

Cooperative Degree Completion Program *Student Financial Aid Information*

Missouri State has cooperative agreements with other institutions for the completion of academic requirements for certain degree programs. A list of eligible programs and locations is available at www.missouristate.edu/financialaid/policies.htm. Classes are taught at the local (host) institution and are a combination of host and Missouri State classes via telecommunication systems or other means. Students may apply for financial aid from Missouri State by including the Missouri State school code on the FAFSA and completing a consortium agreement. A tracking class will be added to the Missouri State schedule for the same number of host hours. The combined enrollment will be used to determine financial aid eligibility. **Only courses required for the degree program can be included on the consortium for financial aid eligibility.**

PROGRAM COORDINATOR RESPONSIBILITIES

The program coordinator will insure that the student has met requirements for admission to the degree program and that this information is recorded on the student's academic record in the Missouri State Admissions Office. The program coordinator will also confirm that all courses listed on the consortium are required for the degree program.

STUDENT INFORMATION AND RESPONSIBILITIES

1. APPLYING FOR FINANCIAL AID.

- A FAFSA is required each academic year with the Missouri State school code (002503) www.fafsa.ed.gov.
- Students must be admitted to Missouri State as degree seeking
- Students must be admitted to an approved degree completion program
www.missouristate.edu/financialaid/policies.htm
- Students must be enrolled at least half-time in Missouri State classes
- Students must register for all classes and file consortium agreement by deadline below
fall/spring deadline: Friday, first week of classes
summer deadline: Tuesday, first week of classes

2. DISBURSEMENT OF FINANCIAL AID FUNDS. Financial aid will be applied to Missouri State fees and the balance will be electronically transferred to the student's personal checking account. A Direct Deposit form is available at www.missouristate.edu/FinancialAid/forms.htm. Students are personally responsible for payment of host institution fees.

3. REGISTRATION DEPOSIT. A \$60 minimum fee deposit is required to prevent cancellation of Missouri State classes. Payment deadline will be specified at the time of registration. (Bursar 417-836-5128)

4. SATISFACTORY ACADEMIC PROGRESS will be evaluated in accordance with Missouri State policy and will include performance in the host institution courses. Students are personally responsible for requesting an academic transcript be sent to the Missouri State Admissions Office at the end of each semester.

Please retain this information page for your personal file

**Cooperative Degree Completion Program
 CONSORTIUM AGREEMENT**

The student listed below has been admitted into a cooperative degree completion program. Missouri State, as the home institution, will provide financial aid in accordance with the student's eligibility. The host institution enrollment will be included in the calculation of eligibility for Title IV funds. Satisfactory academic progress will be monitored by Missouri State for both campuses.

A. To be completed by student and program coordinator.

_____ Student name (*print*) _____ Student SSN _____

_____ Host School _____ Degree Completion Program _____ Semester _____ Host Hrs _____ MSU Hrs

COURSE CODE	HOURS	COURSE CODE	HOURS

This student has been admitted to the degree completion program shown above. All host courses listed above are required for the program. The student's signature below authorizes release of enrollment verification, grade reports, or any other information deemed necessary by Missouri State to monitor academic progress.

_____ Program Coordinator (signature/date) _____ Student (signature/date) _____

B. To be completed by Host Financial Aid Office.

This is to certify that _____ will not provide financial assistance to the student listed above during the _____ semester. We agree to notify the Missouri State Office of Student Financial Aid within 30 days if the student drops or withdraws. Total fees for the classes listed above is: _____.

Host Financial Aid Officer:

_____ Print name _____ Title/University

_____ Signature _____ Date