

The intent of this form is to assist Oregon Institute of Technology (Oregon Tech) financial aid students who plan to enroll at more than one institution during a term. A student concurrently enrolled at both Oregon Institute of Technology (Home Institution) and the Host Institution will have his/her enrolled credits combined to determine enrollment status for financial aid disbursement. This form is for students that want Oregon Tech to be their HOME school. Only the HOME school may disburse financial aid funds for the term.

Student Section:

Student's Name Oregon Tech ID# Host School ID# Term/Year HOST Institution (KCC, Chemeketa, etc)

Oregon Tech students must meet the following requirements to complete this form (check each box when complete)

- I know that Oregon Tech must receive the completed form and any additional needed documents by the end of the second week of the term in order to process
- I have enrolled in at least 6 credits at Oregon Tech during the term
- I have cancelled any aid awarded by the HOST institution for the term
- I have enrolled in 100 level courses or higher at the HOST institution and understand remedial coursework (<100 level) will not be funded by Oregon Tech
- Course registration at the HOST school is attached – NOT a billing statement
- The course I am registering for at the HOST school is not offered by Oregon Tech this term
- I understand that I can only receive financial aid from one institution in a term
- I understand that the HOST credits will be treated in the same manner as all other courses taken at Oregon Tech, and will be subject to the Oregon Tech Satisfactory Academic Progress Policy
- I will submit a grade report to the Oregon Tech Financial Aid Office within 30 days of completing the term, and understand future aid may be postponed until grades are submitted
- I understand that I am responsible for contacting the Oregon Tech Financial Aid office if I drop/withdraw from any host courses and my aid may be recalculated due to the drop
- I understand that I am responsible for paying all tuition, fees, & other incidental charges at the HOST school

I certify that the courses in which I am enrolled at the HOST school are applicable to my Oregon Tech program of study. I have not previously earned credit for these courses at Oregon Tech, nor previously transferred these credits to Oregon Tech. I confirm that my current major and degree program are accurate in the college records.

Student Signature

Date

Submit to the HOST Institution for completion (attach copy of registration):

The above student is enrolled in the following at: _____ (Name of Institution)

Name of Course:

Course Number:

Credit Hours:

1. _____
2. _____
3. _____

All pending disbursements for this term have been reversed and cancelled at the HOST

Signature of Financial Aid Certifying Official

Title

Date

Phone Number

Email address

Please Return form to:

Oregon Institute of Technology
Financial Aid Office
3201 Campus Drive
Klamath Falls, OR 97601

phone: (541) 885.1280
fax: (541) 885.1024
www.oit.edu/faid
Title IV School Code: 003211