FINANCIAL AID CONSORTIUM AGREEMENT

BETWEEN:  
Primary College  
Los Angeles Southwest College  
1600 W Imperial Highway  
Los Angeles, CA 90047  
(323) 241-5338

AND:  
Secondary College  


SECTION 1: STUDENT

THE COURSE(S) WILL BE TAKEN DURING (select one):  
☐ Summer  ☐ Fall/Winter  ☐ Spring _____ Semester

The student certifies that it is his/her responsibility to: 1) provide verification of enrollment and grades for the courses listed below, 2) provide any other required documentation to either or both the primary and secondary college, and 3) to maintain satisfactory academic progress at both colleges.

_____________________________________________________________  __________________________
Student's Signature  Date

MAKE AN APPOINTMENT WITH YOUR LASC ACADEMIC COUNSELOR FOR COMPLETION OF SECTION 2

SECTION 2: LASC ACADEMIC COUNSELOR

I certify that all the courses listed below being taken at the secondary college meet a certificate, degree or transfer program requirement for the student’s educational objective at Los Angeles Southwest College.

<table>
<thead>
<tr>
<th>Secondary College Course Name/Number</th>
<th>Descriptive Title</th>
<th>Units</th>
<th>LASC course or GE AREA equivalent</th>
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<td>Major: ______________________</td>
<td>Educational Objective:</td>
<td>☐ AA/AS Degree</td>
<td>☐ Certificate</td>
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LASC Academic Counselor’s Signature  __________________________
Date

SUBMIT FORM TO SECONDARY COLLEGE FOR COMPLETION OF SECTION 3

SECTION 3: SECONDARY COLLEGE

Certification: I certify that the student is enrolled in the courses listed above and not currently receiving financial aid at this institution. Upon request, I agree to forward enrollment and satisfactory progress information to the primary college.

Authorized Signature  __________________________  Name (Please Print)  __________________________
Date  __________________________  Phone

SUBMIT COMPLETED CONSORTIUM AGREEMENT TO LASC FINANCIAL AID OFFICE.  
THE FORM WILL NOT BE ACCEPTED WITHOUT PROOF OF ENROLLMENT AT SECONDARY COLLEGE

SECTION 4: PRIMARY COLLEGE

☐ Approved  ☐ Denied

LASC FAA Signature  __________________________  Date
INSTRUCTIONS FOR FINANCIAL AID CONSORTIUM AGREEMENT

Federal regulations stipulate that you may only receive financial aid (other than a BOG fee waiver) at one institution at a time. In some cases, a student who is unable to take required classes at LASC (the primary college) may be able to take those classes at another college (the secondary college) and request that those units be counted toward their financial aid eligibility. A Financial Aid Consortium Agreement must be agreed to and signed by the Financial Aid Offices at both institutions.

In order for a course at another college to be approved for financial aid purposes at Los Angeles Southwest College (LASC), the course must be able to be credited toward your degree, certificate or transfer objective at LASC.

You are required to submit a copy of your grade report from the secondary college at the end of the semester. You must successfully complete all of the courses approved on your Consortium Agreement to remain eligible for student financial aid. Satisfactory Academic Progress standards apply to courses taken under a consortium agreement and may affect your financial aid eligibility at LASC.

PROCESS

1. Complete the Student’s Section of the Financial Aid Consortium Agreement. Also, print out a copy of your enrollment at the secondary college. [SECTION 1]

2. Make an appointment with your LASC Academic Counselor for completion of the LASC Academic Counselor’s Section. [SECTION 2]

3. Take the Consortium Agreement (with Student’s Section and LASC Academic Counselor’s Section completed) to the Financial Aid Office at the secondary college for completion of the Secondary College’s Section. [SECTION 3]

4. Submit the Consortium Agreement to the Financial Aid Office at LASC (Student’s Section, LASC Academic Counselor’s Section and Secondary College’s Section must be completed) with a copy of your enrollment at the secondary college. Your Consortium Agreement will be reviewed and you will be notified of the status of your request.

5. If your Consortium Agreement is approved, your financial aid disbursements at LASC will be based on your combined LASC, secondary college, and other allowable LACCD (i.e., the other colleges in our District) units. Generally, LASC disburses financial aid in two portions during a regular semester, with the first 50% disbursed at the start of the semester, and the second 50% disbursed shortly after the mid-point of the semester.

6. Before the second disbursement of the semester, you will need to provide current proof of enrollment from your secondary college. A reminder letter will be sent to your specifying when to obtain and submit this proof of enrollment. Without this proof of enrollment, your second disbursement will not be calculated using your units at the secondary college.

7. After the semester ends at your secondary college, you will need to submit an official transcript to the LASC Financial Aid Office. Financial aid for future semesters at LASC will not be disbursed until your grades are received.

8. Consortium Agreements are only approved for one semester at a time. Consortium Agreements are not approved retroactively. A completed Consortium Agreement (and proof of enrollment at the secondary college) must be received by the LASC Financial Aid Office prior to the last day of the semester:


TERMS

Primary College: (Los Angeles Southwest College)
The college where you are taking the majority of courses, intend to receive a degree or certificate, or transfer from.

Secondary College:
Another College you are attending to take courses that fulfill LASC program requirements but are not available at LASC due to scheduling or closed classes.

Satisfactory Academic Progress (SAP):
SAP standards describe the requirements for the number of units you must successfully complete to remain eligible for financial aid.