

2024-2025 CONSORTIUM AGREEMENT

What is a consortium agreement?

A consortium agreement is a binding contract between eligible schools which enables you to receive financial aid from Central Michigan University (CMU) while being enrolled as a guest student at another school. **Central Michigan University is considered your home school and the school you are visiting is referred to as the host school.**

Student Checklist:

- Complete section I and have an academic advisor complete section II. **Section III must be completed by the host school** and returned to CMU's Office of Scholarships and Financial Aid (OSFA) to complete section IV.
- This completed form must be submitted to CMU's OSFA **by the end of the first week of CMU's semester.**
- Submit a copy of your academic transcript from the host school to CMU's OSFA **within 14 days after semester ends.**

I. TO BE COMPLETED BY THE STUDENT

Student Name (please print) _____ Campus ID Number _____ Phone Number _____

Permanent Home Address _____

Email Address _____

Student Certification-

I have read and agree:

- I will only be eligible for financial aid for the courses approved by my CMU academic advisor listed in section II. Courses must be accepted by CMU to fulfill graduation requirements.
- I will comply with CMU's and the host school's policies regarding refunds, impact of drops and withdraws, Satisfactory Academic Progress (SAP) and all other eligibility requirements.
- I will notify both institutions if I drop or withdraw from any of my courses. I understand that my financial aid award is based on enrollment which will be verified at the end of the semester. I understand that enrollment adjustments can result in balances due at one or both institutions.
- I understand that SAP will be impacted if I do not successfully complete my courses or if I do not provide my host school transcript to CMU.
- I understand institutional tuition-based funds cannot be applied to coursework taken at the host institution.
- I understand I must be enrolled in at least 6 UG credit hours to be eligible for federal student loans.
- I understand that my financial aid will be disbursed based on CMU's disbursement schedule. If the host school's enrollment fees are due prior to my financial aid disbursement, it is my responsibility to pay them in a timely manner.
- I will allow CMU and the host school to share information related to my enrollment and financial aid eligibility.

Student Signature (Handwritten Required **OR ELECTRONIC SIGNATURE USING GLOBAL ID**) _____ Date _____

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II. TO BE COMPLETED BY THE STUDENT'S ACADEMIC ADVISOR OR DEPARTMENT CHAIRPERSON

Advisor Name Phone

Department Name

By signing below, I certify that the student named above has been approved to enroll at

_____ (host school) for the following courses:

Course: _____ Course: _____

Course: _____ Course: _____

Course: _____ Course: _____

I further certify that the credit hours earned in this program with a C- or better will fulfill degree requirements at CMU.

Advisor/Chair Signature Date

III. TO BE COMPLETED BY THE HOST INSTITUTION'S FINANCIAL AID OFFICE

Institution Name: _____

Enrollment Period: From (Date): _____ To (Date): _____

Number of credits in which the student is currently enrolled: _____

Cost of Attendance for enrollment period stated above:

Tuition & Fees: _____

Room and Board: _____

Transportation: _____

Miscellaneous: _____

TOTAL: _____

As a representative of the host institution, you agree to:

- Confirm that the student is taking courses that meet the Title IV and state financial aid requirements.
- Notify CMU immediately if the student withdraws or drops any hours reported in this agreement.
- Will make available applicable consumer information required under Title IV.

Financial Aid Officer Signature Printed Name

Date Phone

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IV. TO BE COMPLETED BY THE CMU OFFICE OF SCHOLARSHIPS AND FINANCIAL AID

The student listed above is a degree-seeking student at Central Michigan University. Under this agreement, the CMU Office of Scholarships and Financial Aid:

- Will process the student's Title IV financial aid application and provide payment of Title IV funds (if eligible) as appropriate for the consortium semester.
- Will make available applicable consumer information required under Title IV.
- Certifies that the student is making Satisfactory Academic Progress (SAP) toward the completion of his or her degree at Central Michigan University.
- Will conduct Enrollment Reporting to the National Student Loan Data System (NSLDS).
- Will calculate returns of Title IV, when appropriate.
- Will maintain Title IV recordkeeping and reporting requirements.

CMU Financial Aid Director Signature

Printed Name

Date

Phone