

## TABLE OF CONTENTS

	<b>Foreword</b>	page 2
<b>I.</b>	<b>Office of Economics Graduate Studies</b>	page 2
<b>II.</b>	<b>Rules Governing the MA Program</b>	page 3
	Credit Hours and Required Courses	
	Transfer Credit	
	Consortium Courses	
	Comprehensive Exams	
	MA Degree Conferral	
	Termination/Dismissal from the Program	
	Thesis Guidelines	
<b>III.</b>	<b>Information for New Students</b>	page 9
	University Policy	
	Student Identification	
	Email Accounts	
	Patriot Web	
	Preparing for Start of Classes	
	Getting to Campus (Parking and Transportation)	
	A Note on Advising	
<b>IV.</b>	<b>Appendices</b>	page 12
	Sample first year class schedules	
	Sample Program of Study Form	
	Applying for In-State Tuition	
	For New International Students	
	Some Web Sites to Assist You in Relocating	
	Frequently Requested Phone Numbers	

## FOREWORD

These *Program Notes* summarize various pieces of needful information for students who are pursuing the Master of Arts degree in Economics at George Mason University. Section I describes the organization of the Office of Economics Graduate Studies and the division of labor within the Office.

*Section II* summarizes the primary rules regarding the MA program. Some of these rules are departmental in origin, while others are established by the university. With respect to university rules, you should also read the Mason University Catalog, particularly as it pertains to academic policies toward graduate students.

*Section III* provides some information that should prove particularly helpful to students who are new to Mason. The final two segments of this section, on parking and on advising, are, of course, relevant to continuing students as well. *Section IV* presents five Appendices, the first two of which are particularly relevant to entering students.

### I. OFFICE OF ECONOMICS GRADUATE STUDIES

The Office of Economics Graduate Studies contains three people with different types of responsibility. This section provides a brief map of the office so that you can organize your contact with that office effectively. The personnel and some relevant information about them are displayed in the table below:

Richard E. Wagner	Carlos Ramirez	Mary Jackson
PhD Program Director and Director of Economics Graduate Studies	MA Program Director	Graduate Coordinator
Enterprise Hall #334	Enterprise Hall # 341	Enterprise Hall #336
703-993-1132	703-993-1145	703-993-1135
<a href="mailto:rwagner@gmu.edu">rwagner@gmu.edu</a>	<a href="mailto:cramire2@gmu.edu">cramire2@gmu.edu</a>	<a href="mailto:econgrad@gmu.edu">econgrad@gmu.edu</a>

There is a clear division of labor and responsibility within this office. For most of the issues and questions you might have, **Mary Jackson** is the person you should approach. She is the person within the Office who is most knowledgeable about relevant rules and procedures. She also organizes and coordinates the flow of work and information, both within the Office and between the Office and other precincts within the University. As Graduate Coordinator, most of the work that reaches the MA Director will originate with Mary Jackson.

In his capacity as MA Director, **Carlos Ramirez** will end up signing various forms pertaining to your progress through the program, but these forms will typically emanate from Mary Jackson in her capacity as Graduate Coordinator. Professor Ramirez's prime tasks are to serve as advisor to MA students and as admissions officer into the MA program.

As General Director of Graduate Studies, **Richard Wagner** has overall responsibility for the conduct of the Office and all programs it administers, but does not deal with the normal operation of the MA program.

## II. RULES GOVERNING THE MA PROGRAM

### CREDIT HOURS AND REQUIRED COURSES

- 30 credit hours must be applied to the degree.
- 9 credit hours of core course work must be applied to the degree (exceptions or waivers must be approved by the MA Director):
  - 6 credit hours of Microeconomic theory (ECON 611 and 612);
  - 3 credit hours of Macroeconomic theory (ECON 615);
  - ECON 630 Math Econ is recommended.
- At least 18 credit hours must be earned as a degree seeking student in the Economics MA program at George Mason University (see “Transfer Credit”).
- Up to 6 credit hours of ECON 799 Thesis credits may be applied to the MA degree (optional).
- Up to 6 credit hours of course work may be taken outside of the Economics department (through another discipline) with the approval of the MA Director.
- Up to 6 credit hours of course work may be taken through the Consortium (see “Consortium Courses”) with the approval of the MA Director.
- Students must graduate within 6 years after first enrollment.

### TRANSFER CREDIT

Transfer Credit may be awarded for course work taken at another university or through the Mason Extended Studies Program (non-degree) prior to admission to the Economics MA program at George Mason University if a degree was not conferred at the previous university. Transfer credit cannot be awarded for courses that were taken more than six years prior to a student’s first enrollment or for courses for which a student received a grade below B (3.0). Students wishing to receive transfer credit must notify the MA Director during the first semester of study. Approved transfer credit may not appear on the transcript until after the 6th week of classes.

**All students are required to take the micro and macro sequence, even if they have taken similar courses at another institution.** Exceptions must be approved in writing by the MA Director prior to the start of the first semester of study. Waivers of required courses (micro, macro) may not be awarded to students who do not pass the comprehensive exams on the first attempt.

### CONSORTIUM COURSES

George Mason University is a member of the Consortium of Universities of the Washington Metropolitan Area. With the approval of the MA Director, eligible Mason students may take courses at any consortium university provided that the courses are not offered at Mason. A student may only take one consortium class per semester, and may not exceed 6 credit hours of consortium work. **Students will not be permitted to take consortium courses prior to successfully completing comprehensive exams.** Any exceptions must be approved by the MA Director.

Students enrolling through the consortium are billed by Mason, so those receiving in-state tuition at Mason will pay in-state tuition for classes taken through the consortium. Consortium paperwork must be filled out and approved by the MA Director well in advance of the start of classes to allow the registrar's office time to process your request. Consortium policies and procedures are available online through the Registrar's web site at <http://registrar.gmu.edu/consortium/> , or you can contact the Consortium Coordinator at 703-993-2439 for more information.

## **COMPREHENSIVE EXAMS**

- All students must take comprehensive exams in microeconomics and macroeconomics after completing the micro and macro course work.
- Students are allowed two attempts at each exam.
- A Marginal Fail on the second attempt of an exam entitles the student to a 3<sup>rd</sup> attempt at the exam.
- Any student who fails the same exam two or more times may appeal to the MA Director for additional attempts. If the appeal is not granted, the student will be terminated from the program.
- Each comprehensive exam is three hours in length and is offered twice yearly (fall/spring).
- Comprehensive exams will not be waived under any circumstances.
- Comprehensive exams from other universities are not acceptable.
- Copies of past exams are available in the Economics Graduate Studies Office and online at <http://economics.gmu.edu/grad/prelim.html> .

## **MA DEGREE CONFERRAL**

In addition to completing your degree requirements, you must also let the Registrar's Office know that you intend to graduate before your degree will be conferred. At the beginning of your last semester, you should visit the Mason Graduation Office website online at <http://registrar.gmu.edu/gif/> . There you will find graduation instructions and answers to frequently asked questions.

To initiate the audit of your record, which must be completed before you can graduate, you must file an Intent to Graduate. Students applying for multiple degrees (i.e., an MA and a Certificate) must submit separate intents for each degree. You can file your Intent to Graduate online through Patriot Web. Students must have completed all degree requirements and have a degree GPA of 3.0 or better to be approved for graduation.

The Intent to Graduate forms are due five weeks after the first day of classes for the semester. The degree conferral date is usually a couple of weeks after the last day of classes. Although the conferral date is the date that you will officially graduate, your degree may take several weeks to be displayed on your transcript and mailed to you. If graduation is postponed; students must remove their Intent to Graduate and must reapply for the new conferral date.

At the end of each spring semester, the College of Humanities and Social Sciences holds a convocation ceremony, and the university holds a commencement ceremony. Master's students who have submitted an intent to graduate for the summer semester may participate

in the spring ceremonies. Fall graduates may participate in the convocation and commencement ceremonies held during the following spring.

## **TERMINATION/DISMISSAL FROM THE PROGRAM**

Students may be terminated if they fail to achieve satisfactory progress toward their degree. In the Economics program, termination is usually the result of failure to successfully complete the comprehensive exams, or failure to graduate within the required time limits. Students who are terminated are no longer eligible to take courses in the program, but may apply to another degree program or take courses in other programs through non-degree studies.

A student is dismissed after accumulating grades of F in two courses, or 9 credits of unsatisfactory grades (C or F) in graduate courses. A notation of academic dismissal is affixed to the graduate student's official record. A student who is dismissed may not take additional course work at George Mason University.

## **THESIS GUIDELINES**

Students may choose between 30 hours of coursework or 24 hours of coursework plus 6 credits of thesis research. Either of these options is in addition to passing the comprehensive exams.

The main tasks that you will need to complete during your last semester are:

- Submit graduation paperwork ([http://registrar.gmu.edu/gif/notify\\_g.html](http://registrar.gmu.edu/gif/notify_g.html)) to the Registrar's Office
- Format review with the Dissertation and Thesis Coordinator in the library
- Schedule your thesis defense date with your committee
- Obtain approval signatures from the thesis committee, the Director of Economics Graduate Studies, the Department Chair, and the Dean
- Submit your thesis paper and additional required materials to the library

There is a strict timeline of events to follow for completing certain tasks. The primary source for an overview of the thesis process and detailed information about each phase can be found at *George Mason University's Libraries: University Dissertation and Thesis Services (UDTS)* (<http://thesis.gmu.edu>). You are expected to adhere strictly to all of the guidelines required by the library, so it is imperative that you read the information on that website carefully and follow the guidelines to the letter. You will not graduate as scheduled if you fail to write, defend, and submit your thesis according to the library guidelines.

The information presented here is only a quick reference intended to supplement what you will find at *UDTS*. If you are unsure about the timeline of events after reading the library website, contact the Economics Graduate Coordinator as early in the semester as possible for more information.

## **A. Thesis Advisor and Committee Selection**

Prior to enrolling in thesis credit, you must choose a thesis advisor. The thesis advisor must be a full-time tenured or tenure-track faculty member within the Economics department. The thesis committee consists of the thesis advisor, a second faculty member from the Economics department, and a third faculty member either from Economics or from outside the department. The thesis advisor should be able to assist in the creation of a thesis committee. Additional members may be added to the committee, but the three core committee members must be full-time tenured or tenure-track Mason faculty members. Any exceptions must have the approval of the MA Director, in addition to those of the Director of Economics Graduate Studies and the Dean of the College of Humanities and Social Sciences.

The thesis advisor is primarily responsible for directing and guiding the student's research and writing activities. The student is responsible for keeping all committee members informed of the scope, plan, and progress of the research as well as the thesis.

Once the thesis committee has been created, the student prepares a formal thesis proposal **thesis or dissertation proposal** . The student submits copies of the proposal to the thesis chair and members of the committee for their approval. The members of the committee indicate their approval on a thesis proposal signature sheet.

The thesis proposal signature sheet is then approved by the MA Program Director and the Chairman of the department. The student is now able to register for ECON 799: Thesis Research credit.

## **B. Thesis Credit (Econ 799)**

Students may register in ECON 799: Thesis Research Credit only after successfully completing the master's comprehensive exams and the thesis proposal has been submitted and approved by the thesis committee. Continuous registration in ECON 799 is required during the time a student is researching and writing the thesis.

Students are required to take no more than 6 credit hours of thesis credit (ECON 799) as a part of the MA degree. Students must have their written thesis proposals approved by a committee and submit a proposal signature sheet to the MA Director before they will be allowed to register for ECON 799.

Students planning to finish a thesis in one semester should register for 6 credit hours of ECON 799. Students planning to take two or more semesters to finish a thesis should register for 3 credit hours of ECON 799 during the first semester, then 1-3 credit hours for each following semester. These courses are graded IP until the thesis has been successfully defended, at which time they are changed to S.

Students must maintain continuous enrollment in ECON 799 while writing and submitting a thesis.

### ***C. Writing and Defending a Thesis***

During the writing phase of a thesis, students are required to maintain close communication with the thesis advisor and committee.

Students completing a thesis are required to schedule a formatting review with Sarah Patton, the Dissertation and Thesis Coordinator, in Fenwick Library. She can be reached at 703-993-2222 or [spatton@gmu.edu](mailto:spatton@gmu.edu). Students are required to submit a copy of the thesis (even if it is not the final version) to the **Dissertation and Thesis Coordinator's office** for format review. The Dissertation and Thesis Coordinator will examine the manuscript for compliance with university format and appearance requirements. The Thesis and Dissertation Coordinator will also supply important instructions for final submission. **\*This should be done about 1 month before final submission either before or after defense.** (Please see **Dissertation and Thesis Web Guide: Writing Your Thesis, Dissertation, or Project** for more details)

To insure proper formatting of the signature page, e-mail or fax a copy of your thesis signature page to Sarah Patton. She will review the formatting and inform you of any necessary changes (which should be made prior to your defense and the attainment of any committee member signatures).

With approval of the thesis format, a student is ready to select a defense date with the thesis committee.

### ***D. Thesis Submission***

Please note the deadlines and completeness requirements for thesis submissions below. Mason cannot accept late or incomplete (i.e. missing pages, signature sheets, etc.) submissions. You may download a Submission Checklist from the Forms page. Please take time to examine all copies of your manuscript for completeness before you submit them.

You should keep in mind that Directors, Chairs, and Deans tend to be busy people, so it may take several days to get their signatures. Most importantly, all signatures required for the thesis and proposal process must be in black ink. If they are not, you will have to get all of the signatures again before the Library will accept your thesis and allow you to graduate.

#### **Submission Deadlines**

**5 P.M. on the Friday before the last day of Spring Semester classes** as published in the Schedule of Classes for May graduation and participation in Commencement Ceremony.

**5 P.M. on the Friday before the last day of Summer Term or Fall Semester classes** for August or January graduation, respectively.

### **Traditional submission of the thesis**

- Two original copies of the entire thesis (signature sheet through vita) unbound on white 100% cotton bond paper (20 or 24 pound) with original signatures in black ink on both signature sheets must be submitted to Sarah Patton in Fenwick Library.
- Your committee, department chairperson, and the CHSS Associate Dean for Graduate Academic Affairs must sign your thesis defense signature sheet before it is submitted to the library.
- Once you have obtained the signatures of your committee and departmental administrators, bring both copies of the document with all accompanying paperwork (transmittal sheet) to Jamie Cooper in the CHSS Dean's Office (C109 College Hall).

### **Electronic submission of the thesis**

- One copy of the entire thesis (signature sheet through vita) unbound on white 100% cotton bond paper (20 or 24 pound) with original signatures in black ink on the signature sheet must be submitted to Sarah Patton in Fenwick Library.
- One CD containing a PDF file of the entire thesis and a PDF file containing only the abstract.
- Your committee, department chairperson, and the CHSS Associate Dean for Graduate Academic Affairs must sign your thesis signature page(s) before your materials are submitted to the library.
- Once you have obtained the signatures of your committee and departmental administrators, bring all copies of the document with all accompanying paperwork (transmittal sheet, MARS agreement, Electronic Submission Form) to Jamie Cooper in the CHSS Dean's Office (C109 College Hall).

*\*It is the student's responsibility to insure that all required approvals are obtained by the submission deadline and that required paperwork is included with the dissertation submission. The student is solely responsible for insuring that all necessary materials are submitted to Sarah Patton in the University Library by the submission.*

### III. INFORMATION FOR NEW STUDENTS

The information provided in this section provides some useful links to help you become familiar with the George Mason community, and also to gain access to resources available to students. Major university offices have extended hours during the first few weeks of school, with some offices also offering extended hours on certain nights throughout the school year.

#### UNIVERSITY POLICY

As a Mason student, you are expected to adhere to the policy guidelines outlined in the current university catalog. **It is important that you review the information in the catalog and be aware of University policy and how it pertains to you as a student.** The following sections contain important information that you should review: general academic policies (29-38), graduate academic policies (42-47), and graduate programs in Economics (139-40). This information, along with other useful information and forms, is also available through the College of Humanities and Social Sciences Graduate Academic Affairs web site at <http://chss.gmu.edu/grad/index.php>

#### STUDENT IDENTIFICATION

Your George Mason photo ID will be used for such student benefits as checking out books from the library, in-person registration, purchasing parking passes, making photo copies on campus, paying for meals on campus (if you choose to enroll in a meal plan or the Mason Money program), discounts on campus sports and theater events, as well as discounts from local merchants. Obtain your ID through the Photo ID Office in Student Union Building II on the Fairfax Campus. Photo ID offices are also located on the Arlington and Prince William campuses. For more information, visit the Photo ID Office website at <http://www.gmu.edu/univserv/allunivcard/photoid/photoidhours.htm>.

#### EMAIL ACCOUNTS

Your George Mason e-mail account is the primary mode of communication used by the administration to inform students about important matters related to their academic pursuits. **Students are responsible for the content of university communication sent to their Mason e-mail account, and are required to activate that account and check it regularly.** All official notices and information will be sent to your Mason e-mail account, so it is very important that you get your e-mail account set up early and monitor the account on a regular basis. Students choosing to use another service (e.g., Yahoo, MSN) as their primary account should have their Mason e-mail forwarded to that address to ensure they receive all important communications. Instructions for setting up your Mason email account are available online at <http://itusupport.gmu.edu/student.asp#memo> . Forwarding instructions are available online at <http://itusupport.gmu.edu/scfaq.asp> . This is a frequently asked questions page, so you will have to scroll down for the instructions.

## **PATRIOT WEB**

The Patriot Web system allows students to view and make changes to their student records. Changes can be made to your pin, address, phone number, emergency contact information, and registration. Patriot Web also allows you to view information about your registration, transcripts, student account and holds. Patriot Web can be accessed online at <https://patriotweb.gmu.edu/> .

Occasionally, changes that are made in Patriot Web do not take effect. **Students are responsible** for checking their schedules via the Patriot Web system before the end of the add period to verify that their schedules are correct and that they are properly enrolled.

## **PREPARING FOR START OF CLASSES**

The University Bookstore is located in the Johnson Student Center. In addition to being the source for all textbooks, the bookstore offers a wide variety of classroom supplies, magazines, cards, gifts, and George Mason logo items such as sweatshirts, hats, and mugs. Textbooks can be purchased online at <http://gmu.bkstore.com/> , or you can shop in person. On the Fairfax campus, textbooks are located on the lower level of the bookstore. Books are organized by class, with the classes arranged in numerical order. Classes may have more than one section and/or require more than one text, so make sure to look carefully to ensure that you get the correct books for your class section.

## **GETTING TO CAMPUS - Parking Decal and Bus/Metro Schedules**

Most students choose to live off-campus and commute via automobile to classes. In order to park on campus, automobiles must display a valid George Mason parking decal. Decals can be purchased in the Parking Services building, located next to Enterprise Hall on the Fairfax Campus. Students who work or take classes on the Arlington campus should purchase an Arlington campus parking pass.

The George Mason community is also linked to the greater Washington metropolitan area via public transportation, including an extensive bus and subway system. You can access information about Metro bus and subway routes in the Fairfax and surrounding area by going online to <http://www.gmu.edu/univserv/parking/transportation> .

The Cue Bus System runs from the Fairfax Campus to the Vienna Metro, as well as to other stops around Fairfax. Maps and schedules are available online at <http://www.fairfaxva.gov/CUEBus/CUEBus.asp> . The Cue Bus is **free** with a MASON ID card, and Metro rates vary by destination.

## **A NOTE ON ADVISING**

The MA Director is officially the advisor for all Master's students. The University Catalog notes (p. 43): "Registration for newly admitted graduate students, as well as continuing students, begins with a visit to the student's academic advisor." You should interpret this statement as one of possibility and not one of necessity. Seeking advice is a choice for you to make; you can register for classes without doing so.

Our program rules are sufficiently clear that you can select your courses and develop your programs of study without conferring with or obtaining permission from an advisor. The structure of the program is simple: there are three required courses that everyone must take, along with two comprehensive exams that must be passed. Besides these required courses, you must take seven elective courses, two of which could be devoted to writing a thesis and two of which could be from outside the Department.

Those of you who proceed within the normal framework sketched above will typically not need to seek advice. Not everyone proceeds within the normal framework, of course, and in such cases you might want to seek advice. Whatever you do, you should remember that you know better than anyone else what you want to accomplish or at least you should; moreover, you are the person who will bear most directly the consequences of whatever choices you make.

## IV. APPENDICES

### A. FIRST YEAR PROGRAM FOR MA STUDENTS

Masters students must enroll in the Arlington campus sections of all core theory classes (listed below). The Fairfax campus sections of these classes are designed for doctoral students and do not carry credit in the MA program. Most electives are offered at the Fairfax Campus only.

A typical first-year program of study for a **full-time** master's student is:

Fall	Spring	August
ECON 611 Micro I	ECON 612 Micro II	Comprehensive Micro and Macro Exams
ECON 630 Math Econ	ECON 615 Macro	
Elective	Elective	

Full-time students who wish to complete the program in three full semesters should plan to take ECON 535 Applied Econometrics during the summer.

One common first-year program of study for a **part-time** master's student is:

Fall	Spring	August
ECON 611 Micro I	ECON 612 Micro II	Comprehensive Micro and Macro Exams
ECON 630 Math Econ	ECON 615 Macro	

Another is

#### **FIRST YEAR**

Fall	Spring	August
ECON 611 Micro I	ECON 612 Micro II	Micro Exam

#### **SECOND YEAR**

Fall	Spring	August
ECON 630 Math Econ	ECON 615 Macro	Macro Exam

If possible, part-time students should arrange their work schedules to be able to take two courses per semester for the first year. Part-time students must take at least one class per semester to graduate within the required time limits. The only class offered during the summer is ECON 535 Applied Econometrics, which may only be taken once for credit.

**B. PROGRAM OF STUDY**  
ECONOMICS MA

Name: \_\_\_\_\_ Entry Term: \_\_\_\_\_  
 Student #: \_\_\_\_\_ prepared \_\_\_\_\_

Required Courses	Semester Completed	School	Credit Hrs Earned	Grade Received
ECON 611 – Micro I (Fall)				
ECON 612 – Micro II (Spring)				
ECON 615 – Macro I (Spring)				

**Total Hours Earned:** \_\_\_\_\_  
**Total Hours Required:** 9

Elective Courses	Semester Completed	School	Credit Hrs Earned	Grade Received
ECON 630-Math Econ (recommended)				

**Total Hours Earned:** \_\_\_\_\_  
**Total Hours Required:** 21

**THESIS HOURS:** Students may elect the thesis option, which offers 6 credits for independent research and writing under the supervision of a faculty member in lieu of 6 credits of electives. If you choose to do the thesis option, please enter the credit hours in the Elective Courses table above.

Before registering for thesis credit, students must select a thesis director from the Economics faculty, work with that person to select a thesis committee, and submit a proposal to the committee for approval. Only after the proposal has been approved can a student register for thesis credits (ECON 799), so students should make sure to start the process several weeks before they plan to register for thesis credits.

There are a number of rules and policies governing the writing and submission of a thesis, and it will be your responsibility to be aware of and adhere to these policies. You will find all of the information that you need on the library website at <http://thesis.gmu.edu>.

### **C. APPLYING FOR IN-STATE TUITION**

American students who are not residents of Virginia are eligible to apply for Virginia residency. There is no guarantee that Virginia residency will be granted, but if it is granted the resulting drop in tuition is dramatic. The tuition schedule in the 2007-08 MASON Catalog shows that an in-state resident would pay \$3,033 for a nine-hour semester while an out-of-state resident would pay \$7,605. Hence, in-state status can save a full time student over nine thousand dollars per year.

The Domicile section of the Registrar's Office can help graduate students seeking to acquire Virginia residency; this office is located in Room 8 in the North Chesapeake Module on the Fairfax campus. Helpful information is available also on their website:  
<http://registrar.gmu.edu/domicile/> .

There is some effort involved in seeking Virginia residency, and a successful outcome is not assured. Persistence seems to pay: some people who report having their first application for Virginia residence denied report that a subsequent application is accepted.

## **D. FOR NEW INTERNATIONAL STUDENTS**

### **Social Security Number**

Having one of these makes life easier (setting up a bank account, getting a telephone, etc.); and, the SSN is absolutely necessary to receive assistantship/fellowship checks. You will need to get a letter from Mason's Office for International Students; take the letter to the SS Office on Maple Street in Fairfax City (west end of city). It will take about two weeks to get your number.

### **Telephone Company**

Call all the major long distance/international call telephone companies for information about their regular rates and special (country or promotion) rates. Do not hesitate to change long distance/international companies when the promotion rate expires.

### **Driver's License**

Even if you do not intend to drive a car here, having the Driver's License also makes life easier, as you can use it as a form of government-issued picture ID. Go to a Department of Motor Vehicles Office and pick up the booklet to study. When ready to take the tests (written and driving), go back to the office during non-rush hours. Taking the driving test in Manassas, Centreville or, possibly, Tyson's Corner, would mean an easier driving test than high-traffic areas such as Arlington or Alexandria.

### **Buying a Car**

Having a car is very useful, but, remember that you have to pay property tax, insurance and registration. Having a driver's license already will make insurance on a car considerably cheaper, even if you have no driving experience.

### **Household Equipment**

Goods are inexpensive at K-Mart, which is in western Fairfax City and on the CUE` bus line. Wal-Mart is also inexpensive, but you need a car to get there. The best buys in food are usually at Shoppers Food Warehouse at Pickett Shopping Center (CUE bus); you can also shop at Giant and Safeway food stores.

### **From Airport to Campus**

A taxi will cost \$40-\$45, but is the easiest way the first time.

### **Finding Housing**

You can stay either in a motel or in Campus Guest Housing until you make other arrangements. Some graduate students stay in University Townhouses their first year: neither the cheapest nor the most comfortable, but probably the least trouble at first. There are lots of apartments and rooms to rent, but many require the use of a car. The Washington Post website is a good place to look for rentals online at <http://www.washingtonpost.com/wp-dyn/content/rentals/?nav=left> . You can look for roommates online at <http://www.roomates.com/> . Remember that most Americans don't smoke, and they will be offended if you smoke in their houses or cars.

## E. SOME WEB SITES TO ASSIST YOU IN RELOCATING

Fairfax, Virginia and the metro area:

<http://www.fairfax.va.us/> - Information on living in Fairfax, VA.

<http://new.homefair.com/homefair/servlet/ActionServlet?pid=27&cid=homefair> - Relocation Resources

<http://www.fccc.org> – Fairfax County Chamber of Commerce

<http://www.fairfaxva.com/index.cfm?action=b14&id=1000,84> – Information on Schools and New Homes in the area

<http://gmu.homebuyerassist.net> – Home Buyers assistance

<http://och.gmu.edu/> - Housing off-campus made easy

<http://www.equityapartments.com> – Dedicated to “Making Life Easy” apartment hunting

## F. FREQUENTLY REQUESTED NUMBERS

Information	703-993-1000		
Economics	703-993-1130	Enterprise Hall	3 <sup>rd</sup> Floor
Economics Graduate Studies	703-993-1135	Enterprise Hall	Room 336
Mercatus Center	703-993-4930	Arlington 1	Room 450
Institute for Humane Studies	703-993-4880	Arlington 1	Room 440
James Buchanan Center	703-993-2312	Carow Hall	
Public Choice	703-993-2330	Carow Hall	
Bookstore	703-993-2666	Johnson Center	1 <sup>st</sup> Floor
Arlington Library	703-993-8188	Arlington 1	1 <sup>st</sup> Floor
Fenwick Library	703-993-2240		
Law Library	703-993-8120	Arlington 1	
Johnson Center Library	703-993-9060	Johnson Center	2 <sup>nd</sup> Floor
Student Accounts	703-993-2484	North Chesapeake Module	
Registrar	703-993-2441	North Chesapeake Module	
Financial Aid	703-993-2353	South Chesapeake Module	
Parking Services	703-993-2710	Parking Services Building	
IT Help	703-993-8870	Innovation	Room 233
ID Card	703-993-1004	Student Union II	1 <sup>st</sup> Floor
Dining Services	703-993-3300	Student Union II	2 <sup>nd</sup> Floor
OIPS	703-993-2970	Student Union I	2 <sup>nd</sup> Floor
Housing	703-993-2720	Housing Module	