



Dear Student:

As part of the federal government's Coronavirus Aid, Relief, and Economic Security (CARES) Act, the University of New England has been approved for a one-time, limited allocation of funds designed to assist degree-seeking students in need as a result of the COVID-19 pandemic and its disruption of campus operations. At this time, we would like to share with you the process for applying for relief funding.

Who is eligible?

Degree-seeking students enrolled in spring 2020 affected by the COVID-19 pandemic who have successfully completed a 2019-20 FAFSA (or are eligible to file a FAFSA) are eligible for CARES Act Funds. Students pursuing a degree through one of our on-line programs are not eligible for CARES Act Funding per the Department of Education.

How much funding is available?

Award amounts range from \$250 to \$3,000, depending on each student's financial situation and circumstances.

What types of expenses does the CARES Act emergency funding cover?

CARES Act funding will assist with 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 materials, technology, or health care).

How to apply for CARES Act funding?

To be considered for CARES Act funds, students must complete the Student Request for Temporary Aid Form below:

<https://forms.office.com/Pages/ResponsePage.aspx?id=IcWYFJq0h02TDFCO83sfxonEvAUrs-BApclSi8WuX2JUQTIGTTThSSkVRSUVJMzBFN1A1S1ZVREI5NSQIQCN0PWcu>.

Funds will be awarded on a first-come, first-served basis.

For more information, please review FAQs in COVID-19 updates.

CARES Act FAQ

What is the CARES Act/Higher Education Emergency Relief Fund?

The CARES Act Higher Education Emergency Relief Fund-IHE/Student Aid provides funding to institutions to provide emergency financial aid grants to students whose lives have been disrupted, many of whom are facing financial challenges and struggling to make ends meet.

Who is eligible to receive temporary aid?

Any matriculated CAS, WCHP, COM, CDM, or COP student, who has completed a FAFSA (or are eligible to file a FAFSA) and is faced with hardship (see below) as a result of the COVID-19 pandemic, may apply for temporary aid. A review of the information provided by way of the Student Request for Temporary Aid Form will be used to determine eligibility and award amounts.

The U.S. Department of Education stipulates that funds may not be disbursed to international students or those enrolled in an on-line program through College of Graduate and Professional Studies.

What are examples of expenses covered by the CARES Act/Higher Education Emergency Fund?

- Emergency medical and dental expenses
- Technology/equipment needed to ensure continuity of online learning
- Travel expenses
- Homelessness or sudden loss of housing
- Overdue utility bills reaching a turn-off notice
- Loss of childcare
- Health insurance
- Other financial needs arising from individual and/or special circumstances to be determined on a case-by-case basis

Are there expenses not covered by the CARES Act/Higher Education Emergency Fund?

- Anticipated expenses beyond spring 2020 semester
- Legal fines or expenses
- Non-essential personal bills
- Parking tickets, library fines, or other expenses mistakenly incurred
- Funds for the replacement of lost or stolen items

How do I apply for temporary aid?

Eligible students may apply for temporary aid by completing the Student Request for Temporary Funds Form below:

<https://forms.office.com/Pages/ResponsePage.aspx?id=IcWYFJq0h02TDFCO83sfxonEvAUrs-BApclSi8WuX2JUQTIGTTThSSkVRSUVJMzBFN1A1S1ZVREI5NSQIQCN0PWcu>

Is there a deadline to apply?

There is no deadline however, disbursements will be made on a first-come, first-served basis and until funding is depleted.

If I am approved to receive temporary aid, when and how will I receive funds?

Application decisions will be made on a first-come, first-serve basis. Recipients of CARES Act funds will receive funds directly by either a direct deposit or check within 5-10 days from approval. Students not enrolled in direct deposit are encouraged to set this up as it will expedite recipient of funds. If you wish to sign up for institutional direct deposit, you may do so through U-online. For step by step instructions to complete the electronic direct deposit process, please review the attached instructions on pages 4–5 of this document.

Do I have to repay any of the temporary aid funds?

Temporary aid funds do not need to be repaid.

Is this funding taxable or will it be included in my gross income?

No. The IRS has announced that grants under the CARES act will be nontaxable and will not be included in your net income.

Will this funding reduce my financial aid package?

No. Temporary aid distributed under the CARES Act will not affect your financial aid award or eligibility for financial aid in a future year 2020/2021. These funds are emergency based and not considered Title IV financial aid.

Why didn't I receive temporary aid?

The rules established by the U.S. Department of Education state that students who are ineligible for federal financial aid programs may not be the recipients of temporary aid under the CARES Act/ Higher Education Emergency Relief Fund. The CARES Act funding allocation UNE received is very limited. The University will provide CARES Act funds to as many students as possible until the funds are exhausted.

If you do not receive CARES Act funding and are experiencing a financial hardship related to COVID-19 or any financial difficulties, please contact the Office of Student Financial Services at sfs@une.edu or (207) 602-2342 for assistance.

Student Refunds U-Online Self-Service Direct Deposit Bank Account Guide



As an active UNE student, you can establish and manage your Student Refund (Accounts Payable) direct deposit account via U-Online.

If you have questions or need assistance, please contact Accounts Payable:
E-mail: ap@une.edu Phone: (207) 602-2343

To access U-Online Self-Service Direct Deposit:

- Log into U-Online and select the Personal Information tab, select the Personal Information and Settings option and then select the Direct Deposit Allocation option.



Personal Information Student Services Student Financial Services Employee Services Applicant Services

Search

Direct Deposit Allocation

The following accounts are listed in the order in which your pay will be distributed.

✓ There are no payroll records with direct deposit information.

[Add New Direct Deposit](#)

On the Direct Deposit Allocation page:

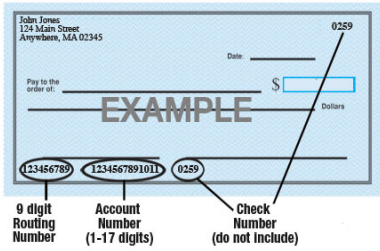
Select> Add New Direct Deposit

Search Go

[RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Update Direct Deposit Allocation

Select a bank name to change an existing record, or select different priorities and the reorder button to change the order of existing records. Enter the bank routing number and account information to add a direct deposit, then choose Save.



NOTE: By using this page, you agree to the terms and conditions below:

Terms and Conditions:

I authorize the University to process payments due for payroll and expense/tuition reimbursements via direct deposit. I authorize the University of New England to automatically deposit funds owed to me in a U.S. checking and/or savings account as specified in U-Online.

I authorize the University to debit my account only for the purpose of correcting an erroneous credit previously deposited to my account, provided that prior to and/or simultaneously to that correction the University has notified me in writing the reason for the change.

Payroll Allocation:

Bank Name	Routing Number	Account Number	Account Type	Priority	Amount or Percent	Status
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* - indicates a required field.

Add Allocation:

Bank Routing Number: * 211274450 TD BANK, NA

Account Number: * 999999999

Account Type: Saving

Amount or Percent: Percent

Payroll Deposit:

Accounts Payable Deposit:

Save

[Direct Deposit Allocation](#)

Payroll Allocation:

Bank Name	Routing Number	Account Number	Account Type	Priority	Amount or Percent	Status
TD BANK, NA	211274450	999999999**	Checking	1	100.00%	Active

An Accounts Payable bank can be shared with a Payroll direct deposit, however, only one Accounts Payable deposit can exist in Prenote or Active Status.

Accounts Payable Deposit:

Bank Name	Routing Number	Account Number	Account Type	Status	Address Type	Address	Sequence	Note
TD BANK, NA	211274450	999999999	Checking	Active				** Account also used in Payroll Allocation.

* - indicates a required field.

Add Allocation:

Bank Routing Number: *

Account Number: *

Account Type: Saving

Remaining Amount:

Amount or Percent: Percent

Payroll Deposit:

Accounts Payable Deposit:

Save

To establish your Student Refund direct deposit bank account:

In the "Add Allocation" section enter:*

- Bank Routing Number**
- Account Number
- Account Type (choose checking or savings)
- Select "Accounts Payable Deposit"
- Save

*Because Accounts Payable direct deposit payment can be allocated to only **one** bank account, the user must first delete the existing Accounts Payable direct deposit allocation prior to adding a new allocation if applicable.

**If your bank name doesn't appear when you enter the Bank Routing Number, contact the Payroll Office at payroll@une.edu or 602-2235 to set up that bank in U-Online.

Important: After saving your bank account entry as noted above, review in the "Accounts Payable Deposit" section your routing and account number for accuracy.

Select> Exit

You've completed the process.