



Financial Aid Office

Consortium Agreement

The Consortium Agreement allows you to use your financial aid at another school or program.
The Consortium Agreement also specifies that only the home institution (UW-River Falls) may award federal financial aid.

APPLICATION PROCEDURES

1. Student is to complete Section I. Students must complete this form each semester for which they wish to receive financial aid under a Consortium Agreement.
2. A UW-River Falls Academic Dean and/or Department Chair must complete Section II. The student will meet with the Academic Dean (for general education or college specific coursework) and/or Department Chair (for coursework in major or minor) to review all courses that will be taken at the host institution. Only courses approved for transfer by the Academic Dean and/or Department Chair will be considered for this Consortium Agreement.
3. The form is to be mailed or faxed to the Financial Aid Office at the host institution for completion of Section III. The form must be returned by mail or fax to the UW-River Falls Financial Aid Office before disbursement of financial aid can be made.

UW-River Falls Financial Aid Office
410 S. Third Street
River Falls, WI 54022
Fax: 715.425.0708

TERMS OF THE CONSORTIUM AGREEMENT

The Student:

1. Must contact the parties involved to initiate completion of each section on the Consortium Agreement.
2. Must meet with the Academic Dean and/or Department Chair to evaluate the proposed coursework and determine if the coursework is consistent with the student's degree plan at UW-River Falls.
Note: This sign off by the Department Chair indicates course equivalence with the UW-River Falls and allows the transfer back of a "D" grade in the major/minor by administrative exception to the normal transfer policy, as approved by the Faculty Senate on March 6, 1996 (Motion 95-96/24).
3. Must provide final grades from the host institution at the end of the host institution semester. Failure to comply will result in a financial hold on future disbursements. The host institution should send the **official** academic transcript directly to:
UW-River Falls Registrar's Office
410 S. Third Street
River Falls, WI 54022
4. Is responsible for adhering to the tuition/fee payment deadlines at the host institution. Approval of this Consortium Agreement **does not** relieve you of the obligation to pay your tuition/fees at the host institution when required.
5. Must notify UW-River Falls of any changes in enrollment at either institution. In the event of withdrawal from any or all your classes, you may be responsible for repayment of aid received according to a Return of Title IV Funds calculation.

The Home Institution (UW-River Falls):

1. Will process your financial aid and maintain all financial aid records for this period.
2. Will enter a placeholder for the consortium credits on your registration.
3. Will contact the host institution and send payment to host institution when aid has been received by UW-River Falls.

Please keep a completed copy for your records

(OVER)

