Financial Aid Consortium Application - Graduate Students

This form is for USC graduate students wishing to take a class or classes at another "Host School."

Please complete this form and return it to the USC Financial Aid Office, along with all requested documentation, four (4) to six (6) weeks before the start of the semester at the Host School. Aid cannot be disbursed until the consortium agreement is completed by the Host School, and it cannot be disbursed retroactively after the term has ended.

Payment may be due to the Host School before any USC financial aid you may be eligible for can be disbursed. You are advised to make arrangements with the Host School for payment (or deferment) of your tuition bill. You are ultimately responsible for payment of all charges at the Host School.

To qualify for federal financial aid (Federal Direct Unsubsidized Loans, Graduate PLUS Loans), you must be enrolled at least half-time (4 total units). USC units may be included in this total if you are enrolling in coursework at both the Host School and USC concurrently.

SECTION 1 — STUDENT INFORMATION

Student's Name _____ USC ID Number _____

Date of Birth (MM/DD/YYYY): _____ /_____ / _____ Semester Enrollment: ☐ Fall ☐ Spring ☐ Summer

Unit Enrollment: I intend to enroll in courses at the Host School for the following number of units/credit hours or enroll concurrently at USC and the

Host School for the combined number of units/credit hours: _____

SECTION 2 — HOST SCHOOL INFORMATION

Contact the financial aid office of your Host School at least four (4) to six (6) weeks before the first day of classes to:

1. Confirm their participation in consortium agreements. If the Host School declines to participate, this decision cannot be overturned, and we will not be able to process financial aid under a consortium agreement. We recommend not proceeding with the application process.

2. Verify whether your enrollment in Host School courses is required before they will agree to process consortium agreement paperwork.

3. Request the best contact information for the financial aid coordinator responsible for consortium agreements at the Host School.

4. Make arrangements with the Host School to pay or defer your tuition bill by their deadline.

Host School Name: _____

Student ID Number assigned by Host School, if known: _____

Is your Host School on a quarter system or other non-semester system? ☐ Yes ☐ No

If yes, please specify: _____

Provide the contact information (name, email, phone and fax numbers) of the financial aid coordinator responsible for consortium agreements at the Host School.

Important: A direct contact with the Host School will greatly expedite processing of the agreement. Otherwise, the processing of your paperwork may be delayed if it has to be routed to the appropriate personnel.

Name:	Email:
Phone Number:	Fax Number:

SECTION 3 — DOCUMENTATION

Check off each of the following steps as you complete them:

- ☐ Contact your academic advisor or department representative to request a memo or other written confirmation that your intended coursework at the Host School is transferable to your USC program of study.

- ☐ Include a copy of the memo or other written confirmation with this application. The documentation must include the approving party's contact information.

- ☐ Contact your academic advisor to clear the advisement requirement for the semester.

- ☐ Clear all other holds and restrictions (viewable on myUSC, OASIS and Web Registration).

SECTION 4 — STUDENT RESPONSIBILITIES

Please review the following student responsibilities and sign below:

I acknowledge that, under the terms of an approved consortium agreement between the University of Southern California and the Host School, I must:

1. Maintain satisfactory academic progress.
2. Notify the University of Southern California Financial Aid Office if I do not attend the courses listed and approved for this consortium agreement.
3. Immediately inform the University of Southern California and the Host School of any change in enrollment status, including withdrawal from all courses or substitution of approved courses.
4. Ensure that the Host School provides the University of Southern California an academic transcript upon completion of the consortium period.

Signature:	Date:
Email:	Phone:

Upload this completed Financial Aid Consortium Application and your department's approval documentation to your Financial Aid Summary and Tasks (FAST) account. These two documents can be submitted together as an "Unknown or Unlisted type of Financial Aid Document" in the Document Library.