



Reminder: Upcoming CARES Act HEERF Reporting Deadlines

January 7, 2021

In case you are still in holiday mode, we wanted to send out a reminder on two upcoming important Higher Education Emergency Relief Fund (HEERF) reporting deadlines.

First: January 10, 2021 due date for the website posting of the HEERF student and institutional fund utilization reports for the quarter ending December 31, 2020. These reports are for activity occurring between October 1 and December 31 and they should be formatted consistent with the reports posted in October. Remember to email the Department of Education a link to your website posts at HEERFreporting@ed.gov.

Next: February 1, 2021 due date for the HEERF annual reporting. All HEERF fund recipients are required to submit a 2020 annual report by February 1, 2021, using the Department of Education's [Annual Report Data Collection System](#) portal. The annual report will include information on all HEERF funds received by your institution for the fiscal year ended December 31, 2020.

Your institution should have received an email from the Department of Education in the last few weeks with instructions on how to report the institution's personnel responsible for submitting the annual report (the submitter and the editor(s)). Here is a [link](#) to those instructions. Once the Department of Education receives the information on the responsible personnel, those individuals will receive an email with portal login credentials and instructions on how to do the submission. Here is a [link](#) to the data collection form with information on what will be included in the annual report.

As always, we are here to assist with any questions you may have on either of these HEERF reporting requirements.

Rebecca Flake focuses on federal student financial aid matters. She has been in the financial aid industry for 20+ years in the capacities of a financial aid advisor, financial aid director and compliance auditor.

Kate Lee Carey focuses on the legal, accreditation, administrative and regulatory aspects of regionally and nationally accredited higher education institutions and companies that provide services to the education industry.

This content is provided for general informational purposes only, and your access or use of the content does not create an attorney-client relationship between you or your organization and Cooley LLP, Cooley (UK) LLP, or any other affiliated practice or entity (collectively referred to as "Cooley"). By accessing this content, you agree that the information provided does not constitute legal or other professional advice. This content is not a substitute for obtaining legal advice from a qualified attorney licensed in your jurisdiction, and you should not act or refrain from acting based on this content. This content may be changed without notice. It is not guaranteed to be complete, correct or up to date, and it may not reflect the most current legal developments. Prior results do not guarantee a similar outcome. Do not send any confidential information to Cooley, as we do not have any duty to keep any information you provide to us confidential. This content may have been generated with the assistance of artificial intelligence (AI) in accordance with our [AI Principles](#), may be considered Attorney Advertising and is subject to our [legal notices](#). Copyright © 2026