

Financial Aid Consortium/Contractual Agreement

Student Name: _____ Student Andrew ID: _____

This agreement is entered into between Carnegie Mellon University, as the

Home Institution, and: _____,

the Host Institution, for the purpose of allowing matriculated students of Carnegie Mellon University to receive federal Title IV financial aid based upon their full-time enrollment at the Host Institution during the term of this agreement. This agreement is effective from:

_____ to _____

As the Home Institution, Carnegie Mellon University agrees to calculate and disburse financial aid for those students who are eligible, to include federal Title IV and/or state financial aid funds. Students are responsible for payment of all charges to the Host Institution. Financial aid funds will not be disbursed by Carnegie Mellon University to the student until all of the Consortium/Contractual Agreement conditions have been met. Payment of all financial aid funds will be made by crediting the student's Carnegie Mellon University student account. Actual tuition, fees and other educational costs at the Host Institution will be used for determining the award of financial aid funds, and Carnegie Mellon University will disburse these funds in the manner described above. This agreement will commence and terminate on the dates indicated above.

A student's eligibility for federal Title IV financial aid (as described in this Consortium/Contractual Agreement) will be considered after Carnegie Mellon University's receipt of completed pages 1 and 2 to this agreement and a letter from the student's Home Institution department verifying that the units/credits earned at the Host Institution will transfer toward a degree at Carnegie Mellon University (or, for students studying abroad, the completed Study Abroad Transfer Credit Permission Form provided by Carnegie Mellon's Office of International Education.) Any change in enrollment during the term of this agreement must be reported to Carnegie Mellon University and may affect the student's financial aid eligibility.

Name of Host Institution: _____

Address: _____

Financial Aid Officer Name: _____

Financial Aid Officer Signature: _____ Date: _____
(Handwritten Signature Required)

Telephone Number: _____

Important Note:

By signing this Consortium/Contractual Agreement, the Host Institution confirms that it is eligible to participate in U.S. Federal Student Aid (FSA) programs or that its eligibility or certification to participate in the FSA programs has not been terminated or revoked by the U.S. Department of Education and/or its application for certification or recertification to participate in the FSA programs has not been denied by the U.S. Department of Education. The Host Institution further confirms that it has not voluntarily withdrawn from participation in the U.S. Federal Student Aid (FSA) programs under a termination, show-cause, suspension, or similar proceeding initiated by the U.S. Department of Education or the Host Institution's state licensing agency, accrediting agency, or guarantor.

Carnegie Mellon University

SECTION A: Host (Non-CMU) Institution Information

Name: _____

Address: _____

Telephone Number: _____ Fax Number: _____

SECTION B: To be completed by the Registrar at the Host Institution.

Student Name: _____

Enrollment Period (mm/dd/yyyy): Beginning _____ and Ending _____

Number of Credits enrolled/registered for Enrollment Period: _____ Credits

Registrar Signature: _____ Date: _____

(Handwritten Signature Required)

SECTION C: To be completed by the Registrar or Financial Aid Officer at Host Institution.

Note: All costs must be translated into U.S. dollars.

Tuition and Fees: _____

Room and Board: _____

Transportation: _____

Books: _____

Personal: _____

Other: _____

TOTAL: _____

Name & Title of Registrar/Financial Aid Officer: _____

Signature: _____ Date: _____

(Handwritten Signature Required)

Return this completed form to:

Student Financial Aid Office
Carnegie Mellon University
5000 Forbes Avenue, Warner Hall A19
Pittsburgh, PA 15213 USA

Or email to thehub@andrew.cmu.edu

Consortium/Contractual Agreement Terms and Conditions

Read the below information and keep a copy for your records.

A Financial Aid Consortium/Contractual Agreement makes it possible for a matriculated student from Carnegie Mellon University to attend another post-secondary institution for one or two semesters during an academic year and to receive federal Title IV financial aid funds during that period of enrollment.

To enter into a Consortium/Contractual Agreement, the Host Institution must confirm that it is eligible to participate in U.S. Federal Student Aid (FSA) Programs.

Carnegie Mellon University is considered the Home Institution because it will confer the student's degree. The other school of attendance is designated as the Host Institution. A valid Consortium/Contractual Agreement requires the cooperation of Carnegie Mellon University and the Host Institution in order for students to receive federal Title IV financial aid assistance determined and disbursed through Carnegie Mellon University. The following terms and conditions govern this Consortium/Contractual Agreement and all of these conditions must be met before the disbursement of financial aid funds can be made to the student:

1. The student applying for study at the Host Institution must complete all of the required applications and forms necessary to receive financial aid. This may include a Free Application for Federal Student Aid (FAFSA) and CSS PROFILE, along with other supporting documentation. The foregoing is not an obligation of the Host Institution and is stated for the student's information.
2. The student must be enrolled full-time at the Host Institution and obtain a letter from his/her Carnegie Mellon University department verifying that the units/credits earned at the Host Institution will transfer toward his/her degree at Carnegie Mellon University. The foregoing is not an obligation of the Host Institution and is stated for the student's information.
3. The student must forward to the Host Institution a copy of the Carnegie Mellon University Financial Aid Consortium/Contractual Agreement for completion by the Host Institution. If the Host Institution agrees to enter into the Financial Aid Consortium/Contractual Agreement with Carnegie Mellon University, then the Host Institution's Financial Aid Office and Registrar must complete the applicable sections of the agreement and return them to the Student Financial Aid Office at Carnegie Mellon University. This is an obligation of the Host Institution.
4. Carnegie Mellon University cannot make financial aid disbursements to the student's account until Carnegie Mellon University has received the required paperwork for the student. This also assumes that the student has completed the appropriate forms to determine the student's eligibility for Title IV and Federal Direct Student Loan Assistance. The foregoing is not an obligation of the Host Institution and is stated for the student's information.
5. All of the forms required for a Financial Aid Consortium/Contractual Agreement must be completed and on file in the Student Financial Aid Office at Carnegie Mellon University before the due date required by the Student Financial Aid Office for the relevant semester. For the student's information, this due date occurs prior the last day of the semester in which the student is studying (according to Carnegie Mellon University's academic calendar) and is required to allow Carnegie Mellon University to disburse financial aid for that semester (subject to the student's eligibility). The student should contact the Student Financial Aid Office at Carnegie Mellon University for the required due date for the relevant semester. Consortium/Contractual Agreements completed and returned to the Student Financial Aid Office at Carnegie Mellon University after that date will not be considered for federal Title IV financial aid. If this Consortium/Contractual Agreement has been fully executed and returned to Carnegie Mellon University within the required time frame, students who are otherwise eligible will be eligible for all applicable federal Title IV and state financial aid. The foregoing is not an obligation of the Host Institution and is stated for the student's information.
6. Any change in enrollment during the enrollment period may affect the student's financial aid eligibility and must be reported to the Student Financial Aid Office at Carnegie Mellon University. This is an obligation of the student and the Host Institution.
7. The student is responsible for payment of all charges at the Host Institution since financial aid awarded to the student through Carnegie Mellon University will not be disbursed unless all of the above conditions have been met.
8. If the Host Institution does not agree to enter into a Financial Aid Consortium/Contractual Agreement with Carnegie Mellon University, the student will be ineligible for financial aid funds for the courses taken at the Host Institution.