



CONSORTIUM AGREEMENT POLICIES AND PROCEDURES

Widener University School of Law will agree to complete a Consortium Agreement for our students who are visiting other institutions provided that the institution is an eligible institution for Title IV* purposes and is willing to sign the agreement. In the consortium process Widener will process federal and private financial aid as the home institution. *This process may cause delay in receipt of funds necessary to pay tuition and other expenses. Students should be prepared for this delay and should check with the visiting institution regarding their policies for payment of tuition under a consortium agreement.* Policies will vary depending on the institution.

Students visiting other institutions are encouraged to use the Federal loan programs, but the Financial Aid Office is willing to discuss processing private loans. The benefits and drawbacks of this option should be discussed with Financial Aid Office.

Attached is the consortium agreement that must be completed by the institution that you are visiting. Financial aid will only be processed for students who have been approved by the Dean of Students to visit and have the following documents on file:

- Approval letter from the Dean of Students
- The results of filing the Free Application for Federal Student Aid
- The Widener University School of Law Data Form
- The Widener University School of Law Summer Intent Form (if attending summer session)
- Completed Consortium Agreement (*attached*)
- Federal Direct Stafford Master Promissory Note (Complete at <https://studentloans.gov>)
- Federal Direct GradPLUS loan (if using to supplement Stafford funds)

The disbursement procedures for federal loans require that the funds are disbursed directly to the school electronically. ***It is your responsibility to consult with the institution you wish to attend and check their policy on tuition payments. Some schools require payment up front from the student and will not wait for tuition to be sent from your student loans.***

Once Widener has received funds, the Bursar's Office will contact the institution that you are attending to determine your outstanding balance. A Widener check will be mailed to the school for your balance and any remaining funds refunded to you via direct deposit. Direct deposit is required by the University. It is strongly recommended that you provide the Financial Aid and the Bursar's Office with the address, phone number, and email address where you can be reached while attending the other institution. If you have any questions, please stop by or call the Financial Aid Office at (302) 477-2272 or (717) 541-3961.

*An eligible institution is one that has been approved to participate in Federal Student Aid programs.

Delaware Campus
4601 Concord Pike, P.O. Box 7474
Wilmington, DE 19803-0474
t: 302-477-2272 f: 302-477-2034

Harrisburg Campus
3800 Vartan Way, P.O. Box 69380
Harrisburg, PA 17106-9380
t: 717-541-3961 f: 717-541-1964