

Office of Student Financial Aid
FINANCIAL AID PROCESSING INSTRUCTIONS
FOR CONSORTIUM STUDENTS

Definition: A Consortium Student is a student who:

1. Has been admitted to a degree granting program at FAU.
2. Has historically attended FAU as their primary institution of higher education.
3. Is scheduled to receive financial aid from FAU.
4. For a particular term, wishes to receive their scheduled FAU financial aid award while attending another institution (hereafter referred to as the “Host Institution”) **EXCLUSIVELY**. Exclusively means that, for that term, the student will be enrolled in **ZERO CREDITS AT FAU (including co-op credits)**.

If you will be enrolled for ANY credits at FAU (co-op credits included) for the same term that you attending another institution, **YOU ARE NOT ELIGIBLE TO TO RECEIVE AID AS A CONSORTIUM STUDENT**. To have your FAU financial aid award adjusted to reflect the combination of coursework taken outside of FAU with your FAU coursework, you should complete a **Concurrent Enrollment Form**. This form may be downloaded from the FAU Office of Student Financial Aid website: www.fau.edu/finaid.

BELOW ARE THE STEPS WHICH MUST BE FOLLOWED TO RECEIVE YOUR FINANCIAL AID AS A CONSORTIUM STUDENT:

1. Read, initial, and sign the attached **Statement of Intent For Consortium Study** form. It is strongly advised that you make a copy of this document for your own records.
2. Return the Statement of Intent For Consortium Study form to the FAU Office of Student Financial Aid along with the following items:
 - A copy of a completed **Transient Student Registration Form** – documenting approval by your academic advisor.
 - A copy of your **class schedule** from the Host Institution.
 - A copy of your **paid receipt** from the Host Institution.

Please do not submit the Statement of Intent For Consortium Study form without ALL of the items listed above. Incomplete documentation will be mailed back to the student in it's entirety.

3. Upon receipt of the above (4) items, and assuming the student meets the qualifying criteria to receive financial aid for consortium study, the FAU Office of Student Financial Aid will send to the financial aid office at the Host Institution a **Consortium Agreement**.
4. After the end of the drop add period at the Host Institution, a financial aid representative from the Host Institution will complete and sign the Consortium Agreement and send it back to the FAU Office of Student Financial Aid along with verification of the courses you are enrolled in. **Note: In cases of terms consisting of one or more “mini-sessions” (the primary example being a Summer term), the financial aid office at the Host Institution will not return the Consortium Agreement and enrollment verification until the end of the drop/add period of the last mini-session. ALL AID WILL BE MAILED BY PAPER CHECK.**
5. Upon receipt of the Consortium Agreement and enrollment verification from the Host Institution, the FAU Office of Student Financial Aid will process and disburse your financial aid.

Office of Student Financial Aid

STATEMENT OF INTENT FOR CONSORTIUM STUDY

It is strongly advised that you make a photocopy of this page for your own records as you will be held accountable for the information conveyed.

Name: _____ SSN _____

TERM OF TRANSIENT STUDY (check box and indicate year):

FALL _____ year
 SPRING _____ year
 SUMMER _____ year

Name of Host Institution: _____

TERMS AND CONDITIONS TO RECEIVE FINANCIAL AID FOR CONSORTIUM STUDY

Below are the Terms and Conditions to receive financial aid for consortium study. After reading each item, please initial on the line to left to signify that you understand and comply with the criteria.

- _____ I am a degree seeking student at FAU.
- _____ I am taking zero (0) credits at FAU for the term specified above.
- _____ I am registered for the approved courses appearing on the attached Transient Student Form.
- _____ I understand that I can be processed for financial aid for consortium study for enrollment at ONE and ONLY ONE Host Institution (**cannot combine credits at two different schools**).
- _____ I understand I must be enrolled in a minimum of six (6) credit hours at the Host Institution to be considered for most forms of financial aid (the primary exception to this being the Federal Pell Grant program, which MAY be disbursed in cases of less than half time enrollment).
- _____ I understand that, to be eligible to receive financial aid for consortium study, I must have successfully completed/earned 9 degree-seeking credits at FAU in the previous 12 months.
- _____ I understand that, to be eligible to receive financial aid for consortium study, I must be in good academic standing at FAU, and that I am ineligible to receive aid for consortium study if I am suspended or have a CLAST hold for the term indicated above.
- _____ I understand that I cannot be processed for financial aid for consortium study for more than two consecutive semesters.
- _____ I understand that the financial aid I receive as a consortium student will be based on educational costs as determined by the Host Institution I am attending, and that my current financial aid award may be reduced if these costs are reported as lower than those at FAU.
- _____ I understand that I may be required to repay certain financial aid programs should I drop or withdraw from any classes at the Host Institution.
- _____ I understand that Florida Bright Futures will not pay for any remedial courses taken.
- _____ I have read and understand the Financial Aid Processing Instructions For Consortium Students detailed on the previous page of this packet.
- _____ I am returning this form along with a copy of my:
 - Approved Transient Student Form
 - Class schedule from the Host Institution
 - Paid receipt from the Host Institution.

_____ Student Signature
 _____ Student SSN
 _____ Date