

Hi **'Student Name'**,

*This is **'Campus President Name'**....I was just calling to let you know that we have NOT heard back from you regarding the Federal Student Grant attestation that was sent to your CQ student email address this past week via DocuSign. These federal grant monies are available to help CQ students with certain eligible expenses related to disruption of campus operations due the Coronavirus pandemic. Keep in mind, these federal grant dollars are free to those students who are eligible, they never have to be repaid, and will in no way impact your current financial aid package or awards. Please check your CQ student email address for more information as soon as possible...and please, feel free to email or call me if you have ANY questions...my cell number is 517-123-4567. Thank you **'Student Name'**.*