

# W&M FINANCIAL AID

## Domestic Study Away Consortium Agreement

Name:  W&M Student ID #:

Students that have been approved by W&M’s Registrar Office to pursue classes at another institution are required to complete this form if they want to pursue financial aid to assist with the costs associated with those classes.

**Section 1: Required Documentation**  
The following items must be submitted along with this form before financial aid consideration can be made.

- Documentation from W&M’s Registrar’s Office confirming the course numbers that have been approved.
- Proof of enrollment at the host university. (Course numbers *must* match the courses approved by W&M’s Registrar’s Office).

**Section 2: Student Certification**  
Student must certify their acknowledgement of the following information before financial aid eligibility will be considered.

- I understand that W&M does not pay the host school directly and that it is my responsibility to make sure that the host institution receives payment for the program that I choose to attend.
- I understand that financial aid funding, if eligible, will not be released early if the semester at the host school occurs prior to the start of the applicable semester at W&M.
- I understand that I will not be eligible for financial aid if the classes that I am taking at the host school are not approved by the W&M Registrar’s Office.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*Signature must be written, computer fonts are not acceptable.

**Section 3: Host School Certification**  
This section must be completed by the host university’s financial aid office.

Host School \_\_\_\_\_ Period of Enrollment (mm/dd/yyyy): \_\_\_\_\_ to \_\_\_\_\_

Tuition & Fees	\$	Required Insurance	\$
Room & Board	\$	Miscellaneous/Personal	\$
Transportation/Airfare	\$	<b>Total Cost of Program</b>	\$
Books & Supplies	\$	<b>Scholarship for Student</b>	\$

By completing this agreement, the Host Campus and William & Mary agree that:

- The Host Campus certifies that the student is enrolled full-time, at least 12 credit hours per fall/spring semester or at least 6 credits in the summer session. The Host Campus agrees to monitor the student’s enrollment and notify William & Mary if there are changes to enrollment.
- The Host campus will not process or disburse any Title IV funds to the student during the period of this agreement.
- William & Mary will maintain all records and monitor satisfactory academic progress.
- William & Mary will accept responsibility for processing and disbursing Federal Pell Grant and Campus-based Programs, W&M Grants, Federal Stafford and Plus Loans(s), and Alternative Loan(s) the student may be eligible to receive.
- Acceptance of transfer credit is contingent upon successful completion of the student’s course of study and its approval by William & Mary.

Name & Title of Domestic Study Away Officer \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

\*Signature must be written, computer fonts are not acceptable.

William & Mary and host school are entering into an information consortium agreement for the purpose of processing Title IV Financial Aid Programs and/or Alternative Educational Loans for the student pursuing this program. It is understood that both institutions are eligible as defined by Section 600.9(b) and 60.9 of the Title IV Financial Aid Program Regulations and Chapter 3, Section 6 of the Federal Student Aid Handbook.

**Use one of the following methods to return this form:**

Online Upload (preferred): <a href="https://www.wm.edu/financialaid/box">https://www.wm.edu/financialaid/box</a>  Fax: 757-221-2515  <i>To protect your data, we do not accept documents via e-mail attachment</i>	Mail: Office of Student Financial Aid William & Mary P.O. Box 8795 Williamsburg, VA 23187-8795	Office of Student Financial Aid William & Mary Blow Memorial Hall, Room 124 262 Richmond Road Williamsburg, VA 23185
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