

WKU Consortium Agreement Application Instructions

TEST ENVIRONMENT

WKU TopNet

Search [] RETURN TO MENU SITE MAP HELP EXIT

Student Services **Financial Aid** Employee Services Personal Information

Financial Aid

Please Note: You have 0 of more certifications to complete.

- Title IX Employee Training
- Student 1098-T Opt In

STEP 1: Log in to your TopNet and select the FINANCIAL AID TAB.

[Click here to review / update your info.](#)

Financial Aid Status
View overall status, holds, academic progress, cost of attendance, financial aid awards, and messages.

Eligibility
Review Financial Aid Holds (which may prevent payment of awards) and document requirements; Display academic progress history.

Award
View account summary; Review awards; Accept award offers; Display award payment schedule; View loan applications; Review withdrawal information.

Federal Shopping Sheet
Information about the Cost of Attendance and Aid that you have been awarded is provided in a standardized format which facilitates easy comparison with other higher education institutions.

General Financial Aid
Financial Aid Application and Information Links

E-Mail WKU Financial Aid Office with General Questions
You MUST INCLUDE your WKU ID in your email

PLUS Loan Information
If your parent is interested in a PLUS Loan (Parent Loan for Undergraduate Students), he or she can apply by visiting www.studentloans.gov and signing in to Complete PLUS Request Process. Please note that the parent will need a valid FSA ID to complete this process. Your parent will be notified immediately of approval or denial and the University will be notified within 24 hours. The PLUS Loan and other financial aid can not exceed the cost of attendance. The cost of attendance is indicated on the award notification and can also be found through your TOPNET account. For additional information, click on the PLUS Loan Information line above.

WKU On Demand/Financial Aid Request for Registration
Request Registration for WKU On Demand Courses to be paid for by Financial Aid.

Consortium Request

Loan Preference

Veteran Certification Request Form

Waiver of Enrollment for Consortium Students

[Click here to review / update your info.](#)

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Waiver of Enrollment for Consortium Students
To allow Consortium Students to waive enrollment.

Returning Student Scholarship Application
To allow returning students to apply for scholarship

SAP Academic Plan Appointment Scheduler

STEP 2: Under the FINANCIAL AID TAB, select the CONSORTIUM REQUEST option.

RELEASE: 8.25

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STEP 5: Now, answer the following questions: Am I completing this Consortium Agreement in order to increase the amount of my KEES Award? Is the course(s) that I am taking at the Visiting School a part of a Study Abroad program? Would I like to use my Federal Stafford Loans to pay for my tuition charges?

Visiting School Class 5: (ex: ART 101) _____
WKU hours: _____ 16

I am completing this for KEES award only: Select Yes or No.
KEES: No ▾

I am participating in a study abroad program: Select Yes or No.
Study Abroad: No ▾

I will use my awarded Stafford student loan to pay for the tuition charges. Select Yes or No.
Student Loan: Yes ▾

Student Requirements:

1. The student must be admitted in good academic standing as a degree-seeking student at Western Kentucky University.
2. Western Kentucky University must be listed on the FAFSA/SAR.
3. Students must be enrolled a minimum of 3 credit hours at WKU unless a Waiver of Enrollment (W/E) has been submitted and processed by the office of Student Financial Assistance. Only one Waiver of Enrollment may be submitted per aid year. The W/E is available on our forms page at www.wku.edu/finaid
4. The student must enroll in classes required for his/her degree program.
5. At the end of the semester/term a COPY of final grades MUST be submitted to the office of Student Financial Assistance. Failure to submit a copy of final grades may delay receipt of future financial aid.

I understand and agree to the Student Requirements listed above.
 I understand that I can receive financial aid only at Western Kentucky University and I understand and agree to the above requirements. I request that a formal consortium agreement be sent to me for the above listed school. I understand it is my responsibility to take or mail the Consortium Agreement to my visiting school for completion.

Submit

Clicking here is equivalent to your electronic signature

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STEP 6: Read information about your *Student Requirements*. If you are in agreeance, check the appropriate boxes and click the *Submit* button.

Visiting School Class 5: (ex: ART 101) _____
WKU hours: _____ 16

I am completing this for KEES award only: Select Yes or No.
KEES: No ▾

I am participating in a study abroad program: Select Yes or No.
Study Abroad: No ▾

I will use my awarded Stafford student loan to pay for the tuition charges. Select Yes or No.
Student Loan: Yes ▾

Student Requirements:

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Search

RETURN TO MENU SITE MAP HELP EXIT

Student Services Financial Aid Employee Services Personal Information

Consortium Request

You have successfully requested registration for Consortium. If your request is denied, the Financial Aid office will contact you via your WKU email address. Click Return to Menu

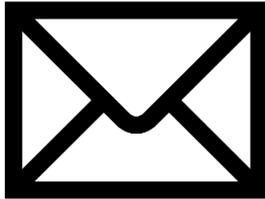
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Congratulations! You have successfully submitted your Consortium Request on *TopNet*.

What Happens Next?



STEP 7: After 5-7 business days, check your *TopperMail* account. Our office will e-mail the completed Consortium Request form to you.



STEP 8: Once you receive the completed form, you will print off a copy of the form and take it to your Visiting School. The Visiting School will need to sign and certify your class enrollment.



STEP 9: Return the signed form to WKU either via scanning and emailing it to fa.consortium@wku.edu or bringing it in person to your closest WKU campus (Regional campus students may turn in their consortium agreements to each respective campus office).