



## Office of Financial Aid

Phone: (910) 672-1325 Fax: (910) 672-1423

Email: [finaid@uncfsu.edu](mailto:finaid@uncfsu.edu)

### Consortium Agreement Checklist

#### Student Requirement

- The student is required to complete the first page of the consortium agreement.

#### Host Institution Requirement

- The Host institution is required to complete the second page of the consortium agreement.
- Attach a copy of the class schedule from the Host Institution for the current semester attending.
- Attach an invoice from the Host Institution's Business Office for the current semester attending.

#### Home Institution Requirement

- The Home institution is required to complete the second page of the consortium agreement.
- The *Approval to Pursue Course(s) at Another Institution Form* **must** be signed by the student's current FSU Advisor. (The student will leave the form with the advisor, and he or she will forward it for processing on the student's behalf).

#### What's the Next Step?

- The student will need to return the completed agreement to Fayetteville State University, Office of Financial Aid, Lilly Building. The forms can be emailed to [finaid@uncfsu.edu](mailto:finaid@uncfsu.edu), fax to (910) 672-1423, or the student can drop the forms off to the Office of Scholarships & Financial Aid.
- The consortium agreement will need to be submitted to the Office of Financial Aid by 5:00 PM on:

| Term        | Due Date          |
|-------------|-------------------|
| Summer 2023 | July 15, 2023     |
| Fall 2023   | November 15, 2023 |
| Spring 2024 | May 15, 2024      |

- For questions, please contact the Office of Financial Aid at 910-672-1325, or by email at [finaid@uncfsu.edu](mailto:finaid@uncfsu.edu).