

CONSORTIUM AGREEMENT INFORMATIONAL SHEET



A consortium agreement is an agreement between two colleges/universities to recognize your registration at each location for financial aid purposes. It also certifies only one of the two institutions can administer your Title IV and state financial aid.

Students may attend North Central State College under a consortium agreement from their home school. North Central State College is the host school.

Consortium Agreement Steps

- 1) Work with your home school's financial aid office to see if you are eligible for a consortium agreement and obtain all paperwork from your home school.
- 2) You must follow your home school's guidelines on when and how frequently you need to fill out a consortium agreement and submit it your host school.
- 3) Turn your completed consortium agreement to North Central State College's Financial Aid Office. You may drop the completed form off in person at the office, mail it in via postal mail, fax it into the office (419-755-4729) or email the form in to the office (financialaid@ncstatecollege.edu).
- 4) North Central State College Financial Aid office will process the paperwork usually in 5-10 business days and send it to the home school.
- 5) After you register for courses at North Central State College you will need to set a payment plan with the cashier's office and make a payment while you are awaiting your financial aid funds from your home school. When you complete the consortium agreement, you are signing and agreeing that you will pay the host institution (NCSC) any balance owed from registering for courses. Your home school disburses your financial aid. It is your responsibility to take the money from your home school and use it to pay towards your tuition at North Central State College. Please note that completing a consortium agreement does necessarily mean you will have enough financial aid to cover both institutions tuition and fees.
- 6) Any questions regarding your financial aid and consortium agreement must be addressed to your home school, North Central State College does not have access to your financial aid information and cannot address where your home school is at in the financial aid process.