

**Communication Purpose: Grant Notification to Students with Balance**

**Mode: Email**

**Student Group: All eligible students with a current balance due**

**Subject: Emergency Student Grant Funds**

Dear <\_\_\_\_\_>,

In response to the American Rescue Plan (ARP), the Department of Education has allocated additional funds to North Greenville University through the Higher Education Emergency Relief Fund (HEERF). These funds are available to eligible, currently enrolled students to assist with educationally related expenses or with emergency costs directly related to the Coronavirus pandemic.

We're pleased to report that North Greenville University is providing you with a <\$\_\_\_\_\_> Emergency Student Grant.

Our records indicate that you have a balance owed on your student account for \$<\_\_\_\_\_>. Students are not required to apply the grant to an account balance, but if you would like for the grant funds to remain on your student account to assist with an outstanding balance created between Spring 2020 to Fall 2021, you must provide us with authorization to do so. Please submit the online [Higher Education Emergency Relief Fund Authorization form](#) by <\_\_\_\_\_> and the funds will remain on your account, with any overage provided to you via a check or ACH direct deposit at a later date.

If you wish to receive the funds directly, no further action is needed. You will receive an email in your NGU email account in the coming weeks letting you know when a check is available for you to pick up at NGUcentral (Neves Hall) or when an ACH direct deposit has been made (as applicable). If you haven't already done so, you may sign up for direct deposit by logging onto my.ngu.edu; navigate to *Students > Student Accounts > Direct Deposit*.

Please contact us at [NGUcentral@ngu.edu](mailto:NGUcentral@ngu.edu) if you have questions. We continue to pray for you during this time.

Sincerely,

NGUcentral

North Greenville University

Email: [NGUcentral@ngu.edu](mailto:NGUcentral@ngu.edu)