



September 22, 2020

Dear HGST Student:

Please read the following information carefully. All instructions must be followed completely.

GENERAL

HGST was awarded a small grant from the Higher Education Emergency Relief Fund (HEERF) that is part of the Federal CARES Act. The seminary is authorized to disperse these funds directly to students who were affected by the COVID-19 pandemic. Recipients will be determined through an application process using the attached form.

Who is qualified to receive a HEERF grant?

- Only HGST master's students enrolled in Spring or Summer 2020 courses pursuing a degree or doctoral students enrolled in Fall 2020 courses pursuing a degree
- Only students who are or could be eligible to participate in programs under Title IV of the Higher Education Act (Federal Student Aid). Criteria include: U.S. citizenship or eligible noncitizen; a valid Social Security number and registration with Selective Service (if the student is male).
- Students who incurred additional expenses during their education due to COVID-19 (The HGST Grant Committee will ultimately verify student qualifications before awarding grants.)

For what expenses may a student grant be used?

- Federal guidelines describe the following: student expenses "related to the disruption of campus operations due to coronavirus (including eligible expenses under a student's cost of attendance such as food, housing, course material, technology, health care, and child care)"
- Grant funds may not be used for payments toward overdue debt to the school.

APPLICATION PROCEDURE

- 1) Complete the application form in full.
- 2) Please submit the following documents either electronically or as a printed document delivered through the HGST mail slot near the front door. **The deadline to submit an application is Thursday, October 1, 2020.**
 - a. Cover sheet
 - b. Application
 - c. Essay

NOTIFICATION

The Financial Aid Office will notify recipients of a Houston Graduate School of Theology grant as soon as possible. Award distributions will be made by check.

Regards,

Linda

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