

CONSORTIUM AGREEMENTS

A consortium agreement is a written contract between two institutions enabling students to take coursework simultaneously for the purpose of completing a degree program. Under such an agreement, students may take courses at a host institution and have those courses count toward a degree at the home institution.

The student's 'home' institution (BCC) is the institution that will grant the degree. It is also the institution that will process, award, and disburse financial aid. The 'host' institution is responsible for certifying the student's enrollment status and the costs for tuition and fees.

Guidelines for students interested in participating in a consortium agreement:

- Students **must** be degree seeking at BCC
- Each class taken at the host institution **must** be considered a requirement of the degree program the student is seeking
- The student **must** complete a 'Request to Take Course at Another Institution Form' from the Registrar's Office.
- The student **must** have the host institution complete the 'Consortium Agreement Application' and submit this to the Office of Financial Aid at BCC
- Students are advised to make financial arrangements with the host institution because arrangements for a consortium agreement may take several weeks
- Consortium agreements expire at the end of each semester
- At the conclusion of the consortium semester, students **must** submit a copy of their transcripts to the Office of Financial Aid to determine if the student meets Satisfactory Progress Standards (SAP)

PLEASE NOTE: Consortium agreements allow a student to get the same amount of financial aid they would normally receive for registering for all of their classes at BCC. **BCC does not automatically send funds to the host institution.** Financial aid is only applied to a student's account at BCC. If a credit balance is created by financial aid funds, then a refund is processed and released to the student. It is the responsibility of the student to use any refund to pay their bill at the host institution.

Office of Financial Aid