



# Individual Consortium Agreement

Financial Aid Office  
One University Blvd.  
La Grande, OR 97850  
[consortium@eou.edu](mailto:consortium@eou.edu)  
541-962-3661 fax  
541-962-3550 phone

Eastern Oregon University (EOU) students who plan to concurrently enroll at a **host institution** during a term may use this form to document course work and costs at the host institution. Under this agreement, EOU will act as the **home institution** (the institution administering financial aid and awarding your degree). EOU will disburse financial aid, monitor Satisfactory Academic Progress, and report enrollment at EOU to the National Student Loan Clearinghouse. Only the home institution may disburse financial aid for the term. **EOU will not process agreements with semester or clock-hour schools.** For more information, please see <http://www.eou.edu/fao/consortium-agreements/>

## Student Section:

Name \_\_\_\_\_ EOU ID # \_\_\_\_\_

Host School \_\_\_\_\_ Your ID# at Host School \_\_\_\_\_

# of credits for consortium agreement term: \_\_\_\_\_ at EOU, \_\_\_\_\_ at Host school

Term/Year \_\_\_\_\_ Email \_\_\_\_\_ Phone# \_\_\_\_\_

## General Requirements and Notices:

1. The financial aid office at your host school must document your registration, tuition, & fee costs and sign this form.
2. **You must be taking a minimum of 6 credits at EOU for the entire term** to be eligible to receive and keep your financial aid. If you drop your EOU courses, your financial aid could be returned, creating a balance on your student account.
3. An **EOU Academic Advisor** must certify that the coursework at the host institution is applicable to your EOU degree plan (see advisor certification on pg. 2).
4. You must enroll in 100 level coursework or higher.
5. You must **attach a copy of your registration or class schedule at the host school.**
6. Courses taken at the host school will be treated the same as EOU courses for Satisfactory Academic Progress (SAP). See <http://www.eou.edu/fao/sappolicy/> for more information about SAP.
7. You may submit an unofficial transcript from the host school at the end of the term to show progress. You must submit an official transcript from the host school at the end of Spring term. We will hold financial aid for future terms until we receive the transcript.
8. It is your responsibility to report changes in enrollment at both EOU and the host school during the term. If you drop all courses at both schools, EOU will perform a Return of Title IV Funds calculation & may return funds to federal accounts. This could result in a bill on your student account.
9. Financial aid will be disbursed according to the EOU disbursement schedule. Consortium agreements can cause a delay in disbursements, so plan accordingly.
10. You are responsible for paying tuition, fees and other charges at the host school and EOU (home school).
11. You understand and authorize EOU and the host school to share information about your educational records. EOU may use the Oregon Financial Aid Exchange (OFAX) to access your records electronically.
12. The EOU Financial Aid Office can accept consortium agreement forms **only through the second week of the term.**

Your signature below indicates that you have read and that you understand the requirements and notices above.

Student's signature \_\_\_\_\_ Date \_\_\_\_\_

**PLEASE KEEP A COPY OF THIS COMPLETED FORM FOR YOUR RECORDS**

**Eastern Oregon University Academic Advising:**

EOU credit hours \_\_\_\_\_ + Host credit hours (list course(s) below) \_\_\_\_\_ = Total credit hours: \_\_\_\_\_  
(6 credit min.)

*Host School Course Info:*

Course Number	Course Title	Number of Credits

Note: You may need to submit proof of enrollment

Student's Degree Program: \_\_\_\_\_

As the student's academic advisor, I certify that the course(s) the student is enrolled in at the HOST school are applicable to the degree, either as a program requirement or as general education. Further, the student has not previously earned credit for these courses, nor has the student transferred these courses to EOU. If the student has earned an AAOT, ASOT, or has over 120 lower division transfer credits, I certify that the student must have these courses at the host school for the degree program at EOU. I have confirmed with the student that his/her current degree program is accurate in EOU's records.

EOU Academic Advisor signature: \_\_\_\_\_ Date \_\_\_\_\_

**Submit to the Host school for completion by their financial aid office:**

The student is not receiving financial aid at \_\_\_\_\_ this term.  
Host School

**Please send a second verification of current enrollment to EOU at the end of the fourth week of the term.**

Done \_\_\_\_\_ (date)

The student's tuition and fees for the term at the HOST school: \$ \_\_\_\_\_  
(An account summary or billing statement and enrollment may be attached)

Financial Aid Certifying Official's signature: \_\_\_\_\_

Title: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email: \_\_\_\_\_

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

**Please return this form to:**

Eastern Oregon University  
Financial Aid Office  
One University Blvd.  
La Grande, OR 97850-2899  
[consortium@eou.edu](mailto:consortium@eou.edu)

Phone: (541) 962-3550  
FAX: (541) 962-3661  
[www.eou.edu/fao](http://www.eou.edu/fao)  
School code: 003193

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