CONSORTIUM AGREEMENT

Name (Last, First, Middle)       Date of Birth       W Number

Parties to the Agreement

Home Institution
UNIVERSITY OF WYOMING

Host Institution

Enrollment Periods covered by this Agreement

<table>
<thead>
<tr>
<th>Enrollment Period at University of Wyoming</th>
<th>Beginning (mm-dd-yy)</th>
<th>Ending (mm-dd-yy)</th>
<th>Enrollment Period at Host Institution</th>
<th>Beginning (mm-dd-yy)</th>
<th>Ending (mm-dd-yy)</th>
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</table>

Course work to be completed this term

<table>
<thead>
<tr>
<th>Course Dept. Name, Number &amp; Section</th>
<th>Course Title</th>
<th>Semester Cr. Hrs.</th>
<th>Quarter Cr. Hrs.</th>
<th>UW</th>
<th>Host School</th>
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Terms & Conditions Covered by this Consortium Agreement

1. The University of Wyoming requires the student to enroll in six or more credits at UW for the semester this agreement covers. An agreement must be completed every semester for which the student wishes to take courses at a Host Institution and have those credits count toward financial aid eligibility. The student’s cost of attendance will reflect UW’s budget combined with actual tuition and fees for the Host Institution.

2. The student seeking a degree from the University of Wyoming (UW) but wishing to enroll for credit at a Host Institution will receive federal financial aid from UW, based in part on enrollment information provided by the Host Institution. Students must complete this consortium agreement at least 30 days prior to the Home Institutions first day of classes to allow adequate processing time or their financial aid may be delayed.

3. Payment of institutional charges by financial aid will be done according to UW’s disbursement procedures. Any excess funds will be disbursed to the student. The student will be responsible for making tuition payments to the Host Institution according to the schedule required by that institution. No special time schedule will be set for students who owe tuition charges at the Host Institution.

4. To ensure transferability of coursework from the Host Institution to UW, the student’s advisor and UW’s registrar must approve the student’s proposed schedule for courses at the Host Institution as listed on this form. Courses not shown on the approved schedule will not be eligible to be counted toward enrollment for purposes of financial aid. Any 900 level courses cannot be transferred to UW and will not be counted for financial aid hours.
5. As a condition of this agreement, the student authorizes both UW and the Host Institutions to share all relevant information relating to the student’s application for and receipt of financial aid, if that information is needed by the other institution. The student’s signature on this form also indicates that he/she is aware that the proceeds of all financial aid received for the applicable term must be used only for educational expenses incurred at UW and the Host Institutions.

6. Student should check with the Scholarships & Financial Aid office about the use of Scholarships for a consortium. For Example, classes taken at a non-Wyoming Host Institution would not count toward meeting enrollment requirements for the Hathaway Scholarship.

7. It is the student’s responsibility to ensure that an academic transcript from the Host Institution representing work attempted under this agreement arrives at UW at the end of each term once grades are posted. Students will have a hold placed on their financial aid until UW receives their transcripts from the Host School.

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**Student’s signature indicating acceptance of all terms of this agreement**

<table>
<thead>
<tr>
<th>Student’s Signature</th>
<th>Date</th>
<th>Student’s Telephone Number ( ) -</th>
<th>Student’s e-mail address</th>
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</thead>
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**Advisor/ Registrar’s Signatures Required**

**University of Wyoming signatures signifying transferability of proposed course work**

<table>
<thead>
<tr>
<th>UW Academic Adviser’s Signature</th>
<th>Date</th>
<th>Adviser’s Telephone Number ( ) -</th>
<th>Adviser’s e-mail address</th>
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</thead>
<tbody>
<tr>
<td>UW Registration Official’s Signature</td>
<td>Date</td>
<td>Admission Telephone Number (307) 766-5272</td>
<td>Admission e-mail address <a href="mailto:registrar@uwyo.edu">registrar@uwyo.edu</a></td>
</tr>
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**Host Institution’s Responsibilities**

- The Host Institution agrees to notify UW, in a timely manner, of any non-federal aid awarded to this student during the period covered by this Agreement.
- The Host Institution will inform UW of the student’s dropped/withdrawal coursework throughout the specified term. UW 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 withdraws from courses at both institutions. **Student's ending the term with “All F’s” may be responsible for repayment of financial aid.**
- The Host Institution will document both the last date of attendance in all its classes and attendance in at least one class period, if requested by UW. Contact Laurie Jaskolski at: lreh@uwyo.edu
- Neither institution waives its governmental immunity by entering into this agreement. Both institutions fully retain all immunities and defenses provided by law. **This agreement may be canceled** by either institution upon written notification and will automatically terminate at the conclusion of the period identified in the “Enrollment Periods.”

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**Host Institution signature indicating acceptance of all terms of this agreement**

<table>
<thead>
<tr>
<th>Host Institution Financial Aid Official’s Signature</th>
<th>Date</th>
<th>Financial Aid Telephone Number ( ) -</th>
<th>Financial Aid e-mail address</th>
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<tbody>
<tr>
<td>Printed Name</td>
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<td>Host School Tuition and Fees $</td>
<td>$</td>
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<tr>
<td>Total Combined Tuition and Fees $</td>
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<td>UW Tuition $ Fees $</td>
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Did you know that you can take classes at other schools and still get your degree and financial aid from the University of Wyoming?

Would you like to qualify to receive federal financial aid by combining your credit hours from two or more institutions? It is possible. To do this, an individual agreement must be negotiated with the other institution you want to attend. Such an agreement is called a **Consortium Agreement**. Listed below are some of the things you’ll want to know about this process.

- If you plan to take a minimum full-time course load (12 credit hours) at one institution, it is not necessary to have a Consortium Agreement if you want to take additional credit hours at another institution. Your federal financial aid will not be increased.

- The institution from which you will receive your degree is called your HOME INSTITUTION. The other college where you want to take a course or courses is called your HOST INSTITUTION.

- You must complete a separate Consortium Agreement 30 days prior to the beginning of the term or semester for which the agreement is applicable.

- You must be admitted to each institution from which you will be earning credits.

- You may receive federal aid from only one institution in any given term or semester.

- To receive federal financial aid from the University of Wyoming, you must enroll at UW for at least 6 hours, with the exception of summer for any term or semester in which you are taking courses from more than one institution.

  🚀 ReNew Students are excluded from this.

- Students should check with Scholarships & Financial Aid about the use of Scholarships for a consortium.
  - For Example, classes taken at a non-Wyoming Host Institution do not count toward meeting Hathaway enrollment requirements

- To receive federal aid from UW, the course work you take at another institution must be transferable to the University of Wyoming. Consequently, your academic advisor needs to approve each course that you propose to take at the other institution. You are responsible for assuring that your credits earned elsewhere are transferred to UW.

- Your cost of attendance will be adjusted to reflect your actual tuition costs. This may mean that your federal aid eligibility will be reduced to reflect the lower tuition charges at the other institution.

- **Any financial aid from UW will not be made available in full until your enrollment at the host institution is confirmed. This will probably mean that you must pay the other college’s tuition and fees from your own resources and then be reimbursed when your aid becomes available to you.**

MORE INFORMATION ON THE BACK
• No Federal Work-Study money awarded by the University of Wyoming is available for Work-Study jobs at another college.

• Upon completion of a term or semester in which you enrolled for credit at another institution, you must ask the other institution to provide an official transcript to the UW Admission/Registrar’s Office as promptly as possible. Your federal aid for the next term or semester may be withheld until your full academic record is available and reviewed by UW registration and financial aid staff.

• A formal Consortium Agreement must be signed by representatives of both institutions before you may receive federal aid for course work you take at another institution.

• You are expected to know and abide by all the applicable academic, social, and administrative rules, regulations, and policies of both institutions you are attending. Carefully read institutional catalogs, bulletins, and class schedules. Ask questions if you don’t understand!

For more information about Consortium Agreements, please contact Scholarships & Financial Aid by visiting 174 Knight Hall, writing to 1000 E University Ave, Dept. 3335 Laramie, Wyoming, 82071-3335, calling (307) 766-6727 sending an e-mail message to lrhe@uwyo.edu.

*Persons seeking admission, employment, or access to programs of the University of Wyoming shall be considered equally without regard to race, color, national origin, sex, age, religion, political belief, handicap or veteran status.*