

## **ADVANCE AGREEMENT 2019-2020 ACADEMIC YEAR**

**To maintain my enrollment in the ADVANCE/NOVA- MASON partnership, I acknowledge that I will:**

- Enroll in a minimum of six credits approved for my Advance pathway each fall semester and each semester.
- Complete ENG 111, ENG 125 and the required math for my Advance pathway with grades of A, B, or C in each course within my first 30 credits of enrollment at NOVA.
- Earn grades of A, B or C in all courses.
- Maintain a minimum 2.5 cumulative grade point average each semester at NOVA.
- Maintain communication with my ADVANCE Success Coach each semester to insure that I am enrolled in the courses leading to completion of my associate's degree.
- Read and comply with the NOVA and MASON Codes of Student Conduct at: ***[nvcc.edu/students/handbook/conduct.html](http://nvcc.edu/students/handbook/conduct.html)*** and ***[studentconduct.gmu.edu](http://studentconduct.gmu.edu)***
- Adhere to the Mason Honor Code: *To promote a stronger sense of mutual responsibility, respect, trust, and fairness among all members of the George Mason University Community and with the desire for greater academic and personal achievement, we, the student members of the university community, have set for this Honor Code: Student Members of the George Mason University community pledge not to cheat, plagiarize, steal, or lie in matters related to academic work.*
- Be responsible for responding to emails sent to my NOVA and MASON email accounts
- Graduate from NOVA with the applicable Associate of Arts, Associate of Science or Associate of Applied Science degree.

### **Administration of ADVANCE**

Advance students with 63 or fewer credits are guided by the academic policies of NOVA. Advance students with 64 or more credits are guided by the academic policies of MASON.

Violations of student behavioral codes may be addressed by one or both institutions. The applicable code will be based on location of the incident(s), severity, as well as in collaboration between the conduct offices at both institutions. Additionally, a student may be charged by both institutions if a possible outcome is suspension or dismissal (expulsion).

Referrals for possible violations of Academic Integrity will be addressed according to the host institution of a particular class. This will be determined by the course listing (i.e. either NOVA or MASON) as well as the affiliation of the faculty member instructing the course.

**Enrollment and Financial Aid**

With the written approval of the Success Coach, ADVANCE students may co-enroll in a maximum of 9 credits at Mason during the first 63 credits of NOVA enrollment. Each lower-level course must be designated 100-299 and be approved to fulfill an associate’s degree pathway requirement.

Advance students recognize that academic, registration and payment policies are different at NOVA and MASON. Additionally, the academic calendars of both institutions vary. Students are expected to comply with the deadlines, policies and procedures at the institution where they are taking courses.

For purposes of awarding financial aid, NOVA will be the home school until the student has completed 63 credits toward their associate’s degree in the Advance Program at NOVA, and Mason will be the host school. Upon completion of 63 credits toward their associate’s degree in the Advance Program at NOVA, Mason will become the home school, and NOVA will be the host school.

**FERPA and Student Records**

NOVA and MASON will share academic and financial aid information about ADVANCE students under the terms of the Family Educational Rights and Privacy Act of 1974 (FERPA). FERPA protections go into effect on the first day of classes of the student's first term of enrollment.

I agree to abide by the information provided in the ADVANCE Agreement.

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

EMPL ID: \_\_\_\_\_

Date: \_\_\_\_\_