



Office of the Registrar  
 Records Section  
 4400 University Drive, MS 3D1, Fairfax, Virginia 22030  
 Tel: 703-993-2441 Fax: 703-993-4032

# STUDY ELSEWHERE REMOVAL REQUEST

REGISTRATION

Courses listed on your transcript with the designation ZREG are the placeholder courses for Study Elsewhere. If they are not listed as being for 0 hours then you are considered registered and will not be graduated unless the Office of the Registrar receives either a transcript or this form.

Mason Student ID# \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Last First M.I.

**Study Elsewhere Information**

Term (Circle One)	Year	Course	Institution
Spring Summer Fall			
Spring Summer Fall			
Spring Summer Fall			
Spring Summer Fall			

*I do not wish to transfer courses to GMU from another college/university during the term that permission was granted to study elsewhere. Please remove the Study Elsewhere hours from my transcript.*

Student Signature (Required): \_\_\_\_\_ Date: \_\_\_\_\_

**Attention Graduating Students**

Requests **must** be received no later than six weeks after the degree conferral date.

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**Office of the Registrar Use Only**

Date Received: \_\_\_\_\_ Entered By: \_\_\_\_\_