

ADVANCE AGREEMENT

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*** and ***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: _____

ADVANCE

A NOVA | MASON PARTNERSHIP

A.S. Business Administration/B.S. Business –
Management Concentration

2019-20

A.S. Business Administration Pathway

2019-2020

ADVANCE Program Milestones

1. Students must take SDV 100 or SDV 101 in the first semester at NOVA.
2. Students must begin Developmental coursework in the first semester in ADVANCE at NOVA.
3. Students must take first college-level MTH course and ENG 111 in the semester immediately following the completion of any MTE or ENF courses (excluding summer).
4. In the first 30 credits, students must:
 - a. Complete ENG 111 and ENG 112 with a C or better.
 - b. Complete the first college-level MTH course with a C or better.
5. Students must complete at least six degree-applicable credits with a C or better each fall and spring semester.
6. Students must maintain a 2.5 cumulative GPA.
7. Students must apply for NOVA graduation and complete their Associate's degree.

NOVA DEGREE REQUIREMENT SEQUENCE		Credits	Courses	MASON TRANSFER EQUIVALENT	MASON CORE/DEGREE EQUIVALENT
1	SDV Course	1	SDV 100 College Success Skills OR SDV 101 Orientation to Business	UNIV 100	Elective
2	CST Course	3	CST 100 Principles of Public Speaking OR CST 110 Introduction to Communication	COMM 100 COMM 101	Oral Comm
3	ENG 111	3	ENG 111 College Composition I	ENGH 101	Written Comm
4	HIS Course	3	HIS 101 History of Western Civilization I OR HIS 102 History of Western Civilization II OR HIS 112 History of World Civilization II	HIST 101 HIST 102 HIST 125	Western Civ
5	MTH 161	3	MTH 161 Pre-Calculus I - Functions	MATH XXX	Elective
6	ITE 115	3	ITE 115 Introduction to Computer Applications and Concepts	IT 103	Elective
7	ENG 112	3	ENG 112 College Composition II	ENGH XXX	Elective
8	MTH 261	3	MTH 261 Applied Calculus I	MATH 108	Quant
9	Science Course #1	4	BIO 101 General Biology I OR CHM 101 General Chemistry I OR ENV 121 General Environmental Science I OR GOL 105 Physical Geology OR PHY 101 Introduction to Physics I	BIOL 103 CHEM 103 EVPP 110 GEOL 101 PHYS 103	NAT SCIENCE
10	Humanities/Fine Arts #1	3	ART 100 Art Appreciation OR ART 101 History and Appreciation of Art I OR ART 102 History and Appreciation of Art II OR CST 130 Introduction to Theatre OR CST 151 Film Appreciation I OR MUS 121 Music Appreciation I	ARTH 101 ARTH 200 ARTH 201 THR 101 ENGH L372 MUSI 101	Arts
11	BUS 100	3	BUS 100 Introduction to Business	BUS 100	SOC/BEHAV
12	ACC 211	3	ACC 211 Principles of Accounting I	see ACC 212	Elective
13	BUS 280	3	BUS 280 Introduction to International Business	BUS 200	GLOBAL
14	ECO 201	3	ECO 201 Principles of Macroeconomics	ECON 104	DEGREE
15	Humanities/Fine Arts #2	3	ENG 236 Introduction to the Short Story OR ENG 241 Survey of American Literature I OR ENG 242 Survey of American Literature II OR ENG 251 Survey of World Literature I OR ENG 252 Survey of World Literature II OR ENG 253 Survey of African-American Literature I	ENGH 202	Literature

16	Science Course #2	4	BIO 102 General Biology II OR CHM 102 General Chemistry II OR ENV 122 General Environmental Science II OR GOL 106 Historical Geology OR PHY 102 Introduction to Physics II	BIOL 106/107 CHEM 104 EVPP 111 GEOL 102 PHYS 104	NAT SCIENCE
17	ECO 202	3	ECO 202 Principles of Microeconomics	ECON 103	DEGREE
18	ACC 212	3	ACC 212 Principles of Accounting II	ACCT 203-2XX	DEGREE 6 credits
19	BUS 224	4	BUS 224 Statistical Analysis for Business	BUS 210	DEGREE
20	BUS 270	3	BUS 270 Interpersonal Dynamics in the Business Organization	BUS 103	DEGREE
A. S. BUSINESS DEGREE TOTAL		61			

For academic policies and procedures, please see NOVA catalog - <http://www.nvcc.edu/catalog/index.html>

For academic policies and procedures, please see the catalog: http://www.mtsu.edu/catalog/index.htm				
MASON DEGREE REQUIREMENT SEQUENCE		Credits	Course	MASON CORE/DEGREE EQUIVALENT
21	Business Foundations	3	BUS 310 Business Analytics II	DEGREE
22	Business Core	3	BULE 303 Legal Environment of Business	DEGREE
23	Business Core	3	MGMT 303 Principles of Management	DEGREE
24	General Electives	3	General Elective	DEGREE
25	Management Concentration	3	MGMT 313 Organizational Behavior	Writing Intensive
26	Business Core	3	ACCT 303 Accounting for Decision Making	DEGREE
27	Gen Ed: Information Technology/Business Core	3	MIS 303 Management Info Systems	DEGREE/IT
28	Gen Ed: Written Communication (Upper level)	3	ENGH 302 Advanced Composition (Business Section)	Written Comm
29	Business Core	3	FNAN 303 Financial Management	DEGREE
30	Business Core	3	BUS 303 Professional Skills II	DEGREE
31	Business Core	3	OM 303 Operations Management	DEGREE
32	Management Concentration	3	MGMT 321 Intro to HR Management	DEGREE
33	Management Concentration	3	Management Elective*	DEGREE
34	Business Core	3	MKTG 303 Principles of Marketing	DEGREE
35	Management Concentration	3	Management Elective*	DEGREE
36	Management Concentration	3	Management Elective*	DEGREE
37	Management Concentration	3	Management Elective*	DEGREE
39	Capstone	3	BUS 498 Business Capstone	DEGREE/SYNTHESIS
40	Management Concentration	3	Management Elective*	DEGREE
41	General Electives	2	General Elective	DEGREE
B.S. BUSINESS DEGREE TOTAL		120		

Denotes a course that must be taken at George Mason University. Please see your Success Coach to enroll.

*For approved Management Electives, please visit - <https://catalog.gmu.edu/colleges-schools/business/business-bs/>

General Notes: Students must complete a minimum of 30 credits of School of Business core and concentration courses at Mason, of which at least 9 credits required for the specific major and BUS 498. All business foundations, business core, and concentration requirements must have a grade of C or higher. Students are not permitted to take more than three attempts to achieve a C or higher in any of the Business Core requirements. Those who do not successfully complete the Business Core requirements within three attempts will be terminated from the School of Business and not eligible to receive a degree from the School of Business.

For academic policies and procedures, please see Mason catalog - <https://catalog.gmu.edu/policies/>

Students seeking a bachelor's degree must apply at least 45 credits of upper-level courses (numbered 300 or above) toward graduation requirements