



FINANCIAL AID CONSORTIUM AGREEMENT

Purpose

Consortium Agreements allow students to be considered enrolled at their home institution while taking coursework at another (host) institution. The home institution is the institution granting the student's degree, diploma, or certificate. The host institution is the institution that the student is "visiting" under this agreement.

As a rule, coursework taken outside the credential-granting institution is ineligible for federal financial aid funds because only a regular student may receive federal financial aid. A regular student is one enrolled at the institution for the purpose of earning a degree, diploma, or certificate.

The purpose of this agreement is to extend regular student status to RICHMOND COMMUNITY COLLEGE students taking pre-approved coursework at the host school.

Agreement

In compliance with federal regulations RICHMOND COMMUNITY COLLEGE (home institution) and _____ (host institution) agree to participate in consortium agreement for Federal Financial Aid.

This agreement allows _____ (student) to take specific courses at the host institution and earn credit toward his/her degree at RICHMOND COMMUNITY COLLEGE. These courses will count towards his/her degree, diploma, or certificate on the same basis as it would for coursework taken at RICHMOND COMMUNITY COLLEGE. Both institutions certify and attest they meet the definition and requirements of an eligible institution under federal regulations (34 CFR 668.14).

Enrollment Status

The student is responsible for informing the Financial Aid Office at RICHMOND COMMUNITY COLLEGE of their enrollment status at both institutions. RICHMOND COMMUNITY COLLEGE will award the student financial aid based on the enrollment status as determined by combining coursework to be taken at the host school and RICHMOND COMMUNITY COLLEGE. After classes begin, RICHMOND COMMUNITY COLLEGE will confirm actual enrollment and revise, if necessary, aid awards to reflect the actual enrollment status. The host institution will provide RICHMOND COMMUNITY COLLEGE with documentation supporting the student's enrollment status. This documentation must include credit hours enrolled, enrollment period beginning and ending dates, and list of specific courses the student is taking.

If the student's enrollment status changes during the enrollment period at the host school it is the host school's responsibility to inform RICHMOND COMMUNITY COLLEGE of this change in enrollment status. Should the student fail to officially withdraw but ceases attendance in all classes, the host school will notify RICHMOND COMMUNITY COLLEGE of the student's unofficial withdrawal from classes in accordance with 34 CFR 668.22.

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Disbursing and Distributing Aid

RICHMOND COMMUNITY COLLEGE will disburse Title IV federal financial aid funds.

Monitoring SAP

RICHMOND COMMUNITY COLLEGE will monitor satisfactory academic progress. The Financial Aid Office shall apply the Satisfactory Academic Progress Policy as it applies to the consortium student's progress. The courses and grades earned at the host school will be treated as if they were earned at RICHMOND COMMUNITY COLLEGE when determining satisfactory academic progress.

Cost of Attendance

The host school will furnish the estimated cost of attendance upon request. The student's file will document the actual cost of attendance used to determine the student's eligibility.

Record Keeping

RICHMOND COMMUNITY COLLEGE will maintain all required records in accordance with federal regulations. The host school must provide documentation of enrollment status and other records as required to administer aid. The host school agrees to maintain records for the student covered under this agreement under the minimum federal student aid retention requirements. The host school agrees to forward records to the home institution after the student ceases enrollment under this agreement.

Other

The agreement shall remain in effect during the enrollment period of this student or until canceled in writing by either institution.

Bruce Blackmon
Director of Financial Aid
Richmond Community College
P. O. Box 1189
Hamlet, NC 28345

Date

Voice: 910/410-1723
FAX: 910.582-7102

Director of Financial Aid
Host Institution

Date

**STUDENT CONTRACT
FOR CONSORTIUM AGREEMENT**

To be completed by the Student

Student Name _____ **SSN** _____

Enrollment: Indicate term and number of credit hours for which you will register.
DO NOT LEAVE BLANK.

Richmond Community College Enrollment:

Fall Total Credit Hours _____

Spring Total Credit Hours _____

Summer Total Credit Hours _____

Host College Enrollment:

Fall Total Credit Hours _____

Spring Total Credit Hours _____

Summer Total Credit Hours _____

I understand that I am asking RICHMOND COMMUNITY COLLEGE to use Title IV funds to pay for classes that I agree to complete at the Host Institution and those I am completing at RICHMOND COMMUNITY COLLEGE.

I understand that my financial aid will be applied first to my tuition and fees and other allowable charges at RICHMOND COMMUNITY COLLEGE. I further understand that I must pay the required tuition and fees to the Host Institution and submit a copy of my paid receipt and proof of attendance at the Host Institution to the Financial Aid Office at RICHMOND COMMUNITY COLLEGE.

I agree and authorize the Host Institution to release enrollment and academic information to RICHMOND COMMUNITY COLLEGE for the period of my enrollment as indicated above. This includes, but is not limited to, hours of enrollment, any changes to enrollment including drops and withdrawals, last date of attendance, and any grades received for the classes enrolled or attended during this contracted period.

I agree to enroll only in courses that are transferable and/or applicable to my degree program.

I have read and understand the terms of the Consortium Agreement between RICHMOND COMMUNITY COLLEGE and the Host Institution. This student contract is hereby made part of that Consortium Agreement.

Student

Date

RETURN TO RICHMOND COMMUNITY COLLEGE, FINANCIAL AID OFFICE