

Other Policies

Certain policies at Georgetown University apply broadly to all groups in our community (students, faculty and staff). These policies can be found here (<https://policies.georgetown.edu/universitywidepolicies/>).

Awareness of Program and University Communications

Graduate students are responsible for monitoring their University-assigned email address for communications from their faculty, programs, and other university offices. Failure to do so does not excuse students from responsibility for missed deadlines or other issues.

Students who wish to use another address are responsible for setting and maintaining appropriate forwarding rules to ensure they receive University email.

Local Off-Campus Address

All Georgetown students must provide the university with their local telephone number (landline or cell) and the name, email address and telephone number of their next of kin. Further, all students who live off campus must provide their up-to-date local off-campus address at the start of the academic year. Students should register or update their local off-campus address and contact information in GUExperience (https://guexperience.georgetown.edu/#_ga=291687557585398821751292280-19026431271729532376).

Students who are not in compliance with these regulations will be ineligible to register for courses or to participate in any clinicals, internships, practicums, or any other experiential or co-curricular activities in the following semester.

Student Billing and Payment Policies

The Revenue and Receivables department is responsible for accurate assessment of charges to students' accounts, timely issuance of billing statements and processing of payments to Georgetown University for charges assessed to students' accounts, and for refunding overpayment of students' accounts in accordance with Georgetown University policy and federal law. Students and individuals authorized by students to access student account information may contact the Revenue and Receivables department by phone at (202) 687-7100 or by email at: studentaccounts@georgetown.edu.

The Policies and Procedures (<https://studentaccounts.georgetown.edu/policies/>) outlined on the Revenue and Receivables website apply to all enrolled and matriculated students at Georgetown.