

GRADUATE STUDENT HANDBOOK
GLOBAL AFFAIRS MA PROGRAM
GEORGE MASON UNIVERSITY

Welcome

We are excited that you have chosen the Global Affairs Program for your graduate studies, and we look forward to working with you throughout your time at Mason. This handbook is intended to introduce you to the program and graduate life at Mason. It is by no means comprehensive but hopefully answers your immediate questions and offers enough contacts and links to get you started.

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Global Affairs Curriculum Overview

Global Affairs: Tomorrow's Global Citizens

The Master of Arts in Global Affairs is a multidisciplinary program offering students the opportunity to engage in advanced study of a broad range of global issues. Students complete a core curriculum that provides the knowledge and skills necessary to think and act globally. Students also select a specialization for further study within the global arena. The possible specializations reflect the strengths of George Mason University and include global economics and development, governance and public management, international education, and international health. They consist of courses offered by academic departments across the university.

Students take part in a residency abroad, typically two weeks in duration, and complete a capstone seminar. Graduates enter the workforce or move forward in their already-established international and domestic careers in the public sector, non-governmental organizations, and international business.

Degree Requirements

See the *University Catalog* for requirements for all master's degrees.

Students must maintain a 3.0 cumulative grade point average with no more than two grades below a B. Students pursuing this degree must complete 30 credits.

- Five core courses (15 credits): GLOA 600, 605, 610, 615, 710
- Four courses (12 credits) in a specialization
A listing of specializations and the approved courses for each is available on the Global Affairs website, under the Graduate Student section.
 - Students who wish to study abroad in addition to the required residency abroad (GLOA 710 course) may use up to 3 credits toward their specialization and must receive prior approval
- One capstone seminar (3 credits): GLOA 720

Total: 30 Credits

NOTE: A seminar abroad waiver will be granted to those MA students with demonstrated or documentation of anticipated professional international experience for a period not less than nine months working in an international location in the two years preceding or following upon the period of enrollment in the Global Affairs Program. Others with extensive international experience may be granted a seminar abroad waiver at the discretion of the Director. 3 credits of GLOA 710 will be replaced with an additional specialization course, for a total of 30 credits.

Core Courses

GLOA 600 - Global Competencies

Credits: 3

Explores the nature of globalization. Students will understand the characteristics of the current global system; be familiar with key global issues and debates; have an advanced understanding of and appreciation for organizations, languages, cultures in many global contexts; and be better habituated to thinking across disciplinary lines.

GLOA 605 – Interdisciplinary Research Methods

Credits: 3

Designed to provide students with an overview of basic techniques in quantitative and qualitative methods with special attention to epistemological and ethical concerns in global studies research. Course includes a discussion of the theoretical assumptions that shape research questions and design, practical exercises in research techniques, and analysis of methodology in practice.

GLOA 610 - Economic Globalization and Development

Credits: 3

Focuses on the intersection of countries and firms in the arenas of international trade, investment and finance, as the lenses into understanding better today's "global" economy: countries of differing levels of economic development and economic system structure, factors of monetary union and currency disequilibria, trade liberalization or protectionism, market entry, cross-border variables, risk and relations.

GLOA 615 – Case Studies in Globalization

Credits: 3

Introduces interdisciplinary, social theoretical approaches and themes useful to understanding today's global issues and then applies them to a particular case study. Considers scholarly debates around globalization in the context of this case study. Each semester this class will focus on a different case study. You may take two different sections of this class for a maximum 6 credits. One section will apply to your core requirement, and if you take it a second time, it will apply to your specialization.

GLOA 710 - Seminar Abroad

Credits: 3

Intensive program in a foreign setting focusing on a deep overview of the research specialization of the supervising faculty member. Required pre-departure component to set the intellectual, logistical and culture terms of the abroad period. Locations vary from year to year. In addition to the 3 required credits of GLOA 710, you may take an additional 3 credits. These will be applied to your specialization.

GLOA 720 - Capstone Research Seminar

Credits: 3

The final core course requires students to complete a substantial project relevant to their career goals and interests. This course should be taken when students are within nine (9) credits of graduation. Please consult the Program Coordinator prior to registering.

Specializations

A central feature of the master's degree in global affairs is the interdisciplinary specialization. The core courses and your faculty advisors will help you to link your interests with one particular specialization.

Please note that not all specialization courses are offered every semester, and some may have prerequisite requirements that must be fulfilled prior to enrollment or require a registration override from the program. The applicable courses for each specialization can be found on the Global Affairs website, under the [Graduate Students section](#). To declare your specialization, complete the [GLOA MA Declaration Specialization form](#) and email it globalma@gmu.edu

- Global Conflict and Security
- Global Culture and Society
- Global Economics and Development
- Global Education
- Global Governance and Public Management
- Global Health
- Global Media and Technology
- Global Population and Geography

University Regulations

[Academic Integrity](#)

Students are reminded of their obligation to adhere to the [GMU Honor Code](#). All class work should clearly acknowledge the source of ideas and materials, and direct quotations must be explicitly identified and properly cited. If you are in any doubt, please contact the instructor before submitting your work.

[Compliance, Diversity, and Ethics – Title IX Compliance](#)

GMU is strongly committed to providing a safe and inclusive learning environment for the entire Mason community and operates a zero-tolerance policy for all forms of sexual harassment and misconduct. If you feel you might have experienced any form of harassment, you should feel free to contact the Director at any time, as well as to draw on the support available through the [Title IX Office](#).

[Disability Services](#)

GMU is equally committed to providing equitable access to students with disabilities. Students who require accommodations should register with Disability Services as early as possible, since accommodations/grade adjustments cannot be made retroactively.

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. Graduate students are considered part time if they 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 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](#) 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**
 - 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.
 - [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.
 - Selective Withdrawals are not permitted for graduate students.
 - 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**
 - 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.
 - 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.
 - 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 ensure all "IP" (In Progress) and "IN" (Incomplete) grades are resolved by the end of the semester.

Global Affairs Program Policies

- **Registration**
 - The Global Affairs core courses are offered each fall and spring semester. With the exception of the GLOA 710, Seminar Abroad, we do not offer the core courses in the summer. Students that wish to take courses in the summer are encouraged to register for specialization courses.
 - Courses Outside of GLOA – The specialization list will include instructions for registration for each department. Some require permission; others do not.
 - Students are encouraged to register as soon as possible after registration opens.
- **Specializations** – Students complete a total of 12 credits for their specialization.
 - Specialization Courses – each semester a list of specialization courses available for that particular semester will be published
 - Your selected specialization classes may not be immediately recognized in your Degree Works for your chosen specialization. If this should occur just contact globalma@gmu.edu to move the course into your specialization.
- **Seminar Abroad, GLOA 710** – Offered in Winter and Summer terms.
 - You may participate in additional study abroad programs with prior approval of the program director to count towards your specialization. No more than 3 credits may transfer back into the program and coursework must be global in nature.

Registration Readiness

It is very important that at the start of each semester you review the [Academic Calendar](#) for important dates and deadlines.

Enrollment for all GLOA core courses is controlled. You will need an override in order to register. The Graduate Program Coordinator controls the enrollment so everyone who needs a spot in each class is accommodated.

Each semester, the Graduate Program Coordinator will need to know if you will be a full or part time student, and which classes you hope to complete the following semester. You can arrange an advising appointment or e-mail globalma@gmu.edu. We need to know your enrollment plans, so that you have the correct overrides for GLOA core courses for when registration opens in Patriot Web.

Academic Advising

For questions related to logistical issues, registration, and enrollment matters including course overrides, email the Graduate Program Coordinator at globalma@gmu.edu.

Your faculty advisor can assist you with determining your MA specialization and suggestions for research and professional development.

Find your faculty advisor here: <https://globalaffairs.gmu.edu/graduate/advising>

How to Check your Degree Evaluation

Along with advisor consultation, all students must track their progress through the online degree evaluation, [Degree Works](#) in Patriot Web. For Patriot Web tutorials go [here](#). 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. Email the Graduate Program Coordinator at globalma@gmu.edu if something does not appear right on your Degree Works.

Writing Guidelines

All written work submitted for a grade in GLOA courses (GLOA 600, GLOA 605, GLOA 610, GLOA 615, GLOA 710, GLOA 720, and any GLOA 599 Special Topics courses) must follow the guidelines below. If an individual professor offers conflicting instructions, you should follow them instead. In the absence of such instructions you should follow these guidelines to ensure that the work you produce during your graduate career is consistent and professional.

Paper Format

1. Papers must be in MS Word format.
2. Papers must be double-spaced and have 1" margins on all sides. The paper size must be set to US Letter size.
3. The font size must be 11 or 12. Use a standard font such as Times New Roman, Calibri, Computer Modern, or Helvetica.
4. The paper should have a cover page that includes the following information and signed statement:

Title:

Name:

Date:

Class:

Assignment: [weekly paper, reading summary, final essay ... etc.]

"I hereby certify that the enclosed submission is solely my own work and that I have followed all applicable rules, guidelines, and instructions, including but not limited to: a) the assignment instructions provided in both written and oral communication from the professor, b) additional instructions in the course syllabus and/or posted on the Blackboard; c) guidelines provided by the Global Affairs MA Handbook. I understand that failing to provide citations and references in the directed format may constitute plagiarism which is a violation of the George Mason University Honor Code and can result in a range of sanctions. I also understand that failure to follow the instructions and guidelines for the assignment may result in a reduced grade, necessary rewrites or penalties at the discretion of the instructor. "

(signature and date)

5. Each subsequent page of the paper must have a footer that includes:
 - a. Student last name
 - b. Page number

Writing Style

Since this is a graduate level class, professional writing is expected. This means proper organization, no grammatical mistakes, and no typos. Please be especially mindful of the following mistakes that our faculty members often see in papers (including MA-level papers!):

1. Improper capitalization of words. You should capitalize proper names and titles when you are referring to a specific person (e.g. Germany, President Obama). You should not capitalize for emphasis, nor capitalize jobs or positions (you run “for president,” not “for President”).
2. Commonly mixed-up words, including, but not limited to the following:
 - a. There, their, and they’re
 - b. Affect, effect
 - c. Accept, except, expect
 - d. Loose, lose
 - e. Principal, principle
3. Subject-verb disagreements. More information to this can be found [here](#).
4. Passive voice. Passive voice is not a grammatical mistake but it is not recommended in academic writing as it is often vaguer than active voice. For more, see [here](#).
5. Overwrought language. Keep your language straightforward and avoid fancy words when a simpler and more common word will suffice (e.g. why say “utilize” when you can say “use”?).
6. The royal we. In most social science and humanities fields, it is recommended to use the first-person pronoun. “I argue in this paper” is clearer and more direct than “we argue in this paper” (or passive construction: “in this paper it will be argued”).
7. Abruptly starting a new section of a paper rather than smoothly transitioning into a new paragraph when you want to move from one idea to the next. Short papers (under 15 pages) should not be broken up into multiple sections with headings. A paper under 15 pages should have, at maximum, 2 sections.
8. Overly long paragraphs. The topic sentence for each paragraph should be the argument of that paragraph. All sentences that follow should be in support of the one key point that you are developing in that paragraph. If you find yourself writing a paragraph that is a page-long, that is a good sign that you have failed to provide a tight enough focus for your paragraph.
9. 1 or 2 sentence paragraphs. A well-structured paragraph (with a minimum of four sentences) can do a lot of work for your paper in terms of furthering your argument, laying out evidence, and helping you draw conclusions. For a great resource on improving your paper by writing better paragraphs, see [here](#).
10. Lack of argument. A good argument is one that links the old (previous research) with the new (your unique analytic intervention).

Also note that the George Mason [Writing Center](#) is available to graduate students. If you wish advice to improve your writing, we encourage you to make use of this resource.

Citation and References

The default citation format for the program is Chicago (Author-Date) as set forth in the Chicago Manual of Style. We strongly recommend that you use a reference program to help you ensure that your citations are correct. One such program, Zotero, is freeware, is developed at George Mason, and is supported with workshops by the library. More information is at can be found [here](#). There are plenty of alternatives for Mac and PC, and you can also use a website such as this [one](#) to produce correct citations. A helpful guide to Chicago can be found [here](#) (make sure to follow the Author-Date instructions, not the Notes and Bibliography ones). An additional citation resource is provided by [Mason's library](#).

When using Chicago (A-D) and other in-text citation formats, including APA, you should keep footnotes and endnotes to a minimum and not for referencing. References (or citations) are included in the text, following any quote marks and before any punctuation marks (an in-text citation never goes after the period, it always goes before it). If you mention the author in the text, you do not need to include his or her name in the succeeding citation.

Examples of correct in-text citations

“UNAMIL’s success seems to confirm that UN mandates and commitment are two intricately linked factors” (Brattberg 2012, 161).

According to Brattberg, “UNAMIL’s success....linked factors” (2012, 161).

The following are examples of different Chicago-formatted citations:

Journal article:

Brattberg, Erik. 2012. "Revisiting UN Peacekeeping in Rwanda and Sierra Leone." *Peace Review* 24(2): 156-62.

Book (single-authored):

Drezner, Daniel W. 2011. *Theories of International Politics and Zombies*. Princeton, NJ: Princeton University Press.

Book chapter:

Shepler, Susan. 2016. "Sierra Leone, Child Soldiers and Global Flows of Child Protection Expertise." In *The Upper Guinea Coast in Global Perspective*, edited by Jacqueline Knörr and Christoph Kohl, 241-251. Oxford, UK: Berghahn Books.

Please note that while Chicago covers most kinds of sources that you might want to cite in a paper, there always are unusual and uncovered items (court cases, treaties, and other legal documents,

for example, are notoriously tricky to cite). If Chicago does not provide a template, you should include as much information about the source as needed to enable somebody else to locate it (also ask your professor).

Plagiarism

Mason's [Office of Academic Integrity](#) provides the following description of plagiarism:

Plagiarism is defined by Webster as “to steal and pass off (the ideas or words of another) as one’s own; use (another’s production) without crediting the source.” It is also considered an act of “literary theft: {to} present as new and original an idea or product derived from an existing source.”

Often in academic work we are asked to draw upon the scholarship of others to support our arguments. While this is a tradition that dates back almost to the beginning of the educational experience, it is also a tradition to properly credit those whose ideas you are using to develop your own argument. This includes incorporating your own scholarship into new pieces. The ability to analyze and synthesize prior research into an argument is at the core of developing as a scholar. Using the ideas of others without proper attribution is unethical and a violation of the Honor Code.

Categories of plagiarism violations include but are not limited to the following:

- Self-plagiarism
- Inadequate citation
- False citation
- Failure to quote sources/material

*This information was taken from [here](#).

Any violations of the honor code (not limited to plagiarism) will be taken seriously and reported to the Office of Academic Integrity. For information on this process and answers to commonly asked questions, you may consult their website.

Please note: This is not a comprehensive list. The [University Catalog](#) should be consulted for additional student policies.

Type of Papers

Below are examples of the diversity in writing assignments in GLOA courses. They do not represent the full range of writing assignments in GLOA courses. Nor are they the exact instructions of the assignments in the same name. They are simply examples. The point is that students need to understand every assignment is different and, thus, it is imperative to strictly adhere to the instructions.

Example #1. Application Paper (GLOA 620, Fall 2018)

- Application paper prospectus: This is a short, written, assignment (absolutely no more than 500 words and preferably less) that sets out a plan for the application paper (see below). The prospectus must address:
 1. What is your case for the application paper (normally a country, but it can be a region, a social movement, a religious organization, an event, etc.)?
 2. Why have you chosen that case (social scientifically speaking or policy-wise, not because of emotional or biographical significance)?
 3. Which theories/theorists are you looking to apply to this case? Note that this is a reference to a specific week of the semester and this week will be when you will give your presentation (see below).
 4. What phenomena, process, or mechanism do you hope to illuminate?
 5. What methods will you use (it is fine to just use secondary sources—just say that)?
- Application paper: This is a research paper and represents your most significant demonstration of your ability to apply (with accuracy and insight) the theories/theorists covered to a specific case. It should “match” your prospectus as much as possible and it needs to be argument driven (not just a historical narrative or description). Please note that December 12 is a firm deadline due to university requirements.

Example #2. Research Proposal (GLOA 605, Fall 2019)

The final assignment for this class will be a research proposal. Leading up to this proposal, you will turn in preliminary drafts (see course schedule for deadlines). These assignments should be posted on Blackboard by midnight before class. No late drafts accepted. If you miss a deadline, you should just keep working towards the next assignment (if you have missed a draft and want feedback after the deadline, you should schedule an appointment to meet with the Professor during office hours.). The proposal should include the central research question and objectives of your project, a literature review, a methods section explaining proposed data collection and analysis, and a project timeline. The proposal should be 10 pages, single-spaced (Times New Roman, 12-pt font), not including bibliographic references. Students should follow the NSF funded proposal example as a guide.

Example #3. Reading Summary (GLOA 610, Fall 2019)

- Students are expected to think about the following questions while working on the readings.
 - what is the central argument of the piece?
 - how can this piece be connected to others?
 - does the piece provide empirical evidence and if so, is it compelling?
 - what would I do if I work on the same subject?
 - what would be the practical implication(s)–or policy propositions–of this piece?
- Students are expected to hand in four, and only four, summaries of readings – you can choose whichever week’s readings you want to work on.
- the summary should summarize all the required readings of the week.
- the length should not exceed 600 words (there is no minimum).

- you might want to touch upon at least some of the questions mentioned above.
- a good summary would also discuss 1) what the reasoning behind the authors' arguments is and 2) how (some of) the readings can be related to each other (e.g., A disagrees with B; C complements D; E expands F)

Important Dates

The Academic Calendar can be found [here](#).

*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.

Financial Matters

Tuition and Payment Information

For complete information, visit the [Student Accounts Office](#).

[College of Humanities and Social Sciences](#)

- 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.
- Mandatory Student Fee: This is a mandatory fee based on credit enrollment. The Mandatory Student Fee supports the maintenance of facilities and buildings, auxiliary services, intercollegiate athletics, campus shuttle, academic services, student activities, and health services. For more information, please refer to [Mandatory Student Fees](#) in the Student Accounts Office website, Tuition & Fees.

Financial Aid and Scholarships

For complete information, visit the [Office of Student Financial Aid](#).

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 \(FAFSA\)](#)
 - Must be completed a minimum of 30 days prior to the start of your program.
- [Federal financial aid programs](#)
- [Financial Aid for International Students](#)

Scholarships, more information can be found [here](#).

Fellowships, more information can be found [here](#).

Assistantships, more information can be found [here](#).

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. Note these are not generally available for MA students.

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' Handshake site, and in academic departments. Students may also contact their advisors for assistantship information and opportunities.

- [Mason Jobs website](#)
- [Career Services, Handshake](#)

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:

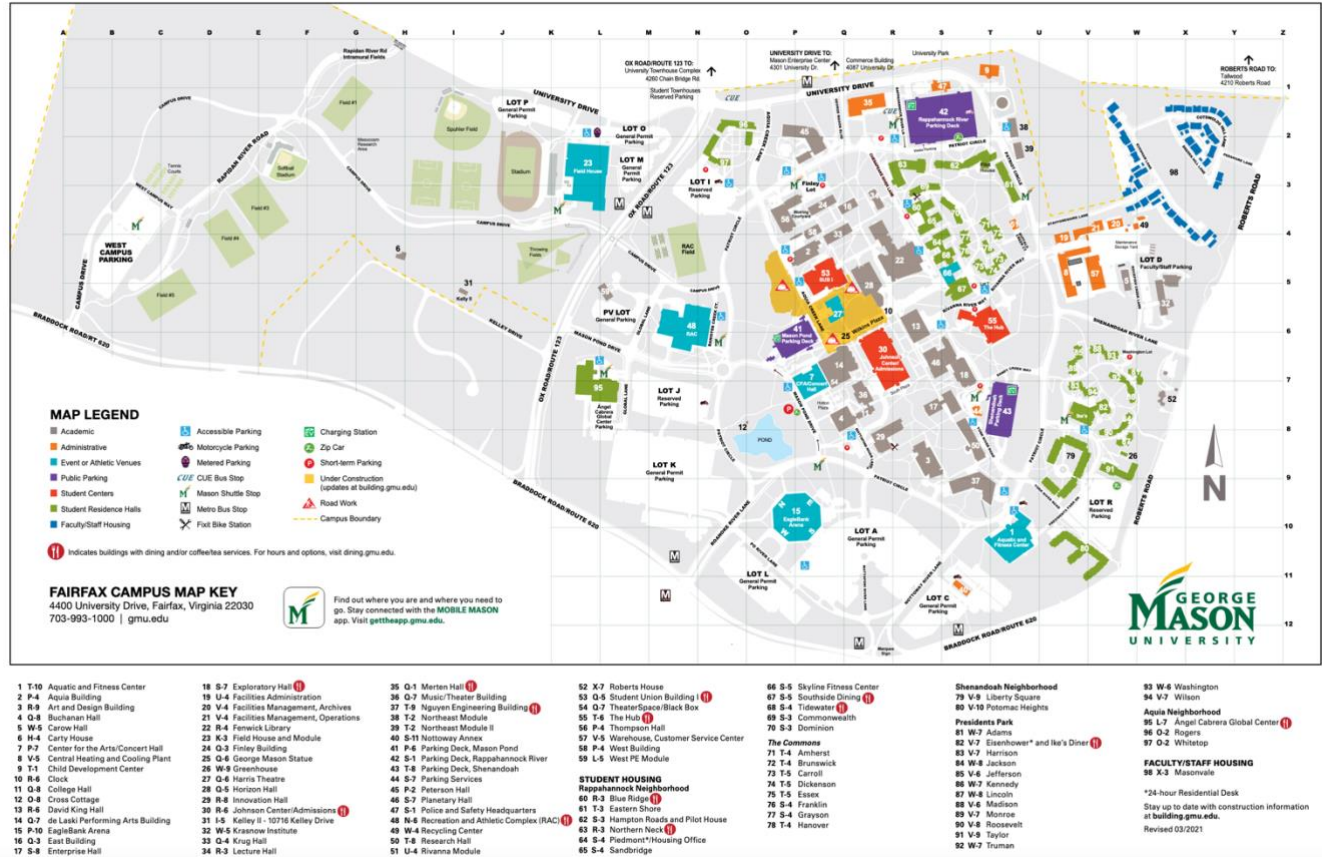
- Providing community-building, professional development, and personal development programs
- Connecting graduate students to campus resources
- Identifying and advocating for graduate student needs

[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.

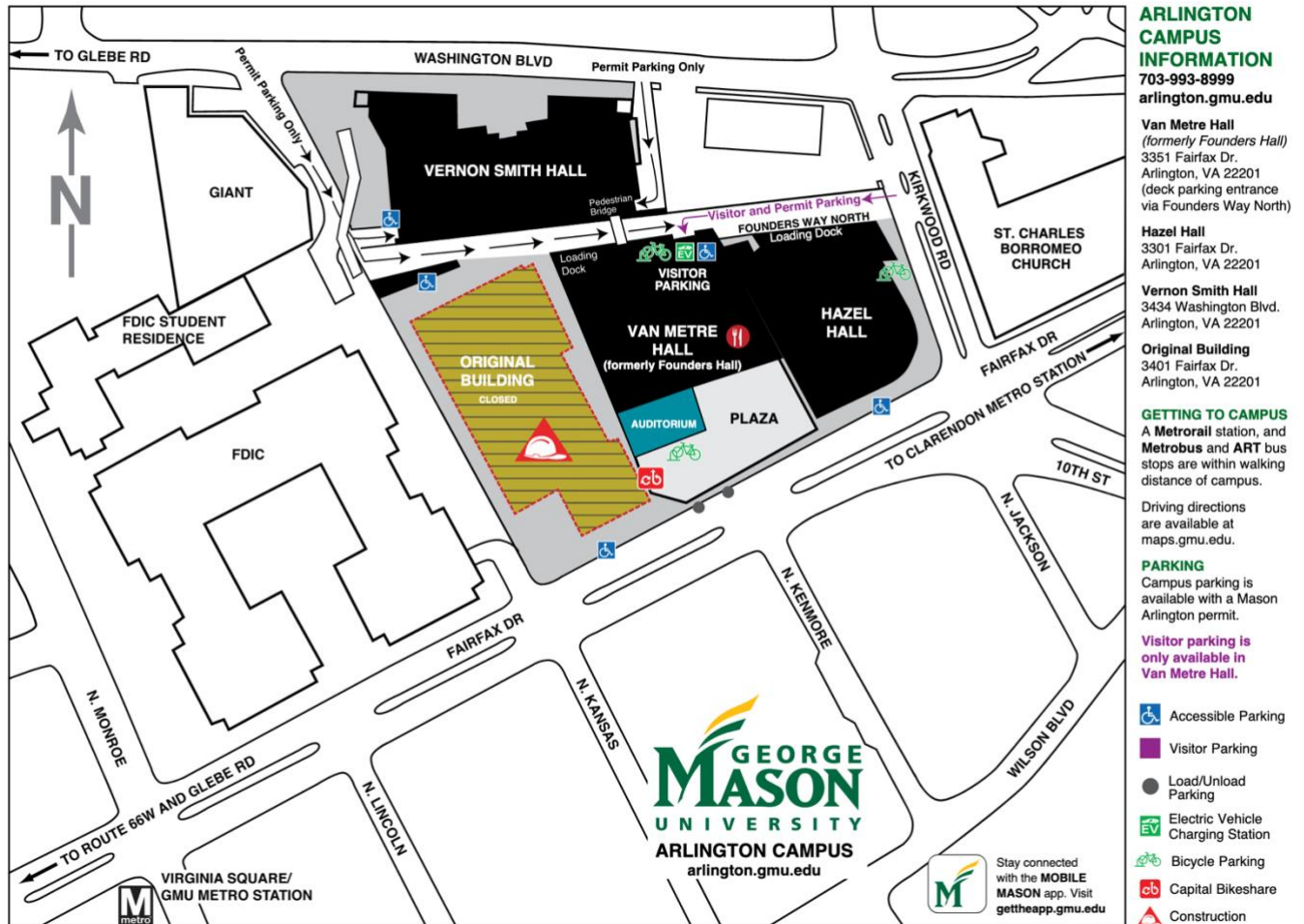
[Mason Graduate and Professional Student Association \(GAPSA\)](#) seeks to unite graduate students and establish a forum through which graduate and professional students are able to address issues, advocate for the greater good, grow professionally, and socialize with one another.

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 [here](#).

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.

For current rates, visit the [Office of Parking and Transportation Services](#).

Parking at the Arlington campus 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, see [here](#).

Both the Mason and Arlington campuses are 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 [Mason's Transportation Department](#).

University Libraries

Visit the [University Libraries](#).

Mason has a total of five libraries between the three distributed campuses – Fairfax, Arlington, and Prince William:

Arlington Campus Library
Founders Hall - Room 201, MS 1D1
3351 Fairfax Drive
Arlington, VA 22201
Circulation Desk: 703-993-8188 / Reference Desk: 703-993-8230
Fax: 703-993-8142
TTY: 703-993-4970
Email: aclref@gmu.edu
<http://library.gmu.edu/libinfo/acl.html>

Fenwick Library
4400 University Dr., MSN 2FL
Fairfax, VA 22030
General Information Line: 703-993-2250
Circulation Desk: 703-993-2240 / Reference Desk: 703-993-2210
<http://library.gmu.edu/libinfo/fenwick.html>

Gateway Library
4400 University Dr., MSN 1A6
Fairfax, VA 22030
Circulation desk: (703) 993-9060 / Reference desk: (703) 993-9070
TTY: (703) 993-3992
<http://library.gmu.edu/locations/gateway>

Mercer Library, SciTech Campus
10900 University Blvd., Occoquan Bldg., Room 104
MSN 4E6
Manassas, VA 20110-2203
Fax: 703-993-8349
Circulation Desk: 703-993-8340 / Reference Desk: 703-993-8342
TTY: 703-993-8365
<http://library.gmu.edu/locations/mercer>

George Mason University Law Library
3301 N. Fairfax Drive
Arlington, VA 22201-4426
Phone: 703-993-8120

Fax: 703-993-8113

<http://www.law.gmu.edu/library>

Students are highly encouraged to attend a library tour or workshop (in-person or online) to familiarize themselves with the available resources. The schedule can be found [here](#).

Consortium Loan Service

Students may also utilize the Consortium Loan Service, a feature of Mason's participation in the Consortium of Universities of the Washington Metropolitan Area.

Mason students, faculty, and staff may borrow books and have articles sent directly from other WRLC (Washington Research Library Consortium) libraries rather than using the standard [interlibrary loan](#) procedures. This direct borrowing service allows students and faculty to receive books and articles from other WRLC libraries more quickly (generally within 2 business days).

Note: students and faculty requesting items to be sent to the Prince William campus need to allow somewhat more time for delivery of the item(s).

Career Services

Mason has an outstanding Career Services office that is ready to assist you with your internship and job search needs as well as networking and mentorship. Industry Advisors and general career counselors are available by appointment, and the office holds regular events that are open to all students.

To use their resources for searching for jobs and internships, apply for a [Handshake account](#).

Please check the careers.gmu.edu website often for great events and other opportunities for your professional development.

Career Services is located in Student Union Building I (SUB I), room 3400.

Phone: (703) 993-2370 / Email: careers@gmu.edu / Web: <http://careers.gmu.edu/>

Global Affairs Resources

[GLOA MA Facebook Group](#) and [Global Affairs Twitter](#)

- Connect with other Global Affairs MA Current Students and Alumni
- Find out about important updates

Global Affairs MA Digest – sent on Tuesdays

- 1) Find out about updates from Global Affairs and Mason
- 2) Upcoming Global Affairs and Mason Events
- 3) Resources for students

Fairfax Campus Resources

Office of the University Registrar (703-993-2441, registrar@gmu.edu, registrar.gmu.edu)

Student Accounts (703-993-2484, saccount@gmu.edu, studentaccounts.gmu.edu)

University Life (703-993-1000, <https://ulife.gmu.edu/>)

Arlington Campus Resources

University Life (703-993-1000, ularl@gmu.edu, <https://ularlington.gmu.edu/>)

Global Affairs Program Contact Information



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