

Office Use Only:
CONSOR
Status _____



MONTCLAIR STATE
UNIVERSITY

Submit all documents directly to Neha Shah
via:
scanned email to: darjin@mail.montclair.edu
OR
fax to: 973.655.7712

Consortium Agreement (to maintain Financial Aid funding while enrolled at Another Institution)

If you register for 12 or more credits as an undergraduate, or 4.5 or more credits as a graduate student at Montclair State University for the semester listed below, you do not need to complete this form.

Student Name _____	Student ID# _____
Semester you plan to co-enroll: Fall 20 _____	Spring 20 _____ Summer 20 _____
Other Institution Name _____	
Other Institution Address _____	
Credits to be taken at Other Institution _____ Credits at MSU _____	

Important Items:

- Only Federal aid will be processed if you are visiting another institution. NJHESAA regulations do not permit MSU to disburse state grant funds (TAG, EOF, NJ Stars) unless the student is registered full-time at MSU.
- In order to receive any financial aid funds from MSU while under a consortium agreement, the other institution must be willing to sign the required agreement - we will mail this directly to the other institution when your consortium application is complete.
 - Undergraduates: The Request for Work at Another Institution must be completed by the Registrar's Office and attached to this form.
 - Graduates: The Application to Take Course(s) at Another Institution must be completed by the Graduate School and attached to this form.
 - Your Bill and/or Registration Confirmation from the other institution must be attached.
- Your aid eligibility will be reviewed **after** all documents are submitted.
- You are responsible for paying your bill at the other institution. MSU will not send any payments to another institution. In most cases, you will receive your aid from MSU after you pay the other school.
- Once the MSU Financial Aid Office receives all necessary documentation from you and a signed agreement from the other school, you will be registered for Credit Hours at MSU (no charges).
- You must ensure that an official transcript from the other institution is sent to the MSU Office of the Registrar within 30 days of the end of the term in order to keep your financial aid. Failure to do this may result in the cancellation of some/all of your aid.

It is your responsibility to advise this office if you do not complete the class(es) at the other institution.

Return: **this Form, the applicable 'Work at or Take Courses at Another Institution' form, Copy of the Bill and/or Registration from the Other Institution** to the Financial Aid Office per instructions above.

I hereby understand and agree to all the requirements listed above:

Signature

Date