



Consortium Agreement

Financial Aid • ENMU Station 20 • 1500 S Ave K • Portales, NM 88130
Phone: 575-562-2194 • Fax: 575-562-2198

www.enmu.edu

Consortium deadline is always the last day of drop/add.

Student Section

ENMU ID: _____ SSN: _____ Telephone number: _____

Name: _____
Last First Middle initial

Address: _____
Address City State ZIP

Enrollment period (select one): **Fall** _____ **Spring** _____ **Summer** _____
Year Year Year

Number of hours: ENMU-Portales _____ ENMU-Roswell _____
 Clovis Community College _____ San Juan College _____
 New Mexico Junior College: _____ Pima Community College _____
 Other: _____
Name of other host institution Hours

***Student must be enrolled in at least six hours at ENMU-Portales for fall and spring, and three credit hours for summer.* You may not take more hours at the host institution than at ENMU-Portales.**

Courses enrolled in at host institution:

Course title: _____ Credit hours: _____

Course title: _____ Credit hours: _____

Course title: _____ Credit hours: _____

I understand that these course(s) will **both** transfer and **count toward the degree plan on file** at ENMU-Portales. (If you do not have a degree plan on file, you should contact the records clerk in your college before completing this form.)

Student signature: _____ Date: _____

Host Institution Section

Check this box if you are receiving the N.M. Lottery Success Scholarship.

Host institution must provide the following budget information for the semester the student is requesting the consortium agreement. All other expenses will be calculated with ENMU-Portales cost of attendance.

Please note: An official transcript will be due to the ENMU Office of Enrollment Services at the end of each semester before your financial aid awards may be continued.

Tuition: \$ _____ /credit hour x _____ hours = \$ _____

Host institution financial aid signature: _____
Name Phone Date

Note: The student is responsible for obtaining all the above required signatures before submitting this form to the Office of Financial Aid at ENMU-Portales.

ENMU-Portales Financial Aid Section

ENMU-Portales Financial Aid officer signature

Date

What is a Consortium Agreement?

A consortium agreement allows a student to receive financial aid funding at one institution for the combined enrollment hours at two institutions.

Requirements

Steps to see if you qualify for the Consortium Agreement

- Have a completed financial aid file at ENMU-Portales
- Be degree seeking at ENMU-Portales
- Enroll for **at least six hours** at ENMU-Portales and the same or fewer hours at the host institution
- Meet satisfactory academic progress to be eligible for consortium
(See satisfactory academic progress regulations.)

Paperwork Requirement

- You are responsible for obtaining all required signatures on this form. The financial aid office at ENMU will not obtain these for you.
- You must turn in a copy of your class schedule along with the bill from the host institution. **You must pay the host institution or make arrangements with it.**

Host Institution Responsibility

- Failure to complete classes at your host institution will make you ineligible for future consortium agreements.
- ENMU-Portales shall serve as the home institution and shall administer all financial aid for this student during his/her period of enrollment as a degree seeking student with ENMU-Portales. It is further agreed that completion of this agreement precludes the awarding of financial aid for this student by the host institution during this period.

Student Section

- ENMU-Portales will determine enrollment status cost of attendance as based on actual tuition charged for concurrent enrollment with both institutions.
- There is no refund if withdrawal takes place after add/drop periods.
- All recipients must maintain satisfactory academic progress for financial aid under the policy of the home institution.
- Receiving financial aid from two institutions for the same period of enrollment is illegal.
- The host institution will not complete this form until you have registered for classes and made arrangements to pay.