



Consortium Agreement

Section 1. Student Acknowledgement

Home School: Virginia Peninsula Comm. College **Host School:** _____

Student Actions to Take:

- Decide which courses to take at host school
- Take form to your advisor for approval of course(s) as part of Virginia Peninsula's degree/certificate.
- Send form to host school financial aid office for appropriate signatures.
- It's the student's responsibility to ensure that all sections of the consortium agreement are completed and all required signatures are received.
- **FOLLOW UP** with host school. Ensure they certify as soon as possible after drop/add period. This form must be submitted to VPCC before the last day to drop and receive a refund for the semester, as identified on the Academic Calendar.
- Check with Virginia Peninsula Financial Aid approximately two (2) weeks after drop/add. We will process any aid increases after receiving this form from host school.

Student Name:	VPCC Student ID#:	Host Student ID#:
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Student's VPCC Degree/Certificate Program: _____

Select the term(s) and the year from the dropdown menu to be covered under this Consortium Agreement:

Fall

Spring

Summer

In signing this agreement I, the student, request that both schools entering into this Consortium Agreement shall all necessary information regarding my enrollment at both schools so that my financial assistance can be awarded on my combined enrollment.

Student's Signature: _____ **Date:** _____

Section 2. To Be Completed By VPCC (home school) Academic Advisor: Please list the student's approved program applicable courses that are being completed at the host school: **REQUIRED**

Course #	Course Title	# of Cr/Qtr Hrs.

Academic Advisor Signature: _____ **Date:** _____

Print Name & Title of Advisor: _____ **Date:** _____

Email/Phone: _____

Section 3. To Be Completed By Host School - REQUIRED

Virginia Peninsula Community College and the Host School listed in section 1 are hereby entering into a Consortium Agreement. The Host School agrees to the following:

- The Host School will not provide payments from any Federal Title IV programs for the terms specified.
- The Host School will notify Virginia Peninsula Community College's financial aid office if the student receives any type of financial assistance for attendance at the Host School.
- The Host School will notify Virginia Peninsula Community College in a prompt manner should the student's enrollment status change from the information submitted on this form.
- The Host School will share end of term information so that academic progress may be calculated at Virginia Peninsula Community College.

Enrollment Period _____ to _____
(MM/DD/YY) (MM/DD/YY)

Select one: **Semester Hours** **Credit Hours**

Host School Registered Classes

Course #	Course Title	# of Cr/Qtr Hrs	Course Fees	Course Tuition

Totals

Anticipated Aid at Host School: \$ _____ **Source of Funds:** _____

Host School Official's Signature: _____ **Date:** _____

Print Name & Title of Official: _____

Email/Phone: _____

**Submit this completed Consortium Agreement in person to the Financial Aid office
(Hampton Campus, Kecoughtan Hall, room 209 / Historic Triangle campus, room 117A)**

—or—

you may scan and email to financialaid@vpcc.edu or fax to (757) 825-3537.