



PO Box 1500
Sheridan, WY 82801
(307) 674-6446



300 W. Sinclair
Gillette, WY 82718
(307) 686-0254

2014 -2015 Consortium Agreement

A consortium agreement is a written contractual arrangement between two postsecondary institutions for the purpose of administering financial aid for the named student. A consortium agreement allows the institution at which the student is seeking his or her degree (the Home School - NWCCD) to combine credits from the other school (the Host School) and process financial aid based on the total.

The student can register for classes at NWCCD and the host school at any allowable time. The student must be seeking a degree in a financial aid eligible program at NWCCD, and the course(s) taken at the host school must transfer to the student's program at NWCCD.

Once the completed consortium agreement is submitted to the Financial Aid Office, it will be reviewed to ensure transferability of coursework from the Host School to the Home School, and the student's financial aid will be revised to reflect the student's enrollment at both NWCCD and the host school. Courses not transferable will not be counted toward the enrollment status for purposes of financial aid.

Students seeking a degree from NWCCD while simultaneously enrolled for credit(s) at the host school will receive federal financial aid only from NWCCD. The Host Institution will inform the Home Institution of the student's dropped/withdrawal coursework throughout the specified term. The Home Institution will be responsible for any refund attribution to its own financial aid accounts. A Return of Title IV Funds calculation will be done when a student withdrawal's from all Home Institution courses, regardless of enrollment status at host institution.

If the request for a consortium agreement is denied, the student's financial aid will be solely based on enrollment at NWCCD. In such case, any classes taken at another institution will be at the student's expense.

Students requesting federal financial assistance are subject to a review of their academic standing each semester. SAP will be evaluated in accordance with NWCCD policy and will include performance in the host institution courses. Students are personally responsible for requesting that an academic transcript be sent to NWCCD at the end of the semester of enrollment.

Satisfactory academic progress (SAP) is defined as at minimum maintaining a cumulative grade point average (GPA) of 2.00 and successful completion of at least 67% of all credit hours attempted. See the Student Handbook for more information about SAP.

It is the student's responsibility to ensure that an academic transcript from the Host Institution representing work attempted under this Agreement arrives at the Home Institution at the end of each term once grades are posted. Students will have a hold placed on their financial aid until NWCCD receives their transcripts from the Host School. Failure to submit grades at the end of the semester could result in loss of Title IV federal aid for future semesters.

Enrollment status and cost of attendance (COA) information will be exchanged between the institutions to determine the student's eligibility, calculate financial aid awards, disburse funds, monitor satisfactory progress, and distribute any refund or repayment.

Payment of institutional charges at the Home School by financial aid will be done according to the Home School's disbursement procedures. **The student is responsible for payment at the host institution according to the institution's payment policy and deadlines. NWCCD will NOT send payments to the host institution. Any credit balance will be refunded to the student according to NWCCD disbursement schedules.**

As a condition of the agreement, the student authorizes both NWCCD and the host Institutions to share all relevant information relating to the student's application for and receipt of financial aid.

This agreement may be canceled by either school upon written notification and will automatically terminate at the conclusion of the enrollment period identified in the consortium agreement.

A new consortium agreement must be submitted for each semester of enrollment.

My signature below confirms that I have read, understand and agree to abide by the above consortium between NWCCD as my Home School and the Host School as indicated on the following form.

PRINTED NAME (PLEASE PRINT LEGIBLY)

STUDENT ID #

STUDENT'S SIGNATURE

DATE

Revised January 2015



2014-2015 Consortium Agreement



Host School:					
Host School Contact Person:			Phone Number:		
Email address:			Fax Number		
STUDENT INFORMATION					
Student's Last Name (PLEASE PRINT)		First Name		MI	NWCCD Student ID
Cellular Telephone Number		Home Telephone Number		Work Telephone Number	
Are you receiving the Hathaway Scholarship at either NWCCD or the host institution? If yes, please circle the institution name.					
Yes		No		NWCCD	Host
For which semester are you completing this form?			Fall 2014	Spring 2015	Summer 2015

Enrollment Periods covered by this Agreement

Enrollment Period at NWCCD	Beginning (mm-dd-yy)	Ending (mm-dd-yy)	Enrollment Period at Host School	Beginning (mm-dd-yy)	Ending (mm-dd-yy)

Course work to be completed this term. (Indicate all courses taken and where they are taken)

	Course Dept, number & section	Course Title	Semester Cr Hrs	NWCCD	Host School
1					
2					
3					
4					
5					
6					
7					

Use an additional sheet of paper if necessary

NWCCD signatures signifying transferability of course work.

Registration Official's Signature

Date

TO BE COMPLETED BY HOST SCHOOL

Will the student receive any financial aid at your institution?

Yes No

If yes, type and the amount:

COST OF ATTENDANCE

Tuition and Fees	\$	Meals	\$
Books and Supplies	\$	Transportation	\$
Housing	\$	Personal and miscellaneous	\$

As the host institution, the Financial Aid Office agrees to notify NWCCD if the student withdraws from any classes taken under this agreement. Host institution's FAO signature confirms COA and acceptance of financial aid conditions for NWCCD students.

Host institution FAO name	Host institution FAO signature	Date
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TO BE COMPLETED BY NWCCD

COST OF ATTENDANCE

Tuition and Fees	\$	Meals	\$
Books and Supplies	\$	Transportation	\$
Housing	\$	Personal and miscellaneous	\$

Host institution FAO name	Host institution FAO signature	Date
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Title	Email	Telephone
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