

CALDWELL UNIVERSITY CONSORTIUM AGREEMENT

INSTRUCTIONS

1. A Consortium Agreement can only be established between Caldwell University and a school that is allowed by the USDE to participate in the federal student aid process (disburses and awards aid on its own). This would mean that they have their own Title IV code.
2. The student has to be matriculated at Caldwell University, i.e., currently enrolled and earning his/her degree through Caldwell University.
3. Caldwell University is considered the home school; the school visited is considered the Host school, or the Away/Visited school or the Consortium School.
4. The student has to have approval by his or her Dean saying that the course he/she is taking elsewhere (at the Host School) is required for his degree and will be accepted to satisfy course requirements at Caldwell University. The assumption here is that the student cannot take the course at Caldwell University for the semester because it is not offered here, or because of schedule conflicts.
5. This Consortium agreement will allow Caldwell University to consider courses taken concurrently at the Host School for purposes of determining enrollment status (affects aid eligibility). This, however, will NOT ALLOW the transfer of funds from Caldwell University to any other institution. All costs incurred by the student at the HOST school must be paid by the student, according to the Host school's policies.
6. In order for this Consortium Agreement to be valid, a copy of a properly completed Dean's Approval Form or Application for Waiver of Course Requirements must be attached.

CALDWELL UNIVERSITY

OFFICE OF FINANCIAL AID

AD-HOC CONSORTIUM AGREEMENT

Caldwell University, hereafter referred to as the home school, agrees to make payment to the below-indicated student, if eligible, under the title IV student aid programs as appropriate for the term specified below.

_____, hereafter referred to as the Host school, agrees not to provide any title IV payments to the below indicated student during the specified term, and further agrees to notify the home school of the student's official withdrawal from all classes prior to the conclusion of the term specified in this agreement, and the student's last date of attendance if the student withdraws unofficially. It is further understood that the student is enrolled in a degree program at the home school, and that the student will pay tuition and fees to the Host school. The student will pay room and board charges, if any, to the Host school, and the home school will be responsible for monitoring satisfactory academic progress and other student eligibility requirements, keeping records, and distributing refunds of student financial aid program funds.

This Consortium Agreement is applicable only for the courses listed on the attached copy of the Dean's Approval Form or Application for Waiver of Course Requirements

Name of Student: _____ SS# _____

ID# _____

Term: _____

Signed by: _____

Eileen T. Felske, Director of Financial Aid, Caldwell University

Signed by: _____

Financial Aid Officer at Host School

Printed Name and Phone Number of Officer at Host School: _____

(TO BE COMPLETED BY HOST SCHOOL)

Actual Enrollment Status: Full _____ $\frac{3}{4}$ _____ $\frac{1}{2}$ _____; No. of Semester Hours _____

Name and Length of term included within above dates: _____

Actual Room and Board charged for the above term: _____ Room _____ Board _____

Actual Tuition and Fees charged for the above term: _____

Average Yearly Tuition and Fees charged to full-time students: _____

The student has begun attendance in all classes listed in the attached Dean's Approval Form or Application for Waiver of Course Requirements for which he/she is enrolled, except, as noted below:

_____ Course/Credit Value

_____ Course/Credit Value

Printed Name and Title: _____ Date: _____

Signature: _____

Host School Name: _____

Host School Address: _____

Host School Phone Number: _____

Host School Title IV Code: _____