

Please retain for your records

Consortium Agreement Information

Eastern Wyoming College (EWC) is willing and interested in participating in consortium agreements with a student where the agreement helps meet a student's educational goals. A consortium agreement is an agreement between two institutions for the financial benefit of a student who will be concurrently enrolled at both institutions. The agreement allows a student to receive financial aid from the HOME institution for all of the eligible courses for which the student is enrolled. For a course to be eligible it must be offered by an accredited HOST institution eligible to participate in Title IV Federal Aid Programs and accepted by the HOME institution towards satisfying the student's degree requirements. It will remain 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:

- You **MUST** be eligible for Title IV Federal Financial Aid and your financial aid process must be complete before you will receive funds.
- Institutional funds and scholarships are not eligible for the consortium process.
- You **MUST** be enrolled for a minimum of **one class** at EWC for this agreement to be valid.
- You **MUST** meet and maintain EWC's Financial Aid Satisfactory Academic Progress Policies with the combination of EWC and HOST institution grades under this consortium agreement.
- You **MUST** complete a new consortium agreement each semester.
- You **MUST** be a degree or certificate seeking student at EWC.
- Students who are not eligible for EWC Financial Aid are not entitled to participate in a consortium agreement with a HOST institution.
- You **MUST** request an official transcript be sent to the EWC Registrar from your Host institution.
- You are responsible for all costs to the HOST institution. EWC will not pay them on your behalf.

CONSORTIUM AGREEMENT POLICIES:

- 1) The student seeking a degree from the Home Institution but wishing to enroll for credit at the Host Institution will receive financial aid only from the Home Institution. All financial aid awards will be made by the Home Institution based on policies of the Home Institution.
- 2) Payment of Institutional charges at the Home Institution by financial aid will be done according to the Home Institution disbursement procedures. Any excess funds will be disbursed to the student. **The student will be responsible for payment of all costs due to the Host Institution** according to the schedule required by that institution.
- 3) To ensure transferability of course work from the Host Institution to the Home Institution, the student's Home Institution academic advisor must approve the student's proposed schedule of courses at the Host Institution as listed on the Financial Aid Consortium Agreement.
- 4) It is the student's responsibility to keep the Home Institution's Financial Aid Office informed of any dropped courses and withdrawals.
- 5) A separate Agreement must be completed every semester for which the student wishes to take courses at another Institution and have them counted toward financial aid eligibility.
- 6) **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 Institution must apply and be officially accepted for admission at the institution(s) offering the courses.
- 7) The Host Institution will document the last date of attendance in all its classes, if requested by the Home Institution.
- 8) It is the student's responsibility to ensure that an official academic transcript from the Host Institution representing work attempted under this Agreement arrives at the Home Institution in a timely manner.
- 9) As a condition of this agreement, the student authorizes both the Home and the Host Institutions 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 Institutions.
- 10) 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 period identified in the "Enrollment Periods."