

## 2024-2025 Preparatory Coursework Agreement

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

Ram ID: \_\_\_\_\_

**Preparatory Coursework** refers to coursework that is part of an eligible program offered by the school, although the student has not yet been admitted into the program because prerequisite courses must be taken to qualify for admission into the program. If enrolled at least half time in these prerequisite courses, the student is eligible for loans for one consecutive 12-month period (not per program) beginning on the first day of the loan period. The annual loan amount for preparatory coursework is set by the Department of Education and varies from other loan amounts. Students enrolled in preparatory coursework are not eligible for federal grants.

**Please note:** *To be eligible for loans under this exception, the student must be taking classes that are a prerequisite for admission into an ASU program. A student who is only taking courses to raise his or her GPA in order to be admitted would not qualify.*

**Preparatory Coursework Information: (to be completed by your Advisor)**

**Preparatory coursework required for:** \_\_\_\_\_  
(List ASU program to which student seeks admission)

**Step 1:**

**Advisor should submit a Preparatory Coursework Plan that includes ALL required coursework for admission into the ASU program the student is seeking.** This plan should be submitted to the Office of Financial Aid at the same time as the Preparatory Coursework Agreement Form.

**Step 2:** Advisor should outline here which courses from the plan will be taken in the specific semester.

| _____ Semester         | # of Credits |
|------------------------|--------------|
| Course Number and Name | _____        |
| _____                  | _____        |
| _____                  | _____        |
| _____                  | _____        |

*Please be advised that this agreement cannot not be altered after the initial term of enrollment for preparatory coursework. All future Title IV Aid will be forfeited if you fail to complete the courses as listed on this agreement, or if you need additional time beyond the 12-month period. Your signature below confirms your agreement with the information listed on this form. This form and all changes must be submitted to the Office of Financial Aid prior to the first day of class.*

\_\_\_\_\_  
**Student Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Faculty Advisor Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Faculty Advisor Name (printed)**

**Preparatory Coursework Plan AND Agreement should be submitted by the Academic Advisor.** Agreements can be emailed to [ifinaid@asurams.edu](mailto:ifinaid@asurams.edu) or dropped off at RAM Central on the West campus during business.