students who are affected by COVID-19, and per federal guidelines, we will provide the awards based on verification of Title IV financial aid eligibility and eligibility based on the completion of the CARES Act Eligibility Questionnaire and the CARES Act Grant Application. The student must attest in the questionnaire that they had expenses related to the disruption of campus operations due to COVID-19. Students may use these funds for any expenses related to the disruption of campus operations due to COVID-19. Funds may also be applied to tuition, if you choose to do so. All fund will be paid directly to you by way of check. Our goal is to get these resources distributed to our students as quickly as possible. A submitted questionnaire and application will initiate the review process. Please return the questionnaire and application to [mccnc2000@yahoo.com](mailto:mccnc2000@yahoo.com). If you have any additional questions regarding the Emergency Grant Fund Application or the Eligibility Questionnaire process, please call Diane Morgan at 916-721-7106.

Sincerely,

Diane Morgan, School Director  
[mccnc2000@yahoo.com](mailto:mccnc2000@yahoo.com)