

MAY 5 MESSAGE - EXAMPLE

Dear [student name],

The Coronavirus Aid, Relief, and Economic Security (CARES) Act passed in late March has provided Higher Education Emergency Relief Funds to help students cover expenses related to the disruption of campus operations due to the COVID-19 pandemic. Centenary is very grateful for this assistance to students whose lives and education were interrupted by COVID-19 this semester.

In distributing the available funds to students, the College has taken into account several factors, including whether a student remained on campus when remote learning began or chose to leave their residence hall. A full breakdown of the categories is available at the end of this letter. Your grant amount is **\$1,000**, based on the following criteria:

- You did not remain on campus during remote instruction
- You are a Pell Grant recipient

Please be aware that these grant funds are separate from any refunds that the College will provide for room and board.

You will receive an email from **Paymerang** informing you that an echeck is available and will have the option of printing the check for in-person deposit or sending it to a bank for remote deposit. You can also request a paper check to be mailed from the Centenary Business Office.

Please send an email to cefg@centenary.edu with any questions you have about the CARES Act grant. If you have other financial aid concerns, please contact the Office of Financial Aid at finaid@centenary.edu. We hope that you and your family are safe and healthy and that this financial assistance will help alleviate some of the inconveniences you have experienced over the past month.

Respectfully,

Robert Blue

Vice President for Finance and Administration

Housing Status	Pell Grant Status	CARES Act Grant Amount
Remained on campus during remote instruction	Not a Pell Grant recipient	\$200
Remained on campus during remote instruction	Pell Grant recipient	\$300
Lived off campus prior to remote instruction	Not a Pell Grant recipient	\$500
Lived off campus prior to remote instruction	Pell Grant recipient	\$600
Lived on campus prior to remote instruction and returned home	Not a Pell Grant recipient	\$600

Lived on campus prior to remote instruction and returned home	Pell Grant recipient	\$1,000
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