IU Southeast Consortium Agreement Eligibility

When a student is enrolled at one IU institution during a semester or summer session, while being admitted to and attending another, a consortium agreement between the schools is required to verify that the student meets both criteria mentioned below for financial aid consideration.

For most sources of financial aid, federal regulations require a student have a valid FAFSA on file AND be both:

a) Admitted to a degree seeking program AND
b) Enrolled as at least a half-time* student per semesters (6 credit hours for undergraduates; 4 credit hours for graduates)**

*If you enroll simultaneously at IU Southeast and another IU campus, the total registration hours between the schools will be used to determine your financial aid eligibility.

**For summer sessions: half-time enrollment for undergraduates = 6 credit hours; graduates = 4 credit hours.

- IU Southeast will serve as the HOME school for consortium agreements with the following HOST IU campuses and Non-IU Campuses: IU Bloomington, IU East, IU Kokomo, IUPUC, IUPUI, IU Northwest, IU South Bend, IVYTech, and Bellarmine. No other schools or programs will be approved for consortium agreements, including overseas study.

- Your financial aid, excluding CVO and Voc Rehab, will be awarded through the institution from which you will receive your degree.

- A Consortium Agreement is required EACH SEMESTER for which the student wishes to receive aid. INCOMPLETE forms will not be accepted. Students must include their physical signature. No electronic signatures will be accepted.

- You may receive financial aid only for courses that transfer to IU Southeast and count as hours toward your degree at IU Southeast. Classes taken at the HOST School that do not transfer to IU Southeast or do not count as hours toward your degree will be at your expense.

- You are responsible for ensuring that your balance is paid at your Host institution.

4 Steps to Complete the IU Southeast Consortium Agreement

- **Step 1**
  - Student obtains consortium form from HOME school (IU Southeast); reviews instructions.
  - Student Completes Section I as directed

- **Step 2**
  - Student meets with IU Southeast Academic Advisor to certify that the courses taken will count toward degree program AND will be transferrable to IU Southeast.
  - Student and Academic Advisor complete Section II.

- **Step 3**
  - Student submits form to HOME School’s Financial Aid Office (IU Southeast) for IU Southeast to submit to HOST School for signature and completion of Section III.

- **Step 4**
  - HOST School (other IU campus) will return completed form to HOME School (IU Southeast) Financial Aid Office for final processing.
Commonly Asked Questions:

**What is the difference between the HOME and HOST school?**

The “Home School”:
- Is where the student is enrolled in a degree or certificate program and is the parent institution for all financial aid matters.
- Is responsible for processing and disbursing aid and monitoring student eligibility as well as performing Return of Title IV calculations or aid cancellations if the student withdraws or fails to enroll as intended.
- Will accept transfer credit if the student receives a grade of “C” or better and is making satisfactory academic progress toward a degree.

The “Host School”:
- Is where the student is visiting to take part of his/her program requirements.
- Agrees NOT to provide financial aid to the student for the term specified.
- Agrees to notify the HOME School of any changes to the student’s enrollment.

**How long does this process take to complete?**

Students should allow 2 – 4 weeks for processing once the final document is submitted to the HOME School. Financial aid cannot be disbursed until this process is complete. Any financial aid will be disbursed at the earliest time possible per federal regulations, but no earlier than 10 days prior to the start of the student’s first day of class.

**If I’m only receiving financial aid at IU Southeast, how is the bill paid at the other IU Campus (Host School)?**

The STUDENT is ultimately responsible for paying the HOST school for any course charges and must make alternative financial aid arrangements for tuition payments and purchasing books prior to receiving a balance (or refund) of any anticipated financial aid. In some cases, the IU Southeast Bursar’s Office will make a payment directly to the other IU campus before processing any refunds.

**I’d like to use my CVO benefits to pay charges at both schools. How do I do that?**

Students who wish to participate in this Consortium agreement must apply directly to the HOST School (other IU campus) to use their CVO. In order to utilize these CVO benefits while participating in this Agreement, the student must have the following items at **BOTH** the IU Southeast campus and the other IU campus:
- MUST meet SAP standards at each school
- MUST have a valid FAFSA on file at both schools
- MUST have a valid CVO form submitted to each school

Each school is responsible for reporting use of the CVO benefits, drawing funds from the state, and maintaining all applicable records. Both IU Southeast and the HOST School will work with SSACI to track hours used and hours of remaining eligibility.

**I’ve been awarded Frank O’Bannon Grant and/or 21st Century Scholars Grant at IU Southeast. How is that used to cover tuition and fees at the HOST School (other IU campus)?**

Students CAN receive Frank O’Bannon Grant and/or 21st Century Scholars Grant if they meet the eligibility requirements and attend another IU campus under a completed Consortium Agreement. This award will appear on the student record as “SSACI Used Other Campus.” IU Southeast will then internally transfer these SSACI funds to the HOST School (other IU campus, but not non-IU campuses) to be credited toward tuition charges.

**How can I get financial aid to cover a class I am taking at a non-IU campus?**

IU Southeast only participates in Consortium Agreements with two non-IU campuses*: IVY Tech and Bellarmine University. Students taking classes at non-IU campuses other than those listed above are not eligible to complete a Consortium Agreement to receive financial aid for those classes and will be responsible for alternative funding for paying that school’s tuition and fees. The exception to this are students who enroll in the ICN (Indiana College Network) or Metroversity programs.**

**How is my bill paid at the HOST School?**

You are responsible for ensuring that your bill is paid at your HOST School. The IUS Bursar Office to transfer funds to other IU campuses, but cannot do so with non-IU campuses.

---

*See the consortium agreement for non-IU campuses located at [www.ius.edu/financialaid](http://www.ius.edu/financialaid) – Financial Aid Forms.

**See your Academic Advisor or the Registrar’s Office for eligibility requirements and more information on these programs.