

The Fund for American Studies
Summer Virtual Program Policies
Acknowledgment, Agreement and Release of Liability

For value received, and upon signing and submitting this Internship Acknowledgment, Agreement, and Release of Liability, I confirm that I wish to participate in the Summer Virtual Program.

I agree to abide by The Fund for American Studies policies and procedures, as detailed herein and as communicated to me, as well as all federal, state, and local laws. I understand that my participation in the Summer Virtual Program may be terminated by The Fund for American Studies or by me at any time, with or without cause, regardless of any agreements in conjunction with my participation. I understand that The Fund for American Studies cannot and does not guarantee that any particular experience or learning goals and objectives will be achieved.

TERMS OF FINAL PAYMENT

The deposit of \$500 is due at the time of enrollment and tuition balances must be paid in full by May 20, 2020.

Payment may be made by check or money order, payable to The Fund for American Studies, or by credit card (via the website).

If full payment cannot be made by the deadline, because money has not yet been issued from a lending institution or financial aid office, a letter must be sent by the lending institution or financial aid office and received by The Fund for American Studies by the deadline date. The letter must verify the date that full payment will be disbursed, the party to who the funds will be issued and the amount of the disbursement.

If money is to be disbursed from a third party, including the home university or lending institution, it is the student's responsibility to ensure that the money is sent to The Fund for American Studies at the designated time. At the scheduled time of disbursement, students must verify that payment was received by The Fund for American Studies.

REFUND AND WITHDRAWAL POLICY

Tuition is refundable, less the \$500 deposit, if a student withdraws from the program by May 20. After that date no refunds will be granted.

There is a \$25.00 charge for all returned checks.

STUDENT ATTENDANCE & PARTICIPATION

The Fund for American Studies expects each student to virtually attend every academic class meeting, complete all reading assignments, and participate actively in class discussions.

In addition to participation in the course, students will be expected to attend weekly guest lectures, at least one site briefing and at least one career exploration discussion group.

Students must ask permission of the professor and program staff to be absent from any class or mandatory event. A certificate of program completion will be issued to all program participants at the end of the summer.

RESPECT

The Fund for American Studies expects participants in its programs to treat the staff, professors, speakers, alumni, fellow students and any other people they come into contact with during the program with respect and consideration. Actions by any student that are seen as verbally abusive to others are regarded as serious offenses. Students must understand that such abusive behavior is subject to disciplinary action and likely dismissal from the program. Students are required to abide by all applicable policies and procedures of George Mason University, including but not limited to, policies related to discrimination, sexual harassment, interpersonal violence, alcohol and drug use, and any case resolution process established for resolution of these and other issues. See for example, <http://waves.gmu.edu/mason-policies/>. The student acknowledges that it is the student's responsibility to know and abide by these and any other policies which apply to the student while participating in the program.

COURSES

All students must take the one required core. Participants have the option to enroll in an elective course. Students must take all classes for a grade that will subsequently appear on their George Mason University transcript. Courses may not be taken for pass/fail credit and classes may not be audited.

ADD/DROP

Participants may drop elective courses up until May 20 and must do so in writing by the deadline in order to receive a refund of any tuition money paid toward the course(s). Students may drop elective courses without a refund until Thursday, June 11 at 5:00pm EDT. Elective courses may be added until Thursday, June 11 at 5:00pm EDT as space allows. Students seeking to add or drop courses must notify TFAS staff in writing.

ACADEMIC INTEGRITY

Students are expected to hold academic integrity in the highest regard and TFAS will not tolerate dishonesty, cheating or plagiarism of any kind. Failure to follow procedure in class or George Mason University policy, is subject to disciplinary action and likely dismissal from the program. Plagiarism shall be defined as submitting another person's work, whether previously published or not, as your own, or taking portions of another person's work, whether published or not, and presenting them as your own in your work without properly attributing them to the person who created the work. While complaints related to academic integrity will be handled through the Office for Academic Integrity of George Mason University (available at <http://oai.gmu.edu/>), TFAS retains the right to take disciplinary action and/or dismiss a student from the program in the absence of an adverse finding by the Office for Academic Integrity.

ATTENDANCE AGREEMENT

I agree to participate fully in all aspects of the program, which includes attending all scheduled classes, lectures, site briefings and other program activities. I understand that acceptance of credit for courses is dependent upon the policies of my university.

I agree to abide by all rules and policies set forth in the policies listed above and any other policies communicated to me by The Fund for American Studies.

Signature of Participant: _____

Date: _____

Print Full Legal Name: _____