



6401 Richards Avenue Santa Fe, NM 87508
(505) 428-1268 FAX (505) 428-1283

FINANCIAL AID CONSORTIUM AGREEMENT

Note: This request will NOT be processed without all sections reviewed and completed, a class schedule from HOST school, and enrollment in at least 3 credit hours at SFCC. The deadline to submit this form is the last day each semester to drop without a grade and obtain a refund.

NAME OF HOST SCHOOL _____

STUDENT _____ STUDENT ID# AT HOST SCHOOL _____

SFCC ID# A _____

ACADEMIC YEAR _____ SEMESTER: Summer 20____ Fall 20____ Spring 20____

► SECTION I – STUDENT’S CRITERIA & AGREEMENT TO TERMS

Please Read the following information before you sign the consortium agreement:

NOTE: COURSES MUST APPLY TO SFCC DEGREE AND STUDENT MUST ATTACH COPIES OF SEMESTER SCHEDULES FROM HOST INSTITUTION TO THIS CONSORTIUM AGREEMENT.

- Receiving financial aid (Pell Grant) from two institutions for the same semester is illegal.
- The above referenced student attends SFCC as her/his home institution. Student will be responsible for forwarding final grades from the host institution to SFCC. Student will be responsible for submitting a copy of the academic transcript once the semester grades are posted so that SFCC can monitor academic progress. An official Transcript must be sent to the Registrar’s Office.
- Consortium agreements between two schools allow a student to continue to receive financial aid funds while studying at a school other than his or her “Home” Institution. The home institution is the school where you will receive your degree and the school administering your financial aid. The host institution is the school where you are also enrolling in classes, but not receiving financial aid.
- Satisfactory academic progress must be maintained for all students on financial aid and will be monitored for students who are on consortium agreements.
- Student will be responsible for payment on the student account at both institutions regardless of where the student is receiving financial aid. **SFCC- Financial Aid Office will not be responsible if the student is dropped from classes at the host institution for nonpayment.**
- The student is responsible for making sure that all three sections of the consortium agreement are completed and that the host institution receives a copy of the agreement. The Financial Aid Office will not complete the form for the student or send it to the other institution.
- Enrollment hours will only be adjusted for courses that are transferable to the student’s degree at SFCC as approved by an SFCC Advisor in section III of this form.
- Consortium agreement guidelines are subject to change at any time during the school year.

I understand the information above and agree to receive Financial Aid at Santa Fe Community College and not receive any aid at the host institution. I also understand that I must submit final grades for the classes on this agreement at the end of the semester in order to receive future aid at SFCC.

STUDENTS SIGNATURE _____

DATE _____



▶ SECTION II – TO BE COMPLETED BY HOST SCHOOL

SO THAT THE FINANCIAL AID OFFICE AT SFCC MAY DETERMINE ELIGIBILITY AND DISBURSE FUNDS ACCORDINGLY, WE REQUEST THE FOLLOWING INFORMATION FROM THE HOST INSTITUTION:

IS THE STUDENT RECEIVING FINANCIAL AID AT YOUR INSTITUTION? YES NO

PLEASE LIST ALL COURSES STUDENT WILL BE TAKING AT THE HOST INSTITUTION FOR THE SEMESTER INDICATED ON THIS AGREEMENT:

COURSE NUMBER AND TITLE	CREDIT HOURS	TRANSFER TO SFCC Y/N
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

DATES OF ENROLLMENT _____ to _____ WEEKS OF INSTRUCTION _____

TUITION AND FEES	[_____]
BOOKS AND SUPPLIES	[_____]
TOTAL	[_____]

HOST SCHOOL FINANCIAL AID OFFICER'S EMAIL ADDRESS _____

PRINTED NAME _____ PHONE NUMBER _____

HOST SCHOOL FINANCIAL AID OFFICER'S SIGNATURE _____ DATE _____

▶ SECTION III – TO BE COMPLETED BY SFCC ACADEMIC ADVISOR OR REGISTRAR'S OFFICE

I certify that _____ hours of the courses listed above to be taken at the host institution are transferable to the student's degree at Santa Fe Community College.

SFCC ADVISOR/REGISTRAR PRINTED NAME _____

SFCC ADVISOR/REGISTRAR SIGNATURE _____ DATE _____