

TAKING COURSES AT ANOTHER COLLEGE FREQUENTLY ASKED QUESTIONS

If you are enrolled in a degree-seeking or eligible certificate program at Providence College, but plan to take courses at another accredited college or university, you may be able to receive financial aid to cover some of the costs at the other institution!

WHAT FORMS DO I NEED TO COMPLETE?

If you are taking a class at another institution you must complete a **Consortium Agreement**. This form is located under the Print a Form tab within the Self Service section of our website.

WHAT IS A CONSORTIUM AGREEMENT AND WHAT DO I DO WITH IT?

A Consortium Agreement is a formal contract between two schools, in your name, that dictates which institution is responsible for determining eligibility and distributing your federal and state funding (including parent PLUS or alternative student loans). Regardless of what institution at which you choose to take a class, it is your responsibility to complete a Consortium Agreement with the host institution you are attending.

If the Consortium Agreement is not completed prior to the start of classes at Providence College your financial aid will **only** be calculated based on the classes you are enrolled and billed for at Providence College. In addition, you will be responsible for all charges incurred at your host school.

In addition, on the Consortium Agreement there is a section called Academic Dean Approval. The Dean's signature in this section means that the course(s) you want to take at the other institution will count towards your degree/certificate here at Providence College. Without a signature, those classes will not be counted when calculating your financial aid at Providence College in the semester you are looking to take the course(s) at another institution.

WHEN DO THESE FORMS NEED TO BE COMPLETED AND SUBMITTED TO THE OFFICE OF FINANCIAL AID?

All forms need to be completed **prior** to the first day of classes at Providence College in the semester you want to take a class at another institution.

HOW MANY CLASSES DO I NEED TO TAKE IN ORDER TO RECEIVE FINANCIAL AID?

In most cases, you must be taking at least 6 credits combined between Providence College and the other institution in order to be eligible for most federal programs including the Direct, PLUS and alternative loans.

WHAT TYPES OF FINANCIAL ASSISTANCE CAN I USE TOWARDS TAKING A CLASS AT OTHER INSTITUTIONS?

It is very important to note that Providence College **does not** permit the transfer of any institutional funding for use at another institution. However, you are able to use your eligible federal and state financial aid. In addition, parent PLUS loans and alternative student loans can be used, provided that all appropriate paperwork is completed prior to the first day of classes at Providence College with the lender you have chosen.

WHEN DOES MY MONEY GET RELEASED FROM PROVIDENCE COLLEGE TO MY HOST SCHOOL?

It doesn't! You are responsible for paying the host institution out of pocket at the time you register with them. If your total financial aid received exceeds your charges at Providence College in the semester you are taking a class at another institution, then you will be issued a refund check by the Bursar's Office to offset the money you have already paid to the host institution. The Bursar's Office will not send money directly to your host institution.