

Office of Financial Aid

What is a consortium agreement?

A consortium agreement is a binding agreement between eligible institutions which enables you to receive Pell grant at Texas A&M International University (TAMIU) while visiting another institution (Host Institution). **Consortium agreements are subject to approval.** Approval of this form will only allow hours to be counted towards financial aid eligibility; it does not guarantee additional funding.

There are 3 sections to this form, all of which need to be completed in full before the request will be processed. **Please make sure you read the checklist thoroughly to ensure you have all items complete and that you meet the eligibility requirements.**

Student Checklist:

- Complete Section I of the Consortium Agreement form. You must be good SAP standing and otherwise eligible for aid.
- Contact **your** Academic Advisor at TAMIU to have Section II completed and to review the terms of the agreement. You meet the following requirements:
 - You must be enrolled in a degree-granting program at Texas A&M International University during the consortium term and the courses you wish to take at another institution are applicable to your degree program.
 - The course(s) you wish to take at another institution are **NOT** offered at Texas A&M International University during the consortium term. **If they are, a written statement will be needed by your academic advisor stating why he/she is advising you to take course(s) at Host.**
 - If you have already completed a consortium agreement in your current degree-granting program, the following applies:
 - You cannot use a consortium for more than 3 terms in one degree-granting program,
 - You must have successfully met the terms of your previous consortium agreements, including, providing a transcript to Texas A&M International University. If you withdrew or dropped courses at host institution after aid and the consortium was approved, you are disqualified from future consortiums.
- Contact your Host Institution's Financial Aid Office to have Section III completed. **You may NOT receive any federal, state, institutional or private aid from your Host Institution while receiving aid at TAMIU during the consortium term.**
- Return the completed form to the Office of Financial Aid at Texas A&M International University **with a copy of the receipt (Student Schedule and Bill) from the Host Institution of tuition and fees paid.**
- Deadline to submit a complete consortium agreement is census date.**
- Once you have completed the consortium term, **you must send an official transcript to the Office of the Registrar at Texas A&M International University** for reporting and recording of credits earned. Please note that a financial aid hold will be placed in your records until transcript is processed.

Updated: September 2016

Office of Financial Aid

CONSORTIUM AGREEMENT

Between
Texas A&M International University and _____
 (Home School) (Host School)

Section I : To be completed by the student	
Name:	Social Security Number: XXX-XX-_____
Home Address:	ID at TAMIU:
City:	State: Zip:
Student Email Address:	Phone #:
Consortium Term: Fall _____ Spring _____	
Students can only apply for one term per consortium agreement. Multiple terms will not be considered.	
Do you plan to register at TAMIU during the consortium term? (check one) <input type="checkbox"/> Yes or <input type="checkbox"/> No	
If Yes: How many hours do you plan to register for at Texas A&M International University? _____	
If No: Submit written narrative and supporting documents explaining why you are not taking courses at TAMIU.	
Statement of Authorization: I agree to (initial next to each statement): _____ Submit this completed form to TAMIU by census date of the Fall/Spring/Summer term with a copy of the receipt (Student Schedule and Bill) from the Host Institution of tuition and fees paid. _____ Complete the hours indicated in Section III of this form at the Host Institution and notify TAMIU if the hours are changed or if I drop or withdraw. _____ Comply with TAMIU’s and the Host Institution’s policies regarding refunds, Satisfactory Academic Progress, and all eligibility requirements, this includes not receiving aid from more than one institution during the term. _____ Pay fees according to payment deadlines for each institution. (NOTE: TAMIU will disburse aid according to our disbursement schedule. If fees are due at the Host Institution prior to the disbursement schedule at TAMIU, I will need to make arrangements to pay by that deadline. _____ Allow Texas A&M International University and my host institution to share information relating to my enrollment and financial aid eligibility. _____ Send an official transcript at the end of the consortium term to the Office of the Registrar at TAMIU for reporting and recording of credits earned.	
Student Signature:	Date:

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Section II: To be completed by student's TAMIU academic advisor or Dean's office

Please list below all courses the student plans to take at the **host institution** during the consortium term and their TAMIU equivalents. (If necessary, list additional coursework on a separate sheet)

Course:	TAMIU Equivalent:
Course:	TAMIU Equivalent:

1. Please sign below verifying that the courses the student plans to complete during the consortium term will be accepted as part of the student's degree program at Texas A&M International University.
2. **Your signature also confirms that the student is degree-seeking at Texas A&M International University and that the courses requested are not available at TAMIU during the same semester. If the courses ARE available at TAMIU, attach a statement on letterhead explaining why you are approving the student to take the course(s) elsewhere.**

Advisor Signature:	Date:
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Printed Name of Advisor and Department:	Phone #:
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Section III: To be completed by the Host School's Financial Aid Office (not TAMIU)

Enrollment Dates at Host School: _____ to _____
 Student's ID at Host Institution: _____
 Enrollment status while at Host School: _____ credit hours
 (circle one) ¼ time ½ time ¾ time full-time

Please list below all courses that 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 in a separate sheet, if necessary)

Course:	Credit Hours:
Course:	Credit Hours:

Total tuition/required fees at Host Institution for enrollment dates and courses listed above: \$ _____
 Room & Board Costs \$ _____

- The Host institution agrees to:
- Confirm this student is in a transient/visiting status in an academic program that meets the Title IV student financial aid requirements.
 - **Not award any federal, state, institutional, or private aid during the time the student is enrolled at the host institution.**
 - Accept payment from the student and apply it to fees and disburse any credit balance to the student in Accordance with the host institution's disbursement policies.
 - Notify Texas A&M International University of the date student withdraws or drops any hours reported on this form.

Signature:	Date:
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Printed Name/ Title:	Office Phone:
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Email Address:	Office Fax:
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