

## Consortium Agreement

### What is a Consortium Agreement?

A Consortium Agreement is an agreement between two institutions' Financial Aid offices which enables you to receive financial aid from your home school (school that you expect to graduate from) while temporarily attending a visiting school.

By using this consortium agreement, you may be eligible for funding through Moraine Park Technical College (the home school) to take a course at another institution (the visiting school) while you are enrolled at Moraine Park Technical College. Your financial aid at Moraine Park Technical College will be disbursed to your student account and cannot be sent to your visiting school. You will need to make payment arrangements with your visiting school independently.

### Who is eligible to complete a Consortium Agreement?

1. Must be receiving Financial Aid at Moraine Park Technical College.
2. Be admitted to an Associate Degree or Technical Diploma at Moraine Park Technical College.
3. Must be enrolled in at least 3 financial aid eligible credits at Moraine Park Technical College\* (Fall and Spring semesters).
4. All courses should be registered for by the date of record (15<sup>th</sup> calendar day).
5. Courses must apply to graduation and be within the standard academic term dates at Moraine Park Technical College.

*\*Because Clearinghouse reporting cannot combine the credits from two institutions when determining half-time enrollment report for loan deferments, it is recommended that you be enrolled at least half-time here at Moraine Park (6 credits or more). If you are enrolled less than half-time at both institutions, your loans will enter their grace period and/or you may be required to start repaying your existing student loans.*

### How does the visiting school receive their money?

Moraine Park Technical College will disburse aid according to the Moraine Park disbursement schedule. If tuition and fees are due at the visiting school prior to the disbursement schedule at Moraine Park, you will need to make arrangements to pay by that deadline.

### Student Checklist:

- Complete the Student Section on the next page and submit all pages of the form to the Financial Aid Office at the visiting school.
- Visiting school should fill out Section 2 and then return to MPTC for Section 3.
- MPTC completes Sections 3. If course(s) is/are approved, enrollment and financial aid is adjusted.

Once you have completed the consortium semester, provide an official transcript from your visiting school to the Office of the Registrar at Moraine Park Technical College. If you drop the course(s), withdraw, stop attending, or change enrollment at any time during the consortium semester, you must notify the Moraine Park Technical College Financial Aid Office.

# Consortium Agreement

## Section 1: Student Section

Name: \_\_\_\_\_

MPTC Student ID: \_\_\_\_\_ Semester: \_\_ Fall \_\_ Spring \_\_ Summer

I hereby request information regarding my enrollment and cost to be sent to the Financial Aid Office at my home campus, Moraine Park Technical College.

Visiting School: \_\_\_\_\_ Visiting School ID: \_\_\_\_\_

- I understand that these courses must be required for my degree and registered for by the date of record.
- I understand that my financial aid will be processed by Moraine Park Technical College.
- I understand that this agreement **does not** pay my tuition and books at the visiting campus.
- I understand that an official transcript must be sent to MPTC at the end of the semester.
- I understand that these credits can affect my financial aid Satisfactory Academic Progress at MPTC.
- Any changes to credit load will require that a new consortium agreement is filled out to ensure a correct award.
- I understand that I must be enrolled in at least 3 credits at Moraine Park Technical College during the same term I am taking classes.

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

## Section 2: Visiting School Section, to be completed by Visiting School's Financial Aid Office.

Please list below all courses the student is enrolled in for at the visiting school:

Course Title: \_\_\_\_\_ Course Number: \_\_\_\_\_ Credits: \_\_\_\_\_

Course Title: \_\_\_\_\_ Course Number: \_\_\_\_\_ Credits: \_\_\_\_\_

Tuition Fees: \_\_\_\_\_

The visiting school agrees to:

- Provide no aid to the student for the period of this agreement.
- Notify Moraine Park Technical College of any course changes or withdrawals.
- Provide a copy of the student's schedule.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_ Email address \_\_\_\_\_

College Name \_\_\_\_\_ Phone number \_\_\_\_\_

Please return completed form via email to: [financialaid@morainepark.edu](mailto:financialaid@morainepark.edu) or fax to: 920-924-3421.

**Section 3: To be completed by Moraine Park Technical College Representative authorized to approve transfer credit.**

To approve combined credits for enrollment, confirm if the courses listed above may be used to meet a graduation requirement for this student's program.

Course: \_\_\_\_\_ Meets MPTC requirements: \_\_\_\_\_ MPTC Credits: \_\_\_\_\_

Course: \_\_\_\_\_ Meets MPTC requirements: \_\_\_\_\_ MPTC Credits: \_\_\_\_\_

Course: \_\_\_\_\_ Meets MPTC requirements: \_\_\_\_\_ MPTC Credits: \_\_\_\_\_

**Signature of Registrar or Dean:**

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Signature

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Date