

**MIDWAY COLLEGE
STUDENT FINANCIAL AID**

CONSORTIUM AGREEMENT/ CONCURRENT ENROLLMENT FORM

HOME INSTITUTION

Midway College
Midway, KY 40347

VISITING INSTITUTION

In addition to this agreement, a separate concurrent enrollment form will be used to meet federal compliance requirements.

PURPOSE:

The purpose of this agreement is set forth institutional responsibilities and procedures, so far as administrative of all Title IV federal student financial aid is concerned, to be followed when a student enrolls for classes at an institution for course credit toward a Midway College degree.

PROCEDURES:

A student wishing to enroll under this agreement shall contact the Student Financial Aid Office at Midway College to secure the concurrent enrollment form. The student is responsible for securing and presenting the concurrent enrollment form to the host institution. The host institution shall complete and promptly return a copy of the agreement and concurrent enrollment form.

RESPONSIBILITIES:

Midway College, the home institution will:

1. be the degree or certificate granting institution,
2. determine student eligibility for the Title IV federal student financial aid
3. determine the student's full-time or part-time enrollment status,
4. package the student's financial aid awards,
5. disburse all Title IV student financial aid to the student,
6. give academic credit for the courses taken at the host institution on the same basis it would for course work taken at Midway College,
7. calculate the student's overall tuition, fees, room and board charges at both institutions,
8. determine the student's academic progress/standing pursuant to Midway College's policy, based on the total number of academic credit hours the student attempts and completes at both institutions,
9. use it's Title IV refund/repayment policy if the student drops academic credit hours or withdraws to determine any refunds or repayments to the appropriate federal student financial aid,
10. calculate the student's cost of attendance on an actual basis
- 11. bear no responsibility regarding the student's payment of tuition fees or other charges at the host institution**
12. maintain all documentation for audit and federal program review purposes, and will
13. be the institution to pay PELL grant awards for the academic period designated on the concurrent enrollment form.

The host (visiting) institution will:

1. maintain institutional eligibility according to the U.S. Department of Education to participate in Title IV student financial aid programs
2. agree to provide, on the concurrent enrollment form, the student's actual cost of attendance , the academic courses and credit hours to be taken by the student, and the academic enrollment period,
3. notify Midway College's Student Financial Aid office promptly if the student drops academic credit hours or withdraws from the host institution,
4. complete and promptly return the agreement and concurrent enrollment for to Midway College's Student Financial Aid office, and
- 5. seek payment for cost of attendance only from the student.**

EFFECTIVE DATE:

This agreement becomes effective for the payment period in which it is signed; however, it can Retroactive to a previous payment period if the payment is in the same award year. This agreement can terminate upon ninety-(90) days written notice by either institution.

The individual by signing this agreement for Midway College and the host institution each, by his/her signature, represents and affirms his/her authority to sign as the duly authorized agent of that party to the agreement.

Midway College Financial Aid Representative:

Host (Visiting) Institution Representative:

Name

Name

Title

Title

Date

Date

