

**University of Illinois Springfield – Office of Financial Assistance**

One University Plaza, MS UHB 1015 -- Springfield, Illinois 62703-5407 -- Phone: (217)206-6724

<https://www.uis.edu/cost-aid/financial-aid>

**Consortium Agreement – Concurrent Enrollment (Fall 2023)**

**For Priority Processing Submit Form within 15 business days. Failure to submit all documents together may result in a processing delay or less financial aid.**

A Consortium Agreement is a written agreement between two Title IV (financial aid) eligible schools for the purpose of providing federal financial assistance to the named student. Under the agreement, the “Home school”—University of Illinois (UIS)—considers the student to be enrolled in an eligible program and accepts the credits earned at the “Host school.” UIS, as the Home school, and the Host school named herein are entering into a Consortium Agreement. Federal regulations do not allow students to receive financial aid from two schools at the same time.

**Section A – Student Information (Please print clearly)**

Student Name	UIN	Academic Term
Email	Phone	

**Section B – Course Information (Please print clearly)**

Students’ UIS academic advisor needs to complete this section before you can submit it to financial aid. Students must submit a copy of your class schedule which includes the course name, credit hours and semester you are enrolled in at the host school.

UIS Academic Advisor from your major college: Signing and completing this section will verify the courses listed below are transferable to UIS and are required for the student’s degree program at UIS.

Host School (no abbreviations please) \_\_\_\_\_

Course Number	Course Title	Is this course online?	Credit Hours	Start/End date of course	Will Credits be accepted by UIS?	UIS Equivalent course

UIS Academic Advisor Name and Title (print) \_\_\_\_\_

Academic Advisor Signature (required) \_\_\_\_\_ Date \_\_\_\_\_

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**HOST SCHOOL INFORMATION :**

Name of Host School (no abbreviations please) \_\_\_\_\_

**CONTACT INFORMATION :**

Contact Person \_\_\_\_\_ Title of Contact Person \_\_\_\_\_

E-Mail \_\_\_\_\_ Phone Number \_\_\_\_\_

**COST OF ATTENDANCE :**

Tuition and Fees: \$ \_\_\_\_\_ Dates of Enrollment: \_\_\_\_\_

Room and Board: \$ \_\_\_\_\_ Credit (or Quarter) Hours Enrolled: \_\_\_\_\_

Transportation: \$ \_\_\_\_\_ Miscellaneous: \$ \_\_\_\_\_


TOTAL \$ \_\_\_\_\_

Please note if student is receiving scholarship(s) at Host school and the amount: \_\_\_\_\_

Comments: \_\_\_\_\_

1. UIS agrees to provide payment(s) to this student, if eligible, under the Title IV financial aid programs as appropriate for the semester specified.
2. The host school agrees not to provide Title IV Program payments to this student during the semester specified.
3. The host school agrees to promptly notify UIS in writing if the student withdrawals or drops from classes at the host school which are reported in the agreement.

Required Signature Host School Contact \_\_\_\_\_ Date \_\_\_\_\_

ENTER YOUR 9-DIGIT UIN 

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**Student Acknowledgement/Authorization**

- Financial aid will not pay for remedial coursework or any courses that do not apply and transfer as college credit to the student’s degree at UIS.
- For students who are enrolled concurrently, the consortium agreement will not be processed until after the add/drop period at UIS to ensure the student’s enrollment is finalized.
- The student is responsible for any expenses (i.e., tuition, fees, books) charged by the host school prior to when UIS financial aid is disbursed/available. Financial aid will not be disbursed until UIS receives the consortium agreement completed by all parties.
- If a student is enrolled at UIS and the host school, the student’s financial aid will first be applied to their balance at UIS. If there are remaining funds, they will be refunded to the student by the Bursar’s Office. It is the student’s responsibility to use any financial aid refunds and/or their own financial resources to pay the host school charges.
- The student will immediately notify Financial Aid in writing if they drop or withdraw from courses at the Host school.
- Changes in enrollment may invalidate the Consortium Agreement or require reduction or cancellation of aid, which may result in a balance owed to UIS or to the U.S. Department of Education.
- The student will submit unofficial transcripts or grade roster to the UIS Financial Aid Office within 14 days of term completion.
- Students are responsible for transferring earned credits from Host school to UIS by submitting official academic transcript from the Host school to UIS’ Office of Records and Registration. If transcripts are not submitted within required time frame, UIS will assume courses on Consortium Agreement are not complete. This may result in reduction or cancellation of aid, which may result in a balance owed to UIS or to the U.S. Department of Education.
- Consortium agreements will not be approved for completed periods of enrollment.
- This agreement is for only one semester of enrollment.

My signature certifies I have read and understand all the information on this form and that all information provided is true, complete and accurate:

Required Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Please upload the completed form to the Student Self-Service portal in the Financial Aid requirements section.

University of Illinois Springfield  
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finaid@uis.edu  
www.uis.edu/financialaid  
Ph 217-206-6724

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