

# CONSORTIUM AGREEMENT

In order to receive financial aid from Wilmington University under this consortium agreement you are required to complete this form and return it to Financial Aid, Wilmington University, 320 N. DuPont Highway, New Castle, Delaware 19702, fax number (302) 328-8905.

## Definitions

**Consortium Agreement:** An agreement between the student, the degree granting institution (Wilmington University) and the visiting institution to allow the financial aid office at the degree seeking institution (WU) to consider the credits at the visiting institution when processing financial aid. A student must complete a consortium agreement for each term/semester.

**Parent Institution:** Wilmington University

**Visiting Institution:** The institution offering course work to degree seeking students of the parent institution.

**Student:** A degree seeking student admitted at the parent institution but taking course work at the visiting institution under this agreement.

The parent institution will accept credits taken at the visiting institution for course work applicable to a degree granted by Wilmington University. A student enrolled either partially or wholly at the visiting institution is entitled to evaluation and receipt of all Title IV student financial assistance from the parent institution. Wilmington University agrees to determine eligibility for and disburse student financial aid funds to the student.

**The student is then responsible for paying all fees to the visiting institution and to Wilmington University.** A student is eligible to receive Title IV financial assistance only from the parent institution. **It is the students responsibility to provide a *final official transcript to Wilmington University at the end of each enrollment period.*** Students are responsible for informing WU Financial Aid whenever they withdraw, drop, or cancel a consortium class.

## Consortium Agreement Checklist:

Complete Section I.

- Have Financial Aid at the Visiting Institution complete Section II;
- Please return the completed consortium form to Wilmington University, Financial Aid, 320 N. DuPont Highway, New Castle, DE. 19702; and
- You must provide a final official transcript to the Wilmington University Academic Advising office at the conclusion of the semester.

# Wilmington University CONSORTIUM AGREEMENT

## Section I. To be completed by the student

**Student Name:** \_\_\_\_\_ **Student #:** \_\_\_\_\_

Major Field of Study: \_\_\_\_\_ Degree: \_\_\_\_\_ Grad Date: \_\_\_\_\_

Name of Visiting Institution: \_\_\_\_\_

Address of Visiting Institution: \_\_\_\_\_  
Street City St Zip

Enrollment Period / Semester: (Mark only one) Fall 20\_\_\_\_ Spring 20\_\_\_\_ Summer 20\_\_\_\_

List the course(s) to be taken at the visiting institution. List the course(s) to be taken at Wilmington U.

Dept / Course	Course Title	Credits	Dept / Course	Course Title	Credits

**Student Certification:** I understand that by signing this agreement, I am asking the parent institution to pay Title IV financial assistance to me for classes that I agree to complete with a passing grade at WU and the visiting institution. I realize I am responsible for paying all fees to the visiting institution. I understand it is my responsibility to provide a *final official transcript* to WU at the end of each enrollment period, and to inform the Office of Financial Aid if I withdraw, drop or cancel a consortium class. I understand that this consortium agreement will terminate immediately following the conclusion of the enrollment period indicated above and that I will need to complete a new consortium agreement for each period of attendance at the visiting institution. To the best of my knowledge all of the information provided on this form is true and complete.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Section II. To be completed by the visiting institution financial aid office.

The student submitting this form to you is requesting financial aid at Wilmington University under a consortium agreement with your institution. Please provide the information requested below.

Is the above named student receiving Title IV financial assistance through your institution for the enrollment period listed in Section I ? Yes\_\_\_\_ No\_\_\_\_

Is the student currently registered for the classes listed in Section I ? Yes\_\_\_\_ No\_\_\_\_

These classes begin on \_\_\_\_\_ and end on \_\_\_\_\_  
mm/dd/yyyy mm/dd/yyyy

The total cost for these classes \$ \_\_\_\_\_

I certify that the information provided above is accurate. I agree to notify Financial Aid at Wilmington University if this student withdraws from any of these classes.

\_\_\_\_\_  
Financial Aid Office Representative

\_\_\_\_\_  
Date

**Section III. To be completed by the Academic Advising at Wilmington University.**

The courses listed in Section I which will be taken at the visiting institution will be accepted toward the degree stated by this student in Section I.

\_\_\_\_\_  
Wilmington University

\_\_\_\_\_  
Date

**Section IV. To be completed by Financial Aid, Wilmington University.**

Wilmington University agrees to pay Title IV assistance based on the information provided in this consortium agreement.

\_\_\_\_\_  
Financial Aid Representative  
Wilmington University

\_\_\_\_\_  
Date