

Eastern Oregon University (EOU) students concurrently enrolled at a host institution may use this agreement to document their host coursework and costs at host institution. EOU is the home institution administering financial aid, awarding the degree, monitoring SAP, and reporting enrollment to the National Student Loan Clearinghouse.

KEY RULE: Only EOU may disburse aid for the term. Receiving Title IV aid from two institutions simultaneously is prohibited.

EXCLUSIONS: No semester-calendar or clock-hour host programs. Learn more: eou.edu/financial-aid/review-award/co-enrollment/

SECTION 1 • STUDENT INFORMATION & HOST INSTITUTION STATUS

Student Name		EOU Student ID #	910-
Host School		Host School Student ID #	
EOU Email	@eou.edu	Contact Phone	
Term & Year	☐ Summer 2026 ☐ Fall 2026 ☐ Winter 2027 ☐ Spring 2027	Credits	____ EOU + ____ Host = ____ Total

Host Institution Admission & Degree Intent Inquiry (Required Compliance Field)

Are you admitted to the host institution to complete a degree/certificate there, or only taking courses that will transfer back toward your EOU program?

☐ **OPTION A — COURSE TRANSFER ONLY**

I am taking host courses only to transfer them toward my EOU degree.

☐ **OPTION B — DEGREE / CERTIFICATE SEEKING AT HOST**

I am formally admitted to earn a degree, or certificate at host school.

SECTION 2 • STUDENT REQUIREMENTS & DISCLOSURE ACKNOWLEDGMENTS

Read each statement carefully and sign below to confirm your understanding.

- You must maintain at least 6 credits at EOU for the entire term.** Dropping below 6 EOU credits cancels consortium eligibility and may require repayment of aid.
- The host Financial Aid Office must document registration, tuition, and fees and complete Section 4.
- An **EOU Academic Advisor** must certify that the coursework at the host school is applicable to your EOU degree plan in Section 3.
- You must enroll in 100 level coursework or higher at your host school.
- You must attach copy of your registration or class schedule from the host school.**
- Courses taken at host school will affect your EOU Satisfactory Academic Progress (SAP) standing the same as EOU courses. See eou.edu/financial-aid/maintain-eligibility/.
- You must submit an unofficial or official host transcript after each term and an official transcript at the end of Spring. Future aid may be held until transcripts are received.
- You must immediately report enrollment changes at both schools. Dropping all courses triggers a Federal Return of Title IV Funds calculation and may create an EOU balance.
- Aid disburses on EOU's posted schedule. Consortium processing may cause initial delays; you must plan personal expenses accordingly.
- You are responsible for paying all host tuition, fees, and charges. EOU does not pay the host institution on your behalf.
- You authorize EOU and the host school to exchange educational, enrollment, and financial aid records, including digitally through Oregon Financial Aid Exchange (OFAX).
- EOU accepts completed consortium forms only through the end of the second week of the EOU term. Late forms will not be processed.**

Student Certification & Signature

Your signature certifies that you have read, understood, and agree to abide by all requirements and notices stated on this agreement.

Student Signature:	Date:
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Save a copy of this page for your personal records.

Student Name: _____

EOU ID #: 910-_____

SECTION 3 • EOU ACADEMIC ADVISING CERTIFICATION (To be completed by EOU Advisor)
(Minimum 6 EOU Credits Required)

Credit Hour Summary: EOU Credits: _____ + Host Credits: _____ = Total Credits: _____

Host Course #	Host Course Title	Credits

Student's Degree Program: _____

Proof of Enrollment Attached? ☐ Yes ☐ No

Academic Advisor Certification Statement

As the student's EOU Academic Advisor, _____, I certify that:

1. The course(s) student is enrolled in at the Host school are applicable to the degree, either as a program requirement or as a general education requirement.
2. The student has not previously earned credit for these courses, nor transferred equivalent credit for courses to EOU.
3. If the student earned an AAOT, ASOT, or has over 120 lower-division transfer credits, I certify that the student must have these courses at the Host school for the degree program at EOU.
4. I have verified that the student's current degree program in EOU system records is accurate.

Advisor Signature: _____

Date: _____

SECTION 4 • HOST INSTITUTION FINANCIAL AID OFFICE CERTIFICATION (To be completed by Host School)

Please complete this section and return to EOU Financial Aid Office.

1. The student is NOT receiving financial assistance at _____ (Host Institution) for the specified term.
2. **Please submit a second verification of current enrollment to EOU at the end of the 4th week of the term.**
3. Total tuition & required fees billed for the term: \$ _____ (Attach an official billing statement or account summary.)

Certifying Official Name:		Official Title:	
Official Email:		Phone Number:	
Official Signature:		Date:	

FORM SUBMISSION & CONTACT INSTRUCTIONS
RETURN COMPLETED FORM + HOST REGISTRATION SCHEDULE TO:
EOU Financial Aid Office — Attn: Consortium Coordinator

Inlow Hall STE 104, 1 University Blvd, La Grande, OR 97850-2807

Phone: 541-962-3550 | Fax: 541-962-3661 | Email: consortium@eou.edu

Federal School Code: 00319300 | Web: eou.edu/financial-aid/review-award/co-enrollment/