



University Financial Aid and Scholarship Services

Consortium Agreement for the Administration of Financial Aid Between

Host Institution	New Mexico State University
Title IV School Code	

The Host Institution (named above) and NMSU, by signature of authorized officials, hereby agree that upon enrollment of the student named in this Agreement, for the session and hours recorded, NMSU shall serve as the Home Institution. As the Home Institution, NMSU shall administer all financial aid for this student during his/her period of enrollment as a degree or certificate-seeking student with NMSU. It is further agreed that completion of this agreement precludes awarding of financial aid for this student by the Host Institution during this period.

NMSU will determine enrollment status and cost of attendance based on actual tuition charges for concurrent enrollment with both institutions. If the student withdraws and/or receives a refund from the Host Institution after this Agreement has been signed by the Host Institution, NMSU must be notified immediately. All recipients must maintain satisfactory academic progress for financial aid in accordance with NMSU policy.

Name of Student	Address, City, State, Zip	Contact #	Aggie ID

Enrollment Period at NMSU			
Term	Beginning Date (Month-Day-Year)	Ending Date (Month-Day-Year)	Numbers of Hours

Enrollment Period at Host Institution				
Term	Beginning Date (Month-Day-Year)	Ending Date (Month-Day-Year)	No. of Weeks of Instruction Time	No. of Hours

	Course No.	Course Title.	Sem. Hours	Qtr. Hours	Total Tuition
1.					\$
2.					\$

For Financial Aid during the _____ semester

Due Date: _____

I. Requirements

Enrollments by consortium agreement with other institutions for purposes of financial aid will only be approved when: The student is degree seeking from NMSU and will be concurrently enrolled at NMSU with a minimum of six hours at NMSU while attending the host institution.

The student must have a completed financial aid file for the academic year at NMSU that pertains to the term in which the consortium agreement is made. The student is responsible for obtaining all required signatures.

The student must turn in a copy of the class schedule along with a receipt for the classes taken at the host institution. The student is responsible for having an Academic Transcript sent from the host institution within 30 days of the last day of attendance at the host institution.

II. Regulations

In order for NMSU to fulfill the Satisfactory Academic Progress reporting requirements of the U.S. Department of Education the host institution will be responsible for forwarding to NMSU, the final grades for this agreement within 10 working days of the last day of attendance in the consortium courses.

The host institution agrees to notify NMSU if the student drops or withdraws from any course(s) during the enrollment period. Failure to complete classes at the host institution will make the student ineligible for future consortium agreements.

The host institution and NMSU, by signature of authorized officials on this document, hereby agree that upon enrollment in six hours the student named in this agreement, for the term and hours recorded, NMSU shall serve as the home institution and shall administer all financial aid for this student during his/her period of enrollment as a degree seeking student with NMSU. It is further agreed that completion of this agreement precludes awarding financial aid of this student by the host institution during this period.

NMSU will determine enrollment status: cost of attendance is based on actual tuition charged for concurrent enrollment at each institution. There is no refund if withdrawal takes place after the add/drop period. All recipients must maintain satisfactory academic progress for financial aid under the policy of the home institution.

Receiving financial aid funds from two institutions for the same period of enrollment is illegal.

III. Instructions

- 1) Make an appointment with your financial aid advisor to discuss the eligibility requirements and conditions you must meet for the consortium.
- 2) Decide what classes you are planning to take at your host institution: write the specific class and the specific course number in the space provided.
- 3) Read and follow the directions on each section of the Consortium Agreement, making sure to obtain the proper signatures. Make sure each section is completed.
- 4) Once you have registered for your classes at NMSU and you have signatures/approval, return the Consortium Agreement to your financial aid advisor.

> To be eligible for student loans and/or work-study you must be enrolled for 6 credit hours at your home school.

> It is required that you designate as your home school the school from which you expect to receive your highest degree or certificate.

> Deferments: NMSU issues deferments for NMSU classes only, not for classes taken at another school; therefore, you must pay the host school's tuition with your own monies.

Student Signature

Date

Please return this form to the Financial Aid Office at your primary campus.