Request for Approval of a Financial Aid Consortium Agreement

A consortium agreement is a contract between two colleges/universities that recognizes the registration of a student at another site for financial aid purposes. It also certifies that only one of the two colleges/universities will process financial aid for the student. On a very limited basis Binghamton University may permit the use of federal financial aid for studying at another campus, but prior approval must be requested and approved by our office before such a contract will be entered into. Approval from your Academic Advisor must also be obtained.

A consortium agreement will NOT be approved for coursework you want to take elsewhere for the following reasons:
- You have met all of your degree requirements.
- You already took the course at Binghamton University but want to improve your grade (grades do not transfer back and thus your GPA will not change by taking coursework elsewhere).
- The course is taught at Binghamton University but the course is easier at another college than taking it here.
- You will not be enrolled at least 6 credits combined between the other school and Binghamton University.
- If you are already enrolled full-time at Binghamton University for the same term you wish to take coursework elsewhere (you are already receiving the maximum financial aid possible and there is no need for a consortium, you would simply pay the other school out of any excess financial aid not used at Binghamton University).

In order to be considered for a Consortium Agreement you must complete the following steps:

1. Complete page two of this form with a detailed explanation of why you are requesting to take coursework elsewhere.
2. Contact the other college/university to find out if they would be willing to participate in this agreement (not all schools are willing to participate).
3. Understand that you will NOT receive ANY New York State aid, such as TAP, Merit Scholarships, or NYS Lottery Scholarships while under this consortium.
4. Understand that you, the student, are responsible to complete the actual consortium agreement itself (if approved) which includes: obtaining required information and signatures from your Binghamton University academic advisor and getting the consortium agreement to the other college/university for completion of their section. The other school should return the completed consortium to Binghamton University, and it is the student's responsibility to follow up to ensure this is done.

Once a decision has been made on your request for a consortium, our office will send you an email advising you of that decision. If you are approved, that email will contain the actual consortium agreement. You should immediately begin completion of this form with your academic advisor and then sending it on to the other school, in order to meet the applicable semester deadline below.

**Please Note:** You should be aware of the other school's tuition and billing deadlines and policies. Binghamton University will process financial aid according to our academic calendar and policies. Financial Aid will not be disbursed early or outside our normal timeframe, and any excess of financial aid funds will be paid directly to you and not to the other school. You, the student, are responsible to pay the other school according to their guidelines and this may mean you need to pay them up front and wait for financial aid to come through as scheduled at Binghamton University, or that you could incur late fees at the other school which are not the responsibility of Binghamton University.

Deadlines for submission of this request are:

- Summer 2017: July 14, 2017
- Fall 2017: September 22, 2017
- Spring 2018: February 16, 2018

Please note that any request submitted after the applicable semester deadline may be denied.
Request for Consortium Agreement

Name: ____________________________ B# ____________________________

Semester of Request: _____ Summer 2017 _____ Fall 2017 _____ Spring 2018
(check only one)

YOUR TOTAL ENROLLMENT MUST BE AT LEAST 6 CREDITS FOR THE PERIOD CHECKED ABOVE, EITHER ALONE OR COMBINED WITH COURSEWORK TAKEN AT BINGHAMTON UNIVERSITY DURING THE SAME SEMESTER.

Name of School you plan to attend: ____________________________________________________________

Has this school agreed to participate in a consortium agreement? _____ Yes _____ No

How many credits total do you plan to take at this other school? ____________________ credits

Will coursework be taken at Binghamton University at the same time? _____ Yes _____ No

If yes, how many credits during this same semester? __________ Credits

When do you plan to graduate from Binghamton University? __________________________

Please explain in full detail the extenuating circumstances why courses cannot be taken at Binghamton University. Please use a separate sheet if additional space is needed in order to give full detail.

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By signing I signify I have read and understand the process outlined on the first page of this document.

Student Signature ____________________________ Date ____________________________

FOR OFFICE USE ONLY: Current Cumulative GPA: ______ Approved: ______ or Denied: ______
Details posted on RHACOMM: _____________ Student notified via email: _____________
Counselor Signature: ____________________________ Date: ____________________________

REVISED 12/5/16