



SPECIAL EDUCATION OUTREACH PROGRAM

Contract Course Drop Form

George Mason University
4400 University Dr., Finley 102, M.S. 1F2 Fairfax,
VA 22030-4444

Email: spedreg@gmu.edu
Fax: (703)993-3681

Name _____
Last First Middle Initial

G Number _____ Cohort _____

Course _____ - _____ Course Title _____
(e.g. EDSE 501-601)

No. of credits _____ Semester _____

The Special Education Outreach Program tuition refund policy is designed to align with the official GMU policy for dropped classes. Modifications exist due to the unique nature of the outreach cohort schedule. If you:

- Drop course up to 14 days after posted first class meeting: Full refund
- Drop course later than 14 days after posted first class meeting: No refund

The day count for drops and refunds are inclusive of the date of the first class. The first night of class is considered to be day 1. If tuition has not been paid at the time the course is dropped, the student still owes tuition following the same schedule as refunds:

- Drop course up to 14 days after posted first class meeting: no tuition must be paid
- Drop course later than 14 days after posted first class meeting: full tuition must be paid

By signing this form, I understand that in addition to submission of this form to spedreg@gmu.edu, I am also responsible for notifying my instructor and the cohort coordinator of my local school district. I acknowledge I am requesting to drop this course and will adhere to the drop policies stated on the cohort website: <http://gse.gmu.edu/special-education-cohort/financial-information/refund-policy>. I understand the date/time my drop form is *received* by the Cohort Office will determine my refund if applicable.

Signature _____ Date _____