Consortium Agreement Application
Adams State University Office of Financial Aid
208 Edgemont Blvd., Alamosa, CO 81101
Phone: 719-587-7306 • Fax: 719-587-7366
financialaid@adams.edu • www.adams.edu/finaid

Section A: Completed By Student

Name: ___________________________________________ Student ID#: ______________________
Address: _________________________________________ City: ___________________ Zip: __________
ASU E-mail Address: ____________________________ Phone: __________________________
Host Institution Name: _____________________________

Number of semester hour credits for the term indicated: Adams State University ________ Host Institution _________
Course Prefix(es)/Number(s):
Adams State University ____________________________________________
Host Institution ____________________________________________

Certification: I have read and have met or will meet the student requirements stated on the next page of this agreement and further certify that all information provided on my application is accurate. As a degree seeking student, I agree to receive federal funding only from the HOME institution.

Student Signature: ___________________________ Date: __________________________

Section B: Completed by Host Institution Financial Aid Office

The student listed in Section A will be attending your institution this semester and is requesting a consortium agreement for the term indicated. Adams State University will process financial aid for which the student may be eligible. Disbursement of funds will be made directly to the student according to our institutional policy. Please provide the information below:

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<th>Course</th>
<th>Semester Hour Credits</th>
<th>Cost Per Credit</th>
<th>Total tuition and Fees</th>
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Certification: I certify that the student is enrolled in the above units. I agree that this institution will not award or pay any form of federal financial aid to this student during the term of this consortium agreement.

FAO Signature: ___________________________ Date: __________________________
Printed Name: ___________________________ Email Address: ___________________________ Phone: ___________________________

Section C: Completed by Adams State University Office of Financial Aid

☑ Approved. Tuition/Fees: Host $_________ Adams State University $_________

☑ Denied. Comment: ______________________________________________________________________________________

ASU FAO Signature: ___________________________ Date: __________________________
Adams State University
Consortium Agreement Requirements

The courses listed in Section A with a grade of “C” or better may be accepted for transfer credit. Signature of home institution designee does not guarantee transferability to Adams State University. See definitions for coursework transfer below.

Student Eligibility Requirements:
- Be admitted to both Adams State University and the Host institution and be pursuing a degree or certificate in an eligible program of study.
- If applying for federal financial aid, have a complete financial aid file at Adams State University and only receive federal funding from the Adams State University financial aid office.
- Enroll in transferrable course(s) at the Host institution that are required to meet the degree or certificate requirements at Adams State University.
- Complete a new consortium agreement each semester and when changes are made to courses listed in the original consortium agreement.

Student Responsibilities:
- Maintain a satisfactory academic progress as outlined by the Adams State University financial aid office policies and procedures manual.
- Transfer earned credit hours to the Adams State University Registrar’s Office.
- Notify and receive approval from other financial aid providers, e.g., tribal agencies and scholarship providers if funding is anticipated; also notify and receive approval from previous lenders to avoid loan default.
- Make arrangements with the Host institution for tuition and fee payment.
- Notify the Adams State University financial aid office of waivers, scholarships, or other funding received at the Host institution.
- Be enrolled in the number of credit hours approved through the agreement at time of disbursement.
- At the end of the semester, send an official academic transcript or grade report from the Host institution to the Adams State University Office of the Registrar.

Financial Aid Disbursement: Funds will be disbursed provided the student is enrolled in the number of credit hours for which he or she has been funded and meets all disbursement eligibility requirements.

Definitions for Coursework Transfers:

Individuals with coursework seeking admission to degree programs at Adams State University will be evaluated using ASU’s general admission policies and the transfer policy. Adams State will evaluate courses in three categories:

Category 1: General education courses, their equivalents (both in-state and out-of-state), courses specified in the statewide core transfer process or the guaranteed transfer process with grades of “C” or better will be evaluated by the designee of the Records Department for acceptance.

Category 2: Upper level courses (300-400) or courses specifically related to a student’s intended major with grades of “C” or better will be evaluated for acceptance by the Vice President for Academic Affairs and/or designee of the department in which the student’s intended major is located.

Category 3: Credits that fall outside of categories 1 and 2 (i.e., elective credits) will be evaluated for acceptance by the Vice President for Academic Affairs and/or designee of the department in which the student’s intended major is located.

NOTE: “Petition for Approval of Transfer Credit” form must accompany this document if you are requesting transfer of coursework.