

Consortium Agreement

A written agreement between eligible institutions so that a student can continue to receive Federal Student Aid funds while studying at a school other than the "HOME" school (the school that will grant the student's degree or certificate)

STUDENT NAME: _____ **PUID:** _____
Last First MI

DEADLINE: At least one month prior to the start of the semester for which the Consortium is being requested.

Purdue University Calumet (the HOME institution) and the HOST institution listed below are entering into a consortium agreement according to federal Title IV regulations for the student listed. It shall be enforced only for the enrollment period indicated and pertain only to the courses enrolled at the HOME institution and approved for completion at the HOST institution. This Consortium Agreement can only exist between eligible schools and applies only to courses that will count toward the student's degree or certificate program at Purdue University Calumet (the HOME institution).

STEP 1: Completed by the Purdue University Calumet (PUC) Student – Review and Sign

Home Institution: **Purdue University Calumet** (where the student is enrolled in a degree or certificate program)

Host Institution: _____ (where the student is taking part of his/her program requirements through a consortium agreement)

Total Credit Hours enrolled at PUC (HOME Institution): _____ HOST Institution: _____

Enrollment Period (Semester) at PUC: Start Date: _____ End Date: _____

Reason course(s) are not being taken through PUC: _____

Purdue University Calumet (PUC) Consortium Agreement Policy

The Office of Financial Aid and Student Accounts (OFASA) at PUC will process financial aid based on this Consortium Agreement for PUC students admitted in a "temporary" or "non-degree" status at another institution provided the following conditions and responsibilities are agreed upon by both the HOST institution and the HOME institution and the Consortium Agreement is returned to PUC with STEP 1 completed:

1. The student's PUC academic advisor certifies that the course(s) taken at the HOST institution will apply toward the student's PUC degree.
2. The student must be enrolled for at least 6 credit hours at PUC and have a cumulative GPA of 2.00.
3. Course work transferred from the HOST institution for this agreement must be a 'C-' or better grade.
4. The Satisfactory Academic Progress policy at the HOME institution is applied to course work for which the student is enrolled during the Consortium period at both the HOME institution and the HOST Institution.
5. The HOME institution will assume responsibility for processing and disbursement of aid as well as refunds and/or repayments to the Title IV programs, if necessary. Refunds may be used by the student to pay outstanding charges at the HOST institution and/or toward other educational expenses.

Certification Statement (read and sign below)

I certify that I have read the instructions and policies listed in STEP 1. I understand the process and my responsibilities with respect to this Consortium Agreement. I acknowledge that all expenses and charges incurred at the HOST institution are my responsibility for payment and not the responsibility of PUC. This agreement is not approved or to be assumed as accepted until ALL Steps are completed, the original form has been provided to the Office of Financial Aid and Student Accounts at PUC, and I am in receipt of an e-mail to my PUC e-mail from the Office of Financial Aid and Student Accounts at PUC that this Consortium Agreement has been approved or a message has been posted to PCSTAR. It is specifically understood that the course work listed for the HOST institution must be completed with a grade of 'C-' or better in order to be accepted as transfer credit by PUC. By signing this form I agree to the terms and required processes for this agreement.

Student's Signature Date

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Plan for success with Purdue University Calumet

STEP 2: Completed by the student's Academic Advisor at Purdue University Calumet (PUC)

Instructions: Complete and return this form to the student. List below course(s) from the HOST institution that will count toward the student's degree program at Purdue University Calumet (PUC) and sign the certification statement below.

Course #1 _____ Credit Hours: _____

Course #2 _____ Credit Hours: _____

Course #3 _____ Credit Hours: _____

I certify that upon receipt by PUC of an official transcript from the HOST institution showing completion of the course work listed in this section that I will use the credit hours toward PUC degree/graduation requirements. Prerequisite courses for PUC course work that will not be accepted or transferred as college level course work cannot be included.

Academic Advisor's Signature

Date

Academic Advisor's Name (please print)

Phone Number

STEP 3: Completed by the HOST institution's Financial Aid Administrator

Enrollment Period: ___/___/___ to ___/___/___

Student's Cost of Attendance for enrollment period:

Credit Hours enrolled for period: _____ \$ _____ Tuition & Fees

List classes enrolled with credit hours for each class: \$ _____ Books & Supplies

Course #1: _____ Cr. Hrs: _____ \$ _____ Room & Board

Course #2: _____ Cr. Hrs: _____ \$ _____ Miscellaneous

Course #3: _____ Cr. Hrs: _____ \$ _____ Total Cost of Attendance

I certify that the HOST institution will provide enrollment and student budget (cost of attendance) information in accordance with existing HOST institution policies and procedures; will notify PUC's OFASA if the student drops classes or completely withdraws from the HOST institution; and agrees NOT to provide federal or state financial aid to this student for the enrollment period specified.

HOST Institution Financial Aid Administrator's Signature

Date

Please print or type name

Phone Number

STEP 4: Completed by the HOME Institution (PUC) Office of Financial Aid and Student Accounts

Student's Cost of Attendance for Enrollment Period

Total Credit Hours: _____

\$ _____ Estimated Tuition & Fees \$ _____ Estimated Personal Expenses

\$ _____ Estimated Books & Supplies \$ _____ Estimated Transportation Costs

\$ _____ Estimated Room & Board \$ _____ Estimated Loan Origination Fee

\$ _____ **Total Cost of Attendance** **NOTES:**

I verify that all the steps and requirements for this Consortium Agreement have been completed. If approved the student financial awards will be based on the combined credit hour enrollment and non-duplicated Cost of Attendance (COA) of the HOST and HOME institutions.

PUC Office of Financial Aid and Student Accounts Official

Date

Office Use Only: ___ **Approved (S)** ___ **Denied (D):** ___ CNSG (< 2.0 GPA) ___ CNSH (<6 UG; 4 GR) ___ CNSS (SAP ineligible)

___ **On Hold (O):** ___ CNSF (file incomplete) ___ CNSI (form incomplete) ___ CNSO (hold on acct)

___ CNSP (aid not yet awarded) ___ CNST (prior consortium hrs not transferred to PUC yet)