

## Concurrent Enrollment Agreement

### **Please Read Carefully:**

The purpose of this agreement is to provide financial assistance to eligible students whose primary enrollment is at Broward College and also attending another institution (Secondary Institution) at the same time. This includes the Broward College automotive program.

### **Criteria:**

- You must be enrolled in at least one (1) Broward College course or class credit each term.
- You must be degree seeking and meeting Financial Aid Standards of Academic Progress at Broward College.
- You must be registered for approved courses at the Host Institution to receive aid at BC.
- The credits taken at the other institution must be transferable back to Broward College.
- You must submit your transcript to Broward College at the end of the term.
- You are responsible for paying your tuition and fees to the secondary institution.
- You must be enrolled in a minimum of at least six (6) credits to be eligible for loans.
- It is your responsibility to attend classes as your attendance will be verified prior to all disbursements.

### **Required items to process agreement:**

- Your completed Broward College Concurrent Enrollment agreement with all required signatures (section 1, 2 and 3).
- Your class schedule from your secondary institution showing credits.
- Your receipt showing HOW your classes were paid. Short terms loans cannot be accepted as payment of fees from the other institution.

Broward College Student Financial Services Advisor _____ Telephone (954) 201-_____ Email _____@broward.edu Secondary School Financial Aid Advisor _____ Telephone ( ) _____ Email _____
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**DUAL B**

**Broward College**  
Student Financial Services Concurrent Enrollment Agreement

225 East Las Olas Boulevard, Fort Lauderdale, FL 33301 Telephone (954) 201-7623  
Fax (954) 201-7635

**School Year** \_\_\_\_\_ **Term** \_\_\_\_\_

**Section 1: To be completed by the student**

Name \_\_\_\_\_ Broward College Student ID# \_\_\_\_\_  
SSN XXX-XX \_\_\_\_\_ Telephone ( ) \_\_\_\_\_ Email \_\_\_\_\_  
Host Institution \_\_\_\_\_

I understand the conditions of this agreement and have attached my paid receipt and schedule. I will submit my transcript to Broward College once grades are posted.  
X Student Signature \_\_\_\_\_ Date \_\_\_\_\_

**Section 2: To be completed by a Broward College Academic Advisor**

Name of Course at Host Institution	Broward College Equivalent	Broward College Credits	Term Dates	Total Clock Hours for Bright Futures Automotive Students

The Courses listed above are fully credited toward the student's degree or certificate.  
Broward College Academic Advisor/ Program Manager Print Name: \_\_\_\_\_  
Signature \_\_\_\_\_ Campus \_\_\_\_\_  
Date \_\_\_\_\_ Phone# (\_\_\_\_) \_\_\_\_\_

**Section 3: Host Institution information, budget and agrees to:**

- Not award financial aid to the student for the periods indicated above.
- Notify Broward College should the student cease enrollment prior to end of term indicated.

Housing Type \_\_\_\_\_ Room and Board \_\_\_\_\_ Tuition/Fees \_\_\_\_\_

I certify that this student is enrolled in the classes listed in section 2 and is not receiving financial assistance at this institution.

Host Financial Aid Administrator Name \_\_\_\_\_  
Signature \_\_\_\_\_  
Email \_\_\_\_\_ Telephone \_\_\_\_\_

**Please Note: Broward College will email you prior to disbursements to verify current enrollment.**

**Section 4: BROWARD COLLEGE Student Financial Services**

Campus Advisor \_\_\_\_\_ Date \_\_\_\_\_  
Processed by \_\_\_\_\_ Date \_\_\_\_\_