

Consortium Enrollment Agreement

*** PLEASE PRINT ***

Enrollment and Cost of Attendance Form: Terms and Conditions Agreement to Receive Financial Aid for Consortium Study Abroad

This Terms and Conditions Agreement is required for Evergreen procedures and by the US Department of Education in order for the Evergreen State College to establish consortium status and to process Federal Student Aid such as Pell Grants and various loan programs. The Home Institution, referred to as Evergreen, and the Host Institution, named below, are entering into a consortium agreement on behalf of the student below.

Section 1 – To Be Completed by All Evergreen Students Participating in Consortia

Student's Name: _____ Student ID#: **A** _____

Permanent Address: _____

Email: _____ Phone: _____

Home Institution: **The Evergreen State College**

Host Institution: _____

Host Institution Program Title: _____

I am completing this form for the following academic period(s) at Evergreen. (If the host institution is semester based, mark the quarters affected by your enrollment. For example, **Fall semester** involves only Fall quarter; **Spring semester** involves Winter and Spring quarters, though exceptions exist. Do not include Summer in early start Fall semester programs.)

Quarter: Fall Winter Spring Summer Year(s) _____

Host Institution reference: Fall Semester Spring Semester Summer Other _____

Proposed courses to be taken at the Host Institution during this period. List credits in semester hours, if applicable.

Course Number	Course Title	Credits	Start Date	End Date

Student Terms and Conditions: I understand that:

1. I must be a fully admitted student, enrolled full time for at least one quarter in an interdisciplinary program prior to participating in a Host Institution consortium program.
2. I am limited to a total of one academic year of enrollment in all consortium programs combined, with the exception of Wildlands Studies, which is limited to one 7-week program.
3. Per Evergreen policy, only overseas Host Institution programs are currently eligible for consortium agreement. Domestic US offerings are not eligible, with the exception of the UW Jackson School of International Studies Consortium in Seattle and programs offered by SEA Education.
4. I must be concurrently registered at Evergreen and the Host Institution each quarter I am away. I may not concurrently register for other Evergreen courses, programs or contracts while studying through consortium.
5. I understand that I will be charged an Evergreen fee of \$400 for each semester, quarter, or term of the consortium system. 1 Semester = \$400; 2 Semesters = \$800; 1 quarter = \$400; 2 quarters = \$800; 3 quarters = \$1200, etc. This fee will be assessed to my Evergreen account, and must be paid prior to any future registration at Evergreen.
6. I must complete all required study abroad forms and Evergreen processes by stated deadlines before I am allowed to register and receive financial aid.
7. I must inform Evergreen and the Host Institution immediately if I withdraw from any Host Institution courses.
8. I must ensure that final transcripts are sent from the Host Institution to Evergreen to be evaluated. In the case of

consortia study, no narrative evaluation of this study abroad program will be added to my Evergreen transcript.

9. I must earn grades of "C" (2.0) or higher to earn transfer credit. Grades of "C-" or lower (below 2.0) will not earn credit. No credit will be issued for duplicate coursework.
10. Semester and other non-quarter-based credits convert to quarter credits according to established formulas. Semester credits convert at a 1.5 ratio typically (16 semester credits = 24 quarter credits), but other systems exist, such as a tallying of "class hours," and these result in varying totals of quarter credits. Partial credits are rounded down (22.5 becomes 22).
11. I will only request financial aid through Evergreen, and not through the Host Institution.
12. Any financial aid awards I receive will be disbursed to my Evergreen Student Account first, then to me.
13. I will be invoiced directly by the Host Institution and must pay them directly. At no time will Evergreen make a payment to the Host Institution on my behalf.
14. Failure to make payment of incurred costs at the Host Institution has consequences. The Host Institution is not obligated to provide services to me or issue grades or transcripts. In addition, Evergreen will place a hold on my account until necessary payments are made or resolved.
15. I must send this form to the Host Institution to have them complete Section 2 below and return the Form to me or Evergreen at fax 360-867-5343 or by scan/email to clifthom@evergreen.edu.
16. The following is true for the study abroad academic period I have listed. Choose one:
 - I AM a FAFSA applicant for financial aid through Evergreen for Federal, State or other resources.
 - I am NOT a FAFSA applicant for financial aid through Evergreen at this time.

Student Statement of Compliance: My signature below confirms that I have read and clearly understand the terms and conditions for this agreement as stated above. In addition, I hereby waive my rights under the Family Educational Rights and Privacy Act (FERPA) to allow Evergreen to discuss all aspects of my enrollment with the Host Institution.

Student Signature

Date

Section 2 – Student: Send This Form to the Host Institution’s Financial Aid Office to Be Completed & Returned to the Evergreen Office of International Programs F:360-867-5343.

<u>Cost of Attendance</u> Based on full-time enrollment per Term		<u>Student's Enrollment Information</u>	
Tuition & Fees	\$ _____	Specify which Term	_____
Books and Supplies	\$ _____	Classes Begin	_____
Room and Board	\$ _____	Add/Drop Date	_____
Transportation	\$ _____	Last Day of Term	_____
Personal	\$ _____	Credit Hours Enrolled	_____
Miscellaneous	\$ _____	Tuition Cost per Credit	_____
Total	\$ _____		

Section 3 - Statement of Agreement by the Host Institution and Evergreen

1. The Host Institution hereby confirms that it is _____, or is not _____, Title IV eligible, and agrees that only Evergreen will award and process financial aid for this student.
2. Evergreen agrees to provide payment to this student, if eligible, under Title IV aid programs as appropriate for the specified terms.
3. The Host Institution agrees to notify Evergreen in writing of the student’s last date of attendance if the student withdraws partially or completely.
4. Evergreen will be responsible for determining financial aid refunds or repayments resulting from student withdrawal.
5. Evergreen will be responsible for monitoring this student’s satisfactory academic progress in regard to Title IV rules.
6. Evergreen will accept all credits earned by the student provided he/she earns grades of "C" (2.0) or higher; grades of "C-" or lower (below 2.0) will not earn credit. Evergreen will not accept credit for duplicate coursework.

Signature, Host Institution Financial Aid

Printed Name and Title

Date

Signature, Office of International Programs

Printed Name and Title

Date