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# Transient Students and the Consortium Agreement

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# Definitions

**Consortium Agreement** – a written agreement between two or more TIV eligible schools

**Contractual Agreement** – a written agreement between an eligible school and an ineligible school

# Definitions

**Home School** – the school where the student is enrolled in a degree or certificate program

**Host School** – The school where the student is taking part of his or her program requirements, through either a consortium or contractual agreement

# Definitions

**Transient Students**– guest students, visiting students, summer students...

Students who are enrolled at one University, but taking classes at another, that will count towards their degree at their home University

# Examples

**Two plus two program** – a partnership between a two-year and a four-year school that facilitates a student's completing the last two years of the student's four year degree

**3+1 program-** a partnership between a two-year and a four-year school that allows a student to complete much of their third year classes, toward the four-year degree, at the two-year school

# Guidance

34 CFR 668.5  
34 CFR 668.43



“In an office that is one of the most regulated on a campus, consortiums are one of the least regulated topics we could talk about.” – Kirby Adams

# Advantages

- ✓ Provides students a wider variety of available class times and course formats, making it easier to work with their existing schedules
- ✓ Increases access to higher education, by providing a student the opportunity to complete classes toward their degree, at a lower cost



# Advantages

- ✓ Allows students to continue to take some courses closer to home/ face-to-face, when receiving a degree at a school in another city or state
- ✓ Combined enrollment at the Home and Host schools can help students maintain required enrollment status needed for loan deferment

# Advantages

- ✓ Allows schools the opportunity to provide additional classes to non-degree seeking students, who might not have otherwise had financial aid to assist with that cost

# Organization

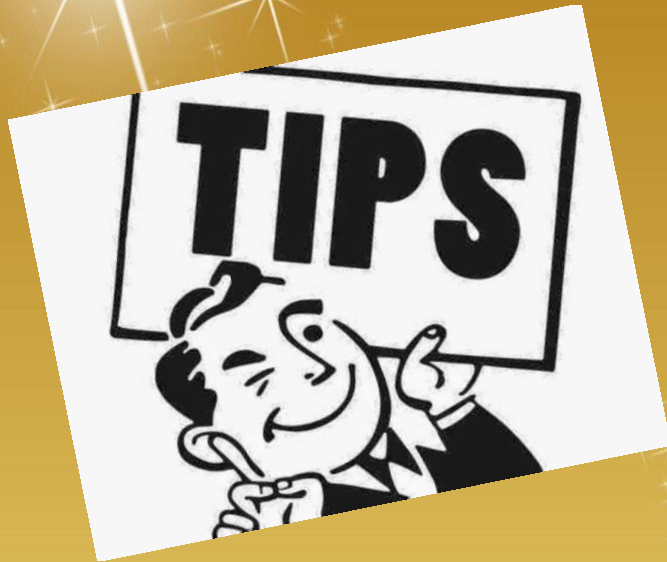
- ✓ Policy and Procedures
  - Create, follow, review, and update
- ✓ College System (Colleague, PowerFaid, Banner, PeopleSoft)
  - Know your system's capabilities
  - Utilize communication codes
  - Rules for disbursement
- ✓ Excel Workbooks and System Reporting Tools
  - Utilize database/college system reporting tools
  - Track by term, school, dates
- ✓ Understand and Streamline a Processing Schedule
  - Establish efficient processing timeline

# Ideas for Development

- ✓ Blanket Agreements/Student Specific Agreements
- ✓ Consortium Agreement Addendum
- ✓ Development of screens, or fields within screens to identify consortium students

# Ideas for Development

- ✓ Development of reports to identify consortium students, alert when enrollment confirmation, grades, transcripts must be requested
- ✓ Creating a Budget
- ✓ Fostering relationships with colleagues at partner schools




- ✓ When and how to talk to students about this available option – dependent upon your institutions policy
- ✓ Documentation, email, phone, and in-person counseling
- ✓ Discussing the rights and responsibilities of the student entering a consortium agreement between institutions, as well as important deadlines

✓ Internal collaboration between departments such as Financial Aid, Registrar, Bursar or Business Office, Admissions, Advising, etc. is KEY



✓ Collaboration between the Home School and Host School for enrollment reporting and tracking





**When is  
a consortium agree  
ment necessary?**



If a student is not enrolled at his/her home school during a particular term, and is enrolled at least half time at the host school, is a consortium agreement necessary?

**Why do some institutions  
choose not to participate  
in a consortium  
agreement?**

# Example

A student is enrolled at a technical school for their associates degree, and also attending a 4-year school, working toward their bachelor degree. The classes the student is taking toward their associate degree will be counted toward their bachelors at the second school.

# Take-Aways

- ✓ Readily available information regarding school consortium agreements
- ✓ Open lines of communication between students and schools
- ✓ Importance of establishing, following, and updating consortium P&Ps

# Take-Aways

- ✓ Organization is key for a successful consortium agreement program
- ✓ Identifying the most efficient schedule for internal processing
- ✓ Develop relationships with the contacts at participating schools

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