



DEFINITION OF CONCURRENT ENROLLMENT

Concurrent enrollment is the process by which a student who is taking classes at BOTH FAU (referred to as the **home school**) AND another eligible institution (referred to as the **host school**) in the same semester may have their financial aid disbursement from FAU based on their total combined enrollment (FAU + Host Institution) for the semester.

Students taking ZERO credits at FAU and taking all their courses another eligible institution for a particular semester should NOT fill out this form as they are not considered to be concurrently enrolled.

These students must be processed as OUTGOING CONSORTIUM STUDENTS and conform to the policies and procedures detailed on the **OUTGOING CONSORTIUM STUDENT FORM**.

CONCURRENT ENROLLMENT POLICIES

- Student must be admitted as a degree seeking student at FAU to qualify for concurrent enrollment processing.
- Students must be enrolled in a minimum of 6 credits at FAU for all financial aid consideration.

The only federal, state, or institutional aid program which will be disbursed to concurrently enrolled students who are attending less than 6 credits at FAU is the Federal Pell Grant program. Federal Pell Grant recipients must be classified as Pell Grant eligible by the US Department of Education.

- To be eligible for concurrent enrollment consideration, coursework taken at the host school must be approved as transferable to FAU. Documentation of this approval, in the form of a **Completed/Approved On-Line FAU Transient Student Registration Form**, must be printed out and submitted with this concurrent enrollment form.
- To be eligible for concurrent enrollment consideration, coursework taken at the host institution must be pre-paid by the student. A **paid receipt** for coursework taken at the host school must be submitted with this concurrent enrollment form as documentation of payment.
- To be eligible for concurrent enrollment consideration, a validated copy of the student's **class schedule** from the host school must be submitted with this concurrent enrollment form. The class schedule copy must meet the following criteria:
 1. **The copy of the class schedule must verify the credit hours for each class taken at the host school.**
 2. **The copy of the class schedule MUST be dated AFTER the drop/add deadline for the LAST SUMMER SESSION at the host school.**
- The reverse side of this Concurrent Enrollment Form must be signed by a representative of the Financial Aid Office at the host school, verifying that FAU is the exclusive school awarding you Title IV aid
- Faxed or scanned/emailed concurrent documents are NOT accepted.
- ALL INCOMPLETE FORMS and MISSING INFORMATION WILL BE RETURNED TO STUDENT and may result in delay in processing.**



**Florida Atlantic University
Office of Student Financial Aid
Summer Concurrent Enrollment Agreement Form**

<u>Boca Campus</u> 777 Glades Road Building SU 80, Room 233 Boca Raton, FL 33431-0991 Tel: (561) 297-3530	<u>Davie Campus</u> 2912 College Avenue Building #49 Davie, FL 33314 Tel: (954) 236-1229	<u>Jupiter Campus</u> Office of Student Financial Aid - SR 134 5353 Parkside Drive Jupiter, FL 33458 Tel: (561) 799-8697	<u>Port St. Lucie Campus</u> Office of Student Financial Aid 500 NW California Blvd. Port St. Lucie, FL 34986 Tel: (772) 873-3301
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Students taking ZERO credits at FAU and taking all their courses another eligible institution for a particular semester should **NOT fill out this form as they are not considered to be concurrently enrolled.**

_____	<u>Z</u>	_____
Student Name	Student Z Number	FAU Email Address

Summer 2009 Term

- Required Documents**
- This Concurrent Enrollment Form must be signed by a representative of the Financial Aid Office at the host school, verifying the host school will not be awarding you Title IV aid for the term indicated above.
 - A Completed/Approved On-Line FAU Transient Student Registration Form, verifying coursework taken at the host school is approved as transferable to FAU.
 - A Paid Receipt from the host school indicating full payment has been made at host school.
 - A copy of your class schedule from the host school which meets the following criteria:
 - The copy of the class schedule must verify the credit hours for each class taken at the host school.**
 - The copy of the class schedule MUST be dated AFTER the drop/add deadline for the LAST SUMMER SESSION at the host school.**

HOST SCHOOL LAST SESSION DROP/ADD DATE
Broward College: July 6, 2009
Indian River State College: July 1, 2009
Miami Dade College: June 24, 2009
Palm Beach Community College: June 25, 2009

STUDENT ACKNOWLEDGEMENT

By signing below I confirm that I have read and understand FAU's Concurrent Enrollment policies and that I have

To Be Completed by Host Institution Financial Aid Office: I certify that the student named above will not be awarded any Title IV funds at this institution for the term indicated above.

Summer 2009 Term

_____	_____
Signature	Date
_____	_____
Name and Title (Print)	Phone

Name of Institution	