



Office of Student Financial Aid
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Consortium Agreement Procedures for Study at U.S. Institutions Other Than the University of Iowa

The *only* purpose of a consortium agreement is to ensure disbursement of the proper amount of financial aid. Consortium agreements will not be processed unless they are necessary for you to receive your federal financial aid. It is possible to receive federal financial aid through the UI while taking courses for a semester or an academic year at another domestic institution if the following requirements are met:

- The earned credit hours must transfer to the UI and apply toward your degree requirements.
- The UI Office of Student Financial Aid (UI OSFA) must have the results from your Free Application for Federal Student Aid (FAFSA) and you must meet all the terms and conditions required by the federal financial aid programs.
- You must take less than 12 hours (undergraduate students) or less than 9 hours (graduate students) at the UI.
- A maximum of 60 credit hours can be transferred toward your degree requirements, if you transfer classes from a community college. Financial aid eligibility will be determined using the actual number of hours that transfer to the UI.
- You must not have been dismissed from the University of Iowa.

If you meet the above requirements, complete this form and return it to the UI OSFA.

You may receive financial aid for only the **courses that transfer back to the UI and count as hours toward your degree requirements**. Use the *Transfer Courses* section of MyUI (<http://myui.uiowa.edu/my-ui/courses/transfer.page>) to obtain an unofficial credit evaluation to assist you in determining whether a specific course will transfer to the UI.

After submitting this form to our office, a financial aid counselor will initiate the consortium agreement with the other institution. Typically it takes two weeks or longer to get the necessary signatures on a consortium agreement. Your aid will not disburse until we receive the completed consortium from the other institution.

You must complete a consortium agreement for **each term** that you register at another school because the consortium agreement will only cover classes for which you have already registered. A consortium agreement signed in the fall will cover only fall classes and you will have to process another agreement for the spring semester after you have registered for spring classes.

Deadline: If you will enroll simultaneously at The University of Iowa and another institution and are receiving federal grant money, you must complete this consortium process no later than the UI's last day to drop individual courses that will have an impact on your tuition and fee assessment. This typically occurs the second week of the fall and spring semesters and the first week of the summer session. For loan monies, you have up to the last week of classes to complete this process. We cannot create or increase a loan after the last day of classes for that semester.

Other things you should know about the consortium agreement:

- ◆ You can only receive financial aid from one institution. Your financial aid should be awarded by the institution from which you will receive your degree (your "home" institution). The home institution will process a consortium agreement with the other school (your "host" institution).

- ◆ After the consortium agreement is processed, the UI OSFA will contact the UI Registrar's Office and request they register you in either 6998:0001 *Undergraduate Transfer* or 6997:0001 *Graduate Transfer* for the number of credit hours that will transfer from the other school and be applied toward your degree. This registration is needed so the UI Billing Office can disburse your financial aid to you. **Do not inadvertently drop this class.**
- ◆ If there are past-due charges on your UI University bill or other restrictions on your registration, you will need to resolve those restrictions before the UI Registrar's Office will register you for the transfer course.
- ◆ You must be registered for enough hours to qualify for financial aid (at least six hours for undergraduate students and five hours for graduate students). If you enroll simultaneously at UI and another school, the total registration hours between the two schools will be used to determine your financial aid eligibility. If you receive scholarship(s) from UI, they may be reduced or canceled based on the terms of the scholarship and/or the number of hours you are taking at the UI.
- ◆ The University of Iowa will not send any payments to the other school. You will be responsible for paying any program fees/bills at the other institution. You may use financial aid funds that are refunded to you by the UI to pay the other school.
- ◆ If you receive financial aid funds for classes approved by this consortium agreement, after you complete the course(s), **it is your responsibility to provide an official transcript to the UI Office of Admissions. You will not be permitted to register for any upcoming sessions at The University of Iowa until the official transcript is received.** If you have early-registered for a subsequent semester and the official transcript is not received in a timely fashion, your early registration will be voided.

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I will register for _____ hours at The University of Iowa and _____ hours at the host institution for 20_____

Fall Spring Summer

Name/Location of Institution	Department & Catalog Number	Course Title	Term/Year	Credit Hours (semester/quarter hour)	Have you previously taken this course or the equivalent?
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No

My signature below certifies that I have read and understand all of the preceding information and:

- **I understand that it is my responsibility to assure that**
 - the credits from the host school will be accepted by the UI and
 - the courses will transfer as I intended.
- **I agree to provide a transcript from the host institution as soon as possible upon completion of the term.**

Student's Signature

UI Student ID #

<i>Office Use Only</i>	Copy given to student: _____
	Community college credit hours to date: _____
	Hours approved to transfer with this consortium _____
Initials	Date