

## Consortium Agreement Information

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A *Consortium Agreement* is an arrangement between two institutions for the financial benefit of a student who will be concurrently enrolled at both institutions. Eastern Wyoming College (EWC) is willing and interested in participating in consortium agreements with a student where the collaboration helps meet a student's educational goals. The agreement allows a student to receive financial aid from EWC as the home institution (HOME) for all eligible courses for which the student is enrolled, including those from a host institution (HOST). **For a course to be eligible it must be offered by an accredited HOST eligible to participate in Title IV Federal Aid Programs and accepted by HOME towards satisfying the student's degree requirements.** It is the student's responsibility to complete the agreement properly and ensure that all of the necessary steps are taken so that funding may be delivered and academic credit granted for the courses completed.

### Important Points:

- Federal Aid Applicants/Recipients: You **MUST** be eligible for Title IV Federal Financial Aid and your financial aid process must be complete before you will receive funds.
- Scholarship Recipients: Institutional funds and scholarships *may or may not* be eligible for the consortium process.
- You **MUST** be enrolled for a minimum of **one class** at EWC as HOME for this Agreement to be valid.
- You **MUST** meet and maintain EWC's Satisfactory Academic Progress Policies for Financial Aid with the combination of HOME and HOST grades and completion requirements.
- You **MUST** complete a new Consortium Agreement each semester of enrollment at a HOST school.
- You **MUST** be a degree- or certificate-seeking student at EWC to use this Agreement. (If EWC is your *HOST*, contact your *HOME* institution for their consortium requirements.)
- Students who have lost financial aid eligibility may *enroll* with a HOST institution (depending on HOST requirements), but cannot receive aid until aid eligibility is regained.
- You **MUST** request an official transcript be sent to the EWC Registrar from your HOST.
- **You are responsible for all costs to the HOST.** EWC cannot pay them on your behalf.

### Consortium Agreement Policies:

- 1) The student seeking a degree from HOME but wishing to enroll for credit at HOST will receive financial aid only from the HOME. All financial aid awards will be made by HOME based on policies of the HOME. Per federal regulations, students may only receive federal financial aid from one institution during a period of enrollment.
- 2) The construction of the student's Cost of Attendance for financial aid purposes will reflect the HOME cost.
- 3) Payment of institutional charges by financial aid at HOME will be done according to the HOME disbursement procedures. Any excess funds will be disbursed to the student. **The student is responsible for payment of all costs due to HOST** according to the schedule required by that institution.
- 4) To ensure transferability of course work from HOST to HOME, the student's HOME academic advisor or EWC coordinator (if attending an EWC Outreach site) must approve the student's proposed schedule of courses at the HOST as listed on the Financial Aid Consortium Agreement.
- 5) It is the student's responsibility to keep the HOME Financial Aid Office informed of any course withdrawals.
- 6) A separate Agreement must be completed every semester for which the student wishes to take courses at another institution and have them counted toward degree requirements and financial aid eligibility.
- 7) **The student must be enrolled at EWC during the term covered by this Agreement.** Students wishing to enroll for courses at either the HOME or HOST must apply and be officially accepted for admission at the institution(s) offering the courses. Exceptions may be made on a case-by-case basis.
- 8) The HOST will document the last date of attendance in all its classes, if requested by the HOME.
- 9) It is the student's responsibility to ensure that an official academic transcript from the HOST representing work attempted under this Agreement arrives at HOME in a timely manner.
- 10) As a condition of this Agreement, the student authorizes both HOME and HOST to share all relevant information relating to the student's application for and receipt of financial aid, if that information is needed by the other institution. The student's signature on this form also indicates that he/she is aware that the proceeds of all financial aid received for the applicable term must be used only for educational expenses incurred at the HOME and HOST.
- 11) Neither institution waives its governmental immunity by entering into this Agreement. Both institutions fully retain all immunities and defenses provided by law. This Agreement may be canceled by either institution upon written notification and will automatically terminate at the conclusion of the enrollment period identified.



