



Office of Student Financial Services
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Financial Aid for Off-Campus Study

If you are enrolled in a degree program at Xavier University and plan to take courses at another institution (including study abroad), you may be eligible to receive financial aid through Xavier to help pay for those courses. The courses that you take at the “host” institution must apply to your degree program at Xavier. You also must meet the requirements for [Satisfactory Academic Progress](#) for most types of aid.

To be considered for financial aid while studying off campus, you must complete the following steps:

- File the [Free Application for Federal Student Aid \(FAFSA\)](#) for the appropriate academic year.
- Submit the Off-Campus Course Approval Form (available online at <https://www.xavier.edu/registrar/forms/>).
- Resolve any missing financial aid requirements listed in your [Self-Service portal](#).

Student Information (Please Print Clearly)

Student’s Last Name	First Name	M.I.	Xavier ID Number
Name of Host Institution		City	State
Dates of Study at Host Institution		Number of Credit Hours Enrolled for the Semester	
Name of Contact Person at Host Institution			
Contact Person’s Phone Number		Contact Person’s Email Address	
Contact Person’s Fax Number			

Next Steps:

- **Consortium Agreement:** The Office of Student Financial Services will send a consortium agreement to the host institution.
- **Aid Notification:** Your financial aid offer will be updated in the [Self-Service portal](#) after the host institution returns the completed consortium agreement to our office.
- **Disbursement of Funds:** Financial aid funds will be applied to your Xavier bursar account first. Any excess funds will be refunded to you, and you are responsible for paying the host institution directly.
- **Enrollment Changes:** If you drop or withdraw from any courses at the host institution, notify our office immediately by emailing xufinaid@xavier.edu.
- **Multiple Semesters:** This form and approval process must be completed separately for each semester of off-campus study.

If you have questions about this process, contact the Office of Student Financial Services at xufinaid@xavier.edu.