

FALL 2018 SEMESTER INFORMATION

Classes begin Thursday, August 16, 2018

REGISTRATION DATE/TIME:

**June 19 - 9:00 am: 3D/4E/LLM1/LLM2/Veterans
& Active Duty Military**

June 22 - 9:00 am: 3E

June 28 - 9:00 am: 2D/2E

TUITION PAYMENT DEADLINE:

Tuition must be paid in full by August 16, 2018, or you will be subject to a late fee. This policy also applies to students paying with financial aid.

If you add credit hours during the period August 16 - 30, tuition for those hours is due within five business days from the day that the hours are added. You will not receive a bill for these hours. **ANY PAYMENT MADE OR RECEIVED AFTER A DUE DATE IS SUBJECT TO A LATE FEE OF UP TO \$125.**

Robert Smith from the Financial Aid Office will be available at the Law School at the start of the Fall semester for walk-in appointments. Dates and times will be announced in a LawNews email. He can be reached at rsmithz@gmu.edu.

2018-2019 TUITION & FEE RATES:

Full-time:

In-State: \$25,354

Out-of-State: \$40,740

Part-time:

In-State: \$905.50/credit hour

Out-of-State: \$1,455/credit hour

PAYMENT METHODS:

All bills are provided electronically. Monitor your GMU email account for notices regarding eBills, which will be available through the Bill and Payment System. Please share this message with others who may be remitting payment on your behalf. You can set up authorized users to receive eBill notifications through the Bill and Payment System.

Where:

Patriot Web - anytime prior to payment deadline.

Arlington: Check payments can be dropped off at the Records Office on August 16 for delivery to the Cashier's Office.

Fairfax Campus: Cashier's Office or drop box, Room 104, Student Union I.

By Mail: Send payment to the Cashier's Office, MSN 2E1, 4400 University Drive, Fairfax, Virginia 22030. You should indicate on your payment that you are a law student and also note your G-number. Mailed payments must be received in the Cashier's Office by 4:30 pm on August 16, 2018. Postmarks are not considered.

How:

Cash: Accepted only at the Fairfax Campus Cashier's window.

Check: Electronic check payment can be made using the Bill and Payment System, which can be accessed through PatriotWeb. Paper checks should be made payable to GMU and include student ID# and daytime phone number and can be dropped off at the Law Records Office. Third party checks are not accepted.

Credit Card: GMU has contracted with a 3rd party vendor, TouchNet, who will accept Visa, American Express, MasterCard and Discover online through the Bill and Payment System, which can be accessed through PatriotWeb. A 2.75% convenience fee will be assessed by TouchNet for such credit card payments.

Deferred Payment Plan: A semester payment plan is available online for students who need to budget a **minimum of six credit hours** using the Bill and Payment System.

Alternative Payment Methods: Students paying by student loans, employer arrangements or any other alternative method are reminded that they will be subject to late payment penalties and fines if full payment is not made by the first day of the semester.

TUITION REFUND/LIABILITY POLICY:

Courses dropped on or before:

	<u>Refund</u>	<u>Liability</u>
Aug 30	100%	0%
Aug 31	0%	100%

SCHEDULE ADJUSTMENTS

The schedule adjustment period is August 16- August 30. Please note:

August 30 - Last day to add a class without academic approval, to use PatriotWeb for registration purposes, and to drop a class with no tuition liability. After August 30, any credit hours dropped will result in 100% tuition liability. After August 30, students must seek to "withdraw" from the course, resulting in a "W" in place of a grade on their transcript.

Students are strongly encouraged to make their schedule adjustments during the first two weeks of classes when no tuition liabilities are incurred.

ALL STUDENTS ARE REMINDED THAT MERELY NEVER ATTENDING OR CEASING ATTENDANCE IN A COURSE FOR WHICH THEY HAVE BEEN REGISTERED DOES NOT CONSTITUTE WITHDRAWAL. IF YOU NEVER ATTEND, OR STOP ATTENDING AND DO NOT PROVIDE WRITTEN NOTIFICATION, YOU WILL BE HELD LIABLE FOR THE COURSE TUITION, AND YOU WILL RECEIVE A GRADE OF "F" FOR THE COURSE.

WAITLIST OPTIONS:

Some courses, especially seminars, have limited enrollments. When attempting to enroll in these courses after they have reached their limit, you will see a message that the class is full. If a waitlist option exists, you will be given the option of adding your name to the waitlist. When you add your name to a waitlist, you must check your PatriotWeb account frequently. **When an opening in the course occurs, an override notification will be issued to the first person on the waitlist. This override is posted to**

your PatriotWeb account and an email notification of the override will be sent to your GMU email account. This override is only valid for 3 days. If no action is taken during that time, the override is cancelled, your name is dropped off the waitlist, and an offer is made to the next person on the waitlist.

When you receive an override notification on your account, you must first drop your name from the waitlist and then add the course to your registration. If you are no longer interested in the course, you should remove your name from the waitlist.

PHONE NUMBERS TO KNOW:

All numbers begin with the 993 prefix.

Admissions (Law)	8010
Bookstore	8170
Campus Police	8070
Career Services	8020
Cashier	2495
Cashier Fax #	2492
Counseling Center	2380
Financial Aid	2353
Info Desk (Law School)	8000
Information Services	8999
Library (Law School)	8120
Parking Services	8146
Records Office (Law)	8015
Student Health (Fairfax)	2831
Student Health (Arlington)	4863