What is EIP?
Established in 1987, Early Identification Program (EIP) serves as the college access program of George Mason University. We provide year-round academic enrichment to EIP students.

What is the Academic Mentoring Program (AMP)?
AMP is one of EIP’s program component in which the focus is to offer after-school tutoring and mentoring for its program participants. The goal of AMP is to ensure students receive the academic assistance and the mentoring they need in order to prepare for college. Students are required to attend AMP throughout the entire academic year.

EIP Standards for Student’s Active and Good Standing Status
All EIP Students are required to attend AMP once a week throughout the academic school year during the designated AMP period. The school district invests financial resources for each student to participate in the program. Both student and parents have recognized this commitment.

Why do EIP students Request Additional Help From Their Teachers?
In the face of many extracurricular and academic commitments, EIP realizes that at times EIP students are unable to attend AMP sessions. This handout outlines EIP’s procedure to offer an alternative for the student to make up the missed AMP session. If they miss a session it must be made up by staying afterschool with a teacher – it is the EIP student’s responsibility to request for their teacher’s availability to offer academic help, in the event student is unable to find a teacher who is available to help them, it is the student’s responsibility to contact their corresponding AMP Program Coordinator. There is a limit of 3 teacher make up sessions for each semester of AMP.

Contact information:
Email: eip@gmu.edu
Phone: 703-993-3120
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Program Coordinator: Mirella Saldaña
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Program assistant: Thang Tang
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(Falls Church)
AMP Make-Up Procedure

Instructions for Students:

In the event you are unable to attend your assigned EIP AMP site, it will be your responsibility to **make up the missed session** by doing the following steps:

- **Step 1:** Set up a day & time to stay after school with one of your teachers to get help with your schoolwork. (Minimum of 30 minutes)
- **Step 2:** After your session with your teacher is done, please ask your teacher to submit an email confirmation stating that you had an academic/study session.

**Note:** Give your teacher your email so that you are also copied in the confirmation email – keep this for your records.

E-mails must be submitted to EIP Office to:

**eip@gmu.edu**

Instructions for Teachers:

Please include the following in the email:

1. Subject line: “Tutoring Confirmation for (Student Name)”
2. First & Last Name of Student
3. Date & Time (duration) of make up session
4. Academic Subject and a brief description to described what was covered with student
5. Please CC the student on email so they have a record as well.

**Student Email:** _____________________________

**Note:** EIP Student will receive credit for the AMP session missed **once** we receive the teacher email verification. Please email promptly so student is not penalized for missed AMP session – we appreciate your cooperation, feel free to contact EIP for questions or concerns.