

THE GEORGE  
WASHINGTON  
UNIVERSITY  
MEDICAL CENTER

**A Checklist and Resource Guidebook  
for  
Accepted Applicants**

*The Capitol Connection for a Healthier World*

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Congratulations and welcome. We commend you on your preparation and your commitment to serving others, and the faculty, alumni, and students look forward to having you join us at SPHHS.

We want you to enjoy the process of being a student at GW. This *Checklist and Resource Guidebook for Accepted Applicants* is designed to answer many of your questions about making the transition to our School and to let you know the tasks you need to do before orientation and the first day of classes. Also visit the Graduate Information website <http://www.gwu.edu/~gradinfo/>

### Check List for Accepted Applicants

- ☑ **Review the Contents of My SPHHS Admissions Packet**
  - ◆ *Acceptance Letter.* This letter informs you that you have been accepted and may include notification of an SPHHS Merit Scholarship that may have been awarded to you at the time you were admitted (Accepted applicants may receive Merit Scholarship notification at a later date). The acceptance letter also informs you of the deadline by which to respond to SPHHS Admissions indicating your decision to accept or decline our offer of admission. **You must notify the SPHHS Admissions if you need to extend your response deadline.**
  - ◆ *Declaration of Intent.* This form contains your contact information (name, address, email), the semester you are entering, and the degree and program to which you applied. Your GW ID is also located on this form. Please keep this number for use later when you register. There is a section on this form where you indicate whether you accept or decline our offer of admission. You should revise this form, if necessary (because your contact information has changed, or you wish to defer your admission to a future semester, or you wish to change your degree or program), and returned to the SPHHS Admissions by the stated deadline. To confirm your decision to attend GW, return your Declaration of Intent and \$300 deposit (check or money order only made payable to The George Washington University). Two hundred dollars will be credited to your account when you first register and \$100 covers the processing fee. Enrollment deposits are non-refundable.
  - ◆ *Acceptance Status and Conditions Form.* This form informs you of your admission status, special conditions of your admission, and prerequisite courses you may be required to take.

Accepted applicants' admission statuses may be listed as "regular admission" or "provisional admission." Provisionally admitted applicants must see their advisor each semester (though this is a good idea for all students) and maintain a 3.0 (B) cumulative grade point average while earning no grade less than a 3.0 (B), and no incomplete grades in their academic program.

This form also lists special "conditions" that must be met prior to registration. For example, all accepted applicants who submitted their transcripts before their graduation and the conferral of their undergraduate degree, are required to send their final transcripts to the SPHHS Admissions. Applicants who may have self-reported test scores are required to send official test from the testing agency to the SPHHS Admissions.

The Acceptance Status and Conditions Form reminds international applicants that they must enroll as full-time students (9 or more credits both fall and spring semesters. 6 credits for international students beginning summer).

MS Exercise Students. "Prerequisite courses" for Master of Science in Exercise Science (MSES) are listed on the Acceptance Status and Conditions Form. Prerequisite courses provide the breadth of knowledge required of health care professionals. These courses should be taken early in your program and do not count toward the graduation credit requirement of the degrees.

MHSA Students. Master of Health Service Administration are required to take statistics and accounting earning a grade of B or higher prior to enrolling in the program. Transcripts showing these courses must be sent to the SPHHS Admissions.

MPH Environmental and Occupational Health Students. Students who have not had general and organic chemistry will be required to take PubH 171, Introduction to Environmental and Occupational Health Sciences, an online, free course at GW.

A Prerequisite Course Waiver Form is included in the admissions application. Prerequisite courses are automatically waived for MSES, MHSA and MPH EOH applicants whose transcripts indicate the courses have been successfully completed. Should you wish to appeal the Admissions Committee's decision for you to enroll in "prerequisite courses," please use Petition available in Admissions, 221 Ross Hall and on line: [http://www.gwumc.edu/sphhs/studentres/forms/SPHHSGraduatePetitionForm\(2\).pdf](http://www.gwumc.edu/sphhs/studentres/forms/SPHHSGraduatePetitionForm(2).pdf)

- ◆ *Scholarship Response Form.* All applicants are automatically considered for all scholarship assistance offered by their Departments. No special scholarship application needs to be submitted. Students who apply for admission by February 15 receive first round scholarship consideration. Qualified, accepted applicants are notified of their SPHHS Merit Scholarship(s) in their acceptance letter, or later. Accepted applicants with SPHHS Merit Scholarships must return the Scholarship Response Form to indicate that they accept the scholarship offer and how they wish to have their scholarship disbursed over the first year. Failure to return your form indicates that you are declining the scholarship offer.
- ◆ A List of Academic Advisors  
Accepted applicants with questions about their course scheduling and sequencing are requested to contact their academic advisor. Your advisor is found here (look for your graduate program): <http://www.gwumc.edu/sphhs/admissions/advisors.cfm>

- ☑ **Return My Declaration of Intent to the SPHHS Admissions by the Deadline Date**  
Return the Declaration of Intent Form included in your acceptance packet to SPHHS Admissions by the specified deadline date. This form indicates your plan to *accept, decline, or defer* to a later semester our offer of admission. Should you *accept* our offer of admission, the \$300 Advanced Enrollment Deposit (\$100 required processing fee, \$200 applied to your first tuition payment) must be sent with the Declaration of Intent. Should you wish to *defer* your admission to a future semester within one calendar year, please indicate this on the Revisions section of this form and remit \$400 (\$200 will be applied to your first semester tuition and \$200 will cover your required processing fee). Prepare your check or money order payable to The George Washington University. We are unable to defer your admission without the required fee.

Your check or money order should be made payable to The George Washington University. Neither credit card payment nor cash is accepted. The Declaration of Intent asks you to confirm your contact information (always keep SPHHS Admissions informed if your name, address, email, and phone number changes) and to indicate your plans to attend GW. Should you need more time than the stated deadline to make your decision, simply request a reasonable deadline extension by contacting the SPHHS Admissions with your request and rationale to [sphjms@gwumc.edu](mailto:sphjms@gwumc.edu). The SPHHS Committee on Admissions wants you to have the time you need to make the best decision about your future.

**Fee Exception:** MD/MPH, JD/MPH, MA/MPH, and PA/MPH applicants, US military and US veterans, and GW employees pay only the \$100 processing fee. SPHHS Graduate Certificate students transferring to the degree program pay no deposit. A \$100 additional charge will be assessed should you wish to defer your admission to a future semester.

International Applicants are encouraged to return their Declaration of Intent and Advanced Enrollment Deposit as soon as possible. These are required to begin processing the I-20 or DS-2019 form so you can secure your visa. The I-20 and DS-2019 processing time is approximately 10-15 days. SPHHS Admissions returns the approved I-20 or DS-2019 to international applicants via courier-speed post. It may take a month or more for international applicants to secure their visas, so it is in your best interest to apply for admission early.

- ☑ **Finalize My Financial Plan to Attend GW**  
 Student Financial Assistance Phone: 202.994.9000  
 800 21<sup>st</sup> Street, NW Web: <http://gwired.gwu.edu/finaid-g/HowToApply>  
 Ground Floor, Marvin Center Web: [www.gwired.gwu.edu/finaid](http://www.gwired.gwu.edu/finaid)  
 Washington, DC 20052 Email: [finaid@gwu.edu](mailto:finaid@gwu.edu)

All students are encouraged to have financial plans in place to attend GW even before their admissions applications are submitted. Be sure to contact the Student Financial Assistance Office as soon as possible. **Continue to check the progress of your loan here: <http://gwired.gwu.edu/finaid-g/FinancialAidForGraduateStudents>.**

- ☑ **International Applicants – Secure My J-1 or F-1 Visa**  
 International applicants must return the Declaration of Intent and \$300 Advanced Enrollment Deposit in order for their I-20 or DS-2019 to be processed by the University. We will return your approved I-20 or DS-2019 via courier-speed post. When you receive this information, read the restrictions and responsibilities on page 2 of the I-20 or on the back of the pink page of the DS-2019. To obtain a US entry visa, contact the nearest US consular office for information on application requirements, procedures, and processing time. These vary from country to country. Be prepared to present your I-20 or DS-2019, letter of admission, financial documentation, and evidence to show that you intend to return home after you complete your program of study at GW.

**Financial assistance for international applicants is limited. Restrictions on employment exist and the only available loan for international applicants is the alternative loan that requires a US citizen to co-sign.**

- ☑ **Find Temporary Housing in DC while I’m Looking for an Apartment**  
 Generally, it is not possible to secure housing before you arrive on campus, so you will need a place to stay while you look for permanent housing. Here are some potential places to stay while you are looking.

DC Area Hotels	Phone Numbers
American University***	202.885.3370
American Youth Hostel*	202.737.2333
Best Western New Hampshire Suites*	202.457.0565
Capital Hilton	202.393.1000
Carlyle Suites Hotel**	202.234.3200
Catholic University***	202.319.5615
Washington Suites (Pennsylvania Ave.)	202.333.8060
Double Tree Guest Suites (New Hampshire Ave.)	202.785.2000
Embassy Inn	202.234.7800
Embassy Square Suites	
Embassy Suites**	202.857.3388
Four Seasons	202.342.0444
GW University Inn	202.337.6620
Hotel Monticello	202.337.0900
Georgetown University***	202.687.4560
Grand Hyatt Washington	202.582.1234
Hay-Adams Hotel	202.638.6600
Holiday Inn Georgetown**	202.338.4600
Hostelling International USA* <a href="http://www.hiwashingtondc.org">www.hiwashingtondc.org</a>	202.737-2333
Hotel Lombardy	202.828.2600
Park Hyatt Washington	202.789.1234
River Inn	202.337.7600
St. Regis Hotel	202.638.2626
Savoy Suites Georgetown Hotel	202.337.9700
Hilton Washington	202.483.3000
Fairmont Washington	202.429.2400
Watergate Hotel	202.965.2300
Westin Embassy Row	202.293.2100
Westin Grand	202.429.0100

William Penn House*	202.543.5560
Windsor Inn	202.667.0300
Rennaisance M Street	202.775.0800
<a href="http://www.expedia.com">www.expedia.com</a> *	For your own investigation

\*Reasonable Rates

\*\*Student Discounts (based on availability)

\*\*\*Summer Only

**Locate and Secure My Apartment.**

GW is pleased to announce Graduate Housing at The George Washington University. Graduate students now have the option of both on-campus and off-campus housing for the 2009-2010 academic school year. The Hall on Virginia Avenue (HOVA), one of GW's most historic residence halls, is now available to graduate students as an on-campus housing option. Additionally, GW's Columbia Plaza Housing Program, remains a popular choice for graduate and professional students looking for off-campus apartments close to campus.

If you would like to find out more about Graduate Housing at GW, please visit our website at <http://www.gwu.edu/~gradinfo/Housing.cfm> You may also contact them at (202) 994-2552 or by email at [cllc@gwu.edu](mailto:cllc@gwu.edu). On-campus housing fills very early, so contact them today.

There are many resources to help you find housing in the GW surrounding area. First see the GW housing website at <http://www.gwu.edu/~gradinfo/Housing.cfm> This website includes a database of available off-campus housing options, as well as information on neighborhoods located within an easy commute of the main campus; leases and legal issues; security and safety issues; finding a roommate; and vehicles and transportation. The website <http://www.exchangeoncampus.com/> will help you find a roommate and an apartment.

**Other Resources**

Apartment Search

(Virginia), 291 S. Van Doran St.

(Maryland), 4822 St. Elmo (off Old Georgetown Rd.)

**Housing Websites**

<a href="http://www.washingtonpost.com/wp-dyn/content/rentals/?nid=top_rentals">http://www.washingtonpost.com/wp-dyn/content/rentals/?nid=top_rentals</a>	<a href="http://gradlife.gwu.edu/offcampushousing">http://gradlife.gwu.edu/offcampushousing</a>
<a href="http://www.apartments.com">http://www.apartments.com</a>	<a href="http://www.dcregistry.com/housing.html">http://www.dcregistry.com/housing.html</a>
<a href="http://www.gwhatchet.com">http://www.gwhatchet.com</a>	<a href="http://washingtondc.craigslist.org/">http://washingtondc.craigslist.org/</a>
<a href="http://www.apartmentguide.com">http://www.apartmentguide.com</a>	<a href="http://www.washingtoncitypaper.com">http://www.washingtoncitypaper.com</a>
<a href="http://www.springstreet.com">http://www.springstreet.com</a>	

**Housing Near GW**

A wide variety of housing options are available throughout the metropolitan area. Personal preference is generally the deciding factor in choosing a home. For GW students, proximity to campus may make a difference in where you want to live. The following areas are considered closest to GW's downtown campus: Foggy Bottom, Northwest Washington, Dupont Circle, Georgetown, Alexandria, Virginia, and Arlington, Virginia.

<b>Apartments Located Near GW</b>		
The Monroe House	522 21 <sup>st</sup> Street, NW	202.887.0697
The Jefferson House	922 24 <sup>th</sup> Street, NW	202.337.3900
The Statesman	2020 F Street, NW	202.331.8827
The Claridge House	950 25 <sup>th</sup> Street, NW	202.337.2240
The President	2141 I Street, NW	202.331.7800
The Winston House	2140 L Street, NW	202.785.2200

The Letterman House	2030 F Street, NW	202.296.5141
The Savory	1101 New Hampshire Ave., NW	202.296.8424
The Empire	2000 F Street, NW	202.785.2622
The Elise	825 New Hampshire Ave., NW	202.333.7711
Bonwitt Plaza	2401 H Street, NW	202.333.4884
Circle Arms	2416 K Street, NW	202.296.0090
Corcoran House	1616 18 <sup>th</sup> Street, NW	202.332.9500
Columbia Plaza	2400 Virginia Ave., NW	202.293.2000
2112 New Hampshire	2112 New Hampshire Ave., NW	202.462.6004
Potomac Park	510 21 <sup>st</sup> Street, NW	202.337.5252

No matter where you decide to make your home, close to campus or farther away, there are tradeoffs. If cost is a key issue, remember that the farther away from the city, the less expensive the housing. If you rely on public transportation, keep in mind that living in the city requires less travel time. If you own a car, you should know that parking is generally a problem in the city as street parking is scarce and garages often cost approximately \$10 per day (see the “Register My Car” section of this Guidebook).

### Renter’s Insurance

Consider renter’s insurance. Insurance coverage, deductibles, and prices vary, but expect a monthly cost of between \$10 and \$20.

<http://moneycentral.msn.com/content/CollegeandFamily/Moneyinyour20s/P36957.asp>

[http://www.statefund.net/renters\\_insurance.htm](http://www.statefund.net/renters_insurance.htm)

### Average Rent

Apartment Type	Washington, DC Cost per Month	Maryland/Virginia Cost per Month
Efficiency	\$900 - \$1300	\$750 - \$1300
1 Bedroom	\$1000 - \$1700	\$800 - \$1500
2 Bedrooms	\$1500 - \$2700	\$900 - \$1800
3 Bedrooms	\$1900 - \$4300	\$1000 - \$3200
Shared Apartment	\$500 - \$1500	\$400 - \$1300
Entire House	\$1900 +	\$1500 +

### Metropolitan Neighborhood Descriptions

Note: As neighborhoods vary within the city, students are well advised to visit the prospective living space and investigate the neighborhood in order to assess the safety of the area. Check the website for important information on leases. You may also visit [about.dc.gov](http://about.dc.gov) for more information about Washington DC and its neighborhoods.

**Adams Morgan.** [www.adamsmorgan.net](http://www.adamsmorgan.net) This is an urban area near Dupont Circle and Kalorama, centered around Columbia Road and 18<sup>th</sup> St., NW. Adams Morgan has a diverse population, both ethnic and economic, foreign and domestic students, young families, diplomatic officials, recent immigrants and longtime residents of the District. The neighborhood is richly diverse with many international restaurants and markets, including Latin Market on Sunday, plus many inexpensive shops and free festivals. This area is also referred to as Columbia Heights ([www.innercity.org](http://www.innercity.org)) and Dupont Circle North. Housing options and prices vary enormously. Commuting time to GW is 10-20 minutes.

**Alexandria, Virginia.** [ci.alexandria.va.us](http://ci.alexandria.va.us) Alexandria, an historic city, offers a wide price range in housing and a wide variety in types of housing, although many landlords may not advertise in newspapers. The main thoroughfare, Shirley Highway (I-395) is very crowded during rush hour. A key attraction of Alexandria is Old Towne, a restored colonial area with a wide array of shops and other attractions. The Yellow Line on the Metrorail makes several stops in the Alexandria area. Commuting time to GW is 30-60 minutes.

**Cleveland Park/Woodley Park.** [www.clevelandpark.com](http://www.clevelandpark.com) Located on Connecticut Avenue, these neighborhoods are within walking distance of the National Zoo, a variety of restaurants, shops, and nightspots. Cleveland Park and Woodley Park are elegant neighborhoods with a variety of housing opportunities, including apartments, group houses, and basement apartments in private homes. Approximately a 40-minute walk straight up Connecticut Avenue from GW, this area is situated on a busy Metrobus route and there are two Metrorail stations. Commuting time to GW is 15-25 minutes.

**Dupont Circle.** [www.dupont-circle.com](http://www.dupont-circle.com) The Circle is actually the entire area around lower Connecticut Avenue, surrounded by Adams Morgan/Washington Heights to the North. Dupont Circle is a busy office and luxury shopping area, as well as an urban cultural center populated by young people, artists, and musicians. The streets and avenues that radiate from Dupont Circle offer many types of accommodations at various prices, from older high-rises to smaller apartment buildings and basement apartments or private rooms in homes. Dupont Circle is within walking distance of the University, is a main thoroughfare for metro buses, and is located on the Red Line of the Metrorail. Commuting time to GW is 10-20 minutes.

**Embassy Row.** The area around Massachusetts Avenue is called Embassy Row, due to the profusion of foreign embassies surrounding this grand avenue. Tree-lined streets, elegant homes, upscale hotels, foreign embassies, chanceries, and art galleries constitute this neighborhood just blocks from Dupont Circle. Rental properties in this area are expensive. Within walking distance of campus, metro buses travel along Massachusetts Avenue as alternative transportation. Commuting time to GW is 15-20 minutes.

**Foggy Bottom.** Foggy Bottom is GW's campus and surrounding neighborhood. Housing is convenient, but very expensive and limited. Advantages to living in this area include a very close proximity to campus. The White House, Kennedy Center, Watergate Hotel, Pennsylvania Avenue, museums, government agencies, and national associations are located here. Housing options include high-rise apartments and townhouses. Dupont Circle West and West End may also be considered part of Foggy Bottom.

**Foxhall.** [www.foxhall.org](http://www.foxhall.org) Foxhall may be referred to as Arizona Place, Wisconsin, and Upper Georgetown. Available student housing is limited and expensive. Public transportation is limited as well.

**Friendship Heights.** Friendship Heights is located around upper Wisconsin Avenue on the DC/Maryland border. Rental rates are high. The area is served by Metrorail and bus service. Commuting time is 20-45 minutes.

**Georgetown.** <http://www.georgetowndc.com/> The Georgetown shopping area caters to students and young adults, but housing in this area is expensive and at a premium. Many apartments do not rent to students. This area is within 10-15 minutes walking distance from campus or can be reached by any bus on Pennsylvania Avenue.

**Glover Park.** This neighborhood is a quiet, secluded area above Georgetown within walking distance of American University and the National Cathedral. The population of Glover Park consists of students, young professionals, and families. Group houses abound in this area, along with smaller garden apartments that rent at reasonable rates. Many restaurants, shops, and metrobus transportation are available here. Glover Park may also be referred to as Cathedral, Observatory, and Upper Georgetown. Commuting time to GW is 15-25 minutes.

**Logan Circle.** [www.logancircle.org](http://www.logancircle.org) This Circle once contained Victorian mansions that are currently being renovated and revitalized. Due to its proximity to downtown, DC, this area has a mixture of housing accommodations, some considered safer than others. Prices are affordable, but students are advised to visit this neighborhood to decide upon their comfort level. Commuting time to GW is 15-25 minutes.

**North Arlington, Virginia.** [arlingtonvirginiausa.com](http://arlingtonvirginiausa.com) Northern Arlington's main streets are Lee Highway (Key Bridge), Route 50 (Theodore Roosevelt Bridge), and Wilson Blvd. (Theodore Roosevelt Bridge). All are accessible from GW by Metro on the Orange Line at the Rosslyn, Courthouse, Clarendon, and Ballston stations. There are many types of housing here, including townhouses, garden apartments, large high-rises, luxury apartments, duplexes, and individual homes. Rent is typically lower in Virginia. The commuting time to GW is 15-45 minutes during rush hour.

**Northeast.** This is the area around Howard University, Catholic University, Gallaudet University, and Union Station. Now an active urban hub, Northeast was originally farmland and the location of forts during the Civil War. Parts of Northeast can be unsafe after dark and students are advised to use caution. Housing options are less expensive and less luxurious. Metro buses travel regularly through all major arteries within Northeast and both the Yellow and Green Lines of the Metrorail system service neighborhoods in this area. Commuting time to GW is 20-40 minutes.

**Northwest.** This is the largest area of the District. It is comprised of several contrasting neighborhoods, including older areas and those being modernized and renovated. It is generally considered the safest area of DC, but it is recommended that students examine this area carefully before renting here. . Most neighborhoods here are accommodated by the Metrorail system. Commuting time to GW is 10-30 minutes.

**South Arlington.** [Arlingtonvirginiausa.com](http://Arlingtonvirginiausa.com) This area has many moderately priced accommodations. There are a variety of types of housing available. Crystal City is a section of high-rises off of US Route 1 overlooking the Potomac River; and is accessible by Metrorail on the Blue Line. A large population of students, especially graduate students live here. A new development of apartment complexes has been built at Pentagon City, adjacent to the Fashion Center shopping mall. Commuting time to GW is 30-60 minutes.

**Southeast.** <http://www.southeastdc.com/> The neighborhood most famous in this area is Capitol Hill, location of the Library of Congress and most major government offices. Southeast is very historic, consisting of important Federal buildings and residences representing diverse architectural styles. Members of the political set, many Federal employees, and young professionals make this their home. Due to the diversity of the residents, housing options and prices in this area vary. It is recommended that students examine this area very carefully before renting here. Metrobus and Metrorail are available. Commuting time to GW is 30-40 minutes.

**Southwest.** [www.swdc.org](http://www.swdc.org) This is the downtown area near Washington's waterfront. It is also the location of many federal buildings. There are a wide range of economic and ethnic groups and Southwest is the location of many Federal buildings. New apartment buildings are being built in this area at very reasonable rates. Public transportation is available. Students should examine this area carefully before renting. Commuting time to GW is 20-30 minutes.

**Spring Valley** <http://www.tenleytown.net/> This is a high-income area, populated by American University students. It is also called Tenley, Tenleytown, Tenley Circle, or Ward Circle and is served by the Metrorail Red Line. Commuting time to GW is 20-40 minutes.

#### **Resources to Help You Find a Roommate**

For many people, the opportunity to live alone in an efficiency or one bedroom apartment is desirable, but too costly. Two bedroom apartments or group homes are often much more affordable than living alone due to the sharing of all costs. If you begin to look for a roommate, make sure you begin your search for the right person or persons objectively. Check these websites:

<http://gradlife.gwu.edu/OffCampusHousing/http://www.roommates.com>

<http://washingtondc.craigslist.org>

Yahoo! Washington DC Apartment Classifieds (<http://classifieds.yahoo.com/>)

Washington Post Classifieds (<http://www.washingtonpost.com>)

Washington City Paper Classifieds (<http://www.washingtoncitypaper.com>).

**International Students.** Temporary housing is available on campus for all international students from the end of July through mid August (check with the Community Living and Learning Center for exact dates). Temporary housing on campus is not available during any other time of year. Students interested in temporary housing on campus will need to complete the Temporary Housing Application provided by the:

GW Community Living and Learning Center

Summer Housing Services

New Hall, 2350 H St NW, Suite 106 (Houses a few international students per year)

Davis House

202.232.3196

Washington, DC 20052

Phone: 202.994.CLLC

Fax: 202.994.1422

Their application requires you to send a non-refundable deposit. The deposit will be applied to the total cost of accommodations, per week or a maximum charge for the entire stay. Cost of housing fluctuates. Contact the office directly for current rates.

#### **Travel to the Washington, DC Area**

Arrive in Washington, DC a week or two before orientation and the first day of classes to take care of your personal and academic business, learn your way around campus, understand transportation systems, and find living accommodations. The Washington, DC area is served by three airports (Ronald Reagan Washington National, Dulles International, and Baltimore-Washington International), by rail (AMTRAK) and local railways (MARK and VRE), and Greyhound Bus Services. For more information about public

transportation check <http://www.metwashairports.com> and <http://www.wmata.com>. For student travel rates check out [www.statravel.com](http://www.statravel.com)

### **Directions to GW SPHHS by Car**

#### **Coming to GW from North of the City?**

Interstate 95 south to Interstate 495 (Capital Beltway) toward Silver Spring/Northern Virginia. Take exit 33, heading south on Connecticut Avenue for about 9 miles. Turn right onto Florida Avenue (just past the Washington Hilton) and turn left immediately onto 21st Street. Turn right on I Street. The visitor entrance to the parking garage is on the left between 22nd and 23rd Streets.

#### **Coming to GW from Northwest of the City?**

Interstate 270 to Interstate 495 (Capital Beltway) toward Silver Spring. Take exit 33, heading south on Connecticut Avenue for about 9 miles. Follow directions as given in From North.

#### **Coming to GW from West of the City?**

Interstate 66 and Route 50 both connect with the Theodore Roosevelt Bridge. Cross the bridge and exit left at E Street, then again at Virginia Avenue. Bear left, following signs for 23rd Street. Turn right on 23rd Street and continue a few blocks to campus. Turn right on I Street. The visitor entrance to the parking garage is on your right between 22nd and 23rd Streets.

#### **Coming to GW from South of the City?**

Interstate 95 to Interstate 395 Arlington Memorial Bridge exit. Cross the bridge and bear left at the Lincoln Memorial. Turn left onto 23rd Street, NW, and follow directions as given in From West.

#### **Coming by Rail?**

##### **Coming to GW by Rail through Amtrak's Union Station Terminal**

If you are arriving in Washington DC by rail at Amtrak's Union Station Terminal, take the Metro (Metrorail) to Metro Center and transfer to either the Orange or Blue Line to the Foggy Bottom/GW Metro Stop.

#### **Coming to GW by Air?**

- ◆ Ronald Reagan Washington National Airport is the closest to campus (6 miles/9km away). It serves only flights from the US and Canada. The Metro Blue Line goes directly to the Foggy Bottom/GW Metro Stop.
- ◆ Washington Dulles International Airport is located in Virginia about 20 miles/30 km from GW.
- ◆ Baltimore Washington International Airport is located in Maryland about 33 miles/53 km from GW.

#### **International Students Special Checklist – Prior to Meeting with Your Advisor**

- ◆ Complete my immigration clearance at the International Services Office (ISO), 2033 K Street, NW, Suite 310 Washington, DC 20052 (entrance to building is on 21<sup>st</sup> Street). You must check in at ISO before you can register for classes. Email: [iso@gwu.edu](mailto:iso@gwu.edu) Web: <http://www.gwired.gwu.edu/iso> Phone: 202.994.4477
- ◆ English as a Foreign Language (EFL) Testing. If the SPHHS Committee on Admissions required you to take EFL testing (see your Admissions Status and Conditions Form or Section 9 of your I-20 Form) you must take the test on campus before you meet with your advisor and register for classes. A fee of \$20 is required. To take the test, you must register in person at the Language Center, Phillips Hall, Suite 216, 801 22<sup>nd</sup> St. The Department of English as a Foreign Language offers both credit and non-credit courses for persons wishing to improve their English proficiency. The emphasis in these courses is on English for Academic Purposes. Inquiries about EFL? Call 202.994.6333 or email [language@gwu.edu](mailto:language@gwu.edu)
- ◆ Attend the required International Student Orientation Program. Check with International Services Office (ISO) for details 202.994.4477 or visit their website at <http://gwired.gwu.edu/iso/>

#### **Register My Car**

##### **On Campus Parking for Students and Visitors**

Parking Services Office                      Phone: 202.994.PARK (7275)  
2211 H St., NW                                Web: <http://www.parking.gwu.edu/>  
Washington, DC

Parking is available on the street or in University designated student parking lots. To park at University designated parking facilities at reduced parking rates, you must display a parking decal on your vehicle at all times. To obtain a decal, you must present a copy of your class schedule, a validated GWorld ID card, and a valid vehicle registration card. Vehicles must be registered in your name or your family's name. Decals may be obtained at the Parking Office Monday – Friday, 8:00 a.m. – 5:00 p.m.

Street parking has restrictions based on zone, meters, and signs. For information on DC residential parking permits call the DC Department of Motor Vehicles 202.737.4404. website: <http://dmv.dc.gov/main.shtm>

Visitors use the University parking lot designated Visitor's Entrance on H Street between 22<sup>nd</sup> and 23<sup>rd</sup> Streets.

**Open My Local Bank Account**

Opening your local bank account is a top priority. You may wish to open your account even before you arrive on campus. International students should select a bank that is both affiliated with their home bank and has an international department.

**Local Banking Services for Students**

Chevy Chase Bank  
1850 K Street, NW  
202.822.3640

NIH/GW Federal Credit Union – GW's Official Credit Union  
GW Branch  
2100 Pennsylvania Ave  
1.800.877.6440 or 301.718.0208

Bank of America  
2001 Pennsylvania Ave, NW  
202.624.4950

Wachovia Bank  
2000 L St., NW  
202.879.7140

PNC Bank  
1919 Pennsylvania Ave., NW  
202.835.7117

**Update My Contact Information**

Be sure the University always has your current, local billing address and your email address! You can update this information yourself on GWeb by clicking on the Personal Information Menu. There, you will see options to update your address and phone, and to update your email address. You may not receive your financial aid/loan information and other important information if this is not updated with every change in your contact information. [https://banweb.gwu.edu/BannerApp/ProdCartridge/twbkwbis.P\\_WWWLogin](https://banweb.gwu.edu/BannerApp/ProdCartridge/twbkwbis.P_WWWLogin)

**Meet with My Academic Advisor**

Upon admission to the SPHHS you are assigned an academic advisor, who is a faculty member in your program of study. The advisors are listed on the web at: <http://www.gwumc.edu/sphhs/admissions/advisors.cfm>

Your advisor will help you develop a plan for completing your program of study at SPHHS. It is important to meet with your advisor (or to correspond by email) before registering for your first semester courses. Here are some useful questions to consider before your first meeting, especially for graduate students who attend the SPHHS part-time:

- How many credit hours will you take per semester? A useful guideline for planning your time is that for each 3 credit course, you will spend 3 hours in class per week, and an additional 6-9 hours per week preparing for class.
- Do you plan to work full-time? Part-time? Do you have other obligations outside work and school? The answers to these questions will help you answer the “how many credits per semester” question.
- If you have a job, you will sometimes need to arrange with your employer to take a class in the afternoon. SPHHS graduate classes are scheduled in the late afternoon (mostly after 3 or 4 P.M.) and in the evening to accommodate students who also work.
- What courses are offered in the semester for which you are registering? Have you completed the required pre-requisites? See next section for information on how to obtain course schedules.



### Register for My Classes

#### Registration Contact:

SPHHS Student Records  
222 Ross Hall  
2300 I Street, NW  
Washington, DC 20037  
Phone: 202-994-0251  
Fax: 202-994-7893  
Email: sphrdb@gwumc.edu

#### I tried but I'm unable to register. Contact:

SPHHS Admissions  
221 Ross Hall  
2300 I Street, NW  
Washington, DC 20037  
Phone 202.994.2160  
Fax: 202-994-7893  
Email: sphhsinfo@gwumc.edu

After you meet with your advisor, you may register for classes on the GWeb Information System at <http://gweb.gwu.edu>. It is best to register early, as some classes fill up. Registration is only during business hours. **Students who register on or after the first day of classes are charged a late registration fee.**

- If you are an undergraduate student or a graduate student in Exercise Science, access the University's *Schedule of Classes* at <http://www.gwu.edu/~schedule/>
- If you are an MPH, MS, MHSA, Certificate, or DrPH student, access the most recent course schedule on the SPHHS website at:  
<http://www.gwumc.edu/sphhs/coursesregistration/courseschedule/> or from the SPHHS Listserv.
- There may be late changes in the schedule that are not reflected in these documents; we will do our best to make you aware of changes to SPHHS course schedules via the SPHHS website and the SPHHS Listserv. Or, contact the SPHHS Student Academic and Career Development Services for the most recent course schedule.
- If you have questions about a course, the SPHHS Student Academic and Career Development Services can put you in touch with the instructor.
- The SPHHS Committee on Admissions requires some graduate applicants to enroll in “additional courses” to broaden their academic backgrounds. These courses are listed on the Acceptance Status and Conditions Form that is a part of the acceptance packet, and do not count toward the total credit hours required for graduation. These courses may include: PubH 171, ExSc 154, ExSc 151, ExSc 152, ExSc 119, Accounting or Stat 053. **Do not register for these courses unless you have been required to do so.**

The registration information site is <http://www.gwu.edu/~regweb/>. In addition to the Course Registration Numbers (CRN's), you will need the following to register by GWeb:

Your nine-digit identification number – Your nine-digit identification number - This identification number is your GW ID, and begins with the letter G. This number was assigned by the admissions office and was on your Declaration of Intent. Email admissions [sphjms@gwumc.edu](mailto:sphjms@gwumc.edu) if you no longer have your GW ID.

Your personal identification number (PIN) - This is a six-digit number assigned to you upon admission. New students are assigned PINs in one of two formats: (a) your birth month and year, plus the number 99 (MMYY99); or (b) your birth date in MMDDYY format. Example: If you were born January 14, 1976, try either 017699 or 011476 for your PIN. This number, together with the nine-digit identification number, creates a unique combination designed to ensure private access to your file. It is extremely important that this number be kept confidential. You are strongly encouraged to change your PIN, which you may do by GWeb. If you forget your PIN or if you have been locked out after 5 unsuccessful login attempts, please fax the following, clearly labeled as a PIN Reset Request, to the Banner Security Office at 202-994-0722: a copy of your GWorld card (or a government-issued ID); the last 4 digits of your User ID; and a phone

number at which you can be reached. Alternatively, you can stop by the Information Systems and Services office in B-151 Phillips Hall at 801 22<sup>nd</sup> St.) or call 202.994.5530.

If you have the above information and are unable to register on the web as a new student, you should contact the SPHHS Admissions for assistance. [If you have problems registering on the web after you have accessed the system for the first time, please contact the SPHHS Student Academic and Career Development Services for assistance.]

Once you have registered for classes, a *Schedule and Invoice* will be mailed to you specifying your payment due date. Review these materials carefully and note the due date. **Return the top portion of the Schedule and Invoice to the address on the form to confirm your registration even if no payment is due.**



**Pay My Tuition Bill According to Established Billing Plans**

Cashier's Office Phone: 202.994.9000  
 Marvin Center Fax: 202.994.0578  
 800 21st Street, NW Web: <http://colonialcentral.gwu.edu/contact>  
 Washington, DC 20052

2008 – 2009 Tuition and Fees – Graduate Students at SPHHS Tuition increases at the rate of about 5% each summer		
	Per Credit Charge	Total for 9 credits
Tuition	\$1072	\$9,648
Fees	\$1.50	Capped at \$22.50

Once you have registered for classes, the Student Accounts Office will send your invoice to your home address. If you need to determine how much you owe, you can view your statement on <http://gweb.gwu.edu/mod/banner>. Having logged on, you need to select “Student Records and Registration Menu,” to view your statement. You may send your payment with the invoice.

You may pay your tuition bill in person or by mail. The University accepts checks, money orders, traveler’s checks, or cash; credit or debit cards are not accepted. **Payments by cash or traveler’s checks must be made in person at the Cashier’s Office.** You can mail your personal check or money order in a pre-addressed envelope included with your *Schedule and Invoice*. Be sure to include your social security number or GW-assigned ID number on the check or money order, and make it payable to The George Washington University. You can also leave your check or money order in the Express Payment drop-off box located outside the Cashier’s Office. Cash and traveler’s checks cannot be deposited in the Express Payment drop-off box.

Students who live overseas may experience some mail delays in getting their invoice. This may result in late payment charges added to your account. To avoid late charges, we recommend that you wire your payments to GW. Your name and student GW ID number (see your admissions packet) must be included in this transaction. Please inform the Student Accounts Office that you are wiring your payment to GW by faxing them at 202.994.8968 or calling them at 202.994.7350. Have your bank wire the payments to:

NPC Bank, Washington, DC 20005.1079  
 The bank number is 09001923  
 The ABA Routing Number is 054000030

Receipts for payment are not provided. Your canceled check is the proof of payment. If your sponsor requires a receipt in order for you to receive reimbursement, please make arrangements by calling the Cashier’s Office. You can also access your student account through the GWeb Information System <http://gweb.gwu.edu/mod/banner>

If you have an outstanding balance, the University will send you a monthly statement that summarizes the recent activity and current balance of your account. If there is no outstanding balance on your account, you will receive a statement only upon request.

### **Payment Deadlines and Penalties**

All payments must be received no later than the due date indicated on your *Schedule and Invoice*. All unpaid balances are subject to an annual interest rate of 12% from the first day of the semester. In addition, a late payment fee will be charged each month. **Failure to receive a *Schedule and Invoice* is not accepted as a reason for missing the payment deadline. Inform the Student Accounts Office of the address where you want your *Schedule and Invoice* sent.**

Accounts that are past due are subject to financial encumbrance. If your account is financially encumbered, you will forfeit your rights to use the deferred payment options for future semesters. In addition the Student Accounts Services will notify the Registrar's Office to withhold your grades, future registration privileges, transcripts, diplomas, and other academic information until your account is settled. Accounts that are more than 90 days past due are referred to an agency for collection and the student is responsible for any collection fees over and above what is owed to their student account.

### **GW Payment Plans**

Student Accounts Office	Phone: 202.994.9000
800 21 <sup>st</sup> Street	Fax: 202.994.8968
Marvin Center, Ground Floor	Email: sao@gwu.edu
Washington, DC 20052	Web: <a href="http://colonialcentral.gwu.edu/billing/paying/">http://colonialcentral.gwu.edu/billing/paying/</a>

### **1. Monthly Payment Plan through Academic Management Services (AMS)**

The George Washington University offers a monthly payment plan through AMS. AMS has a five-pay plan for fall semester and ten-pay and eight-pay plans for the fall and spring semester. Contact AMS at [www.TuitionPay.com](http://www.TuitionPay.com) or call 800.635.0120.

### **2. Payment by Third-Party Sponsors**

Student Accounts Office	Phone: 202.994.9000
800 21 <sup>st</sup> Street	Fax: 202.994.8968
Marvin Center, Ground Floor	Email: sao@gwu.edu
Washington, DC 20052	Web: <a href="http://colonialcentral.gwu.edu/billing/paying/">http://colonialcentral.gwu.edu/billing/paying/</a>

If all or part of your tuition is being paid by a sponsor, government, or company, either mail or fax a copy of your sponsorship documentation to Student Accounts Services, and when you return the top portion of your *Schedule and Invoice* note the title of your sponsor and the amount that your sponsor should be billed. **Do not submit your *Schedule and Invoice* to your sponsor for payment.** You must pay all the tuition and fees not covered by your sponsor by the due date printed on your bill. Any charges not paid by your sponsor by the end of the semester will be your responsibility. Your sponsor will be billed at the end of the add-drop period. The University does not accept sponsorship documentation that is contingent upon grades received for course work.

### **4. Student Loans – Read this if you have a student loan.**

Student Financial Assistance	Phone: 202.994.6620
310 Rice Hall, 2121 Eye Street, NW	Fax: 202.994.0906
Washington, DC 20052	Web: <a href="http://www.gwired.gwu.edu/finaid">http://www.gwired.gwu.edu/finaid</a>
	Email: <a href="mailto:finaid@gwu.edu">finaid@gwu.edu</a>

If you are receiving a student loan, you must be registered by the first day of class for the number of credit hours reported on your GW Loan Questionnaire. If you are registered for fewer credit hours, your loan will not be disbursed until you have submitted a Re-budget Request to Student Financial Assistance. This documentation must be received by Student Accounts Services no later than the end of the add-drop period.

### **Tuition Scholarships**

Student Accounts Services  
Marvin Center  
800 21<sup>st</sup> Street, NW  
Washington, DC 20052

Phone: 202.994.9000

### **My SPHHS Scholarship has not been Credited?**

SPHHS Admissions  
221 Ross Hall  
2300 I Street, NW  
Washington, DC 20037

Phone: 202.994.2160

Fax: 202.994.8968  
Email: sao@gwu.edu

Fax: 202.994.1850  
Email: sphehr@gwumc.edu

If you have been awarded an SPHHS scholarship and have returned your scholarship acceptance form, this amount will appear as a credit toward tuition on your *Schedule and Invoice*. If this information is not reflected on your invoice, call the SPHHS Admissions before contacting Students Accounts Services. SPHHS scholarships awarded to new summer semester students are not credited to your account until July 1, the beginning of the new fiscal year.

**Obtain My GWorld (University ID Card)**

GWorld Card Office, 501 Marvin Center, 800 21<sup>st</sup> Street

Phone: 202.994.1795

Web: <http://gwired.gwu.edu/gwdining/index.html>

After you register for classes, secure your University ID card called the GWorld Card. Be sure to identify yourself as a Medical Center student, so you will be photographed with the correct colored backdrop (Green). The GWorld card can also be used as a debit card; the website provides details about debit dollars. You MUST wear (and scan) your GWORLD card to enter Ross Hall. Additionally, you must have your GWORLD ID card with you at all times while on campus.

**Set up My GWU.EDU Computer Account and Secure My GW Computer Password**

You can set up your GW email account soon after you return your deposit and your Declaration of Intent to the SPHHS Admissions. (Allow three to four days for us to receive your materials and enter your acceptance of our admissions offer on the student information system.) We strongly recommend that you set up your account prior to registering for your first semester classes.

There are two easy online methods to set up your gwu.edu email account:

- Go directly to [https://amc.gwu.edu/cgi/acctmgmt/create\\_ldap?verify=pin](https://amc.gwu.edu/cgi/acctmgmt/create_ldap?verify=pin)
- Go to the ISS help desk website: <http://helpdesk.gwu.edu/> and click on "Account Center" and then on "[GWMail \(Email\)](#)" under Students.

If you have difficulty setting up your GWU email account, call Information Systems and Services (ISS) at 202.994.5530 The web address is <http://helpdesk.gwu.edu/>.

The ISS office can also process a computer login and password which you can use to access the computers in the labs around campus

Code of Conduct for Users of Computing Systems and Services

AND

Network Publishing Guidelines

<http://my.gwu.edu/mod/upolicy/index.cfm?thisTab=2&indsho=0,144,152,145>

**Set up My SPHHS Student Listserv Account**

Request that the SPHHS Office of Student Affairs adds you to our student listserv, where course listings, jobs, internships, seminar announcements, and assistance with a variety of other student needs are posted daily. The Listserv is our primary means of communicating the most important information and notices to all SPHHS students. To sign up, simply send your FULL NAME and GWU.EDU email address to Robin Delk at [sphrad@gwumc.edu](mailto:sphrad@gwumc.edu) and ask to be subscribed to the SPHHS Listserv.

**Buy My Text books, GW and DC Map, and Supplies**

GW's bookstore is located in the Marvin Center, ground floor, 800 21<sup>st</sup> St.

Phone: 202.994.6870 or 800.582.0777 Web: <http://www.gwu.bkstr.com> You can purchase text books, supplies, etc. online.

**Check with Student Health Services to Verify My Immunization Record and Understand their Services**

Student Health Service

2141 K Street, NW

Suite 501

Washington, DC 20037

Phone Number: (202) 994-6827

Fax Number: (202) 973-1572

**Student Health Services Semester Break and Summer Hours**

Monday – Friday 8:30 a.m. – 5:00 p.m.

Saturday and Sunday Closed

Extended Hours for Fall and Spring semesters

Monday – Thursday 8:30 a.m. – 7:00 p.m.

Friday 8:30 a.m. – 5 p.m.

Saturday 9:00 a.m. – 1 p.m.

Sunday Closed

All registered GW students are welcome to participate in the Student Health Services and Counseling Center Services. Students must present their GWorld card as proof of identification. Medical records documenting long-standing or serious health problems should be sent to the Student Health Services so reference may be made to them if the student comes for care. All medical consultations are strictly confidential and the student's permission is required for the staff to discuss a student's care with a parent or third party. Parents may be contacted without a student's authorization only in exceptional circumstances. The concerns of parents are appreciated and representatives from Health Services will speak to them with the student's consent.

Immunizations are required for all GW students under the age of 26 by the District of Columbia law, the Immunization of School Students Act. Students must either provide documentation of the immunizations or obtain the vaccinations at the Student Health Services Office before they will be permitted to register for classes. The law requires documentation of a current Tetanus/Diphtheria booster and two vaccinations against Measles, Mumps, and Rubella. Although not required, TB screening is recommended for international students. Your immunization card is in this packet and should be completed and returned promptly. Additional forms can be obtained from the SPHHS Admissions. Initial failure to satisfy this requirement will result in a hold on the student's accounts, not allowing registration for future semesters or courses. You can fax your immunization form to the Student Health Services (202) 973-1572. Be sure to include your date of birth, GW ID or Social Security Number.

Charges are not made for student visits during fall and spring semesters. Other tests and procedures will be charged separately. Students are responsible for all charges incurred and payment is expected at the time of service. The Student Health Services Office does not bill insurance companies, students and parents. While insurance coverage is not required in order to access Student Health Services, students are strongly encouraged to have medical insurance. Students in need of health insurance should contact UnitedHealthcare insurance ( 800-237-0903 or [info@uhcsr.com](mailto:info@uhcsr.com)). The insurance company's website is [www.uhcsr.com](http://www.uhcsr.com)

Services: General outpatient medical care is provided to all registered students. Physicians, nurse practitioners, and physician assistants are available by appointment. Students with urgent medical problems will be seen on a walk-in basis. Most medical problems can be treated in the Health Service, but when necessary, students are referred to specialists. Students with mental health concerns may request appointments with the staff psychiatrist.

**Services include:**

- ◆ General primary care
- ◆ Evaluation and treatments for acute illnesses
- ◆ Orthopedic consultations
- ◆ General physicals are available when required for study abroad and internships
- ◆ Referrals for specialty care
- ◆ Emergency contraception
- ◆ Flu shots and allergy shots
- ◆ Immunizations (Hepatitis A and B, Meningococcal, Measles, Mumps, and Rubella, and TB vaccines)
- ◆ Travel immunizations
- ◆ Psychiatric services, psychiatric evaluation crisis intervention, and short term therapy

### **Health Education and Outreach Programs**

The staff wants students to become educated consumers of medical care and to develop habits that enhance their quality of life. Toward that end, students are encouraged to become educated about health promotion and disease prevention and be active participants in their own evaluation and care.

- ◆ Wellness and health promotion counseling
- ◆ Individual nutrition counseling
- ◆ Individual smoking cessation counseling
- ◆ HOPEs (HIV and other sexual health issues peer educators)
- ◆ Programs and seminars on eating disorders, smoking cessation, blood pressure screening, back care, nutrition, sexual health

### **University Counseling Center**

2033 K Street, NW, Suite 330  
Washington, DC 20052

Phone: 202.994.5300

Web: <http://gwired.gwu.edu/counsel/>

The University Counseling Center fosters personal growth and development and helps students with personal, career, and academic problems that interfere with their educational goals. Services include crisis intervention, academic skills workshops, short-term group and individual counseling for personal problems, such as academic pressures and relationships, family and self-esteem issues; educational/vocational counseling and testing to help students choose a major and career options; and referral services for specialized or ongoing therapy.

### **Apply for My Health Insurance**

Students are strongly encouraged to have medical insurance. Please review your current medical insurance coverage with parents and employers. Students in need of health insurance should contact the GW Student Health Insurance company, United HealthCare at <http://gwired.gwu.edu/shs/Insurance/>. The GW Student Health Insurance Plan for students and their dependents provides coverage for needed medical care, including hospitalization, emergency services, laboratory tests, and pharmacy services. To request this insurance, you must complete an insurance application and return it directly to the company with your premium payment. Generally the deadline for enrollment is about 30 days after the first day of classes. Insurance is paid once each year at the beginning of fall semester and is valid from August to August. Students entering spring or summer semester may pay a portion of the annual premium for coverage through August. The annual cost for insurance is about \$1,600 for students, about \$4,000 for spouse only, and about \$2,000 for each child.

### **Tour GW's Campus, Including the Library and the Location of Each of My Classes**

The Office of Graduate Student Enrollment Management offers tours of the Foggy Bottom Campus for prospective applicants and new graduate students. Current graduate students lead the tours. The tours leave every Monday, Wednesday and Friday at 12:30 p.m. from the Office of Graduate and Student Enrollment (603 Rice Hall, 2121 I Street, NW) while school is in session. Tours may also be arranged at other times for groups planning to visit campus. To register for a tour, please visit [http://www.gwu.edu/~gradinfo/Visit\\_tours.cfm](http://www.gwu.edu/~gradinfo/Visit_tours.cfm) and select "Campus Tour" under the listing for type of event. Please see this website for a campus map <http://www.gwu.edu/~map/html/>

### **Familiarize Myself with the Washington, DC Metro System Serving GW**

Like most other sites in and around the DC metropolitan and suburban areas, the University is served by DC's excellent public transit system. The Foggy Bottom/GWU Metro stop is located on campus directly outside Ross Hall, home of the School of Public Health and Health Services. Depending on where you live, you can ride the Metrorail or Metrobus. For more information and schedules, contact Metro Information 202.637.7000 weekdays from 6:00 a.m. until 10:30 p.m. or visit the website <http://www.wmata.com>.

Metrobus stops are marked by red, white, and blue signs. Look for the route number and/or letter above the windshield of the bus. They will show you where the bus is going. Printed metrobus routes may be obtained from the bus driver, at the Metrorail stations, or on the website. Metro bus fares are \$1.25 using Smarttrip and \$1.35 for those using cash for regular routes and \$3.00 on the express routes.

Metrorail stations are marked by a tall brown column with a large **M** at the top. The majority of Metrorail Stations have elevators for handicapped riders in addition to the usual escalators. Inside each station is a color-coded map to help you plan your trip. It will also tell you the amount of the fare and approximately how much time your trip will take. A farecard must be purchased to ride the Metrorail and is used to enter and exit each station. There are two fare periods for the Metrorail: rush hour (regular fare) and non-rush hour (reduced fare). Rush hour times are Monday – Friday from 5:30 a.m. – 9:30 a.m. and from 3:00 p.m. – 7:00 p.m. It costs more to ride the Metro during

rush hours. Metro operates seven days a week and rail stations open at 5:30 a.m. on weekdays and at 8 a.m. on weekends. Metrorail closes at midnight (2 a.m. on Friday and Saturdays) except for special events such as the annual 4th of July fireworks display when hours are extended. Resources: DC Area Map; Yahoo! Maps

### **Change My Voter Registration to DC and Address Information**

[http://www.dcboee.org/serv/voter\\_registration.shtm](http://www.dcboee.org/serv/voter_registration.shtm). or <http://www.gwu.edu/~regweb> (keep your contact information updated by using this site).

## **Local Areas and Facilities – An Overview**

### **Washington DC**

In addition to being named, “The Best Place to live in the United States” (*Money Magazine*, 1998) our Nation’s Capital is a diverse city of cultural, historic, and educational opportunities. For Public Health and Health Services students, the Washington, DC area offers a wealth of options for professional and personal development. These options include, but are not limited to, access to the National Institutes of Health (NIH), Children’s National Medical Center (CNMC), the National Library of Medicine, Walter Reed Medical Center, the World Health Organization, the Whitman-Walker Clinic, and an exhaustive list of community clinics and public health venues.

### **Foggy Bottom**

The George Washington University is located in Northwest DC in the beautiful historic neighborhood of Foggy Bottom. It is a short walk to the Kennedy Center for Performing Arts, The White House, the Smithsonian Institution’s many museums, national monuments, and the Potomac River.

### **The George Washington University Medical Center**

The George Washington University Medical Center (GWUMC) is a comprehensive academic health center composed of teaching, research, clinical, and administrative facilities and services. These components are represented by The George Washington University Hospital, a tertiary care institution; the Ambulatory Care Center; the Himmelfarb Health Sciences Library; Medical Research Center; the School of Public Health and Health Services; and the School of Medicine and Health Sciences.

The GWUMC enjoys a long and distinguished history that began in 1825 with the establishment of the 11<sup>th</sup> medical school in the United States. Its first building was located near Ford’s Theater, and its lectures were frequented by public figures such as then-senator John Quincy Adams. The medical school’s first hospital, the Washington Infirmary, was created in 1844 as one of America’s first teaching hospitals. Serving as a military hospital for a short time during the Civil War, it was destroyed by fire in 1861. In 1884, it became one of only a few medical schools to admit women. Committed to the needs of the surrounding community, the GWUMC, in conjunction with three other area hospitals, founded the Health Care for the Homeless Project, in the mid 1980s to provide health care for Washington’s homeless population. In 1993, the Ambulatory Pediatrics Association named our pediatrics clerkship at Children’s National Center the best clerkship in the nation. With an April 2000 groundbreaking, the growth continued as the GWUMC expanded to include a new state-of-the-art hospital.

### **Ross Hall**

This self-contained research, educational, and administrative facility fills almost an entire city block and has more than ten acres of floor space. The building is home to the Medical Center’s schools, the School of Public Health and Health Services and the School of Medicine and Health Sciences. In the beginning of 2001, the main lobby underwent a major renovation to brighten and modernize the lobby and to allow for more effectual use of the space. The renovation provided an area for donor recognition and an enhanced space for student activities.

### **The Himmelfarb Health Sciences Library**

2300 I Street, Suite 101

Phone: 202.994.3528

Web: <http://www.gwumc.edu/library>

Fax: 202.994.4343

Adjacent to Ross Hall is the Himmelfarb Health Sciences Library, which houses nearly 25,000 medical monographs and more than 1,400 active journal holdings, with a growing number of titles available electronically. The library also maintains an extensive audiovisual study center and microcomputer laboratory that offers video programs, computer-aided instruction, software, and interactive media for components of the curriculum. Also the site of recent renovations, the Himmelfarb Library created the Terrace Level during the summer of 2000. In addition to housing the book collection, three well-lit study rooms were created on this new level. A few levels up, the third floor, vacant of the book collection, was re-fitted with 72 new study carrels, each wired with electricity, and eight new study tables to create study space for 104 additional students.

**Lerner Health and Wellness Center**

2301 G Street

Phone: 202.994.6251

Washington DC 20052

Web: [http://gwired.gwu.edu/gwellness/index.gw/Site\\_ID/3/Page\\_ID/595](http://gwired.gwu.edu/gwellness/index.gw/Site_ID/3/Page_ID/595)

The Health and Wellness Center, located two blocks from Ross Hall, is a 183,000 square foot recreational facility for students, faculty, and staff upon presentation of a valid GWorld photo ID card. Students may check out recreational equipment free of charge. The facility houses two gyms that can accommodate basketball, volleyball, badminton, and indoor soccer and hockey. In addition, a natatorium with a three lap pool, a suspended jogging track, racquetball and squash suites, and a fitness suite housing free weights and cardiovascular equipment complete the facility. Locks and towels are available at twenty-five cents each.

**The Marvin Center**

The Marvin Center, the University's student center, is undergoing a major renovation to provide enhancements to select areas and systems of the building. Construction of a "Great Hall" addition also includes a ballroom and additional bookstore sales area tucked within the current 21<sup>st</sup> Street entrance plaza. The Marvin Center houses student dining, food venues, a copy center, student radio station, travel agency, computer sales store, post office (Mailbox Fees: \$40/semester, \$75/academic year; \$100/calendar year), convenience store, book store, student activities offices, conference center, recreation activities area, and the Betts Theater. STA Student Travel Office is located on the ground floor, [www.statravel.com](http://www.statravel.com), 1.800.781-4040. With a STA ID card, you can purchase international voicemail, receive discounted airfare, hotels, rail passes, and food. Language programs are also offered. The Marvin Center Copy Center, ground floor offers a variety of services, including passport pictures, at competitive rates. Call 202.994.6367. The Student Activities Center, 427 Marvin Center, provides student mailboxes. Call them for rates at 202.994.6555 or email [mc427@gwu.edu](mailto:mc427@gwu.edu). See their website at <http://gwired.gwu.edu/sac>.

**School of Public Health and Health Services  
Student Referral Directory**

**Staff Directory  
Office of Student Affairs**

Associate Dean for Student and Faculty Development	E. Blaine Parrish, PhD S202-D Ross Hall 2300 I Street, NW Washington, DC 20037	Phone: 202.994.4342 Fax: 202.994.1850 Email: blainep@gwu.edu
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**Admissions**

Director of Admissions	Jane M. Smith, MA 221 Ross Hall 2300 I Street, NW Washington, DC 20037	Phone: 202.994.0248 Fax: 202.994.1850 Email: sphjms@gwumc.edu
Executive Coordinator	Emily Rhineberger 221 Ross Hall 2300 I Street, NW Washington, DC 20037	Phone: 202.994.0554 Fax: 202.994.1850 Email : sphehr@gwumc.edu

**Student Academic and Career Development Services**

Director	Mallory Boyd, MA 202 Ross Hall 2300 I Street, NW Washington, DC 20037	Phone: 202.994.2632 Fax: 202.994.9867 Email: sphmxb@gwumc.edu
Advisor	Amir Jahansir 202 Ross Hall 2300 Eye Street, NW Washington, D.C. 20037	Phone: 202. 994.5407 Email: <a href="mailto:sphadj@gwumc.edu">sphadj@gwumc.edu</a>

**Student Records**

Director	Rita Bartley 222 Ross Hall 2300 I Street, NW Washington, DC 20037	Phone: 202.994.8406 Fax: 202.994.7893 Email: sphrbd@gwumc.edu
Executive Assistant	Jennifer Lyles 222 Ross Hall 2300 I Street, NW Washington, DC 20037	Phone: 202.994.8406 Fax: 202.994.7893 Email: sphjll@gwumc.edu
Executive Assistant	Michelle Baxter 222 Ross Hall 2300 I Street, NW Washington, DC 20037	Phone: 202.994.8406 Fax: 202.994.7893 Email: sphmab@gwumc.edu

### **GW Activities for Students**

Student Activities Center  
427 Marvin Center  
800 21<sup>st</sup> Street NW

Phone: 202.994.6555  
<http://gwired.gwu.edu/sac/>

Multicultural Student Services Center  
2127 G Street, NW

Phone: 202.994.7010  
Web: <http://gwired.gwu.edu/mssc/>

The Multicultural Student Services Center provides information, cultural activities, academic and personal mentoring, leadership and community involvement opportunities for students, particularly for ethnically diverse students. The Center strives to foster a sense of community for students of color, enhance the multicultural ideals of cultural heritage and racial understanding, and assists the University with its efforts to recruit, retain, and graduate students and to diversify and promote GW's multicultural community. The Center provides professional and peer counseling, advising, tutorial referral services, campus and community mentoring services. Staff is available to address students' academic and personal concerns.

Interdisciplinary Student Community-Oriented Patient Education – ISCOPEs <http://www.gwu.edu/~iscopes/>  
Although the Washington, DC metropolitan area is rich in resources and diversity, it is also plagued by many of the health problems of urban poverty, including high infant mortality, AIDS, violence, substance abuse, and excess mortality due to cancer and cardiovascular disease. Developed in 1995, ISCOPEs is a voluntary, interdisciplinary service-learning program involving teams of MPH, MD, NP, PA, and PT students who spend about six hours a month at 20 different community service sites, including La Clinica Del Pueblo, the Washington Free Clinic, and Bread for the City/Zacchaeus Free Clinic. Student teams develop independent health promotion projects to benefit the population served by the site. Students learn how to work across cultures, function as part of an interdisciplinary team, and improve delivery of quality community-oriented primary care and health care education. Personal guidance from university professors, on-site social workers, health educators, or school administrators allows students to bridge the gap between their university learning and community service.

### **Washington, DC Activities**

See these websites and <http://gwired.gwu.edu/adm/city/index.html> for a comprehensive list of restaurants, museums, sporting events, tourist attractions, and transportation information.

### **GW Dining Services**

Dining Services 202.994.9317 or  
<http://dsc.gwu.edu/>

### **Disability Support Services**

Disability Support Services 202.994.8250 or <http://gwired.gwu.edu/dss/>

### **University Policy on Equal Opportunity**

The George Washington University does not unlawfully discriminate against any person on the basis of race, color, religion, sex, national origin, age, handicap, veteran status, or sexual orientation. This policy covers all programs and services, and policies and procedures of the University, including admission to educational programs and employment. The University is subject to the District of Columbia Human Rights Law. Inquiries concerning the application of this policy and federal laws and regulations concerning discrimination in education or employment programs and activities may be addressed to Susan Kaplan, Associate Vice President for Human Resources, The George Washington University, 2100 Pennsylvania Avenue, Suite 250, Washington, DC 20052 (202.994.4433) or to the Assistant Secretary for Civil Rights of the US Department of Education. Disabled individuals who require special information should contact Disability Support Services at 202.994.8250 (TTD/VOICE)

### **International Services Office (ISO)**

International Services Office 202.296.5254 or <http://gwired.gwu.edu/iso/>  
2029 K Street, NW, 2nd Floor

The International Services Office provides assistance to international students, research scholars, and faculty at GW. The ISO offers orientation programs for incoming students each fall and spring; provides advising on a broad range of social, cultural, legal, and academic concerns; offers social and cultural programs with international themes; and serves as a resource about international issues and concerns for the GW community.

**Employment Opportunities at GW**

See the website <http://www.gwu.edu/~hrs/> for the GW Human Resources Office. The GW University homepage has an “Employment Opportunities” site. If you secure a position at the University, you will qualify for a significant tuition reduction after a three-month probation period.

Additionally, there may be GW residency hall “Community Director” positions available. These are live-in positions with the GW Community Living Learning Center. For more information see the website <http://gwired.gwu.edu/cllc> or call 202.994.2552.

Contact our SPHHS Academic and Career Development Services and request that you be posted to the SPHHS Student Listserv. Internships and jobs are posted to this site daily.

**Employment Opportunities in Research at GW**

See the website <http://www.gwu.edu/~research> the GW Office of Research Services. Research news, funding, sources, a list of chartered centers and institutes, and GW’s strategic plan for research are available. Significant tuition reduction with no probation period is available.

**University Police Department for Emergency or Non-Emergency Services**

University Police Department emergency 202.994.6111 or <http://gwired.gwu.edu/upd>;

University Police Department non-emergency 202.994.6110 or <http://gwired.gwu.edu/upd>

**University Statement on Security**

GW is committed to assisting all members of the GW community in providing for their own safety and security. Information regarding campus security and personal safety including topics such as, Crime Prevention, University Police Law Enforcement Authority, Reporting Policies, Crime Statistics for the most recent three year period, and Disciplinary Procedures is available on the UPD website at <http://www.gwired.gwu.edu/upd>. If you would like a Guidebook containing this information you may contact a representative of the University Police Department at 2033 G Street NW, Woodhull House, Washington, DC 20052 or phone at 202.994.6110

## University Web Links

Main GWU homepage:	<a href="http://www.gwu.edu/">http://www.gwu.edu/</a>
University Bulletin:	<a href="http://www.gwu.edu/~bulletin/">http://www.gwu.edu/~bulletin/</a>
GW Planner/ Handbook:	<a href="http://gwired.gwu.edu/planner/">http://gwired.gwu.edu/planner/</a>
Academics Directory:	<a href="http://www.gwu.edu/learning.html">http://www.gwu.edu/learning.html</a>
2008 Academic Calendar:	<a href="http://www.gwu.edu/ac8.html">http://www.gwu.edu/ac8.html</a>
2009 Academic Calendar:	<a href="http://www.gwu.edu/ac9.html">http://www.gwu.edu/ac9.html</a>
Schedule of Classes:	<a href="http://www.gwumc.edu/sphhs/coursesregistration/">http://www.gwumc.edu/sphhs/coursesregistration/</a>
Final Exam Schedules:	<a href="http://gweb.gwu.edu/mod/exam_schedules/">http://gweb.gwu.edu/mod/exam_schedules/</a>
Grad. Student Information Main Site (GSEM):	<a href="http://www.gwu.edu/~gradinfo/">http://www.gwu.edu/~gradinfo/</a>
Graduate Student Services Homepage:	<a href="http://www.gwu.edu/~gss/">http://www.gwu.edu/~gss/</a>
Graduate Student Services Bulletin:	<a href="http://www.gwu.edu/~bulletin/grad/stsv.html">http://www.gwu.edu/~bulletin/grad/stsv.html</a>
Fellowships/ Graduate Student Funding Opportunities:	<a href="http://www.gwu.edu/~fellows/">http://www.gwu.edu/~fellows/</a>
Student Services and Organizations:	<a href="http://www.gwu.edu/ssog.html">http://www.gwu.edu/ssog.html</a>
International Student Office (ISO):	<a href="http://gwired.gwu.edu/iso/">http://gwired.gwu.edu/iso/</a>
Career Center:	<a href="http://gwired.gwu.edu/career/">http://gwired.gwu.edu/career/</a>
Computing Facilities Info:	<a href="http://www.gwu.edu/computing.html">http://www.gwu.edu/computing.html</a>
Off-Campus Housing (website only):	<a href="http://gwired.gwu.edu/gwhousing/?url=gwhousing">http://gwired.gwu.edu/gwhousing/?url=gwhousing</a>
Office of Research and Graduate Studies:	<a href="http://www.gwu.edu/~research/">http://www.gwu.edu/~research/</a>
I.R.B. Forms Homepage:	<a href="http://www.gwumc.edu/research/human/nmohrforms.htm">http://www.gwumc.edu/research/human/nmohrforms.htm</a>
GWired Student Network:	<a href="http://gwired.gwu.edu/">http://gwired.gwu.edu/</a>
GWeb Portal:	<a href="http://gweb.gwu.edu/">http://gweb.gwu.edu/</a>
ISS Virtual Helpdesk:	<a href="http://helpdesk.gwu.edu/">http://helpdesk.gwu.edu/</a>
Students Rights and Responsibilities	<a href="http://gwired.gwu.edu/osjs/">http://gwired.gwu.edu/osjs/</a>
2008-2009 Tuition and Fees	<a href="http://www.gwu.edu/~univbud/t&amp;f_fy_09.pdf">http://www.gwu.edu/~univbud/t&amp;f_fy_09.pdf</a>