Consortium/Contractual Agreement 2021-2022

Allow at least four weeks prior to the beginning of the program for processing of this agreement. Failure to complete the Consortium/Contractual Agreement will prevent the release of financial aid funds and the accurate reporting of enrollment by the Office of the University Registrar. Changes in enrollment or withdrawal can affect financial aid (see Enrollment Changes and SAP Standards for more information). Notify the One Stop of any changes in enrollment status, including withdrawing from all courses or substitution of approved courses. Students must also provide Miami a copy of the final transcript from their Host Institution upon completion of courses, otherwise it could result in a loss of financial aid, and/or financial aid holds.

Aid eligibility during the consortium is determined by the student's enrollment (credit hours taken at the host school and credit hours taken at Miami, the home school) and eligibility can be affected by hours enrolled at each school.

Students are responsible for making sure their balance with Miami's Bursar Office is cleared. Once a completed consortium has been received, if there is a balance, aid will pay applicable Miami charges first. The remaining aid will be released 10 days before the course(s) start date.

Students within their first semester at Miami are not eligible to complete a consortium.

Program and Financial Aid Information					
Program Type	**Consortium Form Needed and Sections Required**		**Aid that Applies to Program Types**		
			Miami Scholarships	**Federal Aid and Private Loans**	**State Aid**
Approved	✓	All Sections		✓	Amounts and eligibility varies and is determined by program and campus.
Co-Sponsored	✓	Section III not required	✓	✓	
Exchange	✓	Section III not required	✓	✓	
Faculty-Led			✓	✓	
FSB Semesters	✓	Section III not required	✓	✓	
MUDEC (Luxembourg)			✓	✓	
Studying Within the U.S.	✓	All Sections		✓	

SECTION I – TO BE COMPLETED BY THE STUDENT

Student Name_____ **Banner ID +** _____

Student Email_____**@MiamiOH.edu** **Daytime Phone #:** _____

Studying:	**Term (check one):**	**Current Campus (check one):**
☐ Within U.S. ☐ Outside U.S.* *Students may complete an application for a $600 Airfare Grant at **MiamiOH.edu/SFAForms**.	☐ Fall ☐ Winter ☐ Spring ☐ Summer	☐ Oxford ☐ Hamilton ☐ Middletown ☐ VOA

☐ Check if not applying for financial aid but would like to defer the loan repayment while studying elsewhere.

Host Institution: _____ **Hours Enrolled:** _____

CERTIFICATION: I certify that all information reported to qualify for federal student aid is complete and correct, and that purposely giving false or misleading information may lead to fines, prison, or both.

_____ _____

Student Signature (Wet signature only) Date

Please return this form to the One Stop:
Miami University - One Stop - 301 S. Campus Ave. - Oxford, OH 45056 513-529-0001
Email: OneStop@MiamiOH.edu - Fax: 513-529-8713 - Web: MiamiOH.edu/OneStop

MIAMI UNIVERSITY

Consortium/Contractual Agreement 2021-2022

Complete Section II with the appropriate academic advisor(s). Students studying outside the U.S. should use the Chief Departmental Advisor (CDA) and provide them the course description/syllabus.

- Course equivalencies should be approved by the corresponding Miami department (i.e., if a student is taking a Chemistry course, it should be approved by the Chemistry department).
  - If Miami does not have an obvious corresponding department, ask an academic advisor or an education abroad advisor for advice.
  - Students studying within the U.S. can find course equivalency and program information at **Transferology.com** to assist in reviewing/previewing transfer credit information.
- Departmental advisors are online at **MiamiOH.edu/Academics/Advising**. Students can also contact the departmental office for the Chief Departmental Advisor's contact information. Students should call or email the advisor in advance to see if an appointment is needed.
- If the advisor has any questions about this form, please ask them to email EducationAbroad@MiamiOH.edu.

SECTION II – TO BE COMPLETED BY THE STUDENT AND ACADEMIC ADVISOR

Student Completes Host Institution Courses		Academic Advisor Completes Miami Equivalent Courses		
Course Name and Number	***Credit hours:**	**Course Name or T-Number:**	**Credit hours:**	**Advisor's Signature*, Printed Name, Date**
				Signature:
				Printed: Date:
				Signature:
				Printed: Date:
				Signature:
				Printed: Date:
				Signature:
				Printed: Date:
				Signature:
				Printed: Date:
				Signature:
				Printed: Date:
				Signature:
				Printed: Date:
				Signature:
				Printed: Date:

*The advisor's signature certifies that the hours earned in the course(s) listed will fulfill degree requirements at Miami. An advisor's signature is required for certification of each course.

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MIAMI UNIVERSITY

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SECTION III – STUDENT SENDS TO THE HOST INSTITUTION FOR COMPLETION
(Not required for Faculty-Led or MUDEC/Luxembourg)

Student Name_____

Student Email_____**@MiamiOH.edu**

Last 4 of SSN _____

Enrollment Period:

☐ Quarters

☐ Semesters

Attendance Verification Contact:

Name:_____

Phone:_____

Email:_____

Enrollment Dates: From_____ To_____

Hours Enrolled: _____

Program Cost of Attendance:

Tuition	$_____
Fees	$_____
Room and Board	$_____
Books and Supplies	$_____
Transportation	$_____
Miscellaneous	$_____
Total	**$**_____

The student will use financial aid and/or scholarships to help cover the cost of attendance during this transient term. Miami University will consider the student enrolled in an eligible program of study, calculate eligibility, and disburse financial aid to the student. **The Host Institution agrees to notify Miami University if the student fails to register, reduces the number of enrolled credits, or withdraws from classes.** Miami University will handle any refunds and/or repayments to the Title IV programs resulting from the student's withdrawal from classes and monitor Satisfactory Academic Progress, according to policies. Miami will retain all financial aid records applicable to the participating student.

The contents of this agreement comply with all federal, state, and university regulations, policies, and procedures. As a part of this agreement, financial aid officers at both institutions will receive a certification from the student's Academic Advisor. The statement will verify that the student has permission to register as a transient student at the host institution and that the student will receive credit toward a degree from Miami University.

_____ _____

Signature Date School

_____ _____

Print Name Address

_____ _____

Title City State Zip Code

_____ _____

E-mail Address Phone Fax

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MIAMI UNIVERSITY

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TO BE COMPLETED BY MIAMI UNIVERSITY OFFICE OF STUDENT FINANCIAL ASSISTANCE STAFF ONLY

Student Name_____	**Miami Program Costs during enrollment dates specified in consortium:**	
Last 4 of SSN _____	**Tuition**	$_____
Transient at: _____	**Fees**	$_____
	Room and Board	$_____
Transient Enrollment Period: ☐ Quarters ☐ Semesters	**Books and Supplies**	$_____
	Transportation	$_____
Enrollment Dates: From_____ To_____	**Miscellaneous**	$_____
	Total	**$**_____
Hours Enrolled at Miami: _____		
Total financial aid to be disbursed from Miami University to the student:		**$**_____
Anticipated disbursement date:		____/____/____

_____ _____ _____
Miami Authorized Staff Signature Date Print Name

_____ _____ _____@MiamiOH.edu
Title Phone # Email Address

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Email: OneStop@MiamiOH.edu - Fax: 513-529-8713 - Web: MiamiOH.edu/OneStop