## **Visual Impairments Consortium Registration**

Please follow the instructions below if you are a **continuing** student in active graduate status in the **Visual Impairments Consortium Program**. Should you have questions regarding your status please reach out to <u>spedreg@gmu.edu</u>.

- Log into Blackboard at: <u>http://mymason.gmu.edu</u> (Should you experience any problems logging in please contact our ITU helpdesk at 703-993-8870)
- Access the **Organizations** tab in the left corner of the Blackboard site.



(Image description: Mason Blackboard Screen with navigation bar on the left. A red arrow points to the "organizations" link")

 Access the Visual Impairments Consortium Registration under My Organizations (Should you experience any problems accessing this organization please contact spedreg@gmu.edu)

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(Image description: Mason Blackboard Organization screen: a red arrow points to the link: AU\_CEHD\_Visual\_Impairments\_Registration, Visual Impairments Consortium Registration)

Once you have accessed Visual Impairments Registration, please be sure to read any information provided on the next screens carefully since completing an enrollment request on this site creates a <u>binding</u> registration request.

• Access the Visual Impairments Consortium Registration on the home screen of the organization.

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(Image description: Mason Blackboard organization screen with a red arrow pointing toward the folder for "Visual Impairments Consortium Registration"

- Access either undergraduate or graduate depending on your status.
- Click on/access the course number verify that this is indeed the course you would like to take.
- Click on/access the Sign Up at the bottom of the next screen to create your enrollment request. (If your enrollment request cannot be processed you will be contacted individually by spredreg@gmu.edu)