

## **Fairfax Math Program**

This guide is a step by step process for students to be able to enroll in courses for Mason Credit.

1. Go to <https://georgemasonuniversity.force.com/> to begin the online application
2. Click Sign Up
3. Sign Up with First Name, Last Name, and Email Address
4. An email will be sent to the address used in step 3 with a temporary password link
5. Click on the link provided and you will be able to create a unique password
6. Click on Start New Application

After completing the steps above, you will be logged in to the application. Complete the information required for each section and then click “SAVE” to identify any errors or “SAVE & CONTINUE” to move forward in the application. The computer system will alert you if there are any missing portions of that page. The instructions below will guide you through the different sections.

### **New Application:**

Which campus are you applying to? *1 – George Mason University (includes all Virginia programs and locations)*

What type of student are you? *Non-Degree Undergraduate*

What is your citizenship type? *All Citizenship Types*

Term – *Fall 2018*

### **Click on Start Application**

Continue filling out the questions with the guidelines below.

Are you a community member who has completed one fulltime academic year at another college/university and wishes to complete courses for personal enrichment? *NO*

If you have previously taken college courses, do you certify that you have a minimum cumulative grade point average of 2.00 and are eligible to immediately return to all previous colleges and universities? *LEAVE BLANK*

Please indicate the course(s) you have an interest in taking at George Mason University (Provide the Mason course prefix and course number for each course - Example: BIOL 103): *TYPE – FAIRFAX MATH*

Are you currently enrolled in High School? *YES*

Please indicate which local partnership program you are participating in – *FCPS MATH DUAL ENROLL (FM)*

Please select your academic major – *HIGH SCHOOL GUEST MATRICULANT/DUAL ENROLLMENT*

Do you consider yourself to be a Virginia resident for tuition purposes? *YES*

### **HIT SAVE AND CONTINUE**

Fill in your Personal Information - You MUST fill in every question with a red dot

**\*\*Your immigration status will have no effect on your participation in this program**

**HIT SAVE AND CONTINUE**

Fill in your Biographic and Other Information - You **MUST** fill in every question with a red dot

**HIT SAVE AND CONTINUE**

Fill in your High School Information - You **MUST** fill in every question with a red dot

**\*\*Skip questions under “If Currently Enrolled Please:”**

**HIT SAVE AND CONTINUE**

**Fill in In-State Tuition: Section A - You MUST fill in every question with a red dot**

**\*\*Even if you do not end up qualifying for in-state tuition, you will still be able to participate in this program.**

You need to fill out this form for George Mason University’s reporting purposes.

Please note the following questions:

How long have you lived in Virginia?

Years

**\*\*If you have lived in Virginia for less than 2 years, you will need to provide your previous address. You only need to provide one previous address.**

Do your parents, legal guardian, or spouse provide over half of your financial support or claim you as a tax dependent? *YES*

**TYPE YOUR NAME TO SIGN**

**HIT SAVE AND CONTINUE**

**Fill in In-State Tuition: Section B -- You MUST fill in every question with a red dot**

**\*\*Your parent/guardian citizenship will not affect your participation in this program**

Will you have claimed the applicant as a dependent for federal and Virginia income tax purposes prior to the term in which the applicant will enroll? – *Yes*

Will you have provided over half the applicant's financial support? – *Yes*

Are you or your spouse presently in the military? – *Yes or No (Depending on parent)*

I certify – *Yes*

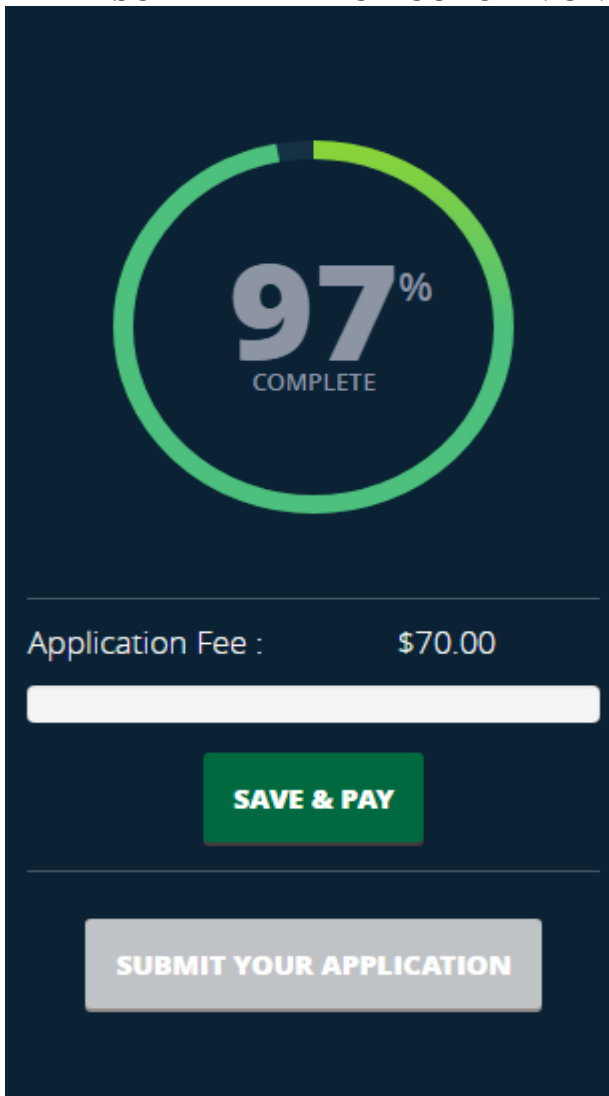
**TYPE THE NAME OF THE PARENT LISTED ABOVE TO SIGN**

Fill in Honor Code and Certification Questions - You **MUST** fill in every question with a red dot

**TYPE YOUR NAME TO SIGN**

**HIT SAVE AND REVIEW APPLICATION**

**MAKE SURE THE BLACK COLUMN ON THE RIGHT LOOKS LIKE THIS:**



**CLICK ON SAVE & PAY**

You must pay with a credit card

**CLICK ON CONTINUE**

Click on “I verify all is true and correct”

Click on **VERIFY AND SUBMIT**