

Financial Aid Consortium Agreements at The Ohio State University

What is a consortium agreement?

A consortium agreement is a binding agreement between eligible schools which enables you to receive various types of aid from Ohio State University while being enrolled as a visiting student at another school. **Ohio State is considered your home school and the visiting school is referred to as the host school.** There are four (4) sections to the agreement, all of which need to be completed in full before the agreement can be processed. Please use this checklist to help determine your eligibility.

Student Checklist:

- Complete Section I of the agreement.
- Meet with your Academic Advisor or other collegiate representative to have Section II completed. Please make sure you meet the following requirements:
 - You are enrolled at Ohio State as a degree-seeking student during the consortium term
 - You have successfully completed at least one term with more than 1 credit hour at Ohio State within the past 2 years
 - You are not/will not be completing the last required semester of coursework for your degree at Ohio State while on the consortium agreement
 - If you have already studied under a consortium agreement in your current degree program, you must have satisfactorily completed all of the consortium requirements.
- Visit the Student Service Center to have Section III of the agreement reviewed and signed by a Student Services Specialist. Sections I and II should already be completed.
- Have the host (not OSU) school's Financial Aid Office complete Section IV. The host school faxes the completed form to Ohio State Financial Aid for processing. It's important to check with the host school for processing time requirements for section IV completion.
- The completed form must be received in Ohio State Financial Aid by the first Friday of the consortium term. **Partial or incomplete agreements will not be processed.**
- Check with your host school to determine when its enrollment fees must be paid. Even if payment is due prior to financial aid being disbursed at Ohio State, you are obligated to pay your host school in a timely manner. Be aware that aid will be disbursed based on Ohio State's disbursement calendar.
- After completing the consortium term, you must request an academic transcript from the host school to be sent to Ohio State Registrar's Office. **Failure to do so may affect your future financial aid eligibility and will result in no future consortium eligibility as a student at Ohio State.**

Financial Aid Eligibility:

Your aid eligibility during the consortium term is determined by your enrollment (credit hours taken at the host school and credit hours taken at OSU).

Aid available to students based on credit hours taken at the host institution:

- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (SEOG)
- Federal Perkins Loan
- Federal Direct Loans (Subsidized, Unsubsidized and PLUS)
- Federal Work-Study (must be at least half-time at OSU)
- Ohio College Opportunity Grant
- Private Loans (may require lender approval)

Students must be registered for full-time at OSU to receive most scholarships (e.g. Provost, Land Grant, etc.) and institutional need-based grants (e.g. Scarlet and Gray, Name and Seal, etc.).



Consortium Agreement Between and

Ohio State University
(Home School)

(Host School)

SECTION I: To be completed by the student.

Name: _____ Social Security Number: xxx-xx- _____

Home Address: _____ OSU Student ID Number: _____

City: _____ State: _____ ZIP Code: _____ Home Phone: _____

Email Address: _____ Campus/Cell Phone: _____

Consortium Term: _____ Summer _____ Autumn _____ Spring _____ Year: _____

Please Note: With few exceptions a consortium agreement specifically applies to one term of enrollment.

Do you plan to register at Ohio State during the consortium term? (Please circle one) Yes No

If "Yes":

- How many hours do you plan to take at OSU? _____
- At which campus will you be enrolled? _____ Columbus _____ Regional

Statement of Authorization:

I agree to:

- Have the host school send the completed form to Ohio State by the first Friday of the consortium term (first Friday of classes at Ohio State)
- Complete the hours indicated in Section III of this agreement at the host institution and the hours listed above at Ohio State
- Comply with Ohio State's and the host school's policies regarding refunds, Satisfactory Academic Progress, and all other eligibility requirements. **** Please note: Students must pay all tuition, fees and prior term balances seven calendar days before the first day of classes. Processing of form does not constitute a valid reason for late payment of fees at Ohio State, as fee payment deadline is prior to the form completion deadline. No late fee waivers will be granted due to the processing of a consortium.**
- Pay enrollment fees in a timely manner to both the host school and Ohio State. (Please Note: Ohio State will disburse financial aid according to the Ohio State disbursement schedule. If enrollment fees are due at the host school prior to financial aid being disbursed to your account at Ohio State, it is your responsibility to pay your host school in a timely manner.) **Financial aid received from Ohio State will not be directly transferred to your host school.**
- Ensure that an official academic transcript from my host school is provided to the Ohio State Registrar's Office.
- Allow Ohio State and the host school to share information related to my enrollment and financial aid eligibility.

Student Signature

Date

SECTION II: To be completed by the student's academic advisor or other collegiate representative.

(Student's Name) _____ intends to enroll in the following courses at _____ (host school). These courses are the academic equivalent to the OSU courses listed. (Please list additional courses on a separate sheet, if necessary.)

Course: _____ Ohio State Equivalent: _____

Course: _____ Ohio State Equivalent: _____

My signature below confirms that the courses to be taken at _____ (host school) will be accepted as partially fulfilling the requirements of (Student's Name) _____ degree program at Ohio State.

Advisor/Collegiate Representative Signature

Date

Advisor/Collegiate Representative Printed Name

Phone Number

Email Address

**SECTION III: To be completed by a Student Services Specialist at the Student Service Center
Or a financial aid staff member.**

My signature below affirms that I have gone over the terms of the consortium agreement with (Student Name) _____.
To the best of my knowledge, the student meets the terms of this agreement. (Please refer to the checklist if additional information or clarification is needed.)

Student Services Specialist/Financial Aid Staff Member Signature

Printed Name

Date

Attention Students: Please visit the Student Service Center website at <http://ssc.osu.edu> for current phone and walk-in hours on the Columbus Campus. Regional campus or ATI students can contact a financial aid counselor on their respective campuses to obtain the required signature of an SFA staff member.

SECTION IV: To be completed by the Host School's financial aid office.

Enrollment Dates at Host School: _____ to _____

Enrollment Status while at Host School: ____ < ½ time ____ ½ time ____ > ½ time ____ full time

Please list below all courses the student plans to take at the host institution during the consortium term and the number of credit hours per course. (Please list additional coursework on a separate sheet, if necessary.)

Course: _____ Credit Hours: _____ (circle: semester/quarter)

Course: _____ Credit Hours: _____ (circle: semester/quarter)

Total Credit Hours: _____

Cost of Attendance for enrollment period stated above:

Tuition & Fees:	\$ _____
Room & Board:	\$ _____
Books & Supplies:	\$ _____
Transportation:	\$ _____
Other (Please specify)	_____
TOTAL	\$ _____

As a representative of the host institution you agree to:

- Confirm the student is in a transient/visiting status at your school taking courses that meet the Title IV, and State financial aid requirements
- Not award any federal, state, institutional, or private aid during the time the student is enrolled at your school
- Accept payment from the student, apply it to your enrollment charges and disburse any credit balance to the student in accordance with your school's policy
- **Notify Ohio State immediately** and supply the effective date(s) if the student withdraws or drops any hours reported in this agreement.
- Upon the student's request, facilitate the release of an official academic transcript to Ohio State upon completion of the consortium term. (NOTE: The student's signature in Section I of this agreement authorizes the host institution to provide an official academic transcript to Ohio State.) Please send the transcript to the following address:

**Undergraduate Admissions and First Year Experience
Enarson Hall
154 West 12th Avenue
Columbus, OH 43210-1390**

Signature

Date

Printed Name & Title

Office Phone

Email Address

Office Fax

**Completed agreements can be mailed to the address indicated at the top of this document or faxed to
(614) 292-7828. Please send to the attention of: Consortium Validation.**