
THE GEORGE WASHINGTON UNIVERSITY

WASHINGTON, DC

**OFFICE OF NON-DEGREE STUDENTS
STUDENT POLICY FORM**

Congratulations on your admission to a dual enrollment program at the George Washington University! To confirm that you understand your registration and billing responsibilities while enrolled in the program, please review the information below, and then sign, date, and return this form to onds@gwu.edu. **Please also read the GW's Back-to-Campus Plans and Vaccine Requirements, which includes proof of full vaccination.**

Please be advised that your tuition charges for approved coursework will be paid by the George Washington University. However, you are responsible for paying the student association fee, as well as any course fees such as lab fees or the cost of books or other instructional material. Additionally, you are liable for non-refundable tuition charges for courses dropped after the first week of classes, along with any other financial penalties.

The University uses an electronic system, eBill, through which you can review your account balance and make payments. After you are registered for courses and your Statement of Account is available, you will receive an e-mail notification through your GW e-mail account. Details about charge and the billing process, including a list of Frequently Asked Questions, are on the Colonial Central website at <http://colonialcentral.gwu.edu>.

Please follow the steps below to create your GW email account, log-in to Blackboard (GW's course management system), check for required course materials, and get a GW student ID card.

1. First, create your NETID at: <https://identity.gwu.edu/claim/>
2. Next, log into your GW email at: <https://my.gwu.edu/mod/email/>
3. You can now access the Blackboard system at: <http://my.gwu.edu/> (**upper left corner**)
4. Check the GW Bookstore for required texts/materials at: <http://www.gwu.bkstr.com/>
5. Acquire a GWorld ID card for access to the library at: <http://gworld.gwu.edu/>

A map is available at www.gwu.edu/campuses to help you find your way around the GW campus and locate classrooms.

We hope you enjoy your GW experience!

Print Name: _____

Student Signature: _____

Parent/Guardian Signature: _____

Date: _____