

# Consortium Agreement

Student ID: \_\_\_\_\_

Spring 2023

Submission Deadline: December 16, 2022

## STEP 1 – To Be Completed by the STUDENT (all fields required):

First Name:	M.I.	Last Name:
University Email:	HOME Institution: University of Arizona	# Enrolled Arizona Units:
Arizona Campus Location:	VISITING Institution:	# Enrolled Visiting Units:

I will be enrolled at the VISITING institution above for the following reason(s):

- University of Arizona equivalent course(s) are full.  
 University of Arizona does not offer the course(s) I need.  
 Other (**Required: Attach a written statement with this form explaining the circumstances further**)

**STUDENT CERTIFICATION STATEMENT:** I, the student, certify all of the following (check each box):

- I have read and understood all policies as stated here <https://financialaid.arizona.edu/policies/consortium-agreement>.  
 I attest I am enrolled in the minimum 6 University of Arizona units, and I am taking courses at the VISITING institution due to either:  
 1) University of Arizona equivalent course(s) are full **OR**  
 2) University of Arizona does not offer the course(s) I need.

**Otherwise, I have attached a personal statement describing why I am unable to enroll in at least 6 University of Arizona units.**

- I must notify OSFA of any changes in enrollment at either institution **and** understand that I am responsible for paying for courses in which I am enrolled, regardless of the decision on this form.  
 In the event of a withdrawal from any or all classes, I may be responsible for the repayment of financial aid received.  
 I am responsible for sending all official transcripts for the visiting institution units approved under this consortium agreement to the University of Arizona and understand my financial aid disbursements for future terms may be delayed until official transcripts are received.  
 I understand that submission of an incomplete form will delay the review of this Consortium Agreement and I agree to provide any requested documentation before the deadline.

Student Name: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## STEP 2 – To Be Completed by the VISITING INSTITUTION Financial Aid Office (all fields required):

This student is registered in the course(s) listed below at our institution. These course(s) are not by correspondence. As a Title IV certified Visiting Institution, we agree to share information about the student's enrollment as requested by the University of Arizona Office of Scholarships & Financial Aid (OSFA) and agree our institution will not award or pay Title IV aid during this term.

VISITING Institution Course Prefix & Number	VISITING Institution Course Title / Description	Number of Units	VISITING Institution Name:	
			Title IV School Code:	
			Financial Aid Official's Email Address:	
			Financial Aid Official's Phone Number:	
			Tuition Cost:	\$

Tuition is:  Paid  Unpaid

VISITING Institution Financial Aid Official's Name \_\_\_\_\_

VISITING Institution Financial Aid Official's Signature \_\_\_\_\_ Date \_\_\_\_\_

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## STEP 3 – To Be Completed by the University of Arizona Office of the Registrar (OSFA will submit form on student's behalf):

This section is for internal University of Arizona departmental use only.

VISITING Institution Course Prefix & Number	VISITING Institution Course Description	Number of Units	University of Arizona Course Equivalent	University of Arizona Units Equivalent*

Current Semester University of Arizona Enrollment	
*University of Arizona Consortium Units Equivalent +	
<b>Student's TOTAL combined units</b>	<b>=</b>

Office of the Registrar Official's Name: \_\_\_\_\_

Office of the Registrar Official's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### ~ STUDENT COMPLETION INSTRUCTIONS ~

- 1. This form is intended for University of Arizona students seeking to be considered for Federal Student Aid, including Federal Pell Grant and Federal Direct Loans, based on their total combined University of Arizona and Visiting Institution enrollment.\*** If this applies, complete the Student Section (Step 1 on page 1).

*\*Students DO NOT need to complete this form in order to transfer non-University of Arizona credit toward their degree.*

- 2. After completing Step 1, student must submit form to the VISITING Institution's Financial Aid Office** to certify enrollment, tuition charges, and eligibility in the Visiting Institution section (Step 2 on page 1).
- 3. Student will submit completed form to OSFA** via method of choice at <https://financialaid.arizona.edu/forms#formdocumentsubmission>. Blank or incomplete fields will delay review of the form. **OSFA will submit the form on the student's behalf to the Office of the Registrar to have Step 3 on page 2 completed. Please DO NOT submit this form to the Office of the Registrar directly.**
- 4. OSFA will notify the student via University of Arizona email** if original submission is insufficient. Students must monitor University of Arizona email for a Consortium Agreement decision or requests for additional information once form is submitted. Form and any corrections or omissions must be submitted by the deadline stated at the top of this document.