



OFFICE OF FINANCIAL AID



Consortium Agreement Procedures

1. Student speaks with his/her financial aid counselor for Consortium instructions and requirements. The counselor provides the Consortium Agreement and guides the student carefully on the steps to follow.
2. Before the student proceeds to use this Agreement at another Institution, the student's university account balance **must be zero**. Please confirm the balance with the Bursar's Office and pay the amount due before submitting this Agreement.
3. The Agreement may be utilized **only during the summer session** and enrollment in the Host Institution **must be before June 26th**.
4. Student decides on courses at "Host Institution." The Lincoln University's Registrar must agree that the courses are transferable and will count towards degree completion at Lincoln University. **Students must be enrolled at least 6 credits hours to be eligible for Financial Aid.** The Registrar completes appropriate section of the Agreement approving the courses.
5. The Office of Financial Aid, if necessary, will fax the Host Institution the Agreement. The Host Institution will complete the enrollment dates, number of instructional time, tuition, fees, books, supplies, room, board, and transportation. **The Host Institution is also responsible for notifying The Lincoln University if the student withdraws.**
6. Any financial aid for which the student is eligible is transmitted as a credit to the student's Lincoln University account. **Payment will be made directly and sent to the billing department of the Host Institution, not to the student.** If there is a credit on the student's account after payment to the Host Institution, the Bursar's Office issues a refund check made payable to the host institution. The student, not The Lincoln University, is responsible for all costs incurred at the Host Institution.
7. Student must collect information from Host Institution regarding cost of attendance, contact person's name, phone number and email address on the Agreement. **A copy of the Host Institution's bill, student's class registration and completed student responsibility form must be attached to the Agreement.**
8. **Student must comply with the Host Institution's payment policy; therefore, if full payment is required prior to attending enrolled courses, the student will be responsible for making payment arrangements.** Please note that the amount of possible aid awarded may not cover the total cost. The student will be responsible for any balances owed and/or out of pocket expenses not covered by financial aid.

If submitted without all the information requested, the Agreement will not be processed.



OFFICE OF FINANCIAL AID CONSORTIUM AGREEMENT

Between
THE LINCOLN UNIVERSITY
And

Host Institution

Lincoln University and the institution named above are herein entering into a consortium agreement for:

Name of Student	SID#	Telephone Number

This agreement can only be used for this term: Summer 2015

Section I – Student Criteria

The student must:

1. Take courses at the Host Institution, which are transferable to the student's degree program at Lincoln University.
2. Be enrolled in a degree-seeking program at The Lincoln University, and making satisfactory academic progress as specified by the Lincoln Satisfactory Academic Progress policy.
3. Submit this completed form along with a copy of a registration form from the Host Institution to the Financial Aid Counselor.
4. Submit grade transcripts from the Host Institution at the end of the semester.
5. NOT be receiving financial aid at the Host Institution.

Section II – To be completed by Lincoln University's Office of the Registrar

How many of the credit hours which the student is taking at the Host Institution are applicable to the student's program at Lincoln University? **(Total number of approved credit hours below)**

Please list the course code/description and number of credits the student is taking at the Host Institution which are applicable to their program at Lincoln University:

Course Code/Description	# of credits per course	Course Code/Description	# of credits per course
Registrar's Signature		Registrar's Printed Name	

Student's Name:

Student's I.D#:

Section III – To be completed by the Host Institution

Will the student receive financial aid at your institution? ☐ Yes ☐ No

If "Yes", STOP. Do not complete the remainder of this form. Please sign the form and return it to the student.

If "No", please complete the remainder of this form:

Dates of Enrollment under this Agreement ____/____/2015 TO ____/____/2015	Number of weeks of instructional time _____ (Total Weeks)
Tuition and Fees	\$ _____
Books and Supplies	\$ _____
Room and Board	\$ _____
Transportation	\$ _____
Other	\$ _____
Total	\$ _____

The Lincoln University's Office of Student Financial Aid will be notified *within 15 days* by the Host Institution if the student withdraws from any classes taken under this agreement. ☐ Yes ☐ No

<i>Host School's Financial Aid Officer's Signature</i>	<i>Please print or type name</i>
<i>Telephone Number / Email Address</i>	<i>Date</i>

IMPORTANT: PLEASE PROVIDE VERIFICATION OF STUDENT'S ENROLLMENT (i.e Class Schedule), A COPY OF THE SCHOOL BILL AND INCLUDE THE ADDRESS WHERE THE PAYMENT NEEDS TO BE SENT WITH THIS AGREEMENT.

Please return this form to:

The Lincoln University
Office of Financial Aid,
1570 Baltimore Pike
Lincoln University, PA 19352
Phone # (800) 561-2606/Fax# (484) 365-8198

COMMENTS:



CONSORTIUM AGREEMENT
STUDENT RESPONSIBILITY FORM

ANY FINANCIAL AID FOR WHICH I AM ELIGIBLE WILL FIRST BE CREDITED TO MY LINCOLN UNIVERSITY ACCOUNT. THE BURSAR WILL PROCESS A REFUND CHECK MADE PAYABLE TO ME. I AM RESPONSIBLE FOR ALL COSTS INCURRED AT

_____.
(HOST INSTITUTION)

I UNDERSTAND THAT MY FINANCIAL AID MAY NOT BE SUFFICIENT TO COVER ALL OF THE CHARGES ASSOCIATED WITH THE COURSES TAKEN AT

_____.
(HOST INSTITUTION)

I AM SOLEY RESPONSIBLE FOR PAYING MY BILL.

Student's Name

SID#

Student's Signature

Date

Host Institution

**THE LINCOLN UNIVERSITY
OFFICE OF FINANCIAL AID**

2015 SUMMER SCHOOL APPLICATION

Instructions: Before completing this application, please refer to the questions and answers on the opposite page to determine if you may be eligible for financial aid during the summer session.

TO BE COMPLETED BY UNDERGRADUATE STUDENTS ONLY

NAME: _____ **STUDENT ID#:** _____

ADDRESS: _____

CITY/STATE/ZIPCODE: _____

HOME TELEPHONE: _____ **ALTERNATE PHONE:** _____

E-MAIL ADDRESS _____

STATE OF LEGAL RESIDENCE: _____

Expected Number of Credits for Summer School: _____

Housing Status:

- ☐ **Live On-Campus**
- ☐ **Commuter**
- ☐ **Off-Campus**

**ATTENTION: ALL UNDERGRADUATES
WISHING TO ATTEND SUMMER SCHOOL 2015**

If you plan to attend the 2015 Summer School session you must comply with the following requirements:

- ✓ **You must have a \$0 balance with the university in order to attend summer school.**
- ✓ **Complete the Financial Aid Summer School Application. The application is available on our website @ www.lincoln.edu/financialaid/index.html**
- ✓ **You must enroll for a minimum of six (6) credits during the summer session.**
- ✓ **Summer School starts May 18th and ends June 26th.**
- ✓ **You may be required to complete a new Summer 2015 Federal Direct Parent PLUS Loan Data Sheet. PLUS credit must be denied to receive additional Federal Direct Unsubsidized Loan funds.**
- ✓ **Deadline for submission of Summer School Application is Friday, April 10th!!**

FREQUENTLY ASKED QUESTIONS

Q. How many credits must I register for to be considered for financial aid during the summer session?

A. During summer session, you must register for at least 6 credits hours to be considered for financial aid.

Q. Does PHEAA offer state grants for students enrolled in summer school?

A. Undergraduate students who are Pennsylvania residents may be eligible to receive a PHEAA state grant during the summer session. Students must complete a PHEAA application for summer payment. For additional information regarding eligibility, contact PHEAA at 1-800-692-7392.

Q. Am I eligible to take out a loan for summer school and if so, what is the maximum amount and how is it determined?

A. If you did not borrow your full eligibility loan amount during the fall/spring you will be eligible to take out the maximum amount based on your current classification. For instance, if you are considered a junior (60+credits) your eligibility loan amount is \$5,500 subsidized & up to \$7,000 unsubsidized, if parents were denied the Federal Direct PLUS Loan. If you only borrowed \$5,500 subsidized and \$2,000 unsubsidized, you will be eligible to borrow a maximum amount of \$5,000 unsubsidized for the summer.

Q. If I receive a loan during summer session, will it affect my financial aid for the upcoming academic year?

A. No, you will not be borrowing based on your loan eligibility for the academic year.

Q. Will Federal Work-Study be available to students enrolled in summer school?

A. There is no Summer Federal Work-Study available for 2015.



Office of Financial Aid PARENT LOAN DATA SHEET

For Internal Use Only

Originated/By Whom: _____

PLUS Answer/Date: _____

Initial _____

This form is to be completed by parent(s) of dependent students who wish to borrow under the Federal Direct Parental Loan for Undergraduate Students (PLUS) program.

Please print:

Student's Name _____ **Student's SSN or Lincoln University ID#** _____

NOTE: The following data refers to the parent borrower; (complete for ONE parent only)

Name of Parent Borrower _____
Last First MI

Permanent Address _____
Street

City State Zip

Social Security Number _____ Date of Birth _____

Phone Number (____) _____ Driver's License State ____ DL number _____

U.S. Citizenship Status (check one): 1. ____ U. S. Citizen or national
2. ____ Permanent resident/other eligible alien: Alien Registration No. _____
3. ____ Neither 1 nor 2

Loan Amount:

Loan Amount requested \$ _____

OR

☐ I request the minimum loan amount needed to cover charges (tuition, fees, on campus room, meal plan) for the loan period indicated.

OR

☐ I request the maximum loan amount for the loan period indicated

Loan Period Requested:

____ Summer 2015

Office Use Only:

Pt # _____

Linked: _____

Initials: _____

Credit Check Instructions

To be eligible to receive a Federal Direct PLUS Loan, the parent borrower must have a good credit history. If you are denied a PLUS loan due to an adverse credit history, please indicate how you wish to proceed. A box **MUST** be checked for this form to be processed.

☐ I request that Lincoln University cancel the PLUS loan and proceed to make a Federal Direct Unsubsidized Loan directly to my son/daughter. I understand that dependent students may be eligible for up to \$4000 as a freshman or sophomore, and \$5000 as a junior or senior. Consequently, the unsubsidized loan eligibility may not be the same as the PLUS loan amount. I understand the interest starts to accrue immediately on a Federal Direct Unsubsidized Loan. I also understand that, if I select this option, my PLUS loan application will be cancelled if denied, and I will not have the option of appealing the credit denial nor obtaining a credit-eligible endorser. (The FAFSA must be on file for academic period you are requesting the loan.)

OR

☐ I will appeal the credit denial and/or obtain a credit eligible endorser for the PLUS loan. If I later choose to request an unsubsidized loan for my student, I will notify the Office of Financial Aid.

Loan Proceeds Instructions (You will need to contact the Office of the Bursar each semester to apply for the refund.)

All PLUS loan proceeds are released in two disbursements and will be applied to the outstanding balance the student owes Lincoln University remaining proceeds will be disbursed in a check made payable to either the student or the parent. If neither box is checked, we are required to disburse the check to the parent. If the loan is for one semester only, there may not be a refund available until mid-semester.

Parent Signature _____ Date _____

Parent's E-mail Address _____