Welcome!

Welcome to the Master of Arts in Middle East and Islamic Studies program at George Mason University’s College of Humanities and Social Sciences!

This student handbook has been developed to introduce you to the program requirements and policies associated with the Master of Arts program in Middle East and Islamic Studies (hereafter MEIS).

Please read through this handbook and familiarize yourself with the requirements, policies, and procedures of your program. The information in this handbook will help you to succeed in your program and assist you in making critical decisions along the way. As questions and issues arise during your studies, this handbook along with the Graduate Catalog, and your assigned faculty advisor should be where you turn to first for answers and guidance.

We welcome you to the MEIS program and hope you find this experience both enjoyable and rewarding.

Dr. Bassam Haddad, Director,
Middle East and Islamic Studies MA Program

Stephanie Lister, Graduate Coordinator
Global Affairs and Middle East and Islamic Studies Programs
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Middle East and Islamic Studies Program Overview

Mason’s graduate program in Middle East and Islamic Studies (MEIS) equips students with the tools and analytical skills for understanding major issues and debates in the study of the Middle East, Islam, and Muslim societies. Students study historical and contemporary aspects of society, economy, politics, and culture from both regional and global perspectives—with a strong emphasis on theory and methodology.

This program is designed to address the needs of aspiring scholars as well as practitioners. With our location in the Washington DC metro area, students have the opportunity to complete an internship in the NGO, media, academic, or government sectors as part of their graduate program. The unique combination of experienced faculty, broad selection of courses, stimulating events, and a wide variety of training and dissemination resources, provides students opportunities for an unparalleled engagement with its fields of study.

The MEIS program is offered by the College of Humanities and Social Sciences at George Mason University and is one of the flagship interdisciplinary programs.

Ali Vural Ak Center for Global Islamic Studies

The MA program in Middle East and Islamic Studies works in conjunction with the Ali Vural Ak Center for Global Islamic Studies. The mission of the Center is to advance a sound and nuanced understanding of Muslim societies and the Islamic faith, its role in world history, and its current patterns of globalization. The Center coordinates an active programming schedule of events, lectures, workshops, conferences, which all MA students are invited to attend as opportunities to enrich their academic coursework.

The Center also offers a congenial study and social space for MEIS students. Center offices are located adjacent to the University in downtown Fairfax and accessible by the Mason shuttle.

Middle East Studies Program

The interdisciplinary Middle East Studies program at George Mason provides students with a firm grounding in the history, politics, and culture of this important region. Under the guidance of internationally recognized faculty, students develop an understanding of the diverse dynamics and complex forces that shape modern realities in the Middle East and Islamic world. Students have the opportunity to examine new Middle East and Muslim diasporas and transnational communities in the West, as well as the role of the Middle East and the Islamic world in a changing geopolitical environment marked by the rise of China, India and the re-emergence of Russia.
MA Degree in Middle East and Islamic Studies

The MA degree is a 30 credit degree program consisting of five core courses (15 credits) and five elective courses (15 credits). Completion of the program also requires that the student pass a language proficiency exam in one of five major languages of the Middle East and Muslim world, (Arabic, Hebrew, Persian, Turkish, Urdu). Relevant language courses are offered at GMU, but credits from these courses cannot be used to fulfill elective credit for the MA. Students who wish to complete a research project or master’s thesis as a capstone for their MA take three or six fewer elective credits, respectively. Students may also fulfill elective requirements through an internship taken for academic credit or through an approved individualized research and readings course. All students are required to take the program foundation course MEIS 500 within their first year of study, usually during the first fall semester. The degree is designed to be completed over a two year period for full-time students and must be completed within six years for part-time students.

Core Courses

**MEIS 500 - Critical Issues and Debates in Middle East and Islamic Studies**: 3 credits
Introduces the interdisciplinary study of the Middle East and the Islamic world through an examination of recent seminal works and debates in the field representing the disciplinary perspectives of history, religious studies, political science, and sociology.

**HIST 575 – Approaches to Middle East and Islamic History**: 3 credits
Introduces students to the central issues and debates surrounding the study of the Middle East, Islam, and Muslim societies. Covers key methodological issues including the role of area studies vis-à-vis disciplinary approaches and debates on the politics of knowledge production and historiography.

**GOVT 632 – Politics and Societies of the Middle East**: 3 credits
Studies the Middle East in comparative perspective, using social scientific categories of analysis. Topics include: regime types, their basis and causes; influential political trends such as Arab nationalism, Ba’thism, and political Islam; the role of kinship, religion, and tribe in opposition and regime politics; the regional oil economy and economic crisis; democratic liberalization; and the growth of civil society.

**RELI 644 – Islamic Texts and Contexts**: 3 credits
Introduces foundational Islamic texts; scholarly traditions of commentary, criticism and analysis on these texts; and application and significance of these texts in contemporary Islamic discourses.

Methods course (dependent on student’s disciplinary focus) – ANTH 650, HIST 610, SOCI 620, GOVT 500, RELI 630, or **GLOA 605** – 3 credits
Elective Courses

In addition to the list below, elective courses may include special topics courses when relevant, directed readings and research, study abroad courses, internships, and other courses with the approval of the program director.

**ANTH 635** - Regional Ethnography – 3 credits (when topic is Middle East and North Africa)

**ARTH 599** - Special Topics in Art History and the Decorative Arts Credits: 1-6 (when topic is Middle Eastern or Islamic art)

**ARTH 699** - Topics in Art History – 3 credits (when topic is Middle East or Islamic art)

**CONF 653** - World Religions, Diplomacy, and Conflict Resolution – 3 credits

**CONF 722** - Conflict and Religion – 3 credits

**ENGH 665** - Seminar in Global Culture – 3 credits (when topic is Middle East or Muslim world)

**FREN 553** - Topics in North African Francophone Literature and Culture – 3 credits

**FRLN 550** - Special Topics – 3 credits (when topic is a language of the Middle East or Muslim world)

**FRLN 551** - Special Topics – 3 credits (when topic is a language of the Middle East or Muslim world)

**GGS 533** - Issues in Regional Geography (when topic is Middle East) Credits: 1-6

**GLOA 599** – Issues in Global Affairs (when topic is Middle East) 3 credits

**GOVT 731** - Advanced Seminar in Comparative Politics – 3 credits (when topic is the Middle East or a Muslim world region)

**GOVT 733** - Islam and Politics – 3 credits

**HIST 585** - Problems in Middle Eastern History – 3 credits

**MEIS 794** - Graduate Internship in Middle East and Islamic Studies – 3 credits

**MEIS 796** - Directed Readings in Middle East and Islamic Studies – 3 credits

**RELI 591** - Special Topics in Religious Studies – 3 credits (when topic is Islam or Muslim communities)
**RELI 645** - Muslim Comparative Theologies: Sunni-Shi`i Religious Thought – 3 credits

**RELI 646** - Islam and Human Rights – 3 credits

**RELI 660** - Islamic Biomedical Ethics – 3 credits

Elective courses listed above are those that have been offered in recent years. Each semester the MEIS website will list the current special topics courses that are available.

**Research Project (Capstone) 3 credits**

The research project provides students with an opportunity to build on work undertaken in a completed course, internship/practicum or a research area of interest to student. The student’s main faculty advisor in consultation with the department’s faculty director approve and supervise capstone research projects. Projects may be theoretical, experimental, observational, or based upon fieldwork, case studies, or literature review resulting in a report, presentation, expanded paper or an article for a scholarly journal. Students are generally expected to have completed all MEIS core requirements prior to undertaking the research project and may not do so unless the core methods requirement has been met.

Students choosing to complete a research project take one less elective course (3 credits). Students may register for MEIS 798 or one of the following courses in the student’s elected discipline.

**ANTH 796** – Master’s Research Project: Capstone research project conducted under the supervision of a faculty project director and project evaluation committee. Project should be a substantial contribution to anthropological knowledge and is in lieu of a thesis.

**GOVT 798** - Political Science Research Project: Research project related to student’s concentration under supervision of a faculty advisor. Student produces substantial and original contribution to political science knowledge on model of article in scholarly journal.

**HIST 798** - Directed Research and Writing in History: Intended for students in department’s pre-doctoral track who are not writing master’s thesis. Goal is to produce substantial and original contribution to historical knowledge on model of article in scholarly journal.

**MEIS 798** – Research Project in Middle East and Islamic Studies. Research project taken under supervision of MEIS faculty advisor. Prerequisites: completion of 21 credit hours towards completion of MA in Middle East and Islamic Studies; satisfactory completion of a research methods course approved as a core course for the MA MEIS.

**SOCI 696** - Independent Study: Theoretical and research literature chosen by student and instructor.
**Thesis (6 credits)**

Students in the MA program in Middle East and Islamic Studies may enroll in this course after completion of all core courses for the MA degree and have assembled a committee of three faculty (at least two of whom must be CHSS faculty members). To ensure that these prerequisites have been met, students will need the approval of the MEIS director before enrolling in the course.

Having assembled a committee, and prepared an approved thesis proposal, students enrolled in this course will be engaged in writing an original piece of research based upon the student's own fieldwork or analysis of primary source material. The thesis will demonstrate mastery of relevant secondary literature, as well as working knowledge of relevant theoretical and methodological approaches in the field.

Students who are engaged full time writing their thesis can enroll in this course for a maximum of 6 credits. Students who do not complete their thesis in a single semester, can continue to register for one credit of MEIS 799 in successive semesters until they have reached the maximum time to graduation limit. Students also have the option of splitting the 6 credits between two semesters, but must complete a minimum of 6 credits total in order to complete the thesis requirements for the program. Students taking other courses concurrent with their thesis are expected to split the 6 credits over two semesters.

All students must abide by the College’s guidelines for the writing and submission of theses found in the university catalog.

Students choosing to complete the master's thesis take two less elective courses and register for 6 credits of MEIS 799.

**MEIS 799 – Thesis Research and Writing in Middle East and Islamic Studies (6 credits)**
Language Proficiency

Prior to graduating, students must demonstrate professional competency in one of five major languages of the Middle East and Muslim world: Arabic, Persian, Turkish, Hebrew, or Urdu.

A waiver for this requirement may be received either through 1) documentation verifying primary language of instruction at either the high school or university level in respective foreign language; transcripts showing coursework at the advanced level in respective foreign language or 2) an examination with an appropriate faculty/examiner designated by the director in consultation with the program's steering committee.

Email meis@gmu.edu to arrange your foreign language waiver or examination.
MEIS 794: Internship Guidelines

Course objectives/learning outcomes: Students will gain career-related experience in the field of Middle East and/or Islamic studies, adding an experiential dimension to the education they receive in the MA-MEIS program. Students will deepen their understanding of the Middle East and/or the Islamic world through engagement in real world applications of this knowledge in the governmental, nonprofit, or private sectors.

Course requirements:

- Institution in which internship is to be completed must be approved by the MEIS Director
- Students must complete 10hrs/week of internship work (or a total of 140 hrs. over the course of the semester). Use an hours log (see attached example, available on MEIS website)
- Students will be assigned to a faculty member in the MEIS program who will supervise their internship work through regular meetings throughout the semester.
- Upon completion of the internship, and before the end of the semester in which the internship credit will be given, students will complete a brief report detailing their work and accomplishments in the internship. Submitted to faculty member assigning student grade for course.
- The student's main supervisor at the internship site will complete and evaluation of the nature and quality of the student's internship work, sent by Graduate Coordinator to supervisor (see attached evaluation form, available on MEIS website)

Please follow these steps to be enroll in MEIS 794:

Step 1 - Begin Your Internship Search. Visit University Career Services to begin your search, help polish your cover letter and resume, and consult with a career counselor about available internships and eligibility. Each student is responsible for finding his/her own internship placement and making arrangements for working with the organization.

Step 2 - Apply for the internships of your choice. The MEIS Internship Guidelines should be sent by the student to the organization when inquiring about the internship.

Step 3 - Complete internship application materials. A complete application includes the following documents, found on the MEIS website under “Internships and Careers”

  o Internship Application
  o Letter of acceptance from the intern organization

Step 4 - Submit completed application to the MEIS office. Upon review and approval, the MEIS Graduate Coordinator will give the student the necessary paperwork to register for MEIS 794.
Final Employer Evaluation of Intern’s Performance

Please use this form to record your evaluation and comments on your intern’s performance. Your evaluation represents 40% of the student’s final academic grade. Please share the evaluation with the student. Forward one copy to by email to: meis@gmu.edu or by fax (703) 993-1244. Thank you very much.

Student ________________________________
Supervisor ________________________________ Organization ________________________________
Placement Starting Date _________________ Ending Date ________________________________
Student has worked approximately ____________ hours in total.

Please rate the following:
A = Excellent    B = Good    C = Average    D = Poor

 Dependability

 Ability to work with others

 Initiative in accomplishing tasks

 Ability to meet deadlines

 Ability to work independently

 Ability to use constructive feedback

 Quality of work completed

 Openness to new ideas and responsibilities
What are the students’ main strengths in performing internship duties?

What are the student’s main weaknesses in performing internship duties?

Additional comments you believe would be helpful to the student.

Comments in regard to accepting other George Mason University students.

Signature ______________________________________ Date __________________

Title ___________________________
## Internship Time Sheet

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**Total Hours** *(Please copy this sheet as needed to record ALL hours at internship site)*

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<tr>
<th>Student’s Signature</th>
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<th>Site Supervisor’s Signature</th>
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*Revised May 2003*
**Academic Advising**

Your advisor is available to assist with everything from course planning and suggestions for research and professional development. Please e-mail Stephanie at meis@gmu.edu for assistance or if you need to contact a faculty advisor.

Along with advisor consultation, all students must track their progress through the online degree evaluation, Degree Works, in Patriot Web. The degree evaluation is the audit maintained by the Registrar’s Office which tracks course completion. It should be checked each semester before and after registration to ensure that enrolled courses are meeting requirements. Students should contact Stephanie at meis@gmu.edu with any questions related to how courses are displayed in Degree Works.

**Academic Policies**

### University and College Policies

- **Classification** – Graduate students are considered full time if they are enrolled in at least 9 graduate credits per semester or hold a full-time assistantship (total 20 hours a week) and are enrolled in at least 6 graduate credits per semester.

- **Credit Limit** – Graduate students may enroll in a maximum of 12 credit hours per semester.
  - Students who wish to enroll in additional hours must complete a Graduate Course Overload Request form. Students must first obtain permission from their graduate program director. The approved form must then be sent to the CHSS Office of Graduate Academic Affairs for further review. If approved by the Dean, the form will be forwarded to the Registrar’s Office for final processing and the student will be able to register for additional credit hours via Patriot Web.

- **Time Limit** – Master’s degree students have six years from the time of first enrollment as a degree-seeking student to complete their degrees. International students attending in F-1 or J-1 status also have more restrictive time limits; contact the Office of International Programs and Services for information.
  - Permission to Re-Enroll – Permission to re-enroll in a program must be obtained by all master’s students who have failed to enroll in at least 1 credit of course work for two or more consecutive semesters at Mason. The Graduate Application for Reenrollment form is available at registrar.gmu.edu. The form must be approved and signed by the graduate program director.
    - Students who are given permission to re-enroll following an absence from Mason may not count the six-year time limit as beginning on the date of re-enrollment. Students who will not meet published time limits because of circumstances beyond their control may petition for an extension.
• **Registration**
  o Consortium Registration – Enrolled, degree-seeking graduate students may be eligible to take courses through the Consortium of Universities of the Washington Metropolitan Area. Participation is limited to courses that are approved by the student’s department chair and dean, apply to the student’s program of study, are not offered during that semester at Mason, and have space available at the visited institution. Graduate students may take one consortium course per semester, with a career maximum of 6 credits. Credit earned through the consortium is considered resident credit, so grades count in the Mason GPA. See: http://registrar.gmu.edu/topics/washington-consortium/
  o Course Withdrawal – For graduate students, withdrawal after the last day to drop a course requires approval by the student’s academic dean, and is permitted only for nonacademic reasons that prevent course completion.
  o Repeating a Course – Graduate students who have passed a course with a satisfactory grade (B-) are not permitted to repeat the course for replacement credit unless the academic program specifies a higher minimum satisfactory grade. Students must obtain permission from their program to repeat a course in which they have earned an unsatisfactory grade.

• **Grading**
  o Although a B- is a satisfactory grade for a course, students must maintain a 3.00 average in their degree program and present a 3.00 GPA on the courses listed on the graduation application.
  o Academic Warning – A notation of academic warning is entered on the transcript of a graduate student who receives a grade of C or F in a graduate course or while a grade of IN is in effect.
  o Academic Dismissal – A degree-seeking graduate student is dismissed after accumulating grades of F in two courses or a total of 9 credits of unsatisfactory grades (C or below) in graduate courses.

• **Graduation** – Students must be registered during the semester in which they intend to graduate. Graduate Intent must be filed through Patriot Web according to the semester deadlines. After filing intent, students should update their current mailing address, phone number, and email address in Patriot Web and insure all "IP" (In Progress) and "IN" (Incomplete) grades are resolved by the end of the semester.

**MEIS Program Policies**
MEIS students are subject to all University and College policies governing graduate study. Please review and familiarize yourself with relevant sections of the University Catalog at: http://catalog.gmu.edu/

**Credit Overload**
MEIS students will not routinely be permitted to take a credit overload in the first semester of enrollment. Credit overloads in subsequent semesters may be considered based on performance.
**Electives**
If a chosen elective course falls outside the approved elective course list (see the MEIS website for the list of approved electives offered each semester), students may petition to have the course count toward their elective credits. Students need to provide a written justification explaining why the proposed course is appropriate to fulfill MEIS elective requirements and/or is relevant to their research project or thesis. Students may be asked to submit a syllabus for the proposed course for review and approval. In some cases, a letter from the instructor of the elective course may also be requested. All elective courses outside the approved list will need final approval from the MEIS director.

**Independent Study**
A student may take up to 3 credits of individualized research and readings credit in fulfillment of elective requirements.

**Internship Credit**
A student may fulfill up to 3 credits of elective credit for the program through the completion of an internship at an approved internship site and location.

**Repeating a Course for Credit**
Graduate students who have passed a course with a grade of B- or better are not permitted to repeat the course for credit. Students must obtain permission from the offering department to repeat a course in which a grade of C or below has been earned. Each department establishes procedures for granting such permission. Duplicate credit is not earned. When a course is repeated, all credits attempted are used to determine warning, termination, or dismissal; the transcript shows grades for all courses attempted; only one grade per course may be presented on the degree application. Some courses, such as special topics courses, are repeatable for a limited number of additional credits. As long as students do not exceed the maximum allowable credits for repeatable courses, all takings of the course count for credit and in the student's GPA. In cases where the student has exceeded allowable credits in a repeatable class, the transcript will exclude the grade and credits of the earliest taking of the class.

**Transfer of Credit**
A student must take more than half their credits in graduate status. This means that 18 credits toward the fulfillment of the 30-credit MA MEIS program must be taken at George Mason University.

Since most courses are 3 credits, the maximum number of credits a student may apply toward the completion of their program is 12. The transfer credits will only be given for relevant courses taken at an accredited institution within 6 years of the student’s admission date. Students enrolled in Mason’s non-degree graduate program may transfer up to 12 credits.
ACCELERATED MASTER’S STUDENTS

In order to transition from the Accelerated Master’s Pathway to the Master’s in MEIS, you are required to submit a Bachelor’s/Accelerated Master’s Transition Form (http://registrar.gmu.edu/wp-content/uploads/BAMT.pdf). The Graduate Coordinator will submit this form on your behalf to the Office of Graduate Admissions and Registrar’s Office and obtain the appropriate signatures. The form will be submitted during your final BA semester, after the last day to drop for the semester.

Once your form has been processed by the Office of Graduate Admissions, you will receive your final admissions offer to the Master’s in MEIS.

For any questions, please e-mail the Graduate Coordinator at meis@gmu.edu.
Fall 2017 Important Dates

(for all academic calendars see: http://registrar.gmu.edu/calendars/

First day of classes; Payment Due Date Mon Aug 28
Labor Day, university closed Mon Sept 4
Last day to add classes Tues Sept 5
Last day to drop with no tuition penalty Tues Sept 5
Last day to drop with a 33% tuition penalty Tues Sept 19
Final Drop Deadline (67% tuition penalty) Fri Sept 29
Columbus Day recess Mon Oct 9
(Monday classes meet Tuesday. Tuesday classes do not meet.)

Thanksgiving recess Wed Nov 22 - Sun Nov 26
Last day of classes Sat Dec 9
Reading Days* Mon Dec 11 - Tues Dec 12
Exam Period Weds Dec 13 - Weds Dec 20
Degree Conferral Date Thurs Dec 21

*Reading days provide students with additional study time for final examinations. Faculty may schedule optional study sessions on Reading Days, but regular classes or exams may not be held.

For additional details, see: http://registrar.gmu.edu/calendars/
## Spring 2018 Academic Calendar

<table>
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<tr>
<td>Martin Luther King Day (University closed)</td>
<td>Mon Jan 15</td>
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<tr>
<td>First day of classes; Payment Due Date</td>
<td>Mon Jan 22</td>
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<tr>
<td>Last day to add classes</td>
<td>Mon Jan 29</td>
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<tr>
<td>Last day to drop with no tuition penalty</td>
<td>Mon Jan 29</td>
</tr>
<tr>
<td>Spring Break</td>
<td>Mon Mar 12 - Sun Mar 18</td>
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<tr>
<td>Last day of classes</td>
<td>Sat May 5</td>
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<tr>
<td>Reading Day*</td>
<td>Mon May 7 – Tues May 8</td>
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<tr>
<td>Exam Period (beginning at 7:30 a.m.)</td>
<td>Wed May 9 – Wed May 16</td>
</tr>
<tr>
<td>Commencement and Degree Conferral Date</td>
<td>Fri May 18 - Sat May 19</td>
</tr>
</tbody>
</table>

*Reading days provide students with additional study time for final examinations. Faculty may schedule optional study sessions on Reading Days, but regular classes or exams may not be held.

For additional details, see: http://registrar.gmu.edu/calendars/
Financial Matters

- Tuition and Payment Information
- Financial Aid and Scholarships
- Graduate Fellowships
- Graduate Research/Teaching Assistantships

Tuition and Payment Information
For complete information, visit: https://studentaccounts.gmu.edu/

George Mason University
Fall 2017 Graduate Tuition Rates


College of Humanities and Social Sciences
In-State Tuition: $595.00 per credit hour
Out-Of-State Tuition: $1,416.00 per credit hour
- Education Resource Fee: assessed per semester – less than seven credits $60; seven credits or greater $100.
- Graduate New Student Fee: This is a mandatory, non-refundable, one-time fee. The fee is charged to the account of every newly admitted, degree-seeking student at the time of registration, regardless of orientation attendance or enrollment status. The new student fee is $60.00.

Payment Information

Payment Deadline
Payments received at the Cashier's Office by 4:30 PM on any business day will be considered as that day’s business. Payments may be made online using the Bill and Payment System until 10:30 PM. Please see Patriot Web, to confirm receipt of payment and balance due. Payment is due the first day of the semester.

Cashier's Office: http://cashiersoffice.gmu.edu/

Pay Online
Online payments are made using the Bill and Payment System. This system allows students to manage their account activity online, view bills, make payments, and set up authorized users (parents, employers, etc). Authorized users only have account management access; academic information is not available through this system. Payment plans are also available to pay your balance in installments.

Bill and Payment system: https://secure.touchnet.com/C20788_tsa/web/login.jsp
Modes of Payment
- Web: Bill and Payment System
- Window: Cashier’s Office, 1501 Student Union I, 9:00 AM - 4:30 PM
- Drop Box (no cash payments): Outside Cashier’s Office, 1501 Student Union I
- Mail:
  George Mason University
  Cashier’s Office, MSN 2E1
  4400 University Drive
  Fairfax, VA 22030

Allow 14 days for delivery, and confirm receipt by accessing Patriot Web or the Bill and Payment System.

Methods of Payment
- Cash: At Cashier’s Office window only
- Check: Web, window, mail, or drop box. Make payable to GMU, student G# written on front. Third-party checks not accepted. Must be payable in US dollars. For each check returned by the bank unpaid, a $50 return check fee will be charged.
- Credit Card (subject to credit approval): Web only. MasterCard, American Express, or Discover Card. There is a 2.75 percent convenience fee for credit card payments. This fee is nonrefundable.

Payment Options

Mason Payment Plan
Mason payment plans are available online for students who need to budget their accounts. A down payment, which is the first payment plus a $25 contract fee, is required at the time of enrollment. The contract fee is nonrefundable. Study Abroad/Global Education and international student health insurance fee payments cannot be deferred. Failure to pay the deferred balance by the due date will result in financial hold, a late fee of 10% (up to $125), collection activity, and may prevent future eligibility of the payment plan. To view the plans available for enrollment, please visit the Bill and Payment System.

Third Party Billing Authorizations
Students using a third party billing authorization will be charged a $25 processing fee. Students may receive an individual billing statement. Students must provide the third party authorization or government training voucher to the Third Party Billing Office, Student Union Building I, Suite 1600, or fax to 703-993-2460, before the student's individual due date, which is based on their registration date.

Check Important Dates (http://studentaccounts.gmu.edu/dates.html) for the last day third party payment authorizations will be accepted. Students are ultimately responsible for any defaults in payments by the sponsoring agency. For more information, please navigate to Third Party Billing Office web site: http://studentaccounts.gmu.edu/thirdparty/
Financial Aid and Scholarships

For complete information, visit: http://financialaid.gmu.edu/

Financial Aid Counselors (based on last name): http://financialaid.gmu.edu/contact-us/

Students who need additional financial support beyond tuition waivers, fellowships or assistantships should apply for financial aid by completing a Free Application for Federal Student Aid (FAFSA) a minimum of 30 days prior to the start of your program.

- Free Application for Federal Student Aid (FAFSA): http://www.fafsa.ed.gov/  
  - Must be completed a minimum of 30 days prior to the start of your program.
- Financial Aid for International Students: https://www2.gmu.edu/admissions-aid/financial-aid/types-students

Scholarships
http://financialaid.gmu.edu/scholarships/

Fellowships
http://gradfellows.gmu.edu/

Assistantships
Source: http://gradlife.gmu.edu/financial-matters/

Assistantships are university employment positions held by graduate students who have full-time enrollment, a minimum 3.0 GPA, and are in good academic standing. Assistantships are available in the following three categories:

Graduate Teaching Assistantship: students will participate in the instruction, advising, and evaluation of undergraduates under faculty supervision.

Graduate Professional Assistantship: a non-teaching, non-research assistantship during which students will perform work in which they primarily gain experience, practice and guidance in relation to their academic program and that is significantly connected to their fields of study and career preparation.

Assistantship opportunities are listed in a variety of places including: the Mason Jobs website, Career Services’ HireMason site, and in academic departments. Students may also contact their advisors for assistantship information and opportunities.

- Mason Jobs website: https://jobs.gmu.edu/
- Career Services, HireMason: https://gmu-csm.symplicity.com/students/
Language Training and Resources

Consortium of Universities of the Washington Metropolitan Area
http://www.consortium.org/

George Mason is a member of the Consortium of Universities of the Washington D.C. metropolitan area entitling our students to enroll in courses at other DC metro area universities while paying home institution rates. This may be particularly helpful for students wishing to take language classes that are not offered or not offered at convenient times at George Mason.

Georgetown University, George Washington University, American University offers Arabic, Turkish, Persian, and Hebrew classes through advanced levels. Howard University also offers African languages, such as Swahili.

The Middle East Institute (Arabic, Persian, Turkish and Hebrew)
http://www.mei.edu/department-languages-regional-studies

DC Internationals Middle East/South Asia Language Institute (Arabic, Turkish, Hebrew plus less commonly taught languages like Dari Persian, Urdu, Pashto, Armenian, Kurdish, Pashto, etc.)

Global Language Network (GLN)
http://thegln.org/

Students should also be encouraged to check with embassies, who can direct students to language training options for less commonly studied languages such as Urdu, Indonesian, Tajiki, Azerbaijani, Hebrew, etc.

Critical Languages Scholarship (CLS) (Arabic, Turkish, Persian, Urdu, Azerbaijani, Punjabi, Bangla, Indonesian, plus several other non-Middle Eastern/Islamic languages.)
http://www.clscholarship.org/

CLS awards students funding for overseas summer language programs. Arabic and Persian require at least one year prior study; most other languages accept beginners. Participants may not choose their own program or location – all programs are organized by CLS. Persian is taught in Tajikistan; instruction is in standard Persian/Farsi (with a bit of street Tajiki dialect for everyday life.) Urdu is taught in Lucknow, India.

Boren Fellowships
https://www.borenawards.org/fellowships/boren-fellowship-basics

The Boren Fellowships offer students the opportunity to attend overseas language training for 6-12 months in a wide variety of critical needs languages. Many fellows combine
language training with research, study, or internships while overseas, though proposals for full language study are also accepted. Please note that unlike the Critical Languages Scholarship this is not an organized program but provides only funding. Applicants must propose location and design their own program. Boren Fellows commit to one year of service (in the form of paid employment) in the U.S. Federal Government after completion of their graduate program. Beginning language students are eligible to apply.

**Middlebury Language Schools** (Arabic and Hebrew plus other, non-Middle Eastern Languages)
[http://www.middlebury.edu/ls/](http://www.middlebury.edu/ls/)
Middlebury language schools offer financial aid, in addition to some merit-based fellowship opportunities.

**Center for Arabic Study Abroad (CASA)** – Program is based in Amman, Jordan. Advanced level Arabic students may apply (3-4 years of prior study).
[https://cmes.fas.harvard.edu/casa](https://cmes.fas.harvard.edu/casa)

**Georgetown Qatar Scholarship** (Intermediate/Advanced Arabic, one academic year in Qatar)
[http://ccas.georgetown.edu/fsg/scholarships/qatar/](http://ccas.georgetown.edu/fsg/scholarships/qatar/)

**Institute of Turkish Studies.**
The ITS offers grants to graduate students for summer language study in Turkey. Applicants propose a program they wish to attend.

**Website Resources**
[http://www.princeton.edu/~gjbell/SummerArabic](http://www.princeton.edu/~gjbell/SummerArabic)
This is a useful site put together and maintained by a professor in the Arabic program at Princeton listing many different summer programs for Arabic language study. Some programs offer financial aid and/or scholarships.

[http://cmes.fas.harvard.edu/funding/flas](http://cmes.fas.harvard.edu/funding/flas)
This list includes summer programs in Arabic and Turkish. Maintained by Harvard, which has FLAS grant funding, programs are identified as "FLAS-eligible." Mason does not have FLAS funding, so Mason students can use this list to get an overview of available high quality summer programs. Some programs may offer their own financial aid or scholarship awards.

[http://aatturkic.org/aatt/article/139264](http://aatturkic.org/aatt/article/139264)
The American Association of Teachers of Turkic Languages (AATT). This association maintains lists of both US and overseas programs in Turkish (also Azeri, Kazakh, Kyrgyz, Tatar, Turkmen, Uyghur, and Uzbek).

The Blakemore Foundation offers grants for the study of Indonesian.
Graduate Student Life

Mason’s Office of Graduate Student Life provides a wealth of information for new and continuing graduate students. They are dedicated to supporting the success of Mason graduate students by:
- Providing community-building, professional development, and personal development programs
- Connecting graduate students to campus resources
- Identifying and advocating for graduate student needs

Graduate Student Life operates the Graduate Student Center and lounge in the Johnson Center, rooms 310 and 311E. The Center offers a multi-purpose space for the exclusive use of graduate students. The Center features a quiet study room with individual desks, an open lounge, and wireless internet access. The lounge area offers couches, chairs, tables, and a campus phone.

http://gradlife.gmu.edu/

Mason Graduate and Professional Student Association (GAPSA)
GAPSA seeks to unite graduate students and establish a forum through which graduate and professional students are able to address issues, advocate for the greater good, grow professionally, and socialize with one another.
https://www.facebook.com/masongapsa
Contact: gapsa@gmu.edu

Fairfax and Arlington Campus Life
Both the Fairfax and Arlington campuses offer a wide variety of events that appeal to graduate students. Arlington campus events, typically planned by the School of Public Policy or the School for Conflict Analysis and Resolution, are announced to Global Affairs students via the listserv. Fairfax campus events will also be announced through the listserv and can be found by visiting: http://gradlife.gmu.edu/life-at-mason/.
CAMPUS MAPS

Fairfax Campus:
Arlington Campus:
Getting Started

Email
All students must activate and regularly check their GMU email account. Official email from university faculty, staff and administration will only be sent to your GMU account (username@masonlive.gmu.edu). The Global Affairs program regularly sends messages to the graduate student listserv and your membership to this list is tied to your GMU email account.

For information about your MasonLive email account, including set up instructions, see: https://masonlivelogin.gmu.edu/login.

Mason Identification Card (Mason ID)
All students must obtain a Mason ID card. In addition to serving as your library card, your Mason ID can be used for:

• Meal Plan and Mason Money
• Copying and computer lab printing
• Discounts/priority seating at specified Patriot Center events
• Free Cue Bus rides
• Accessing the Field House (athletics complex)
• Free entry to the Aquatic and Fitness Center (full-time students)
• Free entry to specified Concert Hall performances (full-time students)
• Free entry to Johnson Center Cinema (full-time students)

To obtain your ID, bring a form of picture ID and your Gnumber to the Mason Card Office: Student Union Building I (SUB I), room 1203 (ground floor near the Cashier's Office).

Parking and Transportation
All vehicles parked on property owned or operated by GMU must display a valid parking permit. Parking options include general and reserved surface lots and parking garages, and permits range in cost from $50 (West Campus spring permit) to $190 (spring and summer general lot permit).

For current rates, visit: http://parking.gmu.edu/permitfinerefundrates.html

Parking at the Arlington campus is less prevalent and requires a different permit than that used at the Fairfax campus. More student spaces are available at the Arlington campus after 6:00pm. For complete information on parking at the Arlington campus, visit: http://parking.gmu.edu/arlparkingoptions.html

Both the Mason and Arlington campuses are easily accessible via public transportation. Information on transportation options such as the Mason Shuttle, Cue Bus, Fairfax Connector and Metro can be found on the website of the Transportation Department: http://transportation.gmu.edu/.