



Truckee Meadows Community College

Financial Aid, Scholarships and Student Employment

# CONSORTIUM AGREEMENT (2023-2024)

7000 Dandini Blvd., RDMT 315, Reno, NV 89512 | **FAX:** (775) 674-7566

**General Information:** Financial aid cannot be received from two different institutions concurrently; therefore, the student must select the one school from which aid is to be administered. This is the HOME institution where the student has enrolled for the majority of coursework and from which he/she expects to receive a degree.

If you are pursuing a degree or certificate at TMCC and find it necessary to take courses at another college or university (HOST institution), you may qualify under this consortium agreement to count your enrollment at the HOST institution toward your financial aid enrollment level. You must be enrolled in at least six credit hours at TMCC during the semester for which you are requesting funding. These courses must be required for your declared major. The courses taken at the HOST institution must transfer to TMCC and apply towards your degree or certificate program at TMCC.

**NOTE:** This agreement does not include Millennium Scholarships, Silver State Opportunity Grant, and some TMCC grants and scholarships.

It is your responsibility to complete this form, including obtaining a TMCC academic advisor's signature and submitting the form to the TMCC Financial Aid Office. It is also your responsibility to follow up with *both* institutions to ensure that your request has been processed. You must complete a new form each semester.

STEP 1: Student's Information	
First Name	Last Name
Email	NSHE ID#
Semester: <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer      Year:	
Enrolled number of credits at TMCC for term listed	Degree Program at TMCC:
Student's Agreement	
I agree to the following:	
<ul style="list-style-type: none"> <li>Take a minimum of six credits at TMCC applicable for TMCC program.</li> <li>Provide proof of payment of fees at the HOST institution. I understand that any aid resulting in approval of this request will be disbursed by TMCC to my TMCC student account.</li> <li>Accept responsibility for any fees or expenses not covered by Financial Aid.</li> <li>Notify the TMCC Financial Aid Office of any change in enrollment or if I withdraw from the HOST institution. I understand enrollment changes may affect Satisfactory Academic Progress and/or I may be required to return funds.</li> <li>Consent to release my Financial Aid and enrollment information from the HOST institution to TMCC.</li> <li>Provide grades to the Financial Aid Office for Satisfactory Academic Progress (SAP) calculation.</li> <li>Request a transcript be sent to TMCC from the HOST institution at the end of the term. I understand that Admissions and Records cannot guarantee how many credits will be accepted until an evaluation has been completed.</li> </ul>	
Student's Signature	Date

<b>STEP 2: HOST Institution Information</b>			
Name of HOST Institution			
City		State	Zip Code
Telephone	Fax	Student's ID Number at HOST institution	
<b>Courses student will be taking at the HOST institution</b>			
Course Number	Course Title	Credit Hours	Requirement or Elective <i>(must be applicable to TMCC degree program)</i>
			<input type="checkbox"/> Requirement <input type="checkbox"/> Elective
			<input type="checkbox"/> Requirement <input type="checkbox"/> Elective
			<input type="checkbox"/> Requirement <input type="checkbox"/> Elective

Student must visit with a TMCC Academic Advisor/Counselor prior to submitting this form to Financial Aid. Forms submitted without completion by a TMCC Advisor/Counselor will not be processed. Courses at HOST institution must be required for TMCC program.

<b>STEP 3: TMCC Academic Advisor/Counselor Statement</b>	
<input type="checkbox"/> I have recommended that the student take the course(s) listed above at another institution. This coursework is approved for the student's degree or certificate program at TMCC for the following reason(s):  	
<input type="checkbox"/> Student chooses not to take the above course(s) at TMCC; however, the coursework is applicable to the student's degree or certificate program at TMCC. The reason stated by the student for this choice:  	
<b>Academic Advisor/Counselor's Signature</b>	<b>Date</b>
Telephone	Email

TMCC Financial Aid will review this agreement and, if approved, forward it to the HOST institution. The completed form must be received by the TMCC Financial Aid office no later than the first day of classes for the semester.

<b>STEP 4: TMCC Financial Aid Office</b>	
Approved <input type="checkbox"/> Yes <input type="checkbox"/> No	Date forwarded to HOST institution:
TMCC Financial Aid Officer (PRINT name)	
<b>TMCC Financial Aid Officer Signature</b>	<b>Date</b>
Telephone	Email

STEP 5: HOST Institution Financial Aid Office		
<i>(Please provide the following information and return to the TMCC Financial Aid Office, 7000 Dandini Blvd, RDMT 315, Reno, NV 89512)</i>		
Tuition and Fees	Room and Board	Other Mandatory Costs
Is student receiving scholarships at HOST institution? <input type="checkbox"/> Yes <input type="checkbox"/> No    Amount: \$ _____		
HOST Institution Financial Aid Officer (PRINT name)		
HOST Institution Financial Aid Officer Signature		Date
Telephone		Email

**Financial Aid Consortium Agreement**

This agreement between the financial aid offices at the Truckee Meadows Community College (TMCC) and \_\_\_\_\_ (*HOST institution*), provides that students enrolled at TMCC may attend classes at the host institution provided that the courses are applicable to their TMCC degree program.

It is agreed that the HOST institution will provide educational coursework to \_\_\_\_\_ (*student*). The budget will be based on the TMCC published budget guidelines. For federal and state financial aid purposes (excluding the Governor Guinn Millennium Scholarship and some TMCC scholarships), this student will be considered enrolled at TMCC during his/her period of study at the HOST institution.

It is understood that any charges for tuition, fees, room and board and any other charges by the HOST institution will be the sole responsibility of the student.

**TMCC will:**

- Receive and process Title IV applications and award state grant funding according to established criteria
- Perform required verification and record keeping
- Verify enrollment through the host institution before releasing funds to the student
- Disburse Financial Aid to the student’s TMCC account
- Monitor the student’s Satisfactory Academic Progress
- Calculate any return of Title IV funds as required

**HOST institution will:**

- By signing this agreement, confirm enrollment of the student in the courses listed in Step 2
- Not provide any form of federal, state, or institutional grant assistance to the student
- Notify TMCC of any scholarship assistance the student is receiving at the host institution
- Notify TMCC of any changes in the student’s enrollment
- Notify TMCC in the event that the student received a failing grade for coursework attempted at the host institution

**For HOME institution use only**

Enrollment level matches Step 1: <input type="checkbox"/> Yes <input type="checkbox"/> No	Final Approval: <input type="checkbox"/> Yes <input type="checkbox"/> No	Date:
Credit hours at TMCC:	Total credit hours funded:	
Cost of attendance for credit hours at TMCC only:		
Tuition and Fees	Room and Board	Other Mandatory Costs