



# Financial Aid and Scholarship Services Consortium Agreement (For Pell Grant & Federal Loans)

Office Use Only

Academic Year

2026-2027

## Student Information

|                      |            |           |                 |
|----------------------|------------|-----------|-----------------|
| Last name            | First name | Middle I. | 10-digit ASU ID |
| Local street address | City       | State     | Zip code        |
| Local street address |            |           |                 |

## Purpose

This form is for Fall 2026/Spring 2027/Summer 2027 only.

To request Federal Pell Grants and Direct Loans for courses taken at another institution while attending and receiving federal student aid at ASU.

- This form will not be processed if any items are left blank or illegible.
- Please type or print clearly using blue or black ink only.
- If clarification of your situation is necessary, additional information or documentation may be required.

## Processing Requirements

1. Your financial aid file must be complete before this form will be processed.
2. Courses taken at another institution under this agreement must apply to your ASU degree program. Any student enrolled through an ASU online partnership should speak to a corporate enrollment partnership counselor in Financial Aid and Scholarship Services. Be advised that consortium agreements are in some instances limited for students enrolled through these programs.

## Instructions

1. You must complete **Sections A and D**, your ASU academic advisor must complete **Section B**, and your other institution's financial aid office must complete **Section C**.
2. Attach a copy of your course schedule from your other institution. Be sure it indicates the start and end date of the course(es).
3. Attach documentation showing the itemized amount of tuition and fees charged for courses being reported from your other institution.
  - a. Examples: student ledger, receipt with course name/number, etc.
4. Attach proof of payment (paid in full), deferment or pay schedule from your other institution.
5. **Enroll in at least half-time credits (6 credits undergraduate; 5 credits graduate) at ASU for the semester in question. Students enrolled with Mayo Clinic, the Sandra Day O'Connor College of Law, St. Mary University, or the Concurrent Enrollment Program with the Edson College of Nursing and Health Innovation (in state only) have different enrollment requirements.**
6. Request **official** transcripts from the other institution to be sent to ASU's Admission Services, P.O. Box 870112, Tempe, AZ 85287-0112. Transcripts will need to be received within 20 days of the end of the term from the other institution. Failure to do so may have an impact on your financial aid awards and create a bill on your ASU account.
7. **Submit this form** online by uploading to <https://tuition.asu.edu/forms/fa-misc-verification/2027>, mail to P.O. Box 870412, Tempe, AZ 85287-0412, or in person to any Financial Aid and Scholarship Services locations.

## Submission deadlines

You **must** submit this form **before the end of business on the first day of classes of session B** for the semester you are submitting this form; the ASU academic calendar can be found at <https://registrar.asu.edu/academic-calendar>.

## Disbursement Details

You must have enrollment of at least half-time to receive Federal Student Loans (6 credits for undergraduate and 5 for graduate). If you are receiving institutional grants (excludes Federal Pell Grant), they will be prorated based on your ASU enrollment status only (i.e. consortium credits do not count). Please see <https://tuition.asu.edu/forms/consortium-agreement> for additional details.

## Section A: Enrollment at Other Institution

| Course prefix | Course number | Term start date | Term end date | Course title | Credit hours |
|---------------|---------------|-----------------|---------------|--------------|--------------|
|               |               |                 |               |              |              |
|               |               |                 |               |              |              |
|               |               |                 |               |              |              |
|               |               |                 |               |              |              |
|               |               |                 |               |              |              |

| Last Name | First Name | Middle I. | 10-Digit ASU ID |
|-----------|------------|-----------|-----------------|
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## Reminders

1. You will need to complete these courses with a grade of "C" or better for these credits to transfer to ASU. Failure to do so may have an impact on your current financial aid awards and may create a bill on your ASU student account.
2. Failure to participate in your courses may result in a reduction or cancellation of aid received.
3. If you withdraw from these courses, you must inform ASU Financial Aid and Scholarship Services.
4. If you make changes to the courses you plan to take at the other institution, you must complete and submit a new Consortium Agreement with the new course(s) listed and all required sections completed, including the ASU academic advisor signature on **Section B** to ASU Financial Aid and Scholarship Services.
5. You will receive reminders to request your transcripts throughout the semester in your ASU email. Be sure to check your ASU email regularly.
6. It is your responsibility to ensure that ASU receives your transcripts from the other institution within 20 days after the end of the term for that institution. If ASU does not receive your transcripts by the deadline, we must bill back federal student aid received for those courses.

## Your next steps

1. Contact your **academic or faculty advisor at ASU** to discuss course eligibility and the following questions:
  - Will the courses listed in **Section A** apply to my current degree program?
  - If I receive a "C" or better in the courses listed in **Section A**, will the courses be accepted for transfer?
2. After your appointment with your advisor ask them to confirm the above questions and answers that were discussed with an email. This replaces a formal signature from your advisor. Please use the sample email in **Section B** below.
3. Contact your **financial aid advisor at the other institution** to discuss course eligibility and the following questions:
  - Am I currently enrolled in courses at your institution?
  - As the host institution, do you confirm that you will not process federal financial assistance for me, that all records will be kept at Arizona State University and that you agree to share information about my enrollment as requested by ASU's Financial Aid and Scholarship Services office?
  - What is your school OPEID number?
4. After your appointment with your other institution's financial aid advisor, ask them to confirm the above questions and answers that were discussed with an email. This replaces a formal signature from the financial aid advisor. Please use the sample email in **Section C** below.
5. Submit the email responses from both advisors by uploading to <https://tuition.asu.edu/forms/fa-misc-verification/2027>, mail to P.O. Box 870412, Tempe, AZ 85287-0412, or in person to any Financial Aid and Scholarship Services locations; then click **Submit** to complete the submission of this form. By this submission, you certify that you have met with your ASU academic or faculty advisor and the courses taken at the other institution will be applicable to your degree at ASU.

## Section B: Sample email to your ASU advisor

Dear advisor,

I am taking additional courses at <institution name> and need your assistance in order to continue my eligibility for federal financial aid. Your confirmation of our discussion is requested by confirming the answers to the questions we discussed in our appointment. Your email confirmation serves as a signature. I've listed the information below. Please review and reply to this email confirming these answers.

1. Will the courses listed below apply to my current degree program?
  1. <Course name>
  2. <Course name>
2. If I receive a "C" or better in these courses, will they be accepted for transfer?

## Section C: Sample email to your other institution's financial aid advisor:

Dear advisor,

I am a degree-seeking student at Arizona State University, and I'm also taking additional courses at <institution name>. I need your assistance in order to receive my full federal financial aid eligibility under a financial aid consortium agreement. Your confirmation of our discussion is requested by confirming the answers to the questions we discussed in our appointment. Your email confirmation serves as a signature. I've listed information below. Please review and reply to this email confirming these answers. **Please also provide the school's OPE ID number.**

- I am currently enrolled in <insert number of credits> credits for the <XXX> term at <institution name>.
- To ensure federal student aid eligibility is calculated correctly, the courses that I'm taking at your institution are offered as standard term semester credit hours, standard term trimester hours, standard term quarter credit hours, nonstandard credit hours, or other type of academic calendar. If other, please indicate the type.
- As the host institution, you will not process federal financial aid for me; all records will be kept at Arizona State University, and you agree to share information about my enrollment as requested by ASU's Financial Aid and Scholarship Services.
- What is your school's OPEID number?

|           |            |           |                 |
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Section D: Certification and student signature

**Certification:** I certify that the submitted information is true and correct to the best of my knowledge and belief. If asked by an authorized official, I agree to provide additional proof of the information provided on this form. I understand that purposely providing false or misleading information on this form may result in reduction or repayment of aid, fines and/or imprisonment in this and/or future years. I understand that any email communication will be sent to my ASU email account and I should monitor my email regularly. I understand it is my responsibility to ensure that ASU receives my transcripts from the other institution within 20 days after the end of the term for that institution. If ASU does not receive my transcripts by the deadline, I understand that the federal student aid received for those courses will be returned to the Department of Education, resulting in a bill on my student account.

☐ By checking this box, I certify that I have read all the information located at <https://tuition.asu.edu/forms/consortium-agreement>.

|                     |                      |
|---------------------|----------------------|
| Student's signature | Date form was signed |
|---------------------|----------------------|

If you need assistance with completing this form, please contact our office at 855-278-5080 or [tuition.asu.edu/contact-resources](https://tuition.asu.edu/contact-resources).