BEFORE LEAVING MASON

We are sorry to hear that you plan to leave Mason, but want to make sure that you do so successfully. We recommend that you visit and/or call the offices listed below in order to avoid any future problems.

OFFICES TO VISIT….THINGS TO DO

- **ACADEMIC DEPARTMENT**
  - ✓ Be sure to visit your Academic Department and meet with your Academic Advisor
- **FINANCIAL AID (703) 993-2353 – Student Union Building I – Room 1111 (http://financialaid.gmu.edu/)**
  - ✓ Contact your Financial Aid Advisor
- **HOUSING (http://housing.gmu.edu/)**
  - ✓ Check with your RA regarding the proper checkout procedures
- **MASON MONEY/MEAL PLAN (http://www.gmu.edu/univserv/allunivcard/masonmoney/index.html)**
- **PARKING (http://parking.gmu.edu/)**
  - ✓ Be sure to check if you have a refund on your account

REGISTRATION (703) 993-2441– Student Union Building I - Room 2101 (http://registrar.gmu.edu/)

- ✓ Make sure your address is correct on Patriot Web
- ✓ Drop or Withdraw from all of your classes
  - Through the last day to drop – Drop all of your classes via Patriot Web
  - After the last day to drop – Visit your Academic Dean and follow the appropriate steps for withdrawal

- **STUDENT ACCOUNTS (703) 993-2484 – Student Union Building I - Room 1600 (http://studentaccounts.gmu.edu/)**
  - ✓ Satisfy all your financial obligations

Name _____ **G Number** _____

Major_____

Term of Separation from Mason: **Fall** _____ (Year) **Spring** _____ (Year) **Summer** _____ (Year)

Do you plan to return to George Mason University? Yes or No If yes, when?_____

If not, why? _____

_____

Will you be attending another institution? Yes or No If yes, what university? _____

May we have someone contact you about your reasons for leaving Mason? Yes or No

_____ _____

E-mail address **Day Phone**

Return this portion to:
Student Academic Affairs in Student Union Building One, Room 3500
Mail: Student Academic Affairs, 4400 University Drive, MS 2E6, Fairfax, VA 22030
Fax: (703) 993-2478
E-mail: studacad@gmu.edu