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## Memorandum

**To:** Higher Education Opportunity Program (HEOP) Directors

**From:** Christopher Fernando, Ph.D. *CF*  
Supervisor for Higher Education Programs

**Date:** February 26, 2021

**Subject:** Summer Programming

As per the HEOP request for proposals (RFP), there is a requirement for a minimum of a four-week summer program for incoming HEOP students.

However, due to the continued COVID-19 pandemic concerns, we understand that there are some conditions that you as HEOP directors cannot control. If your campus will not be open to receive students for your summer 2021 program, you should plan on how you are going to replace the missed time or provide an alternative means for the on-campus summer program (based on the campus availability). The alternative offering (such as hybrid virtual online and on-campus summer program) must seek to provide all elements required for students to be successful in school as with the regular summer program and maintain the requirement to meet for a minimum of four weeks of instruction, as per the RFP.

Thank you for your continued commitment to the students of New York

cc: William P. Murphy, PhD, Deputy Commissioner  
Anael Alston, Ed.D., Assistant Commissioner  
Program Office - NYSED