

All three sections of the Consortium/Contractual Agreement must be completed. 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. 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.

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

Program and Financial Aid Information				
Program Type	Consortium Form Needed	Aid that Applies to Program Types		
		Miami Scholarships	Federal Aid and Private Loans	State Aid
Approved	✓		✓	Amounts and eligibility varies and is determined by program and campus.
Co-Sponsored		✓	✓	
Exchange		✓	✓	
Faculty-Led		✓	✓	
FSB Semesters		✓	✓	
MUDEC (Luxembourg)		✓	✓	
Studying Within the U.S.	✓		✓	

If the Consortium Form is required, complete sections I, II, and III.

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):
<input type="checkbox"/> Within U.S. <input type="checkbox"/> Outside U.S.* *Students may complete an application for a \$600 Airfare Grant at <a href="http://MiamiOH.edu/SFAForms">MiamiOH.edu/SFAForms</a> .	<input type="checkbox"/> Fall <input type="checkbox"/> Winter <input type="checkbox"/> Spring <input type="checkbox"/> Summer	<input type="checkbox"/> Oxford <input type="checkbox"/> Hamilton <input type="checkbox"/> Middletown <input type="checkbox"/> VOA
<input type="checkbox"/> 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 (Original, not typed)

\_\_\_\_\_  
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

1. **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](http://Transferology.com) to assist in reviewing/previewing transfer credit information.
  - Departmental advisors can be found online. 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.
    - College of Arts and Science: [MiamiOH.edu/CAS/Advising](http://MiamiOH.edu/CAS/Advising)
    - Farmer School of Business: [MiamiOH.edu/FSB/Resources/Advising](http://MiamiOH.edu/FSB/Resources/Advising)
    - College of Education, Health and Society: [MiamiOH.edu/EHS/Student-Resources/Academic-Advising](http://MiamiOH.edu/EHS/Student-Resources/Academic-Advising)
    - College of Engineering and Computing: [MiamiOH.edu/CEC/Academics/Advising](http://MiamiOH.edu/CEC/Academics/Advising)
    - College of Creative Arts: [MiamiOH.edu/CCA/Current-Students](http://MiamiOH.edu/CCA/Current-Students)
    - College of Liberal Arts and Applied Science: [MiamiOH.edu/Regionals/Advising](http://MiamiOH.edu/Regionals/Advising)
  - If the advisor has any questions about this form, please ask them to email: EducationAbroad@MiamiOH.edu.
  
2. **If studying outside the U.S., deliver the completed form to the Education Abroad Office, 214 MacMillan Hall before departure. If student is studying within the U.S. submit completed forms to the One Stop.**
  - Prior to dropping off the form, please make a copy for personal records.
  - After the form is processed by the Education Abroad office, it will be available within the student's application under the "Documents" tab after logging into the Education Abroad Search Portal at [MiamiOH.edu/EducationAbroad](http://MiamiOH.edu/EducationAbroad).

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: <span style="float: right;">Date:</span>
				Signature:
				Printed: <span style="float: right;">Date:</span>
				Signature:
				Printed: <span style="float: right;">Date:</span>
				Signature:
				Printed: <span style="float: right;">Date:</span>
				Signature:
				Printed: <span style="float: right;">Date:</span>

\*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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