

Official Correspondence

May 8, 2020

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- (2) The emergency financial aid grants are for expenses related to the disruption of campus operations due to the coronavirus, and students who were enrolled exclusively in online programs would not have expenses related to the disruption of campus operations due to the coronavirus. These are the Department of Education's rules for use of the emergency grant funds, and ACI must abide by them. Students enrolled in part-time hybrid programs and campus students in most programs are eligible.

Other eligibility restrictions also apply.

You can learn more at [www.2.ed.gov/about/offices/list/ope/caresact.html](http://www.2.ed.gov/about/offices/list/ope/caresact.html) or contact the ACI campus at (972) 647-1607. Thank you. Stay safe, and we will talk with you soon.

Sincerely,

A handwritten signature in black ink that reads "Jon Vecchio". The signature is written in a cursive style with a large, sweeping initial "J".

JON VECCHIO

Director/CEO

JV/jb



901 East Avenue K  
Grand Prairie, Texas 75050  
Phone (972) 647-1607 • Fax (972) 647-4044  
<http://www.arlingtoncareerinstitute.edu>  
July 15, 2020

**OFFICIAL CORRESPONDENCE**  
**Exhibit B**

The new quarter continues to move forward with online learning. We realize this has been a learning curve for some of you. Please continue to persevere and do your best to communicate with your instructors and ACI staff should any issues arise. We are here to help.

Please make it a priority to check your e-mail at least twice a day. This is the primary communication method used by ACI. In your e-mail, you should have received information about setting up your student portal. Please take a few minutes to set up your portal. This will give you access to your schedule, financial aid documents, and your grades. If you are having trouble setting up your portal or did not receive the e-mail, give us a call at (972) 647-1607, and we will help you set up your student portal.

Graduation is still postponed with no future date set at this time. Please be assured there will be a graduation ceremony at some point. In the meantime, if you want your diploma, give us a call at (972) 647-1607 or e-mail Elaine Satchell, Director of Career Services, at [esatchell@arlingtoncareerinstitute.edu](mailto:esatchell@arlingtoncareerinstitute.edu), and we will prepare it and can mail it to you, or you can arrange to pick it up.

Many of you have been inquiring about the Department of Education Higher Education Emergency Relief Fund. Please note we are processing the funding and the eligibility requirements and plan to begin disbursing these emergency funds next week. Important things to know:

- (1) The formula provided by Congress for calculating the distribution of these funds to institutions excludes students who were exclusively enrolled in distance education classes.

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 **150**.
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**.

**Attachment A**

Equal distributions of \$1,280 for each qualified student.

Sincerely,

JON VECCHIO  
Director/CEO

JV/jb





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

**Date** July 15, 2020

**Arlington Career Institute (OPE ID: 025212-00)** 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 **Jon Vecchio, CEO/Director**, at [jvecchio@arlingtoncareerinstitute.edu](mailto:jvecchio@arlingtoncareerinstitute.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 **\$391,016**.
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 **\$188,010**.
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 **156**.

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