



2024-2025 Consortium Agreement Instructions

The purpose of a consortium agreement is to allow the university from which a student is seeking a degree (home institution) to consider enrollment and corresponding costs of attendance at another university (host institution) for either some or all semester credits that will count towards the degree at the home school. The home institution then awards and disburses financial aid for credits taken at both institutions. The consortium agreement further prohibits the host institution from processing financial aid for the student for that semester. A student can only receive Federal Student Aid for courses that are applicable to the student's degree program.

The host institution must be an approved Title IV school, meaning they have a federal Title IV code and can process federal financial aid.

Student Eligibility

In order for you to be eligible for a consortium agreement, you must:

1. Be an accepted student enrolled in a Title-IV eligible program at UW-Whitewater
2. Be eligible for financial aid under all other financial aid requirements (e.g. maintaining Satisfactory Academic Progress, not owe any Title-IV overpayments, etc.)
3. Be taking courses at the host institution that are required for the student's program of study here at UW-Whitewater.

Because Clearinghouse reporting cannot combine the credits from two institutions when determining half-time enrollment reporting for loan deferments, it is recommended that you be enrolled at least half-time here at UW-Whitewater (to be considered enrolled half-time, undergraduate students must be enrolled in 6 or more credits and graduate students must be enrolled in 4.5 or more credits). If you are enrolled less than half-time at both institutions, your loans will enter their grace period and/or you may be required to start repaying your existing student loans.

Process

Because the consortium agreement process requires two forms and several sign-offs, you are encouraged to initiate the process well in advance of the start of the term. You should follow this process:

1. Complete the *Student Section* of the form on the next page and submit both pages of the form to the Financial Aid Office at the host institution. You should request the form be completed and returned to the Financial Aid Office at UW-Whitewater.
2. Complete a Transfer Credit Agreement (TCA) form, available by emailing transferadmit@uww.edu. Note that it can 3-4 weeks for the TCA to be processed.
3. Once you receive the approval from the Admissions Office, submit the document you sent to the Admission Office and their approval email to the Financial Aid Office.
4. You are required to pay any tuition charges/fees at the host institution by that institution's deadline regardless of whether or not UW-Whitewater has processed your aid. UW-Whitewater will not make any payments on your behalf. Further, you may not receive financial aid from more than one institution for the same period of attendance.

(Directions page; does not need to be sent to host institution.)



2024-2025 Consortium Agreement

This consortium agreement is entered between:	
University of Wisconsin – Whitewater	and
(Home Institution)	(Host Institution)

Student Section

First and Last Name _____

Address _____

City, State, Zip Code _____

UW-Whitewater Student ID# _____ Email Address _____

Under this Consortium Agreement, I agree that:

1. I am enrolled as a degree seeking student at UW-Whitewater, the Home Institution.
2. I have completed the 2024-2025 Free Application for Federal Student Aid.
3. I am not receiving financial aid at the host institution.
4. I understand that I am responsible for paying any tuition charges/fees at the host institution by that institution’s deadline regardless of whether or not UW-Whitewater has processed my financial aid.
5. I understand that UW-Whitewater will not make payments to the host institution on my behalf.
6. I have completed the Transfer Credit Agreement form and submitted it to the Admission Office. I agree to forward the approved Transfer Credit Agreement I receive from the UWW Admission Office.
7. I will notify the UW-Whitewater Financial Aid Office if I do not start any of the courses associated with this Consortium Agreement and/or if I drop any or all of these courses at any point in the term.

I hereby request that information regarding my enrollment and costs of education for the term indicated below be sent to the UW-Whitewater Financial Aid Office, which is my home institution.

- Fall 2024 Semester
- Winterim 2025 Semester

- Spring 2025 Semester
- Summer 2025 Semester

Student Signature _____ Date _____



Host Institution Section

This section is to be completed by the Financial Aid Office at the host institution:

The host institution agrees to the following:

- NOT TO PROVIDE federal or state financial aid for the student named above for the semester selected above.
- To verify enrollment status and report the cost of attendance below.
- Notify the Home Institution of any changes in the named student’s enrollment status.

Enrollment Status:

Course Name	Course Number	Number of Credits
1.		
2.		
3.		

Semester Start Date _____ Semester End Date _____

Cost of Attendance:

Category	Amount
Tuition and fees:	\$ _____
Books and supplies:	\$ _____
Others (Specify):	\$ _____
Total:	\$ _____

Financial Aid Officer’s Printed Name _____

Financial Aid Officer’s Title _____

Financial Aid Officer’s Signature _____

Date _____ School Code _____