



Financial Aid Transient Agreement Form

Student Information: (to be completed and signed by the student)

Student's Name: \_\_\_\_\_ GT ID: \_\_\_\_\_

Degree Program: \_\_\_\_\_

By signing this Financial Aid Transient Agreement Form, I (the student) understand and agree to:

- The Host Institute is an eligible Title IV Institution.
Provide a copy of Transient Letter from the Registrar's Office.
Provide proof of registration and fee payment at the Host Institution.
Awards available for Transient Status: Pell, Federal Direct Loans, HOPE (Host Institution must be a HOPE eligible school, student must complete a HOPE Transient Form, the HOPE scholarship is paid at/by the Host Institution.)

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Host Institution Information: (to be completed by Financial Aid Representative)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_

Term and Year: Fall \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_

Dates of Enrollment: From \_\_\_\_\_ to \_\_\_\_\_ Number of Credits Enrolled: \_\_\_\_\_

Cost of Attendance for Enrollment Period Specified above:

Table with 2 columns: Expense Category (Tuition, Fees, Books & Supplies, Room & Board, Personal Expenses, Other (Itemize), Total) and Amount (\$ \_\_\_\_\_)

Certification: The Host Institution agrees not to provide financial aid to the student referenced above and to notify the Office of Scholarships and Financial Aid at the Georgia Institute of Technology of any change in enrollment status for the term specified.

Signature of Designated Official \_\_\_\_\_ Title \_\_\_\_\_

Date \_\_\_\_\_ Phone Number \_\_\_\_\_

Home Institution: (to be completed by Georgia Tech Financial Aid Representative)

Certification: The Office of Scholarships and Financial at the Georgia Institute of Technology will calculate and monitor awards and eligibility; disburse funds; and distribute refunds.

Signature of Designated Official \_\_\_\_\_ Title \_\_\_\_\_

## Transient Students

Transient students are Georgia Tech degree-seeking students not enrolled for the term at Georgia Tech and enrolled 6 or more hours at another Title IV eligible institution. Georgia Tech is considered to be the home institution and the school you will be attending is the host institution.

Regulations prohibit students from receiving federal financial aid from more than one institution during the same academic term. Therefore, all requests for financial aid during terms of transient study must be filed with Georgia Tech, not the host institution. If another school is your home institution, that school is responsible for processing your financial aid.

Institutions may or may not participate in the transient agreement process, as it is not required. If the Host Institution does not participate, then it may be possible for Georgia Tech to reimburse the degree-seeking student at the end of the term. Reimbursement depends on eligibility for awards, timing of class completion, and timing of Georgia Tech's disbursement calendar. Please contact your Georgia Tech financial aid counselor in advance of the transient term for further details. [www.finaid.gatech.edu/contacts/](http://www.finaid.gatech.edu/contacts/)

### Transient Requirements:

- The Host Institution must be an eligible Title IV Institution.
- Students must provide a copy of Transient Letter. Current or recently enrolled Georgia Tech students may order these certifications via the Web Student Access System. Students may request a certification to be mailed, or picked up (photo ID required) in the Student Records Office, Room 104 of the Tech Tower (Administration Building). There is **no fee** for Certifications. Web Generated requests are usually filled within 2 business days.
- Provide proof of registration. A student can only receive assistance for courses that are applicable to the student's degree program.
- Provide proof of fee payment at the Host Institution. Students must pay for their Host Institution fees and charges out of pocket. Once all transient requirements are met, we can then reimburse the student all eligible awards.
- Student provides completed Financial Aid Transient Agreement Form completed by Host Institution.

### Awards available for Transient Status:

- Pell
- Federal Direct Loans (Subsidized Direct Student Loans, Unsubsidized Direct Student Loans, Direct Parent PLUS Loans, and Graduate Direct PLUS Loans)
- HOPE Scholarship (Host Institution must be a HOPE eligible school, student must complete a HOPE Transient Form [www.finaid.gatech.edu/forms/HOPE\\_transient\\_form.pdf](http://www.finaid.gatech.edu/forms/HOPE_transient_form.pdf) ; the HOPE scholarship is paid at/by the Host Institution.)