

FINANCIAL AID CONSORTIUM PROGRAM

TARLETON STATE UNIVERSITY (TEXAS A&M UNIVERSITY-CENTRAL TEXAS)

Consortium Agreements entail 6-12 credit hours, at least 3 of which must be taken at TSU/TAMUCT. Withdrawing from all hours at TSU/TAMUCT will cancel the Agreement.

Courses at the host (community) college **must coincide** with the start/end semester dates of TSU/TAMUCT. Agreements are offered for fall and spring semesters only.

Only courses needed to complete your degree plan will be approved for transfer.

PROCESS TO COMPLETE AGREEMENT:

1. Register and pay at the community college.
2. Pick up Consortium Agreement Certification Form at Financial Aid Office at TSU/TAMUCT (Room 114) **or** print one from www.tarleton.edu/~finaid/forms. You will need Adobe in order to print.
3. Complete the "Certification Home Institution" portion of page 1. List the courses that you registered for and sign page 2 agreeing to the Financial Aid Conditions.
4. See your TSU/TAMUCT academic advisor to ensure the courses will fulfill your degree plan. Your advisor will then sign the form.
5. Take the Certification Form, your class schedule from the community college, and your paid receipt to the Records Office at TSU/TAMUCT (Room 105) for a signature verifying the courses are transferable.
6. Take the form to the Financial Aid Office at the community college and the FA Officer will complete the Certification Host Institution portion of the form and sign it.
7. Return completed form to the TSU/TAMUCT Records Office for processing.
INCOMPLETE FORMS WILL NOT BE ACCEPTED.
8. Student must request that an OFFICIAL transcript be sent to TSU/TAMUCT immediately after completion of courses. **Your financial aid will be placed on hold for the following semester until the official transcript is updated by the Records Office.**

IMPORTANT NOTES:

- **Withdrawal** from all TSU/TAMUCT courses **will cancel** the consortium agreement.
- You must successfully complete all consortium hours to maintain financial aid eligibility.
- TSU/TAMUCT **must be notified** within 2 business days if there is a change in enrollment status (i.e. drop/add courses, withdrawal, etc.)
- This process must be completed each Fall and Spring semester (Not available for summer).
- Please contact the FA Office at TSU/TAMUCT (254-519-5442) if you have questions.