

# Student Handbook

## Student Handbook 2024-2025

Welcome to the site of UMW's Student Handbook.

At the University of Mary Washington, education extends beyond the classroom. Our student-centered community encourages intellectual curiosity, fosters creativity, and promotes an inclusive environment that values diversity. As you immerse yourself in this dynamic academic setting, the Student Handbook will provide links to policies, procedures, and resources to support your academic success and personal well-being.

Within these pages, you will find essential information, including specifics on our ASPIRE values, Code of Conduct, Title IX regulations, and the Honor Code, as well as resources to help you make the most of your time at the University. From academic advising and financial aid to student organizations and community engagement opportunities, the Student Handbook provides you with the knowledge and tools to thrive.

All students at the University of Mary Washington are bound by the regulations linked within the Student Handbook. The University reserves the right to make changes at any time to the procedures and regulations contained within the handbook. Substantive changes during the year will be communicated to students via official UMW channels.

We look forward to witnessing your growth, achievements, and contributions to the UMW community.

Questions about the Student Handbook can be directed to the Dean of Students office at [deanofstudents@umw.edu](mailto:deanofstudents@umw.edu).

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- [Dean of Students Office](#)
- [Financial Aid](#)
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## About Us

- [Alma Mater](#)
- [ASPIRE: UMW's Statement of Community Values](#)
- [Mission Statement](#)
- [Statement of Non-Discrimination](#)
- [Statement of Rights and Responsibilities](#)

- [Statement on Academic Freedom](#)
- [The Honor Pledge](#)

## Archived Handbooks



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# Academic Services



# Academic Services

## Advising Meetings

Virtual Advising and In-Person appointments are available.

Students may schedule appointments by calling 540-654-1010 or by responding to an advising campaign email sent to their UMW email.

*Students who are assigned to a faculty advisor should contact their advisor for all academic advising needs related to registration, major, academic warning, and probation advising. Faculty advisors are available via email.*

## Request Forms:

While we will continue to accept request forms in person at this time, we prefer that students scan and email request forms to [advise@umw.edu](mailto:advise@umw.edu).

A staff member will confirm receipt of the email inquiry/request within two business days; however, it may take longer or the office to render a formal decision on some requests. We will make a strong effort to keep the return time minimal.

**If you need to obtain any signatures for the form (aside from an Academic Services signature), please ask the faculty member or advisor to email [advise@umw.edu](mailto:advise@umw.edu) with their approval.** They should note your name and request information so that we can pair the email approval with your signature form. Please call 540-654-1010 with any questions.



## At-A-Glance Resources

## Book Advising Appointment

### New Student Guide

### General Education Courses

### Placement Testing

### Academic Calendar

### Academic Standing

# Academic Services

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[\*\*Academic Resources\*\*](#)

[\*\*EAB Advising Resources\*\*](#)

**Placement Testing**

# Contact Us

**Office of Academic Services**

Lee Hall, second floor

Phone: 540-654-1010

Email: [advise@umw.edu](mailto:advise@umw.edu)

# Office Hours

**Front desk:**

Monday through Friday

8:30am to 4:30pm

**By appointment:**

Monday through Friday

9:00am to 4:00pm

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## Career & Professional Development

[‹ Center for Career and Professional Development](#) /

## Career & Professional Development

The Center for Career & Professional Development equips students to feel prepared for a successful Life After Mary Washington through career preparation work, coaching, employment fairs and the cultivation of meaningful connections.

Stop by and see us on the second floor of the Cedric Rucker University Center.



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Select your class year for access to year-specific career and professional development resources:

First-Year

Sophomore

Junior

Senior



## What can I do with this major?

Wondering about what jobs you can get with your major? Explore all your options by looking at the majors Mary Washington offers. Learn typical career areas and types of employers that hire in these fields, as well as strategies to make you a more marketable candidate.

[Explore my future](#)

## Ready for Life After



## Career, Self-Development, and Professionalism

[\(Edit\)](#)

## Center for Career & Professional Development

[First-Year Students](#)  
[Sophomores](#)  
[Juniors](#)  
[Seniors](#)  
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[Employers](#)  
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[UMW Student Employment](#)  
[Tools & Resources](#)  
[Events](#)  
[Meet Our Team](#)  
[Annual Report 2023](#)  
[Book an Appointment](#)

## Contact Us

**Book an Appointment**

Phone: 540-654-5646

Email: [ccpd@umw.edu](mailto:ccpd@umw.edu)**Hours:**

Monday – Friday:

8 a.m. – 5 p.m.

**Social Media:**LinkedIn: [UMW Career Center](#)X (formerly Twitter): [@umw\\_ccpd](#)Facebook: [UMW Career Center](#)Instagram: [@umw\\_ccpd](#)

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Washington



[Book an Appointment](#)

[Reserve a Space](#)

[Contact Us](#)

[For Faculty](#)

## Upcoming Events



## Center Hours

The DKC is open to support summer classes! Consultations are available by appointment.

[See Availability](#)

If you need additional support or access to DKC spaces, please contact us at [dkc@umw.edu](mailto:dkc@umw.edu).

## Spaces



3D Print Lab



Casting Studio



Production Studio



Vocal Booth

[Book a Space](#)

## Appointment Types

Not sure what you need? Click on the appointment types below to learn a little more about what we have to offer.

▶ [Appointments for Project Help](#)

▶ [Space & Equipment Training](#)

## More Resources

- [Domain of One's Own](#)
  - Get a free URL and access to web hosting to build your digital identity.
- [Sites@UMW](#)
  - Start publishing to the web quickly.
- [HCC Info Desk Equipment checkout](#)
  - Learn about kits & equipment available for your digital projects.
- [DKC Equipment & Software](#)
  - Learn about specialized equipment & software available for your projects.

# Guides

Guides to help you get started with digital projects, the tools we support, and more!

## Getting Started with Digital Projects



### Video Projects



### Audio Projects



### Website Building



### Photo Editing



### Graphic Design



### 3D Modeling



### Mapping & Timeline



## Presentation & Recording



## Online Productivity



## Accessibility & Ethics



## Free Resources



## AI Tools

# Domain of One's Own Guides

[Getting Started](#)

[See All Guides →](#)

# Sites@UMW Guides

[Getting Started](#)

[See All Guides →](#)

# Propose a Workshop

Have a digital skill you'd like to share? Present in our workshop series!

[Submit a Proposal](#)

## Apply to work at the DKC

Do you like helping people? Eager to learn new digital tools? Come work for us!

[Apply](#)

## Grants and Fellowships

Have a cool idea for digital project? Submit a proposal to get funding!

[Learn More](#)

[About the DKC](#)

[Subscribe to our Newsletter](#)

[Support the DKC](#)

[Privacy Policy](#)



## Digital Knowledge Center Introduction



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# The Office of Disability Resources

## The Office of Disability Resources

**Vision:** Access for All

**Mission:** The Office of Disability Resources (ODR) works with faculty, staff, and students to provide accommodations and support to create access for students with disabilities.

**Values:**

- Building Partnerships with the UMW Community
- Empowering Students and Promoting Self-Advocacy
- Promoting an Environment Where Disability Is Welcomed, Respected, and Appreciated
- Educating Students, Faculty, and Staff on Accessibility

UMW Office of Disability Resources



## Requesting Accommodations

## New to ODR? Not a problem...

**Upload documentation with Registration Form.**

Special Note: Registration form can only be completed once.

## Current ODR Students:

**Access your Accommodate Portal.**

Special Note for current ODR students: If you need to submit additional documentation, please do so through your accommodate portal. We are requesting that you scan all documentation into PDF format when submitting it. Scanners are available in the Library or HCC, or you can download the free [Adobe Scan](#) app to your Phone/IPAD/Tablet.

[Instructions for using Adobe Scan.](#)

Please Review [Uploading Your Documentation to Accommodate](#) for a step by step guide to this process. If the file is too large to upload, [view guide on breaking down PDFs.](#)

# Disability Resources

[About Us](#)  
[How to Register](#)  
[For Students](#)  
[ODR Testing Center](#)  
[Resources](#)  
[What's Happening](#)

# Hours & Location

Monday through Friday  
8 AM – 5 PM

Seacobeck 005  
540-654-1266

## Your Accommodate Portal

[Log in to Accommodate](#)

## Read & Write

All UMW students have access to Read & Write across ALL platforms including Windows, Mac, Google Chrome, IPAD, and Android.

[Read & Write Installation](#)

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Faculty & Staff

(<http://www.umw.edu/in/>)

Alumni

(<http://www.umw.edu/alumni/>)

Give

(<http://www.umw.edu/giving/>)

*Office of the Provost (<http://provost.umw.edu>)*

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# Registrar

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Policies & Procedures (<http://academics.umw.edu/registrar/ferpa-policies-procedures-services/>)

Veterans & Military Resources (<https://academics.umw.edu/registrar/veterans/>)

Resources (<http://academics.umw.edu/registrar/resources-and-publications/>)

Questions? (<http://academics.umw.edu/registrar/ask-a-question/>)

*During Advance Registration you will notice items that you must acknowledge and agree to in order to register. The Office of Student Accounts has put together the following steps to help you through the process: Action Item Process (<https://academics.umw.edu/registrar/files/2023/03/Action-Item-Steps-Fall23.pdf>) and (<http://adminfinance.umw.edu/studentaccounts/files/2020/04/Action-Item-steps.pdf>)*

### Welcome to the Office of the Registrar

[Guide to Registration \(<https://academics.umw.edu/registrar/guide-to-registration/>\)](https://academics.umw.edu/registrar/guide-to-registration/)

[Fall 2025 Final Examination Schedule \(<https://academics.umw.edu/registrar/files/2025/07/UPDATED-Fall-2025-Final-Exam-Schedule-7.3.25.pdf>\)](https://academics.umw.edu/registrar/files/2025/07/UPDATED-Fall-2025-Final-Exam-Schedule-7.3.25.pdf)

[Enrollment Verifications \(<http://academics.umw.edu/registrar/ferpa-policies-procedures-services/enrollment-verifications/>\)](http://academics.umw.edu/registrar/ferpa-policies-procedures-services/enrollment-verifications/)

[Withdrawal \(<http://academics.umw.edu/registrar/ferpa-policies-procedures-services/withdrawal-procedures/>\)](http://academics.umw.edu/registrar/ferpa-policies-procedures-services/withdrawal-procedures/) and [Leaves of Absence \(<http://academics.umw.edu/registrar/ferpa-policies-procedures-services/leave-of-absence-policies-babs-and-bls/>\)](http://academics.umw.edu/registrar/ferpa-policies-procedures-services/leave-of-absence-policies-babs-and-bls/)

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**Reminder:** Visit the [General Education Requirements \(<http://academics.umw.edu/registrar/degree-completion-requirements/babs-and-bls/general-education-fall-and-beyond/>\)](http://academics.umw.edu/registrar/degree-completion-requirements/babs-and-bls/general-education-fall-and-beyond/) page for a quick link.

Ultimately, it is the student's responsibility to see that all degree requirements have been met. Students, particularly those with pending graduation in the current or next term, should generate a new Degree Evaluation each time changes are made to the schedule and each time grades have been applied. It is also important to check your Earned Credits on the Academic Transcript; the transcript reflects all credits used, whereas, the Degree Evaluation only reflects the credits used to meet requirements. Any questions concerning your progress should be discussed with your faculty advisor.

For information relating to important current activities, please select one of the links below:

[Class of 2025 BA/BS Degree Candidates – Important Information \(<http://academics.umw.edu/registrar/degree-completion-requirements/attention-seniors/>\)](http://academics.umw.edu/registrar/degree-completion-requirements/attention-seniors/)

**COURSE SCHEDULE INFORMATION  
([HTTP://ACADEMICS.UMW.EDU/REGISTRAR/COURSE-SCHEDULES-AND-REGISTRATION/](http://academics.umw.edu/registrar/course-schedules-and-registration/))**

**CLASS FORMAT INFORMATION  
([HTTPS://ACADEMICS.UMW.EDU/REGISTRAR/FILES/2022/12/CLASFORMAT.pdf](https://academics.umw.edu/registrar/files/2022/12/CLASFORMAT.pdf))**

**GUIDE TO REGISTRATION  
([HTTPS://ACADEMICS.UMW.EDU/REGISTRAR/GUIDE-TO-REGISTRATION/](https://academics.umw.edu/registrar/guide-to-registration/))**

**IMPORTANT DATES**

([HTTP://ACADEMICS.UMW.EDU/REGISTRAR/IMPORTANT-DATES/](http://ACADEMICS.UMW.EDU/REGISTRAR/IMPORTANT-DATES/))

**TRANSFER INFORMATION**

([HTTP://ACADEMICS.UMW.EDU/REGISTRAR/TRANSFER-INFORMATION/](http://ACADEMICS.UMW.EDU/REGISTRAR/TRANSFER-INFORMATION/))

**CONTACT THE REGISTRAR**

([HTTP://ACADEMICS.UMW.EDU/REGISTRAR/CONTACT-THE-REGISTRAR/](http://ACADEMICS.UMW.EDU/REGISTRAR/CONTACT-THE-REGISTRAR/) )

LIKE US ON FACEBOOK! ([HTTPS://WWW.FACEBOOK.COM/UMWREGISTRAR](https://WWW.FACEBOOK.COM/UMWREGISTRAR))



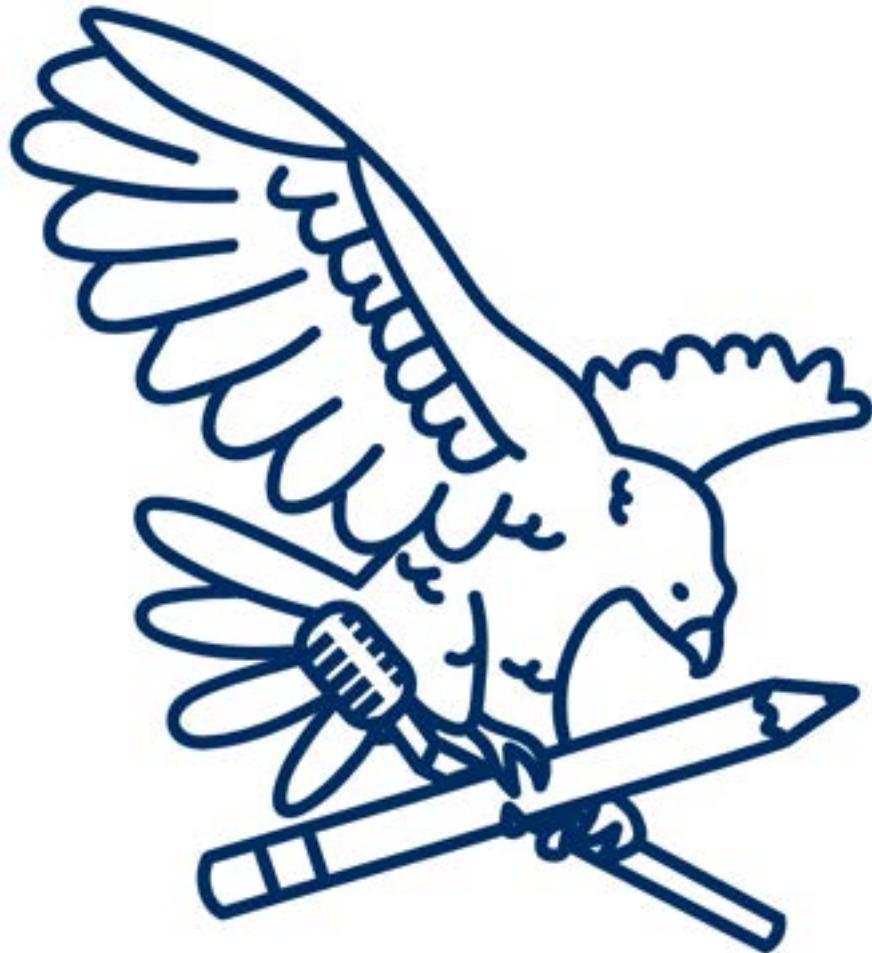
# Speaking and Writing Center

## We are here to help!

The Speaking and Writing Center supports oral and written communication skills development through one-on-one or group consultations that address every stage of the composing process from brainstorming to final presentation and editing including, but not limited to, speaking and writing anxiety, developing ideas, constructing visual aids and incorporating visuals into a paper, taking a project from paper to presentation, structure and organization, achieving unity and coherence, style and voice, and a variety of citation styles.

We are here to help at any stage in the process – visit us early and often for assistance with your speaking and writing projects. UMW students, staff, and faculty can schedule 30- or 60-minute appointments with a consultant individually or as a group.

We are committed to aiding development of written and oral skills aimed towards effectively communicating a diversity of views. The Speaking and Writing Center adheres strictly to the Honor Code: Consultants will not compose any portion of a paper or presentation for a student, nor will they do research for a student.



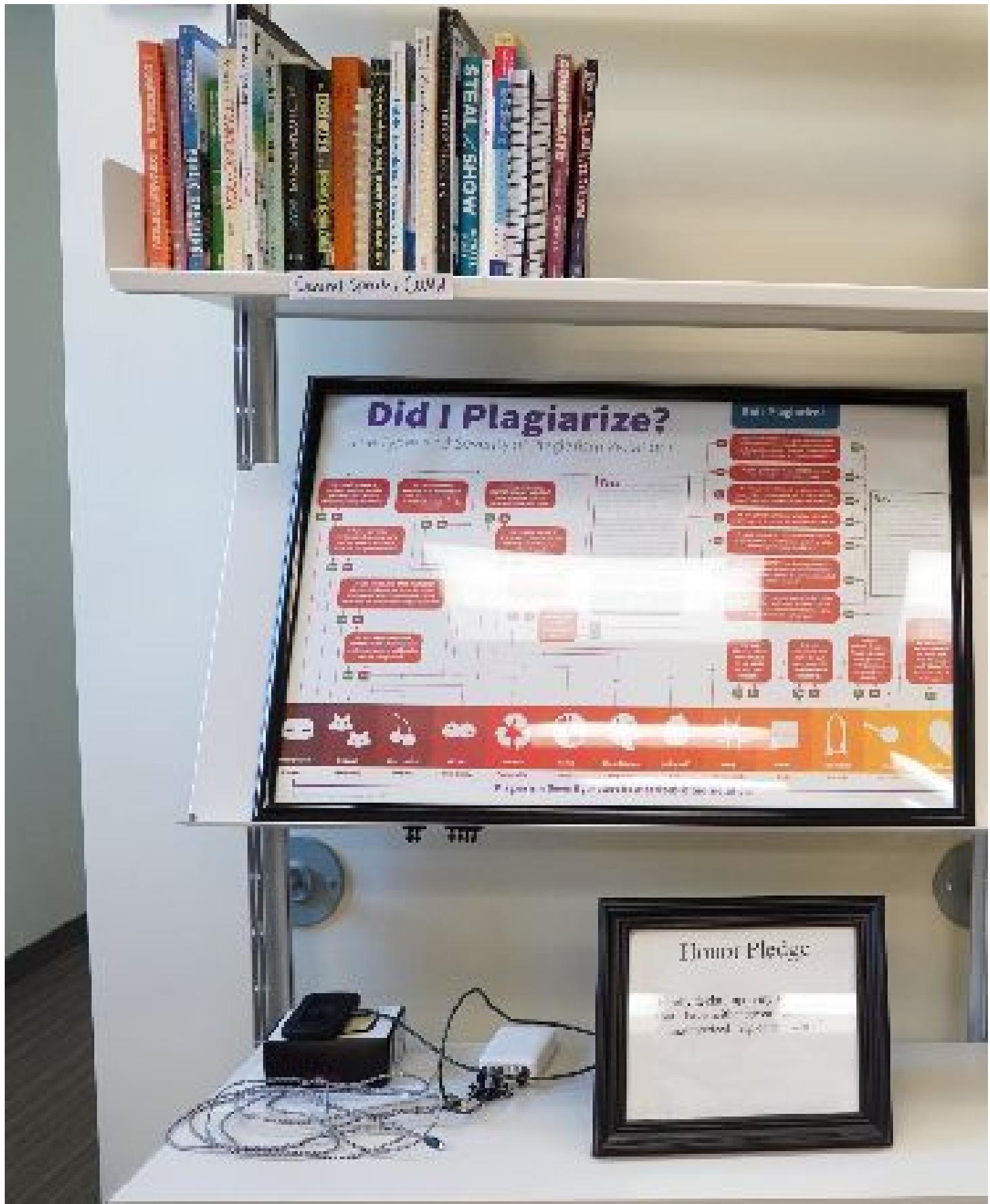
[Schedule an appointment](#)

[Learn more about SWC appointments](#)

# Get A Glimpse

We are located in the Hurley Convergence Center (HCC) on the 4th floor in room 429.





## Mission Statement

The Speaking and Writing Center (SWC) supports all speaking and writing projects for any class offered at UMW by providing free consultations to students at any stage of their academic careers who are interested in developing and improving written and oral communication skills. The University of Mary Washington's Speaking and Writing Center seeks to enhance and support high quality undergraduate and graduate education through engaged tutorials, class workshops, and community outreach. The SWC promotes lifelong learning by encouraging students to apply their knowledge and broad-based educational experiences to their own projects, thus developing habits that translate into becoming better writers, speakers, and academicians during and beyond life at the University of Mary Washington.

## Speaking and Writing Center

[About SWC Appointments](#)  
[Schedule an Appointment](#)  
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[Schedule a Class Workshop](#)  
[Apply to SWC](#)  
[SWC FAQs](#)

## Contact Information

**Dr. Leah Schweitzer, Director, Speaking and Writing Center**  
540-654-1347 | [lschweitz@umw.edu](mailto:lschweitz@umw.edu)

**Danielle Ross, Manager, Academic Support Centers**  
540-654-1916 | [drross@umw.edu](mailto:drross@umw.edu)

**Speaking and Writing Center**  
540-654-5653 | [umwswc@umw.edu](mailto:umwswc@umw.edu)

**Social Media**  
[Instagram](#) | [Facebook](#)

## Hours of Operation

Monday – Thursday: 10 a.m. to 7 p.m.

Friday: 10 a.m. to 3 p.m.

Saturday: Closed

Sunday: 3-9 p.m.

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A C A D E M I C   C A T A L O G

# Academic Catalog 2025-2026

Welcome to Mary Wash | Campus in the fall



[View on YouTube](#)

The Academic Catalog includes official announcements of academic programs and major academic policies. Although prepared on the basis of the best information available at the time of publication, students are encouraged to seek the most current information from the appropriate offices. All students are responsible for knowing the policies of the University.

For educational and financial reasons, the University reserves the right to change, at any time, any of the provisions, statements, policies, curricula, procedures, fees, or

dates found in this Catalog. Statements in the Catalog do not constitute an actual or implied contract between the student and the University.

The definitive version of the Catalog shall be the electronic HTML version published on the University website.

## Archived Catalogs

Previous Academic Catalogs are available on the Web at [CollegeSource.org](https://www.collegesource.org).

## Printing Options

The option to download or print a PDF version of the full Undergraduate or Graduate Catalog is available under the “Print Options” tab. Individual pages may also be downloaded or printed.

ACADEMIC INTEGRITY

# Honor System Guidebook

⟨ [Academic Integrity](#) / [Student Resources](#) / [Honor System Guidebook and Constitution](#)

"The honor system  
makes a lasting **impression**  
upon all who have the privilege  
of living under its **influence**.  
Its implementation is the **proof**  
that human conduct is responsive to  
the **noblest** type of influence;  
that of **faith** in our fellow man.  
As the embodiment of this principle,  
the honor system is indeed a  
way of life."

*—Dr. Edward Alvey, Dean Emeritus*

## Honor System Guidebook and Constitution 2024-2025

Please note that the Honor System Guidebook contains both procedural information, explanations, and other information as well as the complete *Honor Constitution*. The Guidebook portion is an interpretation of select articles and sections of the *Honor Constitution* meant for informational purposes only.

In the event there is a conflict in the language between the Guidebook section and the actual Constitution, then the *Honor Constitution* shall prevail, and the student may not rely on the portion in the Guidebook that contains the conflict.

# Academic Integrity

- [Academic Integrity](#)
- [Honor Council](#)
- [Faculty Resources](#)
- [Student Resources](#)
- [Artificial Intelligence \(AI\) Tools](#)
- [Honor Tutorial](#)

[\*\*Honor System Guidebook and Constitution\*\*](#)[\*\*Process Overview\*\*](#)[\*\*Email the Honor Council\*\*](#)[\*\*Citation Resources\*\*](#)[\*\*Forms\*\*](#)

## Helpful Links

[\*\*Honor Constitution\*\*](#)[\*\*Reporting a Violation\*\*](#)[\*\*Ask an Honor Question\*\*](#)

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Alumni

(<http://www.umw.edu/alumni/>)

Give

(<http://www.umw.edu/giving/>)

*Office of the Provost (<http://provost.umw.edu>)*

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Resources (<http://academics.umw.edu/registrar/resources-and-publications/>)

Questions? (<http://academics.umw.edu/registrar/ask-a-question/>)

Home (<https://academics.umw.edu/registrar/>) » Policies, Procedures, and Services

(<https://academics.umw.edu/registrar/ferpa-policies-procedures-services/>) » FERPA and Educational Records

# FERPA and Educational Records

## FERPA Tutorial for Students, Parents, and Legal Guardians



FERPA Tutorial for Students and Parents -Powerpoint PDF

(<https://academics.umw.edu/registrar/files/2022/08/Rev-Fall-2022-FERPA-TUTORIAL-FOR-STUDENTS-and-PARENTS-for-review.pdf>)

## FERPA Tutorial for Faculty and Staff



FERPA Tutorial for Faculty and Staff-Powerpoint PDF

(<https://academics.umw.edu/registrar/files/2022/08/Rev-Fall-2022-FERPA-TUTORIAL-FOR-FACULTY-and-STAFF.pdf>)

# Educational Records

Educational records are those records directly related to a student and maintained by the institution or by a party acting for the institution.

The permanent academic record, which is maintained by the Registrar, contains all completed course work, grades, grade-point average, and notes on the student's academic status. The student's application file, which contains the student's application and accompanying transcripts, is maintained for five years following the student's last date of enrollment.

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They are:

- The right to inspect and review the student's education records within 45 days of the day the University receives a request for access.

*Students should submit to the Registrar written requests that identify the record(s) they wish to inspect. The Registrar or appropriate University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the Registrar, the Registrar shall advise the student of the correct official to whom the request should be addressed.*

- The right to request the amendment of the student's education records that the student believes are inaccurate or misleading.

*Students may ask the University to amend a record that they believe is inaccurate or misleading. They should write the University official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the University decides not to amend the record as requested, the University will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.*

- The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

*One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the University in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person serving on the Board of Visitors; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.*

- The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA. The name and address of the office that

administers FERPA are:  
Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-4605

## **Parents and Legal Guardians**

Unless your student assigns you as a Delegated Access proxy, you will not have access to your student's final grades. Faculty and university staff are also restricted in the information they may share with you about how your student is doing in a particular course and other academic areas, even if you are the person financially responsible. This is not a university policy, this is a requirement of FERPA (Family Educational Records and Privacy Act), a Federal law. For more information about FERPA, continue reading below or see the US Department of Education website:

<http://www.ed.gov/policy/gen/guid/fpcos/ferpa/index.html>  
[\(http://www.ed.gov/policy/gen/guid/fpcos/ferpa/index.html\)](http://www.ed.gov/policy/gen/guid/fpcos/ferpa/index.html)

## **Persons Having Access to Educational Records**

The University will not permit access to, or the release of, educational records without the consent of the student or eligible parent or legal guardian to anyone other than the following:

- University officials who, in order to perform their duties properly, must have access to official records;
- Officials pursuant to their statutory responsibilities:
- the Comptroller General of the United States;
- the Secretary of Education;
- the Commissioner, the Director of the National Institute of Education or the Assistant Secretary for Education;
- State educational authorities.
- Any party legitimately connected with a student's application for, or receipt of, financial aid;
- State and local officials or authorities to which such information is specifically required to be reported or disclosed pursuant to state statute adopted prior to November 19, 1974;
- Accrediting organizations, for the purpose of carrying out their accrediting functions;
- Parents of dependent students as defined in section 152 of the Internal Revenue Code of 1954;
- Parties acting under authority of a judicial order or pursuant to any lawfully issued subpoena, upon condition that the students are notified of all such orders or subpoenas in advance of the compliance therewith by the educational institution;
- Appropriate persons in connection with an emergency if the knowledge of such information is necessary to protect the health or safety of a student or other persons.
- The University may release "Directory Information" as defined by the University of Mary Washington under the authority of the Act, unless the student informs the University's Office of the Registrar that all

such information should not be released without the student's prior consent. Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. A form is available for this purpose from the Office of the Registrar. If this form is not received in the Office of the Registrar by May 1 preceding the academic year, selected "Directory Information" will appear in the University's telephone directory.

- "Directory Information" includes a student's name, class level, major fields of study, awards, honors (including Dean's List and President's List), degree(s) conferred (including dates), dates of attendance, past and present participation in officially recognized sports and activities, and physical factors (e.g., height, weight of athletes). A request to withhold "Directory Information" must be made on the form available in the Office of the Registrar.
- In accordance with Code of Virginia § 23.1-405(C), UMW will not disclose the address, telephone number, or email address of a student pursuant to 34 C.F.R. § 99.31(a)(11) or the Virginia Freedom of Information Act (§ 2.2-3700 ([http://secure-web.cisco.com/18D47fgEenRqyB\\_1v77Vt56lDaFz8CtRBOFg8indIqP3vA44Tj2JScmbsdWpwe9F9P5eg1r3700](http://secure-web.cisco.com/18D47fgEenRqyB_1v77Vt56lDaFz8CtRBOFg8indIqP3vA44Tj2JScmbsdWpwe9F9P5eg1r3700)) et seq.) unless the student has affirmatively consented in writing to such disclosure."
- The request to restrict the release of "Directory Information" remains in effect until the student notifies the Office of the Registrar, in writing, to remove the restriction. A restriction on the release of "Directory Information" will remain in effect even if the individual is no longer a student, unless the restriction is removed by written request made to the Office of the Registrar.
- Medical and Psychological Services Center records are not included in that category of records open to inspection; however, such records may be personally reviewed by a physician or other appropriate professional of the student's choice.
- Confidential records maintained by the Director of Disability Resources are open to inspection with limitations. Students may request a copy of disability documentation which is generated by the office, but may not request access to the Director's personal notes or test protocols or to information released by private practitioners or by other agencies. Disclosure related to the student's disability is released neither to any faculty member nor to another office on campus without the student's permission. With the student's written permission, disability documentation generated by the Disability Resources Office may be released to any specified persons and agencies.
- Custodians of educational records are not required to give access to financial records of parents or any information contained therein, nor are they required to give access to confidential letters and statements of recommendation that were placed in the educational records prior to January 1, 1975, or to which the student has waived the right of access.
- UMW routinely provides access to campus email information for individual students through an on-line database. UMW does not allow third parties to have bulk access to students' directory information for non-University purposes.
- Military Recruiters per the federal Solomon Amendment

[Withhold Directory Information \(<https://academics.umw.edu/registrar/files/2024/04/Authorization-to-Withhold-Directory-Information-fs-9.pdf>\)](https://academics.umw.edu/registrar/files/2024/04/Authorization-to-Withhold-Directory-Information-fs-9.pdf)

**COURSE SCHEDULE INFORMATION  
(HTTP://ACADEMICS.UMW.EDU/REGISTRAR/COURSE-SCHEDULES-AND-REGISTRATION/)**

**CLASS FORMAT INFORMATION  
(HTTPS://ACADEMICS.UMW.EDU/REGISTRAR/FILES/2022/12/CLA**

**GUIDE TO REGISTRATION  
(HTTPS://ACADEMICS.UMW.EDU/REGISTRAR/GUIDE-TO-REGISTRATION/)**

**IMPORTANT DATES  
(HTTP://ACADEMICS.UMW.EDU/REGISTRAR/IMPORTANT-DATES/)**

**TRANSFER INFORMATION  
(HTTP://ACADEMICS.UMW.EDU/REGISTRAR/TRANSFER-INFORMATION/)**

**CONTACT THE REGISTRAR  
(HTTP://ACADEMICS.UMW.EDU/REGISTRAR/CONTACT-THE-REGISTRAR/ )**

**LIKE US ON FACEBOOK! (HTTPS://WWW.FACEBOOK.COM/UMWREGISTRAR)**



## ACADEMIC CATALOG

# Grade Appeals (Academic Disputes)

If there is a dispute between a student and a faculty member concerning a decision of the faculty member, every effort should be made by them to resolve the matter. If the disagreement cannot be resolved, the student may request a review of this decision no later than the end of the following semester, recognizing that the burden of proof is on the student. Complaints that do not involve grade disputes are handled through the General Complaint procedure, which is outlined in the *Student Handbook* and in the UMW Online Policy Manual ([policy number D.9.1](#)).

The Academic Disputes policy described below applies to students enrolled in all UMW courses, including ones offered in fully online formats.

**In Academic Dispute cases, the following procedure is to be followed:**

The student will submit a written statement of the grade dispute, with any supporting material, to the chair of the department of the faculty member concerned if the grade dispute is with a faculty member in the College of Arts and Sciences (CAS) or College of Business (COB). For grade disputes in the College of Education (COE), the written statement is sent to the associate dean. If the grade dispute is with the chair of a CAS or COB department, or with the associate dean in COE, the written statement is sent to the college dean. The student must also send a copy written statement of the grade dispute (with supporting materials) to the faculty member.

1. Within seven (7) days, the chair of the CAS or COB department or the COE associate dean will review the dispute, consulting with the faculty member and student concerned, with other department or college members as appropriate, and will attempt to settle the dispute. If agreement is reached at this level, the process ends.

2. If either party does not accept the recommendation of the CAS or COB department chair or the COE associate dean, the chair or associate dean will forward all material including their recommendation to the college dean.
3. The college dean will review the material submitted and will determine whether or not further consideration of the matter would be fruitful. If the decision is that additional consideration would not be fruitful, the college dean will render a final decision.
4. If the college dean determines that further consideration is needed, the matter will be referred to an academic review board. The dean of the college in which the faculty member is housed will determine the makeup of the academic review board.
5. The academic review board will hear the evidence of both the student and the faculty member on the matter and, within two weeks of being convened, communicate its recommendation to the college dean with copies to the student, faculty member and chairperson involved.
6. The college dean will then render a decision, which will be final.
7. Either party may appeal the dean's decision on procedural grounds only by submitting, within seven (7) days, a written appeal to the provost outlining the specific procedural irregularities being alleged to have occurred during the review of the academic dispute. The provost will determine whether or not a procedural review is warranted, who should be requested to undertake that review, and the timeline for completing the procedural review and reporting to the provost. The appeal process is completed with the provost's decision.

**Note:**

If a student has exhausted the avenues provided by the policy described above and the complaint has not been resolved, the student may submit a "[Student Complaint Form](#)" to the State Council of Higher Education for Virginia (SCHEV). Upon receiving a completed form, SCHEV will open an investigation if the matter being disputed falls within its authority. If preliminary findings indicate a violation of SCHEV regulations by UMW, SCHEV shall attempt to resolve the complaint through mediation. All parties will be notified in writing of the outcome of the investigation. UMW fully accepts SCHEV

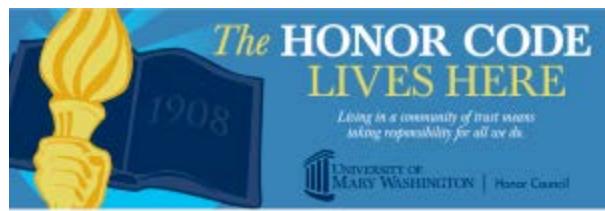
oversight in resolving complaints from students taking distance education courses under the aegis of the State Authorization Reciprocity Agreements (SARA).

ACADEMIC INTEGRITY

# Honor Council

< [Academic Integrity](#) / [Honor Council](#)

## Honor Council



UMW is an extraordinary institution, and our community values are really what make us so special. One of the most important of these values is honor. Members of the Mary Washington community are expected to uphold the Honor Code, and they gladly do so with a sense of personal responsibility. Our honor system is what maintains the community's trust, respect and moral integrity.

### Mission Statement

The University of Mary Washington Honor Council ensures the integrity of the University's Honor System, and operates on the basis that members of the University community take responsibility for their own actions. The Honor Council provides education concerning the Honor System for all members of the University, that together we may develop a community in which honorable decision making prevails. Facilitation

of student enforcement and understanding of the Honor System, as defined in the Honor Constitution, is a key function of the Council. As elected representatives of the student body, the University of Mary Washington Honor Council addresses student concerns regarding the Honor System, and serves the entire University community.

[honor@mail.umw.edu](mailto:honor@mail.umw.edu)

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## Academic Integrity

[Academic Integrity](#)

[Honor Council](#)

[Honor Council Members](#)

[Faculty Honor Advisors 2025-2026](#)

[Honor Pledge](#)

[Expedited Sanctioning](#)

[Contact Information](#)

[Mission Statement](#)

[Faculty Resources](#)

[Student Resources](#)

[Citation Resources](#)

[Forms](#)

## Helpful Links

[Honor Constitution](#)

[Reporting a Violation](#)

[Ask an Honor Question](#)

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Fredericksburg, Virginia 22401



## ACADEMIC CATALOG

# Leave of Absence

Non-attendance does not cancel registration and may result in failing grades and financial obligations to the University. Registration must be cancelled prior to the first day of class in order to avoid these consequences. Students who will not be attending for a semester, but who intend to return after an absence, must file the appropriate request for a leave of absence.

Any degree-seeking student who interrupts the pursuit of the degree must request an **official Leave of Absence** by submitting the appropriate form prior to the beginning of the first semester of absence. A student who drops all courses prior to the drop deadline must apply for a Leave of Absence. A Leave of Absence may be granted for a maximum of two consecutive semesters. Students on Leave and those who re-enroll within one semester after an approved Leave of Absence will be permitted to complete the degree program as originally begun. Those who interrupt the pursuit of the degree for any reason other than approved Leave of Absence or academic suspension will be required to comply with any changes in academic regulations and degree requirements made during their absence of three or more consecutive semesters. They will be required to complete the general education and major program requirements in effect at the time of re-enrollment at UMW.

There are three types of leave:

1. **Personal Leave** – for students who do not plan to take courses for one or two semesters for any reason (health, finances, etc.).
2. **Study Leave** – for students who plan to take pre-approved courses at another college or university in the United States.

3. **Education Abroad Leave** – for students who plan to participate in semester and academic year academic programs abroad which have been approved by the Center for International Education.

**For a Personal Leave**, B.A./B.S./B.S.Ed. and BSN students must submit a **Request for Personal Leave of Absence** form to the Office of the Registrar. BLS students must submit the form to the BLS Office.

**For a Study Leave**, students must submit a **Request for Study Leave of Absence** form to the Office of the Registrar. Study leave will be granted to any qualified student who plans to enroll in a program, which has been fully approved by UMW in advance. After a student has chosen a program or school, applied and been accepted, they work with their major advisor to develop the most appropriate selection of courses for the semester or year. The student then obtains the appropriate transfer permission form from the Office of the Registrar, secures written approval from their major advisor for any major program courses, and submits this form to the Office of the Registrar for final course approval. This process must be completed prior to enrollment in any study leave course work or the course(s) will not be transferred to UMW.

**For an Education Abroad Leave**, students must register through the [Education Abroad Portal](#) and contact the Center for International Education (CIE) to complete the necessary paperwork prior to beginning programs abroad for a semester or a full academic year which have been approved by CIE.

## ACADEMIC CATALOG

# Satisfactory Academic Progress Policy

## Undergraduate Policy

Federal regulations require institutions of higher education to establish minimum standards of satisfactory academic progress (SAP) for students receiving **Title IV federal aid**. All university course work must be considered, regardless of whether the student received federal financial aid at the time.

Financial aid at the University of Mary Washington is awarded to students for the entire academic year or summer session. If an aid recipient's grade point average falls below the minimum standards at the end of the spring semester, the recipient will be placed on financial aid suspension. The student will be ineligible for financial aid for the subsequent enrollment period and will not receive consideration for aid again until the standards have been met. A student may attend summer school to meet the standards of satisfactory academic progress to regain eligibility. The student should notify the Office of Financial Aid when standards for satisfactory academic progress have been met.

The standards for determining progress at the University of Mary Washington are composed of three separate measurements. These measurements are: grade point average (qualitative), incremental progress (quantitative), and accumulated hours (maximum timeframe). A student whose average drops below the minimum requirement will be placed on financial aid warning for the subsequent semester.

# Minimum Cumulative Grade Point Average (GPA)

In order to receive federal financial aid or other need-based aid, a student's cumulative grade point average (GPA) must meet the minimum requirement as defined below:

Student Level	Hours Earned	Minimum Required Cumulative GPA (4.0 scale)
Undergraduate	0 - 30	1.80
	31 - 60	1.90
	61 +	2.00

## Incremental Progress: Minimum Credit Hour Completion Rate

University of Mary Washington students must complete at least 70% of all hours attempted towards graduation. Repeated courses and courses with a grade of W, WA, F, I, G, UN or FA will count as attempted coursework and not as completed coursework. Students repeating a course, previously passed may do so only once. A course repeated more than once will not be included when determining enrollment status. All students must earn a minimum of 70.0% of the credit hours that they have attempted.

### Withdrawals (W)

Courses for which a student has withdrawn and a W is posted on their transcript, are counted as attempted but not earned credit hours.

### Course Repeats

If a student repeats a course, both the original and the repeated courses will count toward the earned and attempted credit hours. Students may only receive federal financial aid for one repeat of a course that has been successfully completed with a grade of "D" or higher.

## Incomplete Grades (I)

Courses for which a student earns a grade of incomplete (I) are counted as attempted but not earned credit hours. Once a grade is received it is the student's responsibility to notify the Office of Financial Aid by submitting an appeal.

# Maximum Timeframe/Credit Hours

To remain eligible for financial aid at the University of Mary Washington, students must complete their degree program requirements within 150 percent of the published length of their degree program. All attempted hours are counted, including transfer hours, whether or not financial aid was received.

## Second Degree-Seeking Students

All attempted hours from a prior degree will not count towards the second degree, unless they are needed for that degree. A student pursuing a second undergraduate degree is eligible to receive financial aid for a maximum of 150% of the hours required for the second degree (Maximum of 228 hours including hours for first degree).

## Mid-Year Transfer Students

When a student transfers to the University, all of their transfer credit hours are counted towards SAP as attempted and earned hours. Any grades are excluded from the University for SAP purposes. The GPA starts at 0.00 as a new transfer.

# Appeal Process

If a student is denied financial aid for failure to meet any of the above standards for satisfactory academic progress, the student may request an appeal of the decision. Students are permitted to appeal their financial aid suspension; however, the right to appeal must be based on extraordinary, personal circumstances that contributed to student's inability to meet the SAP requirements. If the initial appeal is approved, appeals for future semesters must be based on a different circumstance than the previous appeal.

If the appeal is approved, a student will receive financial aid on a probationary status and an academic plan may be required. At the end of the semester, the student will be evaluated according to the SAP Policy to determine if financial aid will be awarded for the next semester.

Students who wish to appeal must complete and submit a Satisfactory Academic Process Appeal Form together with all the required supporting documents by the posted deadlines.

## Graduate Policy

Federal regulations require institutions of higher education to establish minimum standards of satisfactory academic progress (SAP) for students receiving **Title IV federal aid**. All university course work must be considered, regardless of whether the student received federal financial aid at the time.

Financial aid at the University of Mary Washington is awarded to students for the entire academic year or summer session. If an aid recipient's grade point average falls below the minimum standards at the end of the spring semester, the recipient will be placed on financial aid suspension. The student will be ineligible for financial aid for the subsequent enrollment period and will not receive consideration for aid again until the standards have been met. A student may attend summer school to meet the standards of satisfactory academic progress to regain eligibility. The student should notify the Office of Financial Aid when standards for satisfactory academic progress have been met.

The standards for determining progress at the University of Mary Washington are composed of three separate measurements. These measurements are: grade point average (qualitative), incremental progress (quantitative), and accumulated hours (maximum timeframe). A student whose average drops below the minimum requirement will be placed on financial aid warning for the subsequent semester.

## Minimum Cumulative Grade Point Average (GPA)

In order to receive federal financial aid or other need-based aid, a graduate/advanced degree student's cumulative grade point average (GPA) must meet the minimum requirement of 3.0.

# Incremental Progress: Minimum Credit Hour Completion Rate

University of Mary Washington students must complete at least 70% of all hours attempted towards graduation. Repeated courses and courses with a grade of W, WA, F, I, G, UN or FA will count as attempted coursework and not as completed coursework. Students repeating a course, previously passed may do so only once. A course repeated more than once will not be included when determining enrollment status. All students must earn a minimum of 70.0% of the credit hours that they have attempted.

## Earned Hours

A, B, C, D, PA or SA

## Unearned Hours

F, I, W, WA, G, UN or FA

## Withdrawals (W)

Courses for which a student has withdrawn and a W is posted on their transcript, are counted as attempted but not earned credit hours.

## Course Repeats

If a student repeats a course, both the original and the repeated courses will count toward the earned and attempted credit hours. Students may only receive federal financial aid for one repeat of a course that has been successfully completed with a grade of "D" or higher.

## Incomplete Grades (I)

Courses for which a student earns a grade of incomplete (I) are counted as attempted but not earned credit hours. Once a grade is received it is the student's responsibility to notify the Office of Financial Aid by submitting an appeal.

## Maximum Timeframe/Credit Hours

To remain eligible for financial aid at the University of Mary Washington, students must complete their degree program requirements within 150 percent of the published length of their degree program. All attempted hours are counted, including transfer hours, whether or not financial aid was received.

## Appeal Process

If a student is denied financial aid for failure to meet any of the above standards for satisfactory academic progress, the student may request an appeal of the decision. Students are permitted to appeal their financial aid suspension; however, the right to appeal must be based on extraordinary, personal circumstances that contributed to student's inability to meet the SAP requirements. If the initial appeal is approved, appeals for future semesters must be based on a different circumstance than the previous appeal. Acceptable circumstances include:

- The death of an immediate family member or close relative (i.e. mother, father, grandparent, sibling or immediate family such as a related aunt or uncle)
- A serious injury or illness of the student which required medical intervention
- Significant, unanticipated family obligations due to medical issue or illness
- A catastrophic loss due to fire, flood or natural disaster that affects the student's academic attendance or performance

If the appeal is approved, a student will receive financial aid on a probationary status and an academic plan may be required. At the end of the semester, the student will be evaluated according to the SAP Policy to determine if financial aid will be awarded for the next semester.

Student who wish to appeal must complete and submit a Satisfactory Academic Process Appeal Form together with all the required supporting documents by the posted deadlines.

SAP Appeals should be submitted to the Office of Financial Aid either by mail, fax or in person to:

Lee Hall – Second Floor, University of Mary Washington  
1301 College Avenue  
Fredericksburg, VA 22401  
or Fax: 540.654-1858

Book	D. Academic Affairs
Section	9. Complaints
Title	General Student Complaint Procedure
Code	D.9.1.
Status	Active
Adopted	February 3, 2016
Last Revised	July 30, 2019
Last Reviewed	July 30, 2019

Policy D.9.1. Provides a specific step-by-step procedure for addressing non-grade related student disputes/complaints.

[D.9.1. General Student Complaint Procedures 07302019.pdf \(463 KB\)](#)

STUDENT AFFAIRS

# Contacts for Non-Academic Student Complaints

## Grievances and Complaints

There are many avenues to address complaints from students. Most can be resolved with a quick phone call or email inquiry with the office or official involved. However, some complaints may require additional steps, including the submission of a formal written complaint. The University has established guidelines governing a wide variety of such complaints. The following table identifies the type of complaint, a link to the guidelines, and the appropriate University office.

- Athletics – Contact: [Patrick Catullo](#), Director of Athletics
- FERPA Violation Complaints – Contact: [Dr. Rita Dunston](#), Registrar
- Residence Life & Housing Complaints – Contact: [Dave Fleming](#), Assistant Vice President and Dean of Residence Life & Housing
- Student Conduct Complaints – Contact: [Hunter Rauscher](#), Director of Student Conduct
- [Tuition, Fee, Late Charge Appeals](#) – Contact: [Kimberly McManus-Carini](#), Accounts Receivable Manager & Bursar
- [Financial Aid Special Circumstances Appeals](#) – Contact: Director of Financial Aid
- [Virginia In-State Tuition Appeals](#) – Contact: [Jacob Long](#), Vice President for Administration and Finance

- [\*\*Parking Ticket Appeals\*\*](#) – Contact: [\*\*Maie Makin\*\*](#), Manager, Parking Services
- [\*\*Discrimination Complaints\*\*](#) – Contact: [\*\*Dr. Shavonne Shorter\*\*](#), Associate Provost Community Relations/Compliance
- [\*\*Title IX/Sexual & Gender-Based Harassment Complaints\*\*](#) – Contact: [\*\*Ruth Davison\*\*](#), Title IX Coordinator
- [\*\*Incident Reports\*\*](#) – Complete a [\*\*UMW Concern Report\*\*](#).
- Report an Incident of Disruption of Constitutionally-protected Speech – Contact: [\*\*Dr. Mike Walsh\*\*](#), Vice President for Student Affairs

If in doubt as to where to direct the complaint, in non-academic areas, please contact , [\*\*Dr. Mike Walsh\*\*](#), Vice President for Student Affairs.

## Student Affairs

[\*\*Eagle Stay – Emergency Student Resources\*\*](#)  
[\*\*Student Affairs\*\*](#)  
[\*\*Eagles in Recovery\*\*](#)  
[\*\*Life @MaryWash\*\*](#)  
[\*\*Division of Student Affairs\*\*](#)  
[\*\*Resources\*\*](#)  
    [\*\*Contacts for Non-Academic Student Complaints\*\*](#)  
    [\*\*Policies\*\*](#)  
    [\*\*Transportation Options\*\*](#)  
[\*\*Wellness\*\*](#)  
[\*\*Contact Us\*\*](#)

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**STUDENT CONDUCT AND RESPONSIBILITY**

# Parental Notification

## Parental Notification

Under the Family Educational Rights and Privacy Act (FERPA), universities may inform parents or guardians if a student is found responsible for violating university alcohol or drug policies, or any laws regarding alcohol or drugs.

Notification, typically by letter and/or phone call from the Director of Student Conduct and Responsibility (or their designee), would generally occur after the incident has been adjudicated and the student's appeal period has expired.

## Office of Student Conduct and Responsibility

[\*\*Student Conduct and Responsibility\*\*](#)

[\*\*Student Conduct Process\*\*](#)

[\*\*Policies and Conduct Expectations\*\*](#)

[\*\*Student Conduct Review Board \(SCRB\)\*\*](#)

**Parental Notification**

# Helpful Links

[Report an Incident, Violation, or Concern](#)

[Appeal Request Form](#)

[Alcohol & Drug Reports and Notifications](#)

[Student Handbook](#)

[Eagles in Recovery](#)

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Book	J. Equity and Access
Section	Equity and Access
Title	Prohibiting and Responding to Reports of Discrimination and Harassment
Code	J.1.1.
Status	Active
Adopted	March 23, 2005
Last Revised	April 19, 2024
Last Reviewed	April 19, 2024

This grievance procedure is available to students and employees at the University of Mary Washington (UMW) who allege discrimination by one or more persons serving in an official capacity for the University, based on one or more of the discriminatory factors described in this policy.

[J.1.1. Prohibitiing and Responding to Reports of Discrimination and Harassment 04192024.pdf \(188 KB\)](#)

STUDENT CONDUCT AND RESPONSIBILITY

# Student Conduct Procedures

## Student Conduct Procedures

- [Members of the University Student Conduct System](#)
- [Conduct Process for Alleged Violations of UMW's Code of Conduct](#)
- [Pre-Hearing Conferences](#)
- [Hearing Procedures](#)
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- [Adjudication of Off-Campus Incidents](#)
- [Interim Actions Prior to Adjudication](#)
- [Procedures for Administrative Hearings](#)
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### Members of the University Student Conduct System

The Office of Student Conduct and Responsibility oversees all conduct cases involving Code of Conduct violations. Conduct cases can be sent to one of three types of hearing bodies: Administrative, Student Conduct Review Board (SCRB), and University Hearing Board. These hearing bodies are made up of professional staff members acting as administrators, students who have been elected to the Student Conduct Review Board, and a mixture of the two comprising the University Hearing Board.

## Conduct Process for alleged violations of UMW's Code of Conduct

Once incident documentation has been received by the Office of Student Conduct and Responsibility (for example, from the Office of Residence Life and Housing, from University Police, etc.), the documentation is reviewed for possible Code of Conduct violations. If there appears to be possible code of conduct violations, the conduct process will be initiated. The process begins by contacting the accused student (the respondent) detailing information about the incident and what violations they are being charged with and what the next steps will be. These steps typically include information gathering, a pre-hearing conference, and a hearing. A student will not be asked to participate in their own hearing without being notified of the charges first.

### Pre-Hearing conferences

Every student who has been charged with a violation of the Code of Conduct, whether their hearing is with an administrator or with SCRB, is asked to attend a meeting with an administrator prior to the hearing. The purpose of this meeting, which is called a “pre-hearing conference,” is to make sure the student understands how a hearing works, what their role is, what their rights and responsibilities are, to allow the student to review all relevant incident documentation, and above all else, to answer any questions the student may have.

### Hearing Procedures

The office of Student Conduct and Responsibility has a three-body conduct process where cases are heard by an administrator, the Student Conduct Review Board, or a hearing board. Cases will typically go to an Administrator or to SCRB, and the respondent will have a chance to present their preference during the pre-hearing conference. The Administrator or SCRB can hear all levels of cases, except when the case involves hazing, violence, or cases where suspension or expulsion are possible. The Director of Student Conduct will be responsible for the pre-hearing conferences. During the conference the students will have their hearing options explained and will be allowed to express their preference for the type of hearing body. They can:

- Request an administrative hearing (which includes an option for an expedited hearing)
- Request a hearing by their peers serving on the Student Conduct Review Board
- Cases that involve hazing, violence, or suspension/expulsion will be routed to a Community Conduct Board (or Conduct Hearing Board, Conduct Standards Board, Community Standards Board)

If there are not enough members of SCRB to hear a case, if SCRB has not started hearing cases for the semester, or if SCRB has ended for the semester – those cases will be routed to the Director of Student Conduct and Responsibility for reassignment or adjudication

## Resolution Options

During the pre-hearing conference, students may select one of the following three options to resolve their conduct case.

*Expedited Resolution:* If this option is selected, the respondent acknowledges responsibility for the alleged violations outlined in their charge letter during the pre-hearing conference with the Director of Student Conduct or designee. The Director or designee will determine appropriate sanctions based on the violation and issue a final determination letter. In this option, the respondent may only appeal the sanctions. Expedited resolutions are not available in cases where threats, violence, or actions against another student have alleged to take place.

*Administrative Hearing:* If this option is selected, a hearing will be scheduled with a University Administrator trained to adjudicate conduct cases. This may be the Director of Student Conduct, or a professional staff member in Residence Life and Housing or the Dean of Students office. During the administrative hearing, the student will have an opportunity to provide their version of the events and present additional evidence or witnesses, as appropriate. The Administrator will determine responsibility and any associated sanctions. In this option, both the finding of responsibility and associated sanctions may be appealed based on criteria outlined on the Appeals webpage.

*Student Conduct Review Board:* If this option is selected, a hearing will be scheduled with the Student Conduct Review Board (SCRB), an elected board of students trained to adjudicate conduct cases. During the SCRB hearing, the student will have an opportunity to provide their version of the events and present additional evidence or witnesses, as appropriate. Members of the Student Conduct Review Board will determine responsibility and any associated sanctions. In this option, both the finding of responsibility and associated sanctions may be appealed based on criteria outlined on the Appeals webpage.

In situations where hazing or violence has taken place or where the finding could result in suspension or expulsion from the University, the above options will not be available. Instead, the Director of Student Conduct will refer the matter to the University Hearing Board, described below:

*University Hearing Board:* The University Conduct Board is made up of members of UMW's faculty/staff and elected student members of the Student Conduct Review Board. The University Conduct Board will be administered by the Director of Student Conduct, serving in a procedural capacity only. Due to the severity of these cases, allegations will be investigated by a University Administrator who will present findings during the hearing. The student will have an opportunity to share their version of events and present additional evidence and witnesses relevant to the case. The University Conduct Board will decide responsibility and associated sanctions. The University Conduct Board's decision may be appealed based on criteria outlined on the Appeals webpage.

\* In cases involving Hazing, the University Hearing Board will also include members from the relevant department who advises or manages the area in which the hazing allegedly occurred.

## Additional Information

Pre-hearing conferences and hearings are recorded to digital media by the individual conducting the conference or hearing. Audio or video recording or transmission, including screen captures, by other parties is not allowed.

Alleged violations of the [Code of Conduct](#) may be reported and/or documented by any member of the community. Incident reports are completed and routed to the appropriate disciplinary process. A report or concern can be submitted [online here](#).

UMW may adjudicate all conduct violations by enrolled students or by degree-seeking students, regardless of their enrollment status, that occur on or off campus, at a UMW-sponsored event, or in UMW-leased or controlled properties.

Violations of civil or criminal law are subject to University adjudication in cases where the interests of the University may be affected.

Any student participating in the conduct process (pre-hearing conferences, hearings, etc.) is expected to abide by UMW's Honor Code. Lying, defined as "a deliberate misrepresentation of the truth," is prohibited by UMW's Honor Code.

The Student Conduct and Responsibility office is committed to assisting students throughout the conduct process. Students in need of further information related to the charges, or to the conduct process in general, are invited to set up a meeting with the Office of Student Conduct and Responsibility.

## Withdrawing from the University

Students may voluntarily withdraw from the University after having been charged with a Code of Conduct violation, and prior to completion of the conduct process (i.e., prior to

being found responsible or not responsible for the charge(s), prior to issuance or completion of a conduct sanction, or prior to the completion of appeal process). However, if students who withdraw wish to re-enroll, the conduct process will need to be completed either before or after their return to the University.

## Adjudication of Off-Campus Incidents

Students are expected to adhere to the Code of Conduct both on and off campus. The conduct of UMW students away from campus has an impact not just on those students involved, but also on UMW peers and on members of the greater Fredericksburg community. Holding students accountable, through the conduct system, for off-campus conduct (particularly when it results in an arrest or a citation) is a standard process in higher education resulting in positive learning outcomes for students and favorable town-gown relationships. UMW's conduct process is an educational tool to support student learning and is intended to perpetuate life skills and citizenship through accountability.

The University may choose to adjudicate any misconduct that implicates the interests of the University or jeopardizes the health and safety of the campus community. UMW may choose to adjudicate off-campus violations that occur in any program for which students receive UMW academic credit regardless of their UMW enrollment status at the time. UMW may also choose to adjudicate off-campus violations by any degree-seeking students regardless of their enrollment status at the time the violation occurred.

UMW may adjudicate off-campus violations when the conduct has an equivalent in the Code of Conduct. For example, if a student is arrested or cited for being "drunk in public," they could be charged with violating UMW's policy related to alcohol intoxication. If a student is charged by police, they could be charged with violating UMW's code of conduct. This information will typically come to the University through official police communication. The incident will be adjudicated by an administrator or by the Student Conduct Review Board as noted in the conduct hearing procedures.

## Interim Actions Prior to Adjudication

The University may, notwithstanding the location of an offense, suspend a student on an interim basis pending conduct or criminal proceedings for any alleged major violation of state or federal criminal law or of university policy which might jeopardize the safety and security of the campus community. The student shall have the right to appeal the interim suspension, and the Vice President for Student Affairs will hear the appeal.

Similarly, any student charged with a major violation of state or federal law, or of university policy, may immediately be relocated within the residence hall system, or may immediately be suspended from the residence halls, or from specific areas of the University pending conduct or criminal proceedings.

Relocations and interim suspensions are enacted when the student's continued presence is reasonably believed to pose a substantial threat to themselves, to the safety and wellbeing of any member of the University community, to the preservation of property, or to the normal operations of the University.

## Information on the Student Conduct Review Board

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# Office of Student Conduct and Responsibility

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Book	F. Student Affairs
Section	4. Office of Student Conduct and Responsibility
Title	Sexual and Gender-Based Harassment and Other Forms of Interpersonal Violence
Code	B.8.1.
Status	Active
Adopted	November 1, 2011
Last Revised	September 16, 2022
Last Reviewed	June 24, 2025

This Policy contains expectations for the University of Mary Washington (UMW) community in terms of sexual communication, responsibility, and respect. It also serves as a standard for determining, after the fact, if any behaviors have been inconsistent with UMW's values.

[B.8.1. Sexual and Gender-Based Harassment and Other Forms of Interpersonal Violence 06242025.pdf  
\(644 KB\)](#)

# Title IX

## Title IX

Quick Links:

- [Reporting Options](#)

- [What to Do After An Assault](#)
- [Survivor/Victim Services](#)
- [Center for Prevention and Education](#)
- [Prohibited Conduct Policy](#)

Reasonable accommodations are available upon request. Contact the Director of Compliance and Title IX/ADA Coordinator, Ruth Davison, via email ([ravison@umw.edu](mailto:ravison@umw.edu)).

## What is Title IX?

The University of Mary Washington (UMW) is serious about its stand against sexual and gender-based violence and interpersonal violence. UMW continues to provide support, resources, and education to all members of its community.

Title IX of the Education Amendments of 1972 protects individuals from discrimination based on sex in education programs or activities which receive Federal financial assistance. Title IX states that:

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.

Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681) is an all-encompassing federal law that prohibits discrimination based on the gender of students and employees of educational institutions which receive federal financial assistance.

Educational institutions that receive federal financial assistance are covered by Title IX. In compliance with Title IX, the University of Mary Washington prohibits discrimination in employment as well as in all programs and activities on the basis of sex.

Title IX regulations state every institution must have a designated Title IX coordinator. The University has named Ruth Davison as the Title IX Coordinator.

## FAILURE TO COMPLY WITH TITLE IX

The penalty for failure to comply with Title IX in the most extreme circumstances can include the termination of all or part of an institution's federal funding. In addition to the loss of federal funds, universities may be sued by those seeking redress for violations of Title IX. It is essential that institutions receiving federal financial assistance operate in a nondiscriminatory manner. To ensure the University's compliance with the law, adherence to Title IX regulations is everyone's responsibility.

[\(Edit\)](#)

## Title IX

[Reporting Options](#)

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[Pregnant or Parenting?](#)

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[Title IX Members](#)

## Helpful Links

[Quick Escape – UMW Homepage](#)

[Prohibited Conduct Policy](#)

[UMW Concern Report](#)

**Not Anymore (Mandatory Prohibited Conduct Course)**

# Contact Us

**Phone:** (540) 654-5656

**Location:** Lee Hall 401

**Email:** [tix@umw.edu](mailto:tix@umw.edu)

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Book	F. Student Affairs
Section	4. Office of Student Conduct and Responsibility
Title	Alcohol Policy
Code	F.4.1.
Status	Active
Adopted	April 12, 1997
Last Revised	July 12, 2024
Last Reviewed	June 24, 2025

The purpose of the policy is to establish that the University prohibits, in accordance with the law, the use or possession of alcohol by underage students and alcohol intoxication, regardless of the age of the student.

[F.4.1. Alcohol Policy 06242025.pdf \(165 KB\)](#)

Book	F. Student Affairs
Section	4. Office of Student Conduct and Responsibility
Title	Amnesty Policy
Code	F.4.4.
Status	Active
Adopted	August 15, 2024
Last Reviewed	June 23, 2025

The purpose of the policy is to address the risk of harm due to alcohol use, drug use, and hazing behavior. Informally referred to as "Safe Sammy" at UMW, this provision exists to encourage students to reduce the risk of harm and get help for themselves or other students in need of medical assistance.

[F.4.4. Amnesty Policy 06232025.pdf \(169 KB\)](#)

Book	J. Equity and Access
Section	Equity and Access
Title	Assistance Animals
Code	J.1.2.
Status	Active
Adopted	November 9, 2013
Last Revised	March 5, 2025
Last Reviewed	March 5, 2025

This policy provides the rule and regulations concerning service and support animals.

[J.1.2. Assistance Animals 03052025.pdf \(204 KB\)](#)

STUDENT AFFAIRS

# Campus Free Speech

## Campus Free Speech

In order to sustain an environment rich in the exchange of ideas, perspectives, and intellectual pursuits, the *University of Mary Washington* values the freedom of

expression. The University is committed to supporting the exercise of constitutionally-protected speech in all of its programs and facilities while maintaining a safe atmosphere free from major disruption. In keeping with and maintaining these freedoms, the University utilizes established policies and guidelines for the use of its facilities in order to preserve its mission and properties, to secure its operational objectives, and to safeguard the community.

## Report an Incident

You may report an incident of disruption of constitutionally-protected speech (including, but not limited to public speaking under the [Expressive Activity by Members of the University Community](#) and [Request to Address the Campus Community](#) policies) in the following ways:

For emergency incidents, call the UMW Police at 4444.

For non-emergency incidents, you may file a report in the following ways:

- **Current UMW Students:** File a report under the [Student Grievance and Complaints Procedure](#).
- **For Faculty Members:** File a report under the [Faculty Grievance Policy and Procedure](#).
- **For A/P Faculty Members:** file a report under the [A/P Grievance Policy and Procedure](#).
- **For Classified Staff Members:** file a report under the [State Classified Staff Grievance Procedure](#).

[Annual Report 2024](#)

[UMW Certification Letter 2024](#)

[Student Handbook](#)

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**STUDENT CONDUCT AND RESPONSIBILITY**

# Code of Conduct

## Code of Conduct

The Code of Conduct is a set of community standards all Eagles, and their guests, are expected to follow. These standards apply both to conduct of individual students as well as student organizations. Violations of these standards are addressed through UMW's conduct process. If you have questions about the Code of Conduct, please contact the office of Student Conduct and Responsibility. The list below outlines the code but is not meant to be an exhaustive list. The Code of Conduct addresses:

### **Alcohol**

Violations including, but not limited to, the following:

1. Intoxication, regardless of age, as determined by behavior or physical manifestation
2. Purchase, consumption, or possession of any alcohol by persons under the age of 21
3. Purchasing or supplying alcohol to any persons under the age of 21
4. Any public display or consumption of alcohol in residential common areas, regardless of age. Drinking with the room door open will be considered a public display
5. Possession or consumption of alcohol in any spaces designated as "dry" or substance free, regardless of age (i.e., first-year residence halls)

6. Possession or use of any objects used to promote accelerated consumption of alcohol such as, but not limited to, beer bongs, funnels, beer pong table.

## 7. Violations of the UWM [Alcohol Policy](#)

### **Animals on Campus**

Violations include, but are not limited to:

1. Bringing an animal into any University building, except in instances where the animal is covered by the Assistance Animals policy for individuals with disabilities.
2. Falsely identifying an animal as a service or support animal to circumvent the Animals on Campus policy
3. Violations of the Animal Handler Expectations including, but not limited to approved animals causing injury to others, presence of animals in unauthorized areas, unsanitary conditions, disruptions of peace (i.e. incessant barking or whining), property damage, and improper disposal of waste.

### **Dangerous Items**

Illegal or unauthorized possession of explosives, fireworks, or other dangerous chemical or substances

### **Disorderly or obscene conduct**

Violations include, but are not limited to:

1. Engaging in a physical altercation
2. Creating a disturbance that impacts the rights of others
3. Verbal or physical harassment
4. Bullying (Physical, Verbal, Social, Emotional, or Cyber) defined as a pattern of repeated and/or severe behavior that is intended to exclude, harm, intimidate, threaten, or demean an individual or group.
5. Excessive noise

## 6. Public nudity

### **Disruption or Obstruction**

Violations include, but are not limited to:

1. Disruption or obstruction of the normal living and work environments of other members of the university community or the functions or activities of the university, including, but not limited to, teaching, research, administration, disciplinary proceedings, other official University activities, or authorized non-University activities when the activity occurs on university premises
2. Examples of disruptive or obstruction conduct include: blocking entrances, corridors or exits; interfering with ongoing educational activities, cultural events, or recreational, extracurricular or athletic programs; unauthorized presence in a building after normal closing hours or after notice the building is being closed; obstructing or interfering with the free flow of pedestrian or vehicular traffic; creating unsanitary conditions; and interfering with any other effort to protect the health and safety of members of the university community or larger public.

### **Drugs**

Violations including, but not limited to, the following:

1. Possession, use, or being under the influence of any illegal drug, including medication not prescribed to you
2. Possession, use, or being under the influence of marijuana or any THC derivatives, regardless of age
3. Sale, manufacture, or cultivation of any drug, including marijuana
4. Possession or use of drug paraphernalia, including hookahs, on campus regardless of age.
5. Violations of the UMW [Drug Policy](#)

### **Failure to Comply**

Failing to comply with the directives of a university official who is attempting to enforce the policies and procedures of the university as well as any emergency personnel including fire,

rescue, and outside law enforcement agencies.

University officials include, but are not limited to, the following:

1. University administration, staff, or faculty member
2. University Police
3. Honor Council and Student Conduct Review Board
4. Residence Life staff members (including Resident Assistants and Senior Resident Assistants)
5. Ancillary employees including staff in dining facilities and the mailroom

## **False Identification**

Violations include, but are not limited to:

1. Possession of fake or altered official identification regardless of intended use
2. Manufacturing, acquisition, or attempted acquisition of fake or altered official identification for oneself, or for other individuals, regardless of intended use

## **Fire Safety**

Violations include, but are not limited to:

1. Arson/Setting fire
2. Tampering with, or removing from their intended location, fire alarms, smoke detectors, emergency lights, or exit signs or exit lighting
3. Tampering with, removing from its intended location, or needlessly discharging a fire extinguisher
4. Open flames and/or the use of candles or using candles as decoration
5. Using incense in a university building
6. Failing to vacate a building during a fire alarm
7. Failing to abide by the expectations found on the [Fire Safety website](#)

## Hazing

Hazing is defined as forcing, compelling, requiring, encouraging, or expecting, whether direct or implied, any individual to participate in any action that could reasonably be described as having a mental or physical impact on a student, cause physical harm, degradation, discomfort, disgrace, or fright regardless of an individual's consent or willing participation in such activities. [The full Hazing Policy can be found here](#)

## Identification

Violations include, but are not limited to:

1. Failing to identify oneself or refusing to provide correct documentation (e.g. an Eagle One card) when requested by a university official such as administration, police, or residence life staff
2. Providing a false name or ID when requested by a university official such as administration, police, or residence life staff

## Keys

Unauthorized possession, duplication, or use of keys or access cards to any university building

## Masking to Conceal Identity

Consistent with Va. Code § 18.2-422, any individual who is present on University Property or attending a University Event who is wearing a mask, hood, or other device whereby a substantial portion of the face is hidden or covered so as to conceal the identity of the wearer, must present an Identification document when requested by a university official such as administration, police, or residence life staff or otherwise establish their identity to the satisfaction of the university official.

## Misuse of the Student Conduct System

Violations include, but are not limited to:

1. Failure to obey the summons of a conduct body or university official

2. Attempting to discourage any individuals proper participation in or use of the conduct system
3. Attempting to influence the impartiality of a member of a conduct body prior to, and/or during the conduct proceeding
4. Harassment and/or intimidating a member of the conduct body prior to, and/or after a conduct proceeding
5. Failure to comply with a sanction imposed by the conduct system
6. Influencing, or attempting to influence, another person to commit an abuse of the conduct system
7. Submitting a false report of a code of conduct violation against another student or group of students.
8. Other abuse of the student conduct system

## **Motor Vehicles**

Violations include, but are not limited to:

1. Bringing a vehicle to campus without authorization (First-year residential students are not permitted to bring cars to campus)
2. Failing to register a vehicle with Parking Management
3. Transferring a university-issued parking decal without authorization
4. Other violations of Parking Management rules and regulations

## **Policies, Regulations, or Rules and Expectations**

Students who violate any of the following policies may face charges under the Code of Conduct in addition to any departmental charges for violating the following:

1. Housing and Dining Services Agreement
2. Residence Life Rules and Expectations
3. Network and Computer Use Policy
4. Other University policies, conduct expectations, prohibitions, or regulations

## **Projectiles and thrown objects**

Throwing, or causing to be projected, any object or substance that has potential for defacing or damaging University or private property, or for causing personal injury or disruption.

## **Property Violations**

Violations include, but are not limited to:

1. Conduct which results in damage to any property
2. Redistributing University furniture
3. Storing items outside of your residential room, in a common hallway, or outside of spaces designated by a university official / instructor
4. Unsanitary, cluttered, or obstructive conditions
5. Throwing objects from roofs, windows, or balconies
6. Theft of University, public, or personal property
7. Other property violations

## **Reckless or dangerous behavior**

Conduct that intentionally or recklessly threatens or endangers the health or safety of any person on or off campus.

## **Smoking and vaping**

Violations include, but are not limited to:

1. Possession of tobacco products, nicotine vapor products, or alternative nicotine products is prohibited for students under 21. FDA approved nicotine replacement products are allowed for those who are 18 or older
2. Smoking or vaping in the residence halls, within 50 feet of any university building, or in a non-smoking area, as determined by the university is prohibited

## **Telephones and Communication Devices**

Misuse of a telephone or personal communication device include, but is not limited to, the following:

1. Unauthorized entry into another individual's telephone or personal communication device to access to its contents, functions, or apps
2. Unauthorized use of another individual's passcode
3. Other misuse of a telephone or a personal communication device

## **Unauthorized Access**

Violations include, but are not limited to:

1. Entering any university building that is closed
2. Entering storage rooms, mechanical rooms, and other service areas
3. Accessing any roofs, balconies, or ledges of any University buildings
4. Entry into a residence hall where you do not reside, unless accompanied by a resident of that hall
5. Entry into an apartment, suite, or room without express permission from the assigned occupant
6. Circumventing a locked door or gate to enter an area
7. Use of a door not intended for regular use (i.e. exiting a fire door when there is no emergency or use of a service entrance)
8. Entering into an construction area

## **Unauthorized Recording**

Violations include, but are not limited to:

1. Making, using, disclosing, or distributing a recording of a person in a location or situation in which that person has a reasonable expectation to privacy (such as a residence, bathroom, gym, locker room, office) and is unaware of the recording or does not give express consent to it. Such conduct includes, but is not limited to, unauthorized recording of videos, personal conversations, images, meetings, or activities.
2. The use of an undisclosed and/or hidden recording device

3. The use of AI, or other methods, to create a facsimile of another person (e.g. a “deepfake) without their express consent
4. Impersonating an individual via call, text, or e-mail

## **University computing resources**

Abuse of university computing resources and facilities, including, but not limited to:

1. Unauthorized entry into a computer or file for any purpose
2. Unauthorized transfer of a file
3. Unauthorized use of another individual’s identification or password
4. To interfere with the work of another student, faculty member, administrator, or university official
5. To interfere with the normal operating procedures of the university computing system
6. To make copies, or make available to others, copywrite material without authorization
7. Other abuse of university computing resources and facilities

## **Violation of Law**

Violations of federal, state, or local laws, regulations, orders, or ordinances

## **Violence**

Engaging in physical violence or threats of physical violence against another individual or group of individuals on or off campus

## **Weapons**

Possession of firearms, weapons, stun weapons, or related devices on campus is prohibited. Toys or replica weapons are also prohibited unless required as part of a program sponsored or facilitated by the university and express permission given by a University Administrator.

# Office of Student Conduct and Responsibility

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Book	F. Student Affairs
Section	8. UMW Police
Title	Expressive Activity by Members of University Community
Code	F.8.4.
Status	Active
Cross References	<a href="#">C.1.1. Request to Address the Campus Community</a> <a href="#">C.2.1. - Institutional Effectiveness Cycle</a>
Adopted	August 13, 2014
Last Revised	January 28, 2025
Last Reviewed	January 28, 2025

The University of Mary Washington supports the right of individual students, student organizations, faculty, and staff to dissent and to demonstrate providing such activities do not disrupt normal campus operations, obstruct free access to University buildings, or unreasonably infringe upon the rights of others.

[F.8.4. Expressive Activity by Members of University Community 01282025.pdf \(156 KB\)](#)

Book	F. Student Affairs
Section	5. Residence Life
Title	Dining Services Agreement
Code	F.5.1.
Status	Active
Adopted	March 1, 1999
Last Revised	June 21, 2019
Last Reviewed	February 20, 2025

The purpose of the Dining Services Agreement policy is to support the health and welfare of residential students.

[F.5.1. Dining Services Agreement 02202025.pdf \(140 KB\)](#)

Book	F. Student Affairs
Section	4. Office of Student Conduct and Responsibility
Title	Drug Policy
Code	F.4.2.
Status	Active
Adopted	August 1, 2011
Last Revised	July 9, 2024
Last Reviewed	June 24, 2025

The purpose of the policy is to establish that the University prohibits, in accordance with the law, the possession, use, providing for other's use, manufacturing, and merchandising of illegal drugs; the illegal use or possession of prescription drugs; and drug paraphernalia.

[F.4.2. Drug Policy 06242025.pdf \(163 KB\)](#)

**EMERGENCY MANAGEMENT AND SAFETY**

# Fire Safety

## Fire Safety

### **Fire Drills in Administrative and Academic Buildings**

To comply with state fire safety guidelines and to enhance the safety of the University community, we conduct annual fire drills in administrative and academic buildings. Be assured these exercises are being conducted in ways that minimize negative impact on the community. We will always try to post a proposed weekly schedule of which buildings drills will occur in during a given week (but not a specific day will be listed) and typically start the annual schedule in the fall semester.

Guidelines for the fire drills can be accessed by clicking the link below. Supervisors and faculty should make sure that students, faculty and staff are aware of expectations and have a general understanding of how these drills will be conducted. All faculty, staff and students will be required to evacuate buildings during these drills.

For questions, comments or concerns, please contact the Fire Safety Officer with Department of Emergency Management and Safety, Gregory Rose, at [grose@umw.edu](mailto:grose@umw.edu) or 654-2096.

## UMW Administrative and Academic Building Fire Drill Guidelines

### **Fire Safety at UMW**

Fire Safety at The University of Mary Washington is a primary function of The Office of Emergency Management and Safety and the responsibility of all faculty, staff and students. The purpose of our fire safety programs and initiatives are for the protection of life and property. Fire can be a devastating experience and the best way to protect all is by preventing them from occurring in the first place. Educating, training, and informing students, faculty, and staff will be the most effective way to accomplish these objectives. All employees and students should review the [Fire Safety Plan](#).

### **Student Fire Marshal Program**

The University of Mary Washington enjoys one of the most extensive Student Fire Marshal programs in the state. There is a Campus Fire Marshal working within The Emergency Management and Safety Department that is responsible for the overall management of the program. Also, there is a designated Student Fire Marshal in each Residence Hall at UMW. This position is a Senior Resident Assistant position. All Student Fire Marshals receive training in fire extinguisher use, evacuation procedure, fire safety awareness and fire alarm system operation.

A Student Fire Marshal's duties include:

**Extinguisher Inspection:** Fire extinguishers are inspected monthly as required by NFPA. Inspection reports are filed with the Campus Fire Marshal and the Emergency Management and Safety Office.

**Building / Room Inspection:** Periodic inspection of public areas and resident rooms to ensure that no fire hazards or other unsafe conditions exist. Report any discrepancies to the appropriate department. Report any fire or life safety issues to Emergency Management and Safety immediately.

**Fire Drills:** Coordinate and conduct three fire drills per semester in accordance with the Student Fire Marshal handbook. Report success/failure to each fire drill to the Campus Fire Marshal and to Emergency Management and Safety Office.

**Information Resource:** Ensure that each resident understands evacuation procedures, fire extinguisher operation and fire safety issues.

## Fire Drills in Residence Halls

Fire drills are conducted in each University Residence Hall in accordance with The Virginia Statewide Fire Prevention Code. Three successful drills will be conducted each semester. Drills must be conducted between the hours of 1:00 am and 6:00 am, 6:00 am and 6:00 pm , and 6:00 pm and 1:00 am. These drills will be conducted between the start of the semester and fall break. Drills for the spring semester will be conducted between the start of the semester and spring break. Drills will be supervised by Complex Fire Marshals and may also be observed by staff from this office (Emergency Management and Safety Director, The Campus Fire Safety Officer, and/or The Campus Fire Marshal). We are looking for these drills to be successful and occupants to safely evacuate the buildings in a reasonable amount of time. Some other general guidelines that will be used to evaluate Residence Hall Fire Drills will be:

- Residence Halls must be evacuated in less than 5 minutes
- Occupants should be wearing proper weather attire and have shoes on
- Room checks will be conducted by Residence Hall Staff to determine whether residents evacuated the building.
- Students are to assemble at the designated marshaling point, which should generally be 50 feet from the building, not in areas where emergency vehicles may stage, and that no student leaves the marshaling point without authorization from Residence Hall Staff.

## Decorations

Many may choose to use decorations for holidays, dances, and events or just to make residence halls feel more like home. This includes longer term holiday decorations, as well as short term events, such as birthdays. For those organizations holding events

where extensive decorating will occur or where any kind of flame producing item, you must consult with The UMW Office of Emergency Management and Safety prior to your event. Please note that this set of policies and procedures applies for all administrative buildings and residence halls. Please be sure to abide by the following guidelines for decorating.

1. Absolutely no indoor pyrotechnics, fog machines, or flame producing items – both in and out of doors. This includes tiki torches!
2. Natural trees are prohibited in the student rooms and in areas of public assembly areas where 50 or more people gather for a purpose).
3. Corn stalks, leaves, and hay are prohibited for use as decorations due to their combustible nature. Other natural materials such as pumpkins, squash, and gourds are permitted
4. Artificial trees need care in selection and handling. Plastic trees can burn. Use the type clearly marked as made from slow burning materials. Those with built-in electrical systems should carry the Underwriter's label (UL). Metal trees maybe a shock hazard. Use only indirect lighting with them. If lighting strings are placed on a metal tree, the tree may become electrically charged. Never use electric lights on a metal tree.
5. Use noncombustible decorating materials (metal, glass, etc.). Untreated cotton batting, flock and paper ignite easily and may burn intensely. Use only flame-retardant or noncombustible materials for costumes and decorations. Crepe paper and streamers used for decorations must be labeled as "fire-proof" or "flame-proof". Be sure to read the label before you buy the material. Plastic bags and plastic sheeting may not be used for decorating – this material is very combustible!
6. Keep exit corridors and doors free of decorations. Their use in these areas could cause confusion and make exiting dangerous in emergency situations.
7. Cover no more than 10% of any available wall space with decorations. Do not block or cover fire alarm pull stations, emergency lights, exit lights, hose and extinguisher cabinets, or any part of the sprinkler system. Regular corridor lighting must not be completely covered. Keep decorations at least ten feet from exit doors.
8. Items shall not hang from ceilings, on/from heating and sprinkler system piping. There must be 24 in. clearance from ceilings and 18 in. clearance on sprinkler heads.

9. Corridors must not be “wall-papered” with combustible materials. Combustible decorations are not permitted in stairwells.
10. Do not string decorations down corridor ceilings. They can act as fuses should they become ignited.
11. The use of lighted candles or any open flame device is not permitted in residence halls. Safe alternatives include flashlights and battery operated candles.
12. Because of their combustible nature, the following materials may not be used for decorating: corn stalks, leaves, and hay. Other natural materials such as pumpkins, squash, and gourds are permitted.
13. Electrical decorations should be UL listed. Equipment should be checked for frayed cords, loose connections and broken sockets. They should be unplugged when you leave your room or before you go to sleep.
14. Make sure all indoor and outdoor holiday lights are UL listed. In residence halls, only indoor “cool lighting” is permitted. The number of strands of lighting connected together is limited to the manufacturer’s recommendations (no more than 2-3 strands). These should not be strung in any fashion where the cords can become frayed, such as being wrapped where the cords are wrapped between the metal bedding frame and the mattress.
15. If an electrical appliance smokes or has an unusual smell, unplug it immediately and have it serviced.
16. Replace any electrical cord that is cracked or frayed.

## Useful Links

Residence Life Prohibited Items List may be found at

<http://studentsumws.wengine.com/residencelife/prohibited/>

FEMA Campus Fire Safety: Tips for Students and Parents at

<http://www.usfa.fema.gov/citizens/college/>

## Contact us for additional Fire Safety Information

You may contact us via this web form or call us at 540-654-2108 for additional fire safety information here at UMW

**Name**

First

Last

**Email****Comment or Question****Submit**

# Emergency Management and Safety

- [\*\*Emergency Management and Safety\*\*](#)
- [\*\*Bomb Threat Response Guide\*\*](#)
- [\*\*Earthquake Guide\*\*](#)
- [\*\*Emergency Shower and Eyewash Flushing Guide\*\*](#)
- [\*\*Fact Sheets\*\*](#)
- [\*\*Regional Emergency Guide\*\*](#)
- [\*\*Res Hall Fire Drill Request\*\*](#)
- [\*\*Tornado and Severe Weather Guide\*\*](#)
- [\*\*Fire Safety\*\*](#)
- [\*\*Fire Safety Inspection Schedule\*\*](#)
- [\*\*Monthly Extinguisher Form\*\*](#)
- [\*\*Permit Requests\*\*](#)
- [\*\*UMW Alerts\*\*](#)
- [\*\*Unmanned Aerial Vehicle \(UAV\)/Drone Procedure\*\*](#)
- [\*\*Crowd Management\*\*](#)
- [\*\*Tent, Stage and Amusement Device Procedures\*\*](#)

**Asbestos Management Plan**  
**Safety Plan**  
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Book	F. Student Affairs
Section	4. Office of Student Conduct and Responsibility
Title	Hazing Prohibition Policy
Code	F.4.3.
Status	Active
Adopted	August 15, 2024
Last Reviewed	June 24, 2025

The purpose of the policy is that the University of Mary Washington provides a safe educational environment for its students. Hazing – an unproductive and hazardous practice injurious to both the individuals involved and the University itself – conflicts with UMW's mission and values and has no place at UMW, either on or off campus.

[F.4.3. Hazing Prohibition Policy 06242025.pdf \(194 KB\)](#)

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# Human Resources

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## Intellectual Properties

*Adopted by the Board of Visitors of the University of Mary Washington on September 19, 1987.*

University of Mary Washington Faculty Handbook, Section 4.4.2, Intellectual Property  
[http://publications.umw.edu/facultyhandbook/section\\_5/working\\_conditions](http://publications.umw.edu/facultyhandbook/section_5/working_conditions)

The policy applies to all University employees, whether their appointments are permanent or temporary, full-time or part-time, salaried, on wages or on contract or paid by state funds or by outside sponsors. It also applies to students of the University enrolled in programs of study (leading to degrees) and to visitors who may, from time to time, participate in University programs or activities.

### General Statement on Ownership of Intellectual Property

Intellectual property is understood to be any property to which the owner holds a patent or copyright or which may be considered to be patentable or copyrightable. In general, University employees, students and visitors shall retain all rights relating to intellectual property developed on their own initiative without substantial use of University facilities and resources. This provision includes copyrighting of papers published in journals, articles written for popular publication, books (including textbooks), computer software, film, photographs and videotapes, unless the copyrighted materials were developed as a specific part of a University assignment. It also includes the patenting of inventions, unless the patentable invention was developed as a specific part of a University assignment.

### Cases in Which the University Obtains Entire Right, Title and Interest

The University shall obtain the entire right, title and interest in all materials subject to copyright or patent when the materials result from an assigned duty of an employee, student or visitor, or when the University provides substantial, specific support for the development of the materials in the form of space, facilities, equipment and/or supplies. The University will not construe the provision of the usual

office, library, laboratory, computing facilities, equipment and supplies that are part of its regular instructional program as constituting substantial specific support except for those situations where the copyrightable or patentable material was developed in response to a specific University assignment. An employee's general obligation to maintain a level of professional activity as a scholar does not constitute such a specific University assignment.

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Book	F. Student Affairs
Section	7. Student Life
Title	Parking, Storing, and Riding of Motorized Scooters and Electric Power-Assisted Bicycles
Code	F.7.2.
Status	Active
Adopted	March 1, 2025

The University is committed to the safety and well-being of pedestrians, bicyclists, people with disabilities, and other users of the public rights-of-way in and around University campuses and properties. Due to this commitment, the University has established requirements for the parking, storing, and riding of motorized scooters and electric power-assisted bicycles on University campuses and properties.

[F.7.2. Motorized Scooters and Electric Power-Assisted Bicycles Policy 03012025.pdf \(198 KB\)](#)

Book	E. Administration & Finance
Section	4. Information Technology
Title	Network and Computer Use
Code	E.4.4.
Status	Active
Adopted	January 1, 2005
Last Revised	July 19, 2023
Last Reviewed	June 24, 2025

The UMW computer network consists of an institution-wide backbone, local area network, and many shared computers, as well as individual desktop computers and other computing devices. The various systems administrators work to ensure that network privileges are properly maintained for all University users. Users also must meet certain responsibilities and are subject to certain limitations, many of which are listed in the attached policy.

[E.4.4 Network and Computer Use Policy 06242025.pdf \(244 KB\)](#)

Book	F. Student Affairs
Section	6. Student Activities
Title	Posting and Chalking Policy
Code	F.6.2.
Status	Active
Adopted	August 15, 2024

The purpose of the policy is to provide content-neutral policy guidance related to posting, non-traditional displays, and chalking on University property.

[F.6.2. Posting and Chalking Policy 08152024.pdf \(241 KB\)](#)

RESIDENCE LIFE AND HOUSING

# Rules and Expectations

⟨ [Residence Life and Housing](#) / [Who We Are](#) / [Residence Life Rules and Expectations](#)

## Residence Life Rules and Expectations

Residing in UMW's residence halls can be a rewarding experience, but it relies on all community members taking responsibility for their decisions and understanding the

impact their decisions may have on others. In this section, you will find rules, expectations, and policies that are in addition to the University's Code of Conduct, Honor Code, and Policy on Sexual and Gender-Based Harassment and Other Forms of Personal Violence.

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## Abandoned Personal Property

Any personal property discovered during room checks after checkout will be logged and removed from the residence hall room. Students will be contacted via email and will be asked to retrieve their belongings within 14 days or provide UMW permission to dispose of them. UMW will adhere to state regulations on abandoned property in terms of storage, re-purposing and/or disposal. Students will be held responsible for the costs to remove and store abandoned personal property from the residence halls. In situations where the owner of abandoned property cannot be identified, the items will be disposed of immediately. Perishable items will not be stored due to health and safety concerns.

## Academic Engagement

Students are expected to be engaged in their academic course load in order to remain in on-campus housing. Students who withdraw from all of their classes will be expected to move out of their residence hall/apartment for the duration of the semester and will not be eligible for break housing. Students who are still enrolled in classes but have stopped attending regularly will be referred to Academic Services or the Dean of Students office and may be asked to vacate the residence hall until they are prepared to resume their coursework.

## Beds

Residence halls have extra-long twin (80-inches long) mattresses unless otherwise noted on the residence life website. All rooms are furnished with bed frames that can be bunked or lofted utilizing a university provided loft kit. Personal lofts (those not provided

by the University) are prohibited. Information regarding bed modifications can be found on the Residence Life and Housing website.

## **Break housing**

Students who are in need of housing over the Winter Break period may request to remain on campus during the break period. The university will review all submitted requests. Those approved to stay will receive written confirmation from the Office of Residence Life and Housing. Remaining on campus during break without approval from the Office of Residence Life and Housing is prohibited. Students who withdraw from all classes prior to the end of the semester are not eligible for break housing. Most campus services, including food service, are unavailable during break.

## **Computer Use in the Residence Halls**

All students in the residence halls receive both free ethernet internet access and wireless access. The use of non-Boldyn routers or the downloading of illegal content may result in the termination of one's internet service.

## **Check-out**

Residents must remove all their belongings from on-campus residences 24 hours after their last exam or no later than the posted closing time each semester, whichever is earlier. Graduating seniors may occupy their rooms until 10 a.m. on the day after graduation in May. Residents must follow all check-out procedures including, but not limited to, removing all personal belongings, cleaning, returning loft equipment to designated storage space, completing a room inspection and your check-out form on Roompact with your RA, and returning keys to the Eagle Landing front desk. Failure to follow check-out procedures may result in an improper check-out charge.

## **Commercial enterprises**

No business may be conducted in the residence halls without written approval from the Dean of Residence Life and Housing or their designee. The presence of any promoter, vendor, or unauthorized visitor should be reported to Residence Life staff and/or University Police.

## Custodial Services

Custodial service is provided only for residential common areas open to everyone. Cleaning of student rooms, suite bathrooms, and apartments is the responsibility of the individual occupants who use those areas. Residence Life staff will conduct periodic checks of student spaces for health and safety purposes. Charges will be assessed to the community for inordinate cleaning of common areas (i.e. kitchens, laundry rooms, hall bathrooms, etc.). Toilet paper is provided in communal style bathrooms. Students residing in suite-style and apartment style buildings must provide their own.

## Damage assessment

Students are responsible for UMW property in their rooms and elsewhere in the residence halls. Charges may be assessed to an individual who is found responsible for property damage or a situation that requires excessive cleaning. If it cannot be determined who is responsible for damages in a common area, students of the community can be held responsible for the damage charges.

## Dining

All residential students are required to have a meal plan. Students who fail to select a meal plan during Housing Selection will automatically receive a plan (Eagle plan for first-year students, 150 block plan for returning students). For more information, please visit the University Dining website.

## Early Arrivals/Late Departures

Residents are expected to arrive on published move-in dates and move-out in accordance with the ‘Check-Out’ section of this document. Students who need consideration for early arrivals or late departures must seek approval from Residence Life and Housing. Additional fees may be assessed for early arrivals or late departures. Students and their families should plan early to make sure there is available transportation on published move-in and move-out dates. More information is available for early arrivals on the Residence Life and Housing website.

## **Entrance to student rooms**

UMW reserves the right for its authorized representatives to enter the premises for housekeeping purposes; repair and maintenance; to determine occupancy and vacancies; health or safety reasons; to protect life, limb, or property; and to assure compliance with state, federal, or UMW regulations. UMW reserves the right to enter student rooms during breaks for maintenance, housekeeping, safety purposes, and to determine compliance with closing procedures.

## **Fire safety**

Fire extinguishers, fire alarm systems, exit signs, and other fire prevention and protection equipment are provided in UMW buildings as a safeguard for lives and property. UMW regulations and Virginia law prohibit sounding a false alarm or tampering with fire safety equipment. Students found in violation of UMW policies prohibiting sounding of a false alarm or tampering with fire safety equipment in residence halls are subject to permanent removal from residential housing, and additional sanctions or criminal penalties may apply. Regular fire drills are held under the direction of Residence Life staff in conjunction with the Campus Fire Safety Officer. Residents MUST leave a building when a fire alarm sounds. Certain items are listed under “Prohibited Items” due to restrictions under fire safety regulations. UMW reserves the right to limit the amount of items on walls, ceilings, windows, and doors for the purpose of fire safety. No more than 10% of any wall may be covered. Any fabric hanging from windows must be flame-retardant. Fabric must not hang from walls. Items shall not hang from ceilings, or

sprinkler and heating piping. Health and safety inspections will be conducted at least once every semester to determine compliance with policies. Fire Safety Inspections of at least 20% of the units in all residence halls will be conducted annually by the Virginia State Fire Marshal's Office. The Office of Emergency Management and Safety can address other fire safety concerns or questions.

## Decorations

Residents may choose to use decorations for holidays and events or to make residence halls feel more like home. Please abide by the following guidelines for decorating.

1. Absolutely no pyrotechnics, fog machines, or flame producing items – both in and out of doors. This includes tiki torches.
2. Natural cut trees are prohibited in the residence hall rooms and in areas of public assembly area (where 50 or more people gather for a purpose).
3. Cornstalks, leaves, and hay are prohibited for use as decorations due to their combustible nature. Other natural materials, such as pumpkins, squash, and gourds, are permitted.
4. Artificial trees need care in selection and handling. Plastic trees can burn. Use the type clearly marked as made from slow burning materials. Those with built-in electrical systems should carry the Underwriter's label (UL). Metal trees may be a shock hazard. Use only indirect lighting with them. If lighting strings are placed on a metal tree, the tree may become electrically charged. Never use electric lights on a metal tree.
5. Use noncombustible decorating materials (metal, glass, etc.). Untreated cotton batting, flock, and paper ignite easily and may burn intensely. Use only flame-retardant or noncombustible materials for costumes and decorations. Crepe paper and streamers used for decorations must be labeled as "fire-proof" or "flame-proof." Be sure to read the label before you buy the material. Plastic bags and plastic sheeting may not be used for decorating – this material is very combustible!
6. Keep exit corridors and doors free of decorations. Their use in these areas could cause confusion and make exiting dangerous in emergency situations.

7. Cover no more than 10% of any available wall space with decorations. Do not block or cover fire alarm pull stations, emergency lights, exit lights, hose and extinguisher cabinets, or any part of the sprinkler system. Regular corridor lighting must not be completely covered. Keep decorations at least ten feet from exit doors.
8. Items shall not hang from ceilings, on/from heating, and sprinkler system piping. There must be 24-inch clearance from ceilings and 18-inch clearance on sprinkler heads.
9. Corridors must not be “wall-papered” with combustible materials. Combustible decorations are not permitted in stairwells.
10. Do not string decorations down corridor ceilings. They can act as fuses should they become ignited.
11. The use of lighted candles or any open flame device is not permitted in residence halls. Safe alternatives include flashlights and battery-operated candles.
12. Electrical decorations should be UL listed. Equipment should be checked for frayed cords, loose connections, and broken sockets. They should be unplugged when you leave your room or before you go to sleep.
13. Make sure all indoor and outdoor holiday lights are UL listed. In residence halls, only indoor “cool lighting” is permitted. The number of strands of lighting connected is limited to the manufacturer’s recommendations (no more than 2-3 strands). These should not be strung in any fashion where the cords can become frayed, such as being wrapped where the cords are trapped between the metal bedding frame and the mattress.
14. If an electrical appliance smokes or has an unusual smell, unplug it immediately and have it serviced.
15. Replace any electrical cord that is cracked or frayed.
16. Only approved bed canopies (such as Campus Canopies) that have an NFPA 701 standard tag shall be used on beds. Beds shall not be lofted higher than 4’ above the floor. At no time may a sheet/blanket be placed on top of the loft.
17. Decorations that can cause damage to University property including walls, ceilings, doors, windows, and furniture are not permitted. 3M products and LED light strips with adhesive backings cause significant damage and should not be used.

## Furnishings

Furnishings supplied in a residence hall room must remain in the assigned room; the moving of furniture into another room in a suite is prohibited. No furnishings located in residence hall common areas may be removed or moved into student rooms. A service charge of \$50 per item to return furniture will be assessed. Stacking furniture or placing a bed on top of other furnishings constitutes a safety violation. Limited additional furniture is permitted. Residents are held responsible for any damage caused by the moving of furniture, either in the apartment or common hallways. Inflatable furniture, beanbag chairs, exercise (i.e., treadmills) and recreational equipment (i.e., ping pong tables) are not permitted. Upholstered furniture must be fire retardant. Look for one or more of these fire-retardant standards on identification tags:

- NFPA 701
- Class 1 of the U.S. Department of Commerce Commercial Standard 1915330 .  
California Flammability Bulletin 117- ASTME 84
- Upholstered Furniture Action Council (UFAC) (Gold Tag)

All upholstered furniture must be in good condition. Residence Life and Housing, The Office of Emergency Management and Safety, and/or the Fire Marshal reserve the right to have a student remove any item that presents a fire, health, or safety hazard.

## Guests

Residents are responsible for guest conduct in the residence halls and may be held accountable for any misconduct. Guests must be escorted at all times. Permission to have overnight guests is contingent upon the prior approval of all occupants of the living space and in conjunction with each residence hall's visitation policy. There is no overnight visitation, except for immediate relatives, in first-year residences during the fall semester. No one guest may stay in a building more than three consecutive nights or more than 14 nights each semester. No one resident may have overnight guests for more than 14 nights in a semester. Guests who are believed to be residing in the building without a room assignment will be banned from visiting. Overnight guests are prohibited during break periods and other times when the halls are not officially open.

## Heating and Cooling

All residence halls are air-conditioned. Energy efficient sensors that respond appropriately to outside temperature control centralized heating. Buildings with centralized cooling systems are controlled in the same fashion. Residents should avoid running window AC units in the winter when the heat is on. Students are encouraged to contact Facilities if their room is too hot or too cold. In buildings with two-pipe HVAC systems, a switch from heating to cooling, or vice versa, is completed twice a year (fall and spring) and is determined by forecasted nighttime temperatures.

## Housing and Dining Services Agreement

To operate the residence hall and dining services at the lowest possible rate for the students, the University of Mary Washington must provide these services on an agreement basis for the full academic year (or for the spring semester only for students entering for that term). The University of Mary Washington uses an electronic application process that allows students to execute their housing agreement online. \*Forty-eight hours after the official Housing and Dining Services Agreement is submitted electronically to the University of Mary Washington, it becomes a binding Agreement between the student and the University. Students who submit the Agreement will not be permitted to cancel the Agreement unless they meet the termination terms of the Agreement. Roommate conflicts, building preferences, or signing an off-campus lease are not sufficient grounds for release from the on-campus housing and dining agreement.

## Keys

Upon checking-in, each student is given a key to his/her residence. If a key becomes lost or is not returned by the designated check-out time, locks will be changed at the student's expense. If replacement of a key or lock is necessary, it should be immediately reported to the University Police at Brent House or by calling 540/654-1025 and to your Resident Assistant. The cost for replacement keys or locks (\$125.00 per key/lock) will be

assessed to the student's account. Students are prohibited from placing their own locks on individual doors. Duplication of any University key is strictly prohibited. Students may not share their key with someone not assigned to the residence hall room.

## **Lock-Out**

Students are expected to carry their room keys and Eagle One IDs at all times. Should a student become locked out of their room, they should contact Residence Life and Housing (540-654-1058, M-F 8-5) or the RA On-Duty phone (posted in Residence Hall lobbies, after-hours, and weekends). A staff member will be dispatched to let you in to your room. Please be patient as the staff member may be coming from another location on campus or need to wrap up another obligation before responding. Students will receive one free lock-out service per semester and will be charged \$10 to their student account for any additional lock-out.

## **Lounges and Kitchens**

Lounges and community kitchens are provided for the use of all residents of a building. Residing and/or sleeping in a lounge is prohibited. Organizations may not reserve floor study lounges. The seminar rooms in the Randolph/Mason Link, Willard, and Virginia, and the Eagle Landing Rotunda and conference room may be reserved for use by completing a request in 25Live. Any requests to reserve space not listed should be made by using the [Contact Us form](#).

## **Microwave ovens**

Microwaves are permitted only in the kitchen areas of residence halls, UMW Apartments, and Eagle Landing. Because of electrical wiring and to ensure fire safety, microwaves are prohibited in student rooms and non-kitchen areas.

## **Missing Students**

Concerns about a potential missing student should be reported immediately to a Residence Life and Housing staff member or UMW Police. All reports of a potential missing student will be investigated by UMW Police in coordination with other offices. The Jeanne Cleary Act of 1991 requires University and College housing programs to provide students with the opportunity to provide an alternative contact if they are deemed missing. Submission of an alternate contact can be provided within the On-Campus Housing and Dining Application/Agreement found in the Housing Portal.

## Noise

Residents are responsible for ensuring that their behavior does not violate another's right to sleep or study. Excessive noise in and around residence-hall areas is prohibited. Quiet hours are generally 10 p.m. to 8 a.m., nightly. Sounds are not to be heard outside rooms during these hours. Each floor or hall may vote to extend these hours. At all times, "courtesy hours" are in effect and residents should comply with requests from other residents and/or staff members to lower their volume. Hall staff may extend quiet hours before and during examination periods and/or as necessary. Items producing sound should be kept on low volume at all times. Stereo speakers may not be placed on window sills and/or directed outside. Because of safety and noise regulations, sports are not permitted to be played in residence halls. Musical instruments are not to be played in residence halls unless headphones are used.

## Personal property insurance

Students are responsible for the care and safety of their personal property. UMW cannot be held liable for loss or damage to personal property. Students are strongly urged to confirm whether their personal property is covered under their parents' homeowner's insurance and make arrangements for additional renter's insurance coverage if necessary.

## Pets and Other Animals

Living or dead, are not permitted in UMW Residence Halls and apartments. Exceptions include registered service animals, ESAs approved through accommodation process, service animals in training as part of a specific University-sponsored program, and fish kept as pets in a 10-gallon or smaller aquarium. Handlers of service animals or approved ESAs must submit registration forms, signed expectations, roommate acknowledge forms, and vaccination records to Residence Life and Housing before bringing the animal to campus. Violations of handler expectations or expiration of vaccination records may result in revocation of approval.

## **Prohibited Items**

Certain possessions present a health and safety concern within collegiate and congregate living environments. Students are expected to refrain from bringing any prohibited items into the residence halls.

## **Reassignment/Consolidation**

The University reserves the right to change room assignments at its discretion, for instances including, but not limited to, violation of residential policies or other University policies/procedures, damage and/or repair to facilities, and/or to ensure the safety of self and others. The University also reserves the right to reassign students for the purpose of consolidating residents within similar housing accommodations to maximize occupancy where necessary.

## **Refrigerators**

Personally-owned refrigerators that are 2 amps or 4.5-cubic-feet or less in size are permitted, providing they are UL approved. Only one refrigerator is permitted in a double or triple room. Locked refrigerators are not permitted unless approved by the Dean of Residence Life and Housing or their designee. Only the full-sized refrigerator provided in each apartment kitchen is allowed in the UMW Apartments and Eagle Landing; no additional refrigerators are permitted.

## Room Changes

Changes in room assignment must have prior approval from the Office of Residence Life and Housing. All students involved in an unauthorized room change will be assessed a \$50 fine and are subject to disciplinary action. Once approved, unless otherwise detailed, residents must remove all belongings from the room, turn in room keys, and checkout of their room. When moving into a new room, students must follow instructions to obtain their new key.

## Room Condition

Each resident is responsible for leaving his or her room space in the same or better condition than that in which it was found upon moving in, as stated on the "Room Condition Report" (RCR) provided upon moving-in. Charges will be assessed for repainting and refinishing; repair or replacement of damaged or missing furnishings and equipment; special cleaning made necessary by misuse of facilities; removal of any extra furniture, abandoned property, or trash/item removal; or other unusual conditions requiring correction. Residents are responsible for notifying Residence Life staff immediately upon discovering any deteriorated or altered room conditions. Work orders may be filed by residents at <https://www.umw.edu/residencelife/on-campus/work-orders/>. Occupants are expected to keep their rooms clean and orderly at all times. Trash is to be placed in appropriate receptacles. Damage assessments will be conducted upon move-out, and students will be charged for any damages not previously indicated on the RCR.

## Sports or related activities in hallway

Engaging in sporting activities in the residence halls presents both a risk for damage and injury as well as the potential for disturbing the community. Students should refrain from bouncing or throwing balls, striking objects with sporting equipment, riding bicycles, scooters or roller skates, or engaging in activities intended to be conducted in

an outdoor setting. Electric bikes, scooters, and hoverboards with lithium-ion batteries are not permitted in residence halls, including Eagle Landing and the UMW Apartments.

## Storage

Storage space is not available for personal belongings or for the removal of University furnishings. No student may store anything in a residence hall storage closet/room.

Anything a student brings to campus must fit inside of his/her room. Storage of items in hallways is not permitted.

## Unauthorized areas

Students are not permitted in maintenance areas, boiler rooms, roofs, storage areas, custodial areas, or locked balconies. Window screens may not be removed to gain access to the exterior of the building. Students are not permitted to gain access to another student's room, vacant rooms, or staff apartments without explicit authorization from the assigned occupant of the room or the Dean of Residence Life and Housing, or designee.

## Vacancies

The Office of Residence Life and Housing will fill vacancies either by consolidating existing assignments or assigning another student to the vacancy. Vacancies prior to the start of each semester will be filled at the discretion of the Office of Residence Life and Housing. When possible, during the year, the Office of Residence Life and Housing will allow the remaining student in a room to select a compatible roommate, if desired. If the student is afforded this opportunity and does not select a roommate within 48 hours of the space being vacated, the Office of Residence Life will fill the vacancy at their discretion. All students are expected to always keep all vacant spaces free of personal belongings and ready for a new student. Students are also expected to accept any assigned roommate or move to another room upon request. Intimidation and/or displaying behaviors that are unwelcoming to a new roommate will not be tolerated.

## Additional UMW Apartment and Eagle Landing Notes:

Balconies and porches (UMW Apartments only): All apartments are equipped with either a balcony or porch area. For reasons of safety, no more than four people are permitted on a balcony at any one time. No smoking is allowed on the apartment balconies. Additionally, balconies and porches are to be always kept orderly and are not to be used as storage areas for personal belongings, such as laundry or trash. Grills, hammocks, futons, couches, bicycles, mattresses, and swings are not permitted on the balconies or porches. Residents shall not hang or display any flags, banners, signs, items of clothing, or household linens outside apartments from windows, doors, railings, and porch roofs, or place such items on balconies and porches. No University-provided furniture is permitted to be moved from the apartment to the balcony/porch.

## Cooking

Care needs to be always taken while cooking. Cooking materials should not be left unattended or left on when the apartment is unoccupied.

## Married student housing (UMW Apartments only)

If a one bedroom or efficiency apartment is available, two currently enrolled full-time married students may elect to be assigned there during housing selection. Should an apartment become available during the year, a married couple on a waiting list may be housed in a one bedroom or efficiency apartment. Documentation of marriage is required. Children are not permitted to reside in on-campus housing.

[\(Edit\)](#)

# Residence Life and Housing

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[Life in the Halls](#)

**Residence Life Rules and Expectations****Staff Directory****Residence Halls****Prospective and Incoming Students****Current / Returning Students****Move-In****Partnering with Parents and Families****Systems and Resources****FAQs****Contact Us**

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**Phone:** (540) 654-1058

[Contact Us form](#)

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Book	F. Student Affairs
Section	4. Office of Student Conduct and Responsibility
Title	Sexual and Gender-Based Harassment and Other Forms of Interpersonal Violence
Code	B.8.1.
Status	Active
Adopted	November 1, 2011
Last Revised	September 16, 2022
Last Reviewed	June 24, 2025

This Policy contains expectations for the University of Mary Washington (UMW) community in terms of sexual communication, responsibility, and respect. It also serves as a standard for determining, after the fact, if any behaviors have been inconsistent with UMW's values.

[B.8.1. Sexual and Gender-Based Harassment and Other Forms of Interpersonal Violence 06242025.pdf  
\(644 KB\)](#)

Book	E. Administration & Finance
Section	3. Human Resources
Title	Smoking Policy
Code	E.3.1.
Status	Active
Adopted	August 15, 1989
Last Revised	September 23, 2019
Last Reviewed	June 23, 2025

It is the policy of the University of Mary Washington that smoking is prohibited in all buildings and UMW and State vehicles, and that the right of the nonsmoker to protect his or her health takes precedence over an individual's desire to smoke.

[E.3.1. Smoking Policy 06232025.pdf \(147 KB\)](#)

Book	G. Advancement/Univ.Relations
Section	3. University Relations and Communications
Title	Use of Social Media
Code	G.3.5.
Status	Active
Adopted	February 9, 2015
Last Revised	July 1, 2025
Last Reviewed	July 1, 2025

The purpose of the Use of Social Media policy is to ensure proper portrayal, promotion and protection of the University of Mary Washington.

[G.3.5. Social Media Policy 07012025.pdf \(223 KB\)](#)

Book	G. Advancement/Univ.Relations
Section	3. University Relations and Communications
Title	Use of University Name, Seal, and Logo
Code	G.3.1.
Status	Active
Adopted	September 6, 1980
Last Revised	August 23, 2023
Last Reviewed	August 23, 2023

The purpose of this policy is to allow outside entities to display University insignia in instances when such use is determined to be in the best interests of positively promoting the name, identity, and image of the University.

[G.3.1. Use of University Name, Seal, and Logo 08232023.pdf \(143 KB\)](#)

**STUDENT CONDUCT AND RESPONSIBILITY**

# Weapons and Projectiles

## Weapons and Projectiles

### Weapons

Students are prohibited from possessing or carrying weapons anywhere on University property, including in any University buildings (academic, administrative, residential, etc.) or in any University vehicles. Entry upon the aforementioned University property in violation of this prohibition is expressly forbidden. Possessing or carrying toy or replica versions of weapons is also prohibited, unless required as part of a program sponsored or facilitated by the University.

Weapons include any (i) pistol, revolver, or other weapon designed or intended to propel a missile of any kind; (ii) any dirk, bowie knife, switchblade knife, ballistic knife, machete, straight razor, slingshot, spring stick, metal chucks, or blackjack; (iii) any flailing instrument consisting of two or more rigid parts connected in such manner as to allow them to swing freely, which may be known as nun chahka, nun chuck, nunchaku, shuriken, or fighting chain; (iv) any disc, of whatever configuration, having at least two points or pointed blades that is designed to be thrown or propelled and that may be known as throwing star or oriental dart; or (v) stun weapons, meaning any device that

emits a momentary or pulsed output, which is electrical, audible, optical or electromagnetic in nature and which is designed to temporarily incapacitate a person.

## Projectiles

No student shall throw or cause to be projected any object or substance that has potential for defacing or damaging University or private property, or for causing personal injury or disruption.

# Office of Student Conduct and Responsibility

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[Drug Policy](#)

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[Student Conduct Review Board \(SCRB\)](#)

[Parental Notification](#)

## Helpful Links

[Report an Incident, Violation, or Concern](#)

[Appeal Request Form](#)

[Alcohol & Drug Reports and Notifications](#)

[Student Handbook](#)

[Eagles in Recovery](#)

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**EAGLE ESSENTIALS**

# Student Accounts & Tuition

⟨ [Eagle Essentials](#) / [Business Matters](#) / [Student Accounts & Tuition](#)

## Student Accounts & Tuition

For information on important payment policies, please visit the [Student Accounts website](#) or call 540-654-1250.

**Tuition bills** are available online through [EaglePAY](#).

- An email notification will be sent to the student's UMW email address (once the bills are available).
- Typical semester bill dates:
  - Fall semester: mid-July
  - Spring semester: mid-November
- Bills are typically due a few weeks after they are generated.
- All new charges or unpaid account balances will be billed periodically throughout the semester.

### Payment Options

Payment Plans open:

- Fall semester in May
- Spring semester in October

## EaglePAY

- ACH: no fees
- credit cards: subject to a service fee.

Financial Aid must be offered and accepted by the due date of the bill.

Outside Scholarships must be received by the due date of the bill.

We encourage online payments through EaglePAY in order to avoid any mailing delays.

Please note that any accounts with past due balances are subject to holds and late fees.

## Authorized Payer

Students are highly encouraged to sign up an authorized payer, including a parent.

Often students add family members as authorized payers on their account. Authorized payers will receive an automated email notification with the login name informing them that they have been authorized. The student will provide the initial password to the authorized payer, which can be changed later. Each billing cycle, both the student and authorized payers will receive an email notifying them that the online bill has been sent. Students and authorized payers receive a link in their email that takes them directly to the EaglePAY login page. Authorized payers have individual access to view and pay on accounts.

To enroll an authorized payer:

- Go to [EaglePAY](#)
- Click on Students and enter UMW log-in information
- Click on Authorize Payer
- Click on Add New

## Direct Deposit

Are you expecting a refund from your student account or financial aid? Sign up for [direct deposit](#)! Normally paper refund checks are sent to your campus mailbox, which you may share with other students. UMW highly recommends that students sign up for direct deposit so that the funds can go directly into the student's bank account. Direct deposit can help avoid additional delay in mailing a check. To register for direct deposit, follow the instructions below. You will receive an email when funds are transmitted, but keep in mind that it can take 3-4 business days from the time of transmittal and email for the funds to be deposited and available.

You will find more information regarding refunds and direct deposit on the [Student Accounts](#) website. If you have additional questions about refunds or direct deposit, please contact the Office of Student Accounts by email at [umwbills@umw.edu](mailto:umwbills@umw.edu) or by phone at 540-654-1250. You can also contact Accounts Payable at [payables@umw.edu](mailto:payables@umw.edu) or by phone at 540-654-1225.

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## Eagle Essentials

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[Business Matters](#)

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FINANCIAL AID

# Delegated Access for the Release of Information

⟨ [Financial Aid](#) / [FERPA and Families](#) / [Delegated Access for the Release of Information](#)

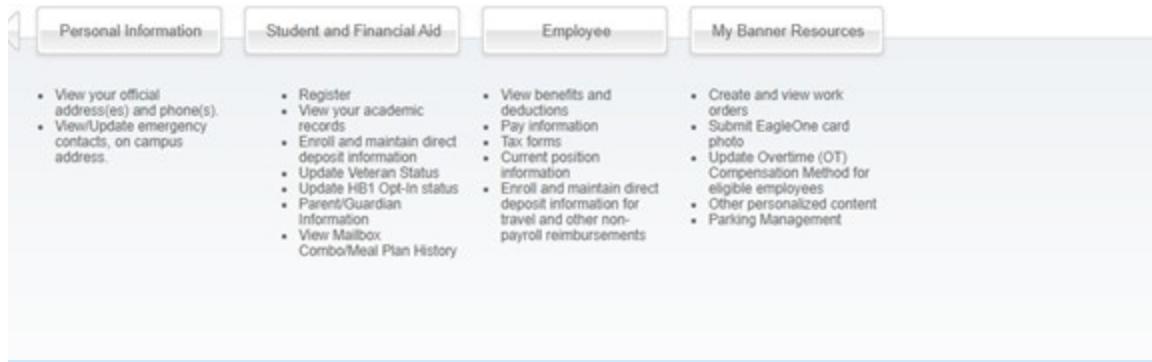
Students have control over which individual(s) may have access to their academic and financial information and the length of time that the access is granted. Delegated access is limited to financial aid only (overall financial aid status, financial aid requirements,

award information). When completing this process, students will also see the word “proxy” used to describe the access given to their selected individual(s).

There is a different authorization process for the Office of Student Accounts (billing office) called Authorized Payer. Each Authorized Payer will receive an eBill email notification at the time bills are generated and will have access to charges and payment information. For more information, please visit the [Student Accounts webpage](#).

## Steps to complete Delegated Access for Financial Aid

### 1. Log onto Banner SSB and click Personal Information



### 2. Once in Personal Information, click on My Profile



### 3. Now that you are in My Profile, click on Proxy Management

## My Profile

Hello  
View, edit and update your general information records.



### Personal Information

View and update your biographical and demographic information.



### Direct Deposit

Create, view and update your direct deposit allocation(s).



### Proxy Management

Add proxy access to selected Banner Web pages.

My Profile > Proxy Management

Proxy Management

 Add New

 There are no proxies available for you to view. Click Add New to add a proxy.

**4. In Proxy Management, you can click on Add New, to add a proxy.**

 Add New

**5. Fill out the information about the person you are giving delegated access.****Proxy Information** ⓘ**Profile (Required)**

First Name

Last Name

E-Mail

Verify E-Mail

**Relationship** ⓘ▼  
Parent, Guardian or Other

Start Date

 08/29/2024 

Stop Date

 08/30/2024 [Add additional information](#)**6. Once you are done filling out the proxy information, make sure to check the boxes under “Authorizations.” Without the boxes checked, we will not be able to speak to the Proxy about the students account.**

**Description** Description**Passphrase** Passphrase**Authorizations (Required) i** Select All**Copy Authorizations i** Select a Person

- Financial Aid Status
- Student Grades
- Student Profile
- Financial Aid Dashboard
- Financial Aid Award Offer
- Financial Aid Award History
- Financial Aid Notifications
- Financial Aid Resources
- Financial Aid Satisfactory
- College Financing Plan
- Registration History

**7. Once done, click the submit button.****8. Students will view the following once the process is complete****9. The person for whom you are providing access will get three emails:****1. New Proxy Identity:**

- Email letting proxy know they have been added to students account.

**2. New Proxy Confirmation:**

- Your initial password will be in this email.

### 3. Proxy Access Request – READ THIS SECOND (See below)

To: Mother Proxy ([proxy@umw.edu](mailto:proxy@umw.edu))

Kid Student has tagged [proxy@umw.edu](mailto:proxy@umw.edu) as a personal proxy in UMW's Banner Web Delegated Access system.

The Delegated Access pages are available using UMW's Banner Web or through a proxy access login at the following URL:

<https://studentssb-prod.ec.umw.edu/StudentSelfService/login/auth>

Hopefully you have already established your credentials and confirmed that your profile data is up to date. The next step is for Kid Student to authorize pages for your use. Contact Kid Student at [kidstudent@umw.edu](mailto:kidstudent@umw.edu) and ask them to set your authorizations.

If you feel you have received this message in error, please forward to the Office of the Registrar, [registrar@umw.edu](mailto:registrar@umw.edu)

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## Financial Aid

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[FAFSA Simplification](#)

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# FAFSA Code

University of Mary Washington's FAFSA Code is:

**003746**

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**STUDENT ACCOUNTS**

# Methods of Payment

The University of Mary Washington accepts several methods of payment for charges on a student's account. High level overviews of each method of payment are provided below. For more detailed information about these methods of payment, please refer to the links on the left-hand menu bar.

**EaglePAY****Payment Plan****Financial Aid****Tuition Assistance/Third-Party Billing**

**529 Plans****Outside Scholarships****VA Benefits****VMSDEP****International Payments****In-Person****EagleOne Payments****Receipts**

Details related to payments posted to a student's account will be directly emailed to the student's UMW email address.

## Responsibility for Payment of University Expenses

Payment of all University education expenses is the responsibility of the student. If a student fails to pay an amount owed, [state law allows the University to assess an administrative fee and late payment penalty](#). Further, all past-due accounts will be submitted to a private collection agency or the Attorney General's Office for collection as well as credit bureau reporting. The University will recover all collection fees and attorney's fees from delinquent debtors.

# Student Accounts

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- [\*\*Room and Dining Rates\*\*](#)
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## Student Accounts Location

Lee Hall, 2nd Floor  
Student Services Center  
1301 College Ave.  
Fredericksburg, VA 22401

Monday – Friday  
Phone/Email: 8:00am – 5:00pm  
In Person: 8:30am – 4:30pm

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## STUDENT ACCOUNTS

# Payment Responsibility

## Payment Responsibility

The following UMW payment responsibility statement is intended to help our students plan financially and avoid unnecessary debt and collections.

Students are expected to pay their Student Account Bill by the due date, demonstrate sufficient anticipated financial aid, **AND/OR** enroll in a [University Installment Payment Plan](#) by the established deadline. Bills can be viewed and paid within [EaglePAY](#). In addition, students are expected to have all additional charges resolved by the established Non-payment Notification and Registration Cancellation Dates below.

Any student with a balance due **greater than \$1,000.00** and not enrolled in a University Installment Payment Plan before the cancellation dates will be administratively canceled from classes. Those students with on-campus housing will have their housing assignment and meal plan canceled.

**Note:** Once an administrative cancellation for non-payment occurs, payment is not guaranteed to secure the same classes or housing assignments. Students who have a housing and meal contract that are canceled after the start of the semester will be financially responsible for all pro-rated housing and meal charges.

## Non-payment Notification and Registration Cancellation Dates:

Fall 2025	August 26, 2025	All unpaid charges over \$1,000
Spring 2026	January 13, 2026	All unpaid charges over \$1,000

**Payment is expected prior to the cancellation dates.**

If you have questions about loans, scholarships, grants or other awards:

Please contact [Financial Aid](#) at 540-654-2468 or email [finaid@umw.edu](mailto:finaid@umw.edu).

If you have questions about your bill, EaglePAY, making payments, or enrolling in a payment plan:

Please contact [Student Accounts](#) at 540-654-1250 or email [umwbills@umw.edu](mailto:umwbills@umw.edu).

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## Payment Options:

1. Pay in Full (the remaining balance owed, after all anticipated aid is taken into consideration)
2. Enroll in the [University Installment Payment Plan](#) to cover any remaining balance owed.

*Note: In order for anticipated aid to be considered in your payment calculation, all documentation (including verification paperwork) must be received by Financial Aid no later than **June 1, 2025**.*

**IMPORTANT NOTE:** Students who do not pay their balance in full or enroll in the University approved payment plan by the published cancellation dates above will have their class schedule canceled. **Students intending to withdraw MUST complete the Registrar's withdrawal process and not depend on the administrative cancellation for non-payment process to remove them from their classes.**

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## Other Important Dates – Fall 2025:

June 1, 2025	Deadline for completion of the 2025-26 FAFSA and submission of any required documentation
July 10, 2025	<p>Anticipated bill available on <a href="#">EaglePAY</a>.</p> <p><b>Note:</b> In order for parents to be able to see this bill, the student must have granted them Authorized Payer access prior to this date.</p>
August 26, 2025	Bill Payment Deadline

## Other Important Dates – Spring 2026:

November 19, 2025	<p>Anticipated bill available on <a href="#">EaglePAY</a>.</p> <p><b>Note:</b> In order for parents to be able to see this bill, the student must have granted them Authorized Payer access prior to this date.</p>
January 13, 2026	Bill Payment Deadline

## Frequently Asked Questions:

- **When can I fill out my FAFSA for the 2025-26 academic year?**

Now! You can complete it online through [FAFSA](#).

- **Where can I sign up for the payment plan?**

The option to sign up for a payment plan is within [EaglePAY](#).

- **Once I enroll in the payment plan, will I remain enrolled for every subsequent semester?**

No, you will need to enroll each semester within [EaglePAY](#).

- **Fall** payment plans open around mid-May
- **Spring** payment plans open around mid-October
- **What happens if I set a payment plan with the estimated amounts and the actual charges on the account come in over or under my estimated amounts?**

At a certain point after the start of classes, the payment plan self-adjusts to the actual balance on the account. To learn more, please click on [this link to read more about payment plans.](#)

- **Where can I get information about my financial aid?**

Visit the [Office of Financial Aid](#) in Lee Hall.

- **Is there a place I can find more information about scholarships I can apply for?**

Yes! Please visit the [Scholarship Opportunities](#) page to learn more and be sure to register in [Scholarship Manager](#).

- **What if I am selected for verification after I complete my FAFSA by the deadline? Will my aid not be considered in my bill for the fall semester?**

To be considered in your payment calculation, all documentation (including verification paperwork) must be received by Financial Aid no later than **June 1, 2025**.

- **Where can I find a description of Tuition and Mandatory Fees?**

On the Student Accounts website: [Tuition and Fees](#)

## Student Accounts

[Student Accounts](#)

[Tuition and Fees](#)

[Room and Dining Rates](#)

- [Payment Plan Information](#)
- [Methods of Payment](#)
- [EaglePAY](#)
- [Refund Schedule](#)
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## Student Accounts Location

Lee Hall, 2nd Floor  
Student Services Center  
1301 College Ave.  
Fredericksburg, VA 22401

Monday – Friday  
Phone/Email: 8:00am – 5:00pm  
In Person: 8:30am – 4:30pm

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RESIDENCE LIFE AND HOUSING

# Housing Procedures

[< Residence Life and Housing](#) / [Current / Returning Students](#) / [Housing Procedures](#)

## Housing Procedures

Throughout the year, you may have specific needs from your on-campus housing experience. Click a link below to learn more about each housing process.

- [Break Housing](#)
- [Changes to Housing Assignments](#)
- [Configuring Your Bed](#)
- [End of Year Closing](#)
- [Extended Stay / Late Departure Requests](#)
- [Meal Plan Information](#)
- [Petition to Terminate Housing Agreement](#)
- [Residential Students Key or Lock Issues](#)
- [Room Condition and Charges](#)
  - [Appeal Process for Housing Charges](#)
  - [Damage Detail Codes](#)

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### Residence Halls

### Prospective and Incoming Students

### Current / Returning Students

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#### Housing Deposit Information

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#### [Room Condition and Charges](#)

### Housing Selection

### Summer Housing

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**Phone:** (540) 654-1058

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Book	F. Student Affairs
Section	5. Residence Life
Title	University Housing Search and Seizure
Code	F.5.2.
Status	Active
Adopted	March 1, 1999
Last Revised	April 24, 2024
Last Reviewed	June 30, 2025

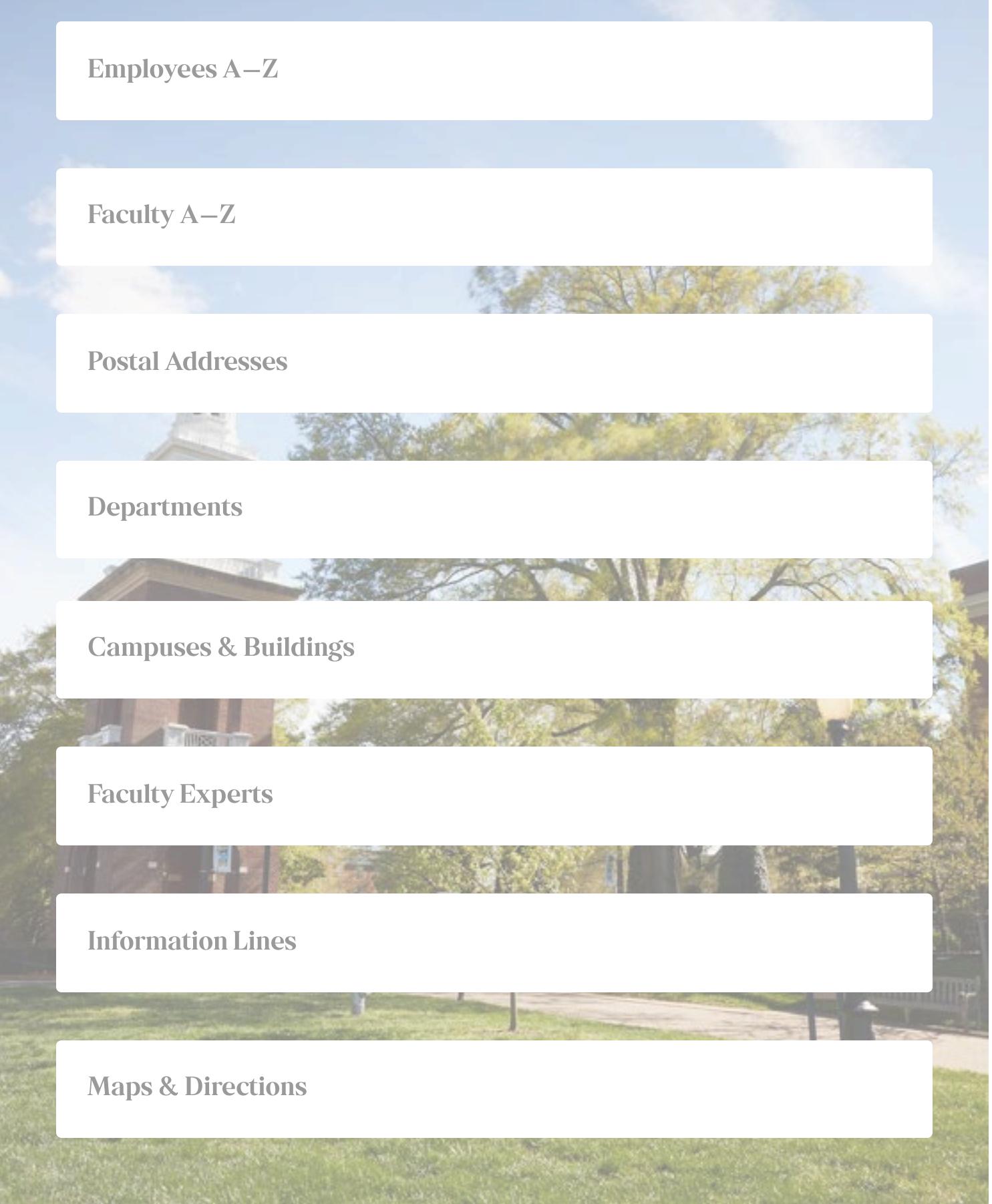
The purpose of the Search and Seizure Policy is to support the health and welfare of individuals living in University housing.

[F.5.2. University Housing Search and Seizure 06302025.pdf \(122 KB\)](#)

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# Campus Directory

**On-Campus Emergency: 540-654-4444**



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Faculty A–Z

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Search for faculty, staff, buildings, or departments...

Departments 

Expert (0) 

Faculty (0) 

Staff (0)

## Academic Engagement and Student Success

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Accounts Payable   

Administration and Finance  

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Advancement  

Alumni Engagement  

Art and Art History  

Athletics  

Bachelor of Liberal Studies  

Biological Sciences  

Board of Visitors  

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BSN (Nursing) Completion Program   

Budget and Financial Analysis  

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Campus Recreation  

Capital Outlay 

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[Center for Economic Development](#)



[Center for Economic Education](#)



[Center for International Education](#)



[Center for Leadership and Media Studies](#)



[Center for Spatial Analysis and Research](#)



[Central Storeroom](#)



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# Campus Recreation

# Campus Recreation welcomes you!



Our programs and services are available to students, staff, faculty, alumni, community members, and their sponsored guests. Take a look around and find an activity or program that's right for you! If you would like to speak with a Campus Recreation staff member, please e-mail [campusrec@umw.edu](mailto:campusrec@umw.edu).

## Campus Rec Quick Links

- [Welcome New Students!](#)
- [Gym Hours](#)
- [Memberships](#)
- [Online Store](#)
- [Fitness Class Schedule](#)
- [Sport Clubs](#)

## Campus Rec Offerings

- [On-Campus Gym](#)
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# Community Relations & Compliance

[< Community Relations & Compliance](#) /

# Community Relations & Compliance

The Office of Community Relations and Compliance serves to ensure that UMW is a place where our community values are embraced and upheld; where we esteem everyone as a respected, valued, and integral part of our campus community; and actively provide members of the UMW campus community with resources for academic, professional, and personal success.



Learn more.

Campus Resources

About Us

Report A Concern

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STUDENT AFFAIRS

# Dean of Students Office

## Dean of Students Office

The mission of Student Life is to offer students, parents, staff, and prospective students information to further their general education and enhance their understanding of their responsibilities as citizens in the University of Mary Washington community. Student Life focuses on providing information for the acquisition of interpersonal and leadership skills; for service to others; for self-discipline; and for adherence to agreed-upon community values. This office facilitates involvement in out-of-class experience and the acquisition of skills and abilities for lifelong learning, and for living a healthy, productive, and creative life. This site also provides links to resources and services through Student Life and its affiliate offices.

- [Behavioral Intervention Team \(BIT\)](#)
  - [BIT Reporting Form](#)
- [Dean of Students Office Staff](#)
- [Religious Centers](#)

## Contact Us

Phone: (540) 654-1200

Cedric Rucker University Center (CRUC), Room 325

# Student Affairs

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[\*\*Student Affairs\*\*](#)

[\*\*Eagles in Recovery\*\*](#)

[\*\*Life @MaryWash\*\*](#)

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TUITION AND AID

There's a reason we're a "Best Value" in public colleges.

[← Financial Aid](#) /

# What happens at Mary Washington sets the stage for the rest of your life.

This is where you come into your own — where you decide what matters most to you as a student and a human being. You'll make lifelong friends. Forge invaluable professional connections. Experience some truly transformational academics. And we'll do everything we can to make this amazing college experience an affordable one.

[Explore Tuition and Costs](#)[Net Price Calculator](#)[Student Accounts](#)**WHAT WE'RE KNOWN FOR:**

**One of  
America's  
best colleges**

*U.S. News and World  
Report*

**Top 100 Best  
Value  
in public  
colleges**

*Kiplinger's Personal  
Finance*

**94%**  
**of graduates  
employed afte  
two years**

*Niche*





## Fill out the FAFSA

Take the first step to understanding the financial side of college. The FAFSA, Free Application for Federal Student Aid, will help you and your family determine all of your options for federal student aid. Grants, loans, federal scholarships. It all starts here.

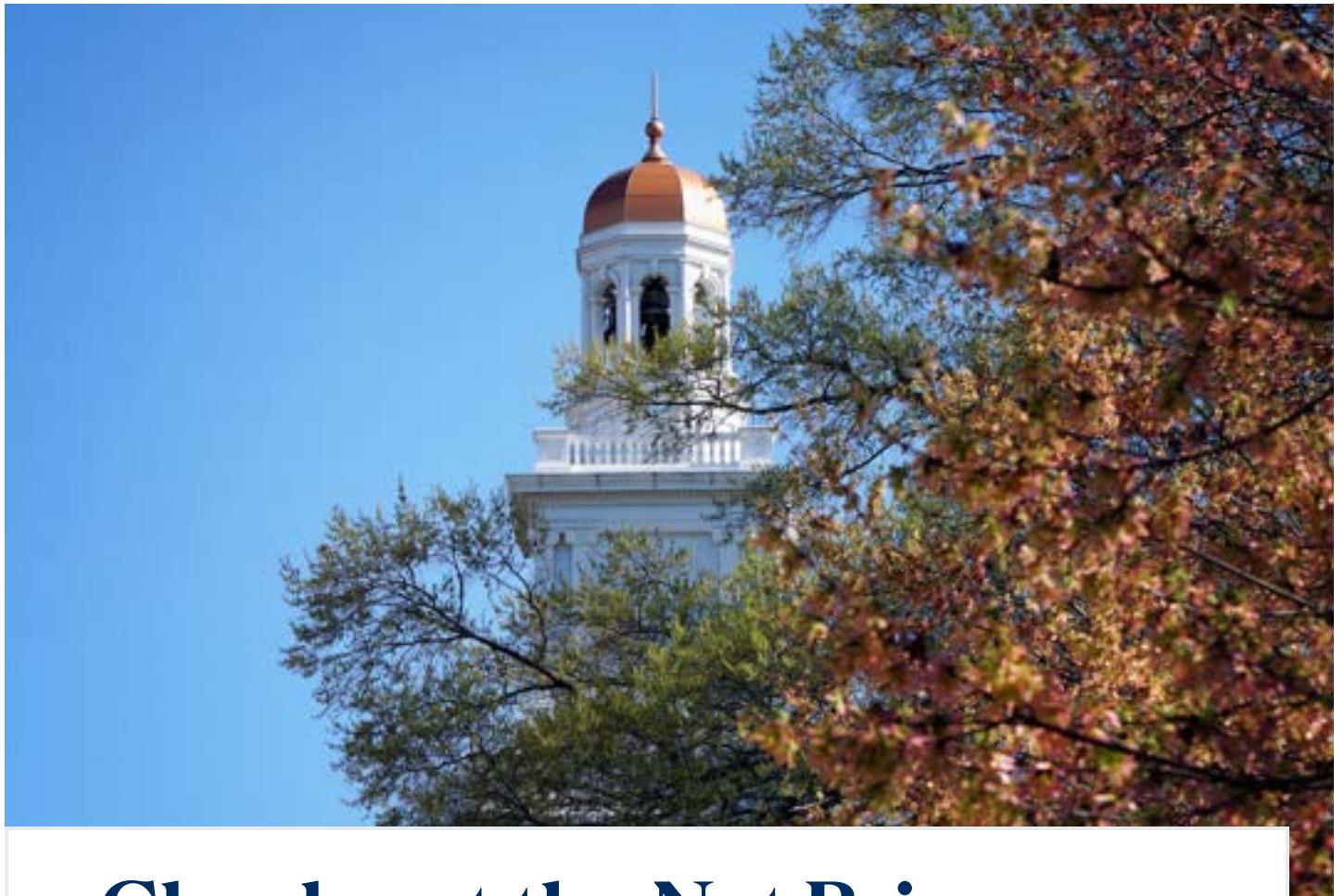
[Start Your FAFSA](#)



# Apply for scholarships

Mary Washington awarded \$39 million in financial aid and scholarships last year alone. Explore the different scholarship opportunities available to you and apply to see what you'll qualify for.

[Apply Now](#)



## Check out the Net Price Calculator

There are a lot of factors to consider when determining college affordability and costs. Use the Net Price Calculator to help you break it all down and make informed decisions.

[Net Price Calculator](#)

## Our Voices



“My classmates are enormously successful, and so many other Mary Washington alumni have gone on to do amazing things.”

Catherine O’Connor Woteki

Class of 1969

## Get the right Financial Aid for you!

## First-Year & Transfer Students

Undergraduate financial aid information for students beginning their collegiate journey.

- [Freshman and Transfer Student Timelines](#)
- [Completing the FAFSA](#)
- [Scholarship Opportunities](#)
- [FERPA and Families](#)
- [Cost of Attendance](#)

## Current UMW Students

Undergraduate financial resources for continuing students at UMW:

- [Student Timeline](#)
- [Scholarship Opportunities](#)
- [Satisfactory Academic Progress](#)
- [Eligibility Requirements for Financial Aid](#)
- [Gainful Employment](#)

## Graduate Students

Graduate students pursuing post-baccalaureate degrees, certificates, and licensing have different financial aid requirements and options.

- [Graduate Student Timeline](#)
- [Veterans/Military Student Resources](#)
- [Federal Direct Graduate Loans](#)
- [FA and Scholarship Information](#)

## Student Employment

UMW employs students for 650 positions across 95 departments.

- [Federal vs Institutional Work Study](#)
- [Apply for open jobs](#)
- Forms: [new](#) and [returning](#) student employees
- [Hiring](#) and [supervisor resources](#)
- [Payroll and MyTime](#)



The University of Mary Washington is committed to using the Principles & Standards of the College Cost Transparency Initiative in its student financial aid offer. [Learn more...](#)

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## Financial Aid

[Affordability](#)

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## FAFSA Code

University of Mary Washington's FAFSA Code is:

**003746**

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UNIVERSITY OF MARY WASHINGTON

# Student Activities and Engagement

Explore your passions. Get involved.



The Office of Student Activities and Engagement (SAE) is the home to a myriad of student activities on campus. From working with our over [150 student organizations](#) to collaborating with academic departments, we are here to assist the UMW community in proposing, developing, and executing meaningful programming for the entire campus. We're here to help students get involved and we create opportunities to help students feel at home at UMW.

A text-only version of our list of student organizations [can be viewed here](#).

Please see our [calendar](#) to see all that is happening on campus, and feel free to reach out to us in our office, through email, and our social media platforms if you have any questions.

### **Cedric Rucker University Center**

**3rd Floor, 303**

**540-654-1061**

[\*\*sae@umw.edu\*\*](mailto:sae@umw.edu)

### **Office Hours**

Monday-Friday: 10:00AM-5:00PM

# Student Activities & Engagement

[SAE Mission Statement](#)

[For New Students](#)

[Things to Do at UMW](#)

[Clubs and Organizations](#)

[SAE Guidelines](#)

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## COMMUNITY ENGAGEMENT

Promoting engagement in our communities through partnership, collaboration, learning, and justice.

You are here: [Home](#) / [For Students](#) / [Get Involved](#) / Gwen Hale Resource Center

# Gwen Hale Resource Center

## Welcome to the GHRC!

Our goal is to provide food, clothing, school supplies, toiletries and other items at no cost to any member of the UMW community. Our hope is to eliminate food insecurity.

The Gwen Hale Resource Center is supported by a board of leaders from the Simpson Library and Center for Community Engagement in partnership with the Fredericksburg Regional Food Bank. It is a free pantry on campus offering free food, clothing, dorm supplies, toiletries, and anything offered from our community that can help support our UMW community. For more information about the GHRC's resources, you can find it on the Simpson Library's webpage dedicated to the center at <https://library.umw.edu/library/ghrc>.



Taylor Coleman (Class of 2023) posing with the start of the volunteer made mural in the Center.

## How do I get there?

The GHRC is located on the 5th floor of Lee Hall. Take the elevator closest to Monroe Hall to floor "A" (for attic). Follow the signs!

The GHRC is open any time Lee Hall is open during the school year. For access to the center outside of these hours, contact [resource@umw.edu](mailto:resource@umw.edu) or use the door code (967709). Hours may change in the summer.

## Satellite Location

Simpson Library has partnered with the Gwen Hale Resource Center to have a secondary food pantry location, called Food for Thought, in the library. It's on the first floor, behind the center stairwell. Stop

[Skip to main content](#)



Satellite location found on the back wall of the first floor of Simpson Library

level of food insecurity. Eleven percent of UMW students surveyed reported high levels of food insecurity, reporting frequent difficulty getting enough to eat, or needing to skip meals for financial reasons.

Food and other basic needs insecurity has significant impacts on our lives. It increases stress, difficulty concentrating, decreases our likelihood of completing courses and degrees. The GHRC intends to ease this burden as much as possible.

## Want to Volunteer?

Come volunteer with us! To volunteer, go to our [MyUMW page to sign up](#), use this [google form](#), or contact us by emailing [resource@umw.edu](mailto:resource@umw.edu).

The Gwen Hale Resource Center has an open volunteer concept where you can drop by at any point that Lee hall is open, mark your hours in our volunteer log, and find needed tasks to do in the Center including stocking donations on the shelves, sorting clothes, sweeping, etc. To volunteer, please watch the Food Bank's [Food Safety Course](#) and complete [the quiz](#). There are also weekly events hosted by volunteer leaders for the COAR GHRC volunteer program found with the above link to the GHRC MyUMW page.



## Want to Donate?

If you would like to donate, please email us, or you can donate to us financially through the UMW Foundation (go to [alumni.umw.edu/resourcecenter](https://alumni.umw.edu/resourcecenter))! Your donations are always welcome, either

[Skip to main content](#)

their basic needs met and enough to eat. Also, [\*\*here is a list of some needed items\*\*](#) to help guide your donations, but also feel free to donate what you think someone could need. You can bring these items directly to the Center or leave them in the donation box found outside of the Center for Community Engagement (CRUC Suite 320), on the second floor of the HCC, or at the library. Please contact us if an item is perishable and needs to be picked up immediately (or place it directly in the GHRC fridge). Even better, you can have them delivered directly to us if you buy off of our [\*\*wishlist!\*\*](#)

## Community Engagement

---

### For Students

Get Involved

Volunteer

Careers in Service

Gwen Hale Resource Center

UMW Impact Program

Get Educated

Succeeding in Service

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### [Alternative Service Breaks](#)

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UMW Votes

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For Faculty and Staff

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**Center for Community Engagement – UMW**

Suite 320, University Center

1301 College Ave

Fredericksburg, VA 22401

[cce@umw.edu](mailto:cce@umw.edu)

540-654-2272

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# Off-Campus Student Services

## Welcome UMW Eagles!

Welcome to Off-Campus Student Services! We work with a number of different student populations – off-campus students, veterans and adult students. If you need support,

assistance or have a question, we are here for you! We also have a role in dining services, including meal plan changes and support and special diet accommodation.

Off Campus Student Services is here for ALL of YOU, and we want you to hear all your concerns. Please email Chris “CJ” Porter at [cjporter@umw.edu](mailto:cjporter@umw.edu) with any questions, comments, or suggestions! My office is located in the Cedric Rucker University Center, Room 323.

**Off-Campus Meal Plans for 2025-2026 are now available for sign-up! Please go to the [Housing Portal](#) and select the **Off-Campus Meal Plan Application**.**

---

## **Looking for someplace to hang out in between classes?**

Here are a list of places where you can kick back, do some studying, eat your lunch or charge your phone while you spend time in between classes.

### Off-Campus Student Lounge

- Located at the Cedric Rucker University Center, 406A. Just follow the signs! (Free coffee, tea and hot cocoa every Wednesday from 10 a.m. – Noon!)

### The “Link”

- Located between Randolph and Mason Halls

### Cedric Rucker University Center

- Couches, chairs, tables all around building

### The Ampitheatre (outdoor – weather permitting)

### Hurley Convergence Center

- Computers, worktables and private rooms ([make room reservations here!](#))

### Monroe Library

University Dining facilities (meal plan needed for 4th floor entry. No meal plan required for Panera seating area or the Eagle's Nest seating area.)

Seacobeck Hall

- Plenty of spaces for studying and lounging!

## Need some food support?

If you or someone you know has trouble affording nutritious meals, check out the Swipe Out Hunger program. The program helps support students at UMW who are experiencing ‘food insecurity’ – that’s when you don’t have the resources to eat like you should to keep your brain learning.

It's free and there's a simple form to fill out. There are meals available, so, please don't hesitate because you think that someone probably has it worse off than you. Let's get you fed!

**Swipe Out Hunger applications will be available for the 25-26 year after August 1, 2025. If you have questions, please contact Dean Porter at [cjporter@umw.edu](mailto:cjporter@umw.edu).**



## Chris “CJ” Porter – Assistant Dean of Students

B.A., The University of Tampa –  
Political Science

M.A., Bowling Green State University –

College Student Personnel



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# Residence Life and Housing

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## Residence Life at UMW

Let our supportive living-learning environment and knowledgeable staff guide you toward reaching your personal and academic goals within your home-away-from-home.



### Your home away from home.

Prospective and Incoming Students

Current / Returning Students

## Move-In



# Residence Halls

The residence halls at UMW offer a variety of campus living opportunities.

Explore our 14 home-away-from-home options



## Partnering with Parents and Families

We've got the tools and information for you to support your student while they make UMW home.

How to support your student

## Glimpses of life on campus.

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# Veteran & Military Resources

The FALL 2025 enrollment dates for the VMSDEP Program are open from July 1 to October 31

\*Please visit the CH 35 DEA page under VA Benefits to learn about an important update affecting ALL CH 35 DEA students\*

## Veteran & Military Resources

**We would like to thank all military-connected students for your service, and welcome you to the University of Mary Washington.**

The Department of Veterans Affairs Education Service offers many benefit programs. These benefits include the Montgomery GI Bill, Tuition Assistance “Top Up”, Veterans Educational Assistance Program, Survivor’s and Dependents’ Educational Assistance Program, Tutorial Assistance Program and numerous other benefit programs. This institution is approved to offer GI Bill® educational benefits by the Virginia State Approving Agency.

**When using your military benefits, please complete the UMW Request for Benefits Form. Once you have submitted this form, you should contact your campus certifying official if you have any questions.**

Submit the UMW RFB Form

## Upload Your COE

The COE is a one-time requirement for each benefit type prior to certification.

[Example CH 33 COE letter \(PDF\)](#)

[Example CH 35 COE Letter \(PDF\)](#)

## Submit the UMW RFB Form

When using your military benefits, please complete the [Request for Benefits Form](#).

This form must be submitted each semester. Only courses required on your degree plan can be certified. Contact your campus certifying official if you have any questions.

## UMW Schedule Changes

[Academic Calendar](#) and [Student Account drop and withdrawal reimbursement deadlines](#).

## VMSDEP

Each Semester a student wishes to use the benefit, the student is required to update the term information in the [VMSDEP portal account](#).

## Military and Veteran Services at UMW

Our mission at the University of Mary Washington is to assist veterans, active-duty service members, guardsmen, reservists, and dependents in making a successful transition into the UMW community. We aim to help these students in a number of capacities, including transfer credit counseling and advising on VA benefits. With UMW's Office of Academic Services right next door, academic advising is readily available upon making an appointment.

Located within the Office of Registrar, UMW's two VA School Certifying Officials personally understand that the transition to student life can be challenging yet rewarding. Along with the entire university community, we are grateful to you and your family members for your service to our country. We are dedicated to providing the services you need to successfully navigate this transition, and we are proud to assist our military and veteran community in any way.

Ryan Hastings served over twenty years in the U.S. Army and is the primary point of contact for military-affiliated students. He also serves as the UMW VA Work-Study Supervisor and as the faculty representative for the UMW Association of Student Veterans. Mr. Hastings is the School Certifying Official for BLS, BSN, and Certificate students, as well as for graduate students using VA education benefits. Additionally, he assists any student participating in the Chapter 31 Veteran Readiness and Employment program or utilizing Chapter 1606 – Selected Reserve benefits. You can contact Ryan at [rhasting@umw.edu](mailto:rhasting@umw.edu) or 540-654-5853.

Patricia Sarkuti is UMW's Transfer Credit Coordinator and the School Certifying Official for BA, BS, and BS Ed. students who use veteran benefits (except the Chapter 31 Veteran Readiness and Employment program). You can contact Patricia at [psarkuti@umw.edu](mailto:psarkuti@umw.edu) or 540-654-2140.

# Veteran & Military Resources

## **VA Benefits**

[\*\*Veteran's Resource Center\*\*](#)

[\*\*Priority Registration\*\*](#)

[\*\*Transfer of Military Credit\*\*](#)

[\*\*Resources\*\*](#)

# Contact Us

## **Veterans Resource Center**

University Center, Room 114A

(540) 654-5995

Monday-Friday 8am-5pm

## **Ryan Hastings**

Military-Affiliated Student Support Specialist

[\*\*rhasting@umw.edu\*\*](mailto:rhasting@umw.edu)

(540) 654-5853

## **Patricia Sarkuti**

Transfer Credit Coordinator and School Certifying Official

[\*\*psarkuti@umw.edu\*\*](mailto:psarkuti@umw.edu)

(540) 654-2140

## **Student Accounts**

Emily Howard

[\*\*umwbills@umw.edu\*\*](mailto:umwbills@umw.edu)

(540)654-1250

## **Financial Aid**

Alicia Tisdale

[\*\*atisdale@umw.edu\*\*](mailto:atisdale@umw.edu)

(540)654-1135

This institution is approved to offer GI Bill® educational benefits by the Virginia State Approving Agency.



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# Parking Management

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## Regulations and Enforcement

All Students must review the [Student Guide to Parking](#) before bringing a vehicle to campus.

**DELINQUENT FINES:** A student who has appealed a citation that is denied and then fails to pay the citation fee may be placed on financial suspension. Financial suspension means no transcripts or records are issued, no diplomas are released, and no registrations are permitted until outstanding obligations have been paid in full.

**COLLECTIONS AND TAX SET-OFF:** Parking fines outstanding for forty-five (45) days or longer will be referred to collections. Collection fees may be as much as one-third of the balance due the University. Accounts chargeable to a resident of the Commonwealth of Virginia will also be reported to the Virginia Department of Taxation, Division of Set-Off Debt Collection. The balance of the unpaid account will be deducted from the individual's Virginia State income tax refund. The amount deducted will be forwarded to UMW, an agency of the Commonwealth of Virginia.

**ALTERING AND COUNTERFEIT DECALS/PASSES:** Any alteration of a parking decal/pass subjects the vehicle and owner to citation and fine and may also subject them to towing or impounding at the owner's



risk and expense. Issues of counterfeiting will be reported to Administration for judicial review as well as appropriate criminal processing.

**FIRE LANE & BLOCKING EGRESS AND/OR INGRESS:** Vehicles are not permitted to park in fire lanes (outlined by yellow lines) at any time. Any vehicle which blocks, impedes, or restricts another vehicles ability of egress or ingress, as a result of violating a parking regulation, is subject to towing, at owner's risk and expense, without notice. In addition, citation(s) and fine(s) may be imposed.

**VEHICLE AUTHORIZATION:** The purchase, acceptance and use of any decal/parking permit on UMW property conveys authorization to the UMW Parking Management, UMW Police, and UMW Facilities Services to relocate any vehicle, by means of towing, to another parking space or lot when deemed necessary. The relocated vehicle will be moved to a space on the same property/campus. When/if this cannot be accommodated, the vehicle will be moved to the UMW Facilities Services lot located off Hanover Street behind the Battlegrounds Athletic Complex.

If a vehicle is to be towed due to the owner parking in violation of the UMW Parking Regulations, the vehicle operator/owner will be responsible for assessed fines and towing fees. If there are questions about a towed vehicle please contact the Communication Center, 540-654-1025.

**TOWING:** Towing without notification can occur under certain circumstances. Towing tickets are NOT appealable. All towing tickets must be paid within ten (10) days of citation issue date.

**APPLICATION OF RULES AND REGULATIONS:** No UMW Student or UMW Personnel is permitted to bring more than one vehicle to park on campus at a time. A vehicle found parked in such a way as to violate any of these rules and regulations is subject to citation and fine.

**IMPORTANT:**

City of Fredericksburg parking citations CANNOT be handled by the UMW Parking Management or UMW Police nor by the online UMW Parking Management System. Parking on city streets is subject to the regulations and enforcement of the city of Fredericksburg.



**PARKING DECAL:** UMW Parking Management Services is the only agent authorized to sell or in any way disburse parking decals/long term dash parking permits.

- All UMW students bringing a vehicle to campus must have a decal.
- Parking decals sold are not transferable from one individual to another.
- Parking decals are not transferable from one vehicle to another.
- Each individual is required to obtain their own decal. Failure to follow this guideline may result in a parking citation and possible honor code violation.

- Decals are to be adhered to the outside of the rear windshield driver's side or bumper. Decals that are taped to the inside of a vehicle rear windshield are in violation of the parking policy and will result in a citation issued.

## Summer Decals 2025

Summer Decals go on sale on May 12. Students who already have an annual pass do not need to purchase a separate decal for summer. Rates are as follows: Summer Session (5 week) \$36 Summer Session (8 week) \$56 Summer Session (10 week) \$71

## Eagle Landing Permits

Eagle Landing students must purchase their parking decals online through NuPark, which can be accessed through Self-Service Banner (SSB). Students will use their EagleOne Card to access the Eagle Village parking deck. Students are strongly encouraged to purchase their decal at least two business days prior to move-in to ensure that the parking deck access [...]

## 2024-2025 Decals Available August 1

Student Decals will go on sale on August 1, 2024. Decals may be ordered online through Banner SSB, NuPark, or at the Parking Management window in Lee Hall room 110. Eagle Landing Decals can only be ordered online. Charges will be billed to the student's account. Decals purchased online will be delivered to the campus Post [...]

## Summer Decals 2024

Summer Decals go on sale on May 14. They can only be ordered in person at the Parking Management Office in Lee 110. Students who already have an annual pass do not need to purchase a separate decal for summer. Rates are as follows: Summer Session (5 week) \$36 Summer Session (8 week) \$56 Summer [...]

## Important Notice for Eagle Landing Residents

As of January 8, 2024, there is no longer a waiting list for Eagle Landing decals. Decals must be ordered online through the parking portal. They will be mailed to your campus mailbox.

---

## RIDE FRED

### Fredericksburg Regional Transit

UMW offers free access to Fredericksburg regional bus service "FRED"

[For more info ... >](#)

## VRE/AMTRAK

### **Train Station Nearby**

The Virginia Railway Express (VRE) and Amtrak are accessible from the Fredericksburg Train Station

[For more info ... >](#)

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## CATEGORIES

Decal

Eagle Landing

Parking

---

## ARCHIVES

May 2025

July 2024

May 2024

August 2023

July 2023

## SAFETY ESCORT

### **Safety First!**

The Safety Escort Service provides transportation for any University of Mary Washington student or staff member from one point on campus to another during hours of darkness

[For more info ... >](#)

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Students

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Faculty/Staff

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Contractors

---

Visitors/Guests

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Frequently Asked Questions

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How Are We Doing?

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Parking Management Staff

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## STUDENT PARKING ADVISORY COMMITTEE

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# Police & Public Safety

# Police & Public Safety

The UMW Department of Police and Public Safety provides a safe and secure environment for the University of Mary Washington community. In addition to law enforcement, we provide the resources, personnel, and procedures to proactively promote safety on campus. We maintain the highest standards for ethics, accountability, and personal responsibility in all that we do.

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Whether you are a student, faculty, staff member, alumni, or a visitor to our campus, we want your experience at Mary Washington to be a safe and enjoyable one. The beginning of an academic year always holds such excitement and promise, and for us it is a privilege to serve and protect you, the UMW family. The University of Mary Washington Police Department is a full-service accredited state law enforcement agency providing 24-hour patrol coverage, investigative services, crime prevention strategies, Rape Aggression Defense training, and victim/witness support to the UMW community. All of us at the UMW Police Department are committed to providing the highest level of professional police and public safety services to foster a safe learning and working environment for our students, faculty, staff, alumni and visitors in support of UMW's mission.

Although reported crime at UMW is low, it is important for students, faculty, staff, and visitors to remember that we are located in an urban setting. Therefore, we share many of the crime and safety issues that exist in any city. In partnership with the community, we work to prevent crime and solve problems that affect students, faculty, and staff. The safety and security of the University is the combined responsibility of the entire community.

Our community policing philosophies reinforce our commitment to outreach, education, and close partnerships with members of the community. We strive each day to build a

community of trust through partnerships, transparency, fair and impartial policing. Our members are professionals who are dedicated to making a difference in the lives of individuals we serve. We recognize that we can accomplish our mission only with the support and trust of the University community and through partnering with the community to carry out our programs.

Please take the time to view these videos which are designed to provide you with more detailed information on safety resources the university offers. When you see us around campus, let us know if you have any safety or security questions or concerns.

It is an honor and a privilege to serve as your Chief of Police.

Should you have suggestions on improving public safety on campus please share them with me at [mhall2@umw.edu](mailto:mhall2@umw.edu).

Sincerely,

Michael W. "Mike" Hall

UMW Chief of Police and Assistant Vice President of Public Safety

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## UMW Police & Public Safety News

### UMW Police Department Reaccredited; Chief Hall Recognized

September 28, 2022

The University of Mary Washington Police Department was recently recognized for its overall professionalism and for the notable work of its leader, Chief Michael Hall.

This month the department was reaccredited for four more years by the Virginia Law Enforcement Professional Standards Commission (VLEPSC), which assesses agency operations for efficiency and effectiveness.

And Hall, the University's chief law enforcement officer, has been named to the executive board of the Virginia Association of Campus Law Enforcement Administrators

(VACLEA). That's the organization of police and public safety agencies primarily responsible for the safety and security of Virginia colleges and universities.

Accreditation is a labor-intensive undertaking that considers a department's administration, operations, personnel, and training. Independent auditors consider departments' adherence to about 190 standards recognized as best practices.

The voluntary process enhances the quality of service and credibility of law enforcement agencies and fosters openness and trust in the community. Accreditation "just reiterates our commitment to the University community to be a very transparent and professional organization," Hall said.

He credits UMW administrators with supporting the process and especially praised the efforts of UMW Police Lt. Bill Gill, who helped oversee both the department's initial accreditation in 2018 and its reaccreditation this year.

"That has been his signature – overseeing that whole process" while also handling other duties, Hall said.

Though the official reaccreditation happens only every four years, Hall said, the process is a cycle that requires regular attention from Gill and other officers in the department who compile and enter the data accrediting bodies ultimately review.

UMW is among about 100 departments statewide accredited by VLEPSC, but only five are college or university departments, according to Gill. Two other Virginia higher education police departments are accredited by a national accreditation commission that uses similar standards.



UMW Police Lt. Bill Gill and Chief Michael Hall receive the certificate of accreditation at a recent ceremony. At left is Jackson Miller, director of the Virginia Department of Criminal Justice Services, and at right is Robert Mosier, Virginia secretary of Public Safety and Homeland Security.

Accreditation is just one way the department signals that it is a collaborative part of the University, working with students, faculty, staff and the community, Hall said. Officers take 40 hours of crisis intervention training, he said, and the department continues to make a conscious effort to reflect the diversity of the UMW campus in its ranks. The department also counts on members of the community to ensure safety on campus, Hall said.

Hall, who has led the UMW Police Department since 2014, now serves on the executive board of VACLEA, whose mission includes professional training, education, legislative initiatives, advocacy, supporting best practices, honoring outstanding service, securing resources, and responding to emerging needs.

It's no surprise that the chief is recognized in the organization of his peers, said Vice President for Student Affairs Juliette Landphair. "As UMW's chief law enforcement officer, Chief Hall is well known around campus for his friendliness, accessibility and enthusiastic support of our institutional mission."

Before becoming UMW's top law enforcement officer, Hall rose through the ranks of campus department, which he joined in 2009 after serving in various municipalities. He has 38 years' experience in law enforcement.

Collectively, the UMW Police Department's 12 full-time police officers have 227 years of law enforcement experience.

[\(Edit\)](#)



Chief Michael Hall helps carloads of parents and students find their way during Move-In Day 2022. (Suzanne Carr Rossi photo.)

# Police & Public Safety

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[\*\*Jurisdiction and Authority\*\*](#)

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[\*\*Safety Resources\*\*](#)

[\*\*Timely Warnings & Emergency Notifications\*\*](#)

[\*\*Community Advisory Board \(CAB\)\*\*](#)

[\*\*UMW Police General Orders Manual\*\*](#)

[\*\*Contact Us\*\*](#)

# Location and Phone Numbers

## **Location**

1127 Emancipation Highway

## **Communications Desk**

540-654-1025

## **Emergency Number**

540-654-4444

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DEPARTMENT OF POLICE AND PUBLIC SAFETY

# Services

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## Services

We offer a variety of services to community members to assist in their safety as well as to assist in making their University experience a safe and productive one.

### Safety Escort Services

The Safety Escort Service (Eagle Patrol) provides an escort on foot for any University of Mary Washington student, faculty or staff member from one point on campus to another during hours of darkness; generally beginning at 9 p.m. During all other times, the UMW Police Department provides safety escorts.

To request a safety escort, contact the UMW Police Department at 540-654-1025.

Students are encouraged to save this number and download the [RAVE Guardian app](#) to their smartphones.

If you are interested in applying for an Eagle Patrol position, please contact [1<sup>st</sup> Sergeant Dillon Brooks](#) at [dbrooks3@umw.edu](mailto:dbrooks3@umw.edu).

### Cell Phone Donations

Do you have a cell phone that you no longer use? Give that phone a second life by bringing it to 1127 Emancipation Highway. Phones and chargers are donated to victims of domestic violence and the elderly. Please remember to erase all pictures and contact information from your phone.

If you have any questions, please contact the communications desk at 540-654-1025.

## Key Applications

To apply for a UMW key, please print and fill out the [UMW Key Application Form](#). Sign it and forward it in campus mail to the Locksmith Office, Framar House.

## Laptop Registrations

This free program allows students to document their laptop information and keep it on file at the police department. If your laptop is lost or stolen, the information stored at the police department makes the completion of a police report much more efficient and increases the chances of locating the device.

[Laptop Registration Form](#)

## Bicycle Registration

Students who have a bikes on the Fredericksburg Campus are required to register them with the University Police Department. Cyclists are subject to Virginia motor vehicle laws and can receive a traffic summons for infractions.

[Bicycle Registration Form](#)

## Facility Services

The Emergency Communications Center is available in cases of emergency or after business-hour needs. If you require the assistance of Facilities Services after 5 p.m. Monday through Friday or anytime on weekends and holidays, contact the University Emergency Communications Center at x1025. On-campus residents should contact their RA, who then will contact the Center on their behalf.

Please have the following information ready when you call:

- Location & description of the problem
- Description of any hazards, damages or such that the problem is causing
- Phone number of where you can be reached

## Fingerprinting

The University of Mary Washington Police department provides fingerprinting services for students at no cost, 24 hours a day, year round. The availability of this service is limited to the call volume of the University Police Department. If you wish to be fingerprinted, contact us to make appointment.

## Item Engraving

This is a free service for engraving larger-sized valuable items (i.e. laptops, cameras, DVD players) with an owner assigned number, which helps with identification in cases of loss or theft. Contact us to set up an appointment or obtain additional information.

## Keeping the University Community Informed

If a crime occurs, it may be necessary for timely warnings to be issued to the University community about potential threats to students or employees. We should be notified immediately of any potentially dangerous situation. We will then contact the University Relations Office to prepare a release and information will be sent to the local media. The University Police Department will also send out a Crime Alert Message to all University e-mail accounts.

[\(Edit\)](#)

# Police & Public Safety

## **Police & Public Safety**

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## UNIVERSITY OF MARY WASHINGTON

Our community of passionate, curious minds is one that turns values into vision and ideas into action. Find yourself here.

You are here: [University of Mary Washington](#) / Reporting a concern about a UMW student

# Reporting a concern about a UMW student

**In an emergency, contact 911**

If you have no questions, continue on to the [\*\*UMW Concern Report\*\*](#). Otherwise, see below.

## What happens when you make a report?

In order to best serve students, it helps University officials to have as much information as possible. Sometimes a small piece of information complements other reports that reveal a pattern of behavior requiring the attention of University officials, including the Dean of Students and the Director of the Talley Center for Counseling Services.

On the [\*\*UMW Reporting Form\*\*](#), there are three categories of reporting: concerns about a student well-being; sexual assault / gender based harassment; and Code of Conduct violations. The information you provide will be sent to officials in the campus offices below, whose training and expertise will allow them to react to it appropriately.

**Concerns about a Student's Well-being:** If your concern is related to a student's well-being, the concern will be routed to the [\*\*Office of the Dean of Students\*\*](#). Here we encourage you to report any behavior that causes concern or seems odd or out of character, however small or seemingly insignificant.

**Sexual Assault/Gender Based Harassment:** If your concern is related to sexual assault or misconduct, it will be routed to the [\*\*Title IX Coordinator\*\*](#).

**Conduct Violation:** If your concern is related to a Student Code of Conduct violation, it will be routed to the [\*\*Office of Student Conduct and Responsibility\*\*](#).

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Please note that you may also file an anonymous report with the UMW Police Department's [Silent Witness reporting form](#).

If for some reason the concern described has been routed to the incorrect office or department, it will be sent to the appropriate University officials.

Go to the [UMW Concern Report](#).

## Why is this information important to UMW?

The University of Mary Washington is an educational community whose mission is to provide an excellent academic experience that inspires and enables students to make positive changes in the world.

Safety and security are integral to enabling the University to achieve this mission. We encourage the values of community and hold one another to basic expectations of looking out for one another and respecting every individual who is part of the University of Mary Washington.

We value input that helps us keep the campus safe and secure. While you may not be sure whether information is significant, it may be part of a larger pattern of behavior that raises the level of concern. We ask therefore that you report **any** concern about a student, even if it seems insignificant.

Please note: FERPA, the Family Educational Rights and Privacy Act, does not require a student's consent prior to disclosure of information obtained from a student's educational records if the information is shared with another employee of the institution with a legitimate educational interest in the information (34 C.F.R. §99.31(a)(1)(i)(A)) or if the disclosure is made to protect the health or safety of the student or other individuals (34 C.F.R. §99.36).

The [U.S. Department of Education](#) provides information about [FERPA exceptions and requirements](#).

If you have any questions about reporting or about what information may be shared, please contact Vice President for Student Affairs [Dr. Juliette Landphair](#) or Dean of Students [Melissa Jones](#).

**Immediate Danger:** Please call emergency services at 911. You may also call the [UMW Police](#) (x42 for on-campus emergencies or 540-654-1025 for non-emergencies) to report concerns.

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# UMW Concern Report

## RELATED OFFICES

[Dean of Students](#)

---

[Title IX Coordinator](#)

---

[Office of Community Relations & Compliance](#)

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# Student Accounts



# Fall 2025 Payment Plans Now Available

• • • •

The Office of Student Accounts is dedicated to providing all customers with excellent service in a friendly and timely manner while maintaining internal controls to ensure transactions are accurately processed and records are properly maintained. Our Office is responsible for assessing and billing tuition, housing fees, dining charges, and other University fees; invoicing third-party payers; processing refunds to eligible students; and handling all inquiries concerning tuition transactions. As an agency of the Commonwealth of Virginia, UMW has a public obligation to ensure that all expenditures are essential and reasonable and that all revenues due are timely collected in support of the mission of the University.

## EaglePAY

EaglePAY is the University's online billing and payment system.

EaglePAY allows students to view their bills, print their bills and make payments online.



### Authorizing Parents and Others to View Your Bill

One of the most exciting features of EaglePAY is the ability for parents to view and pay the electronic bills through their own individual access. If parents are set up as an Authorized Payer by the student, then they will have access to the student's financial account. However, the student (who is the administrator of the account) must first set up

the parents as Authorized Payers within the system before they can access it. For more information and instructions, please click on the [EaglePAY](#) link.

## Direct Deposit

Normally, paper refund checks are sent to the student's campus mailbox (which they share with other students), during the Fall and Spring semesters. UMW highly recommends that students sign up for direct deposit so that the funds can go directly into their bank accounts. Direct deposit can help to avoid the additional delay in both mailing and receiving a check. To register for direct deposit, please click the image below.

**Click Here To Sign Up For  
Direct Deposit**

Once a direct deposit is made, students will receive an email. Please keep in mind that it can take 3 – 4 business days for the funds to be deposited into your account after the email is received.

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[Room and Dining Rates](#)

[Payment Plan Information](#)

[Methods of Payment](#)

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## Student Accounts Location

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Student Services Center  
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Fredericksburg, VA 22401

Monday – Friday  
Phone/Email: 8:00am – 5:00pm  
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## STUDENT ACCOUNTS

# Billing Information

## Billing Information

UMW emails the initial semester eBill notifications during the month of July for the Fall semester and during the month of November for the Spring semester. All bills will be accessible through [EaglePay](#). The payment due dates will be listed on the eBill.

After the initial semester eBills, the billing cycle continues periodically throughout the semester for anyone with a balance. Please note that students expecting prepaid education funds, third party payments, student loans or are on a University approved payment plan – will continue to receive an eBill until all funds are received. It is the students responsibility to make sure the expected funds are enough to cover the balance by the bill due date.

All eBills are accessible thru [EaglePAY](#) and eBill notifications are sent via email to the students' UMW email account. Students have the option to add several Authorized Payers to their Student Account through [EaglePAY](#). Each Authorized Payer will also receive an eBill email notification at the time bills are generated. Authorized Payers have their own user ID and password to be able to access the student bills. Students who wish to add an Authorized Payer may do so by following the steps below.

- Go to <https://adminfinance.umw.edu/studentaccounts/eaglepay>
- Click on Students and enter UMW log-in information
- Click on Authorize Payer
- Click on Add New

Payments for non-degree registration are due upon registering.

## Late Fee

Failure to meet payment deadlines may result in a 10% late penalty (up to \$250). Checks returned for insufficient funds or due to a stop payment will be considered as nonpayment and therefore subject to the late fee. Additionally, a \$50.00 service fee will be charged for all returned checks.

## Returned Checks

A \$50.00 service fee will be charged for all returned checks/ACH payments. If your check/ACH payment is dishonored or returned for any reason, we will electronically debit your account for the amount of the check/ACH payment plus the \$50.00 service fee.

## Withdrawal Information

Contact the Registrar's Office immediately if you are not planning to attend the upcoming semester. The telephone number is (540) 654-1063. Failure to meet published withdrawal deadlines may result in a financial penalty. ***Additionally, failure to pay tuition and mandatory fees does not constitute a cancellation of the student's schedule or a withdrawal from the University.***

Important Note: Students cancelling all of their classes for the semester are withdrawing from the University and **MUST** contact the Office of the Registrar. Students are not able to withdraw from the University online.

## Responsibility for Payment

Payment of all University education expenses is the responsibility of the student. If a student fails to pay an amount owed, state law allows the University to assess an administrative fee and late payment penalty. Further, all past-due accounts will be submitted to a private collection agency or the Attorney General's Office for collection as well as credit bureau reporting. The University will recover all collection fees and attorney's fees from delinquent debtors. Any student whose full account has not been settled may not receive grades or transcripts, be able to pre-register for classes, or be eligible to return to the University until the account is settled.

## Refunds for Credit Balances

Normally paper refund checks are sent to the student's campus mailbox (which they share with other students), during the Fall and Spring semesters. UMW highly recommends that students sign up for direct deposit so that the funds can go directly into their bank accounts. Direct deposit can help to avoid the additional delay in both mailing and receiving a check. To register for direct deposit, please follow the instructions below. Students will receive an email when funds are transmitted, but keep in mind that it can take 3 – 4 business days from the time of transmittal and email for the funds to be deposited into your account.

- Click on [myUMW](#)
- Enter UMW log-in information
- Click on Eagle Gateway
- Go to the navy blue tab labeled Finances
- Click on Direct Deposit
- Enter Your Bank Information

## Informational Video for Billing at UMW:



Billing Info PP

UMW Student Accounts

11:52

# Student Accounts

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**STUDENT ACCOUNTS**

# EaglePAY

# EaglePAY

\EaglePAY is our online billing and payment system. EaglePAY allows students and their Authorized Payers to view and print their bills, make online payments, and sign up for a payment plan – before the published deadlines. Students must set up their parent or guardian as an Authorized Payer in order for the Authorized Payer to receive a user ID and password. The student is the only one who can add/delete/edit Authorized Payers.

[Student EaglePAY Login](#)[Authorized Payer EaglePAY Login](#)

It is highly recommended that students sign up at least one parent as an Authorized Payer. Allowing them access to bills, make payments or sign up for a payment plan on the student's behalf.

Authorized Payers will receive an automated email notification with their login name informing them that they have been authorized. The student will provide the initial password to the authorized payer, which can be changed later. Each billing cycle, both

the student and authorized payers will receive an email notifying them that the online bill has been sent. Students and Authorized Payers receive a link in their email that takes them directly to the EaglePAY login page. Alternatively, Authorized Payers can access the link above to login in once they have a user name and password.

Please note that a service fee is charged by NBS for all credit card payments made through EaglePAY.

---

## EaglePAY Benefits

- Able to view bills electronically 24 hours a day, 7 days a week online. With the exception of scheduled maintenance downtimes.
- Able to pay bills electronically 24 hours a day, 7 days a week online. With the exception of scheduled maintenance downtimes.
- Able to grant individual access to others by setting them up as an Authorized Payer
- Able to view current up-to-date account activity
- Able to receive notifications when a new bill becomes available
- Able to access and print a PDF of the latest bill anytime
- Able to confirm your payment immediately

If you have questions for Nelnet Business Solutions, you can reach them at 800-609-8056.

If you have questions for the Office of Student Accounts please either call or email us at the number/e-mail address below.

(540)654-1250

[umwbills@umw.edu](mailto:umwbills@umw.edu)

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STUDENT ACCOUNTS

# Payment Plan Information

## 2025-26 Enrollment Dates

**Payment plan enrollment opens on May 21.**

**Fall 2025**

Payment plan available on May 21, 2025

Last Day to Enroll Online	Required Down Payment	Number of Payments	Months of Payments	Enrollment Fee
July 4	none	5	July-Nov	\$40
August 4	none	4	Aug-Nov	\$60
September 4	none	3	Sept-Nov	\$60

**Spring 2026**

Payment plan available on October 15, 2025

Last Day to Enroll Online	Required Down Payment	Number of Payments	Months of Payments	Enrollment Fee
December 4	none	5	Dec-April	\$40
January 4	none	4	Jan-April	\$60
February 4	none	3	Feb-April	\$60

**Summer 2026**

Payment plan available on March 15, 2026

Last Day to Enroll Online	Required Down Payment	Number of Payments	Months of Payments	Enrollment Fee
May 4	none	2	May & June	\$60

Please note that these enrollment dates do not necessarily coincide with the bill due dates. Students must either pay in full or establish a payment plan to avoid a hold and a possible late fee on their account.

## Instructions

- **Students or Authorized Payers** will log into [EaglePAY](#)
- Click on the “**Payment Plan**” tab on the left side of the screen
- Check the box for the payment plan you wish to enroll in
- Click “**Sign Up for New Payment Plan**”
- Use the expenses reference sheet to help fill out the payment plan charges
- Enter any Financial Aid

- Review options, and preferences and set a security question
- Select a payment method and enter payment information
- Review and complete payment plan

## Additional Payment Plan Information (Click Here)



Payment Plan Video - Voice Recording

UMW Student Accounts

04:21

## Basic Information

- Payment Plan budgeting is the responsibility of the student or authorized payer.
- The Payment Plan takes all major credit cards (2.85% service fee) or eChecks.
- Since the plan is tied to Eagle Pay, the plan will re-balanced to reflect the actual remaining costs left on the account. Your student account balance must be paid in full by the last installment of the term.
- Students can have **only one active payment plan at a time during a semester**. Even if a student has more than one authorized user, the student may only have one payment plan for a payment plan period.
- At this time, we cannot change the payment date from the 5<sup>th</sup>.
- Once you sign up for a payment plan, you will continue to receive a bill each time one is generated, until the point that the account balance is paid in full.

- If you need to reach Nelnet Business Solutions, you can do so by calling (888) 470-6014.

If you have questions for the Office of Student Accounts please either call, [e-mail us](#) or visit our [Frequently Asked Questions](#) page.

## Phases

The payment plan is separated into two phases: Budgeted and Actual.

**Budgeted phase** occurs when the plan is created prior to all the actual charges being placed on the account. During the budgeted phase, all payments are based off the numbers entered during sign up. You are able to make adjustments during this phase. Payments are automatically taken on the 5<sup>th</sup> of the month.

**Actual phase** occurs after charges are placed on the account. During this phase, your plan will automatically re-balance if there are any discrepancies between your budgeted amount and the charges you were billed for. You will be notified ahead of time of this re-balancing so you can make sure funds are available.

## Actual Phase Timeline

Timeline	Notification
<b>15 Days Before</b>	<b>Re-balance Notification (If applicable)</b>
	An email will be generated notifying you that a re-balance may occur in five days.
<b>10 Days Before</b>	<b>Re-balance Activity (If applicable)</b>
	If your estimated budget does not match the actual charges on your student account, the remaining payments will be adjusted. The payments can be either increased or decreased, depending on the discrepancy.
<b>5 Days Before</b>	<b>Payment Reminder</b>

	An email will be sent out reminding you of that your payment will be withdrawn on the 5 <sup>th</sup> . At this time, you will want to ensure that the funds are in your account and that you are aware of the new payment amount if applicable.
<b>5<sup>th</sup> of the Month</b>	<b>Final Re-balance (Decreases Only)</b>
	If you received any additional financial aid or made a payment, your remaining payment plan payments will be decreased.
	<b>Payment is Processed</b>
	Your payment is automatically processed using the payment information you provided. An email notification will be sent when the payment has been processed.

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## STUDENT ACCOUNTS

# Refund Schedule

## Refund Policy

Refunds for dropping a course or withdrawing from the University are based on the official date of drop or withdrawal, not on the date of last attendance. **Failure to attend a class does not constitute dropping or withdrawing from it.** You can drop courses online; however, if you intend to drop all of your classes (withdraw), you need to contact the Registrar's Office to complete the necessary paperwork.

Refunds are prorated depending on the date of drop or withdrawal. Please consult the reimbursement schedule to determine your refund eligibility.

### [Registrar Withdrawal and Cancellation Procedures](#)

## Fall 2025 Refund Schedule

### Dropped Class Refund Schedule



### Full Semester Withdrawal Refund Schedule



## Room and Dining Refunds



## Refund Schedule Archives



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**STUDENT ACCOUNTS**

# Tuition and Fees

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The tuition and mandatory fees outlined for each College listed have been approved by the Board of Visitors and are effective for the **2025-26 academic year**. Any changes to this schedule of fees will be announced immediately.

## **Undergraduate Tuition**



## **Graduate Tuition**



## **Parking Decal**



## Other Fees



## In-State Tuition Surcharge



## Tuition and Fees Archive



**\* Beginning in 2019-20, the E&G comprehensive fee has been combined with tuition into a single charge. This technical change is cost-neutral to students.**

Note: Eligible individuals under the [Veterans Access, Choice and Accountability Act of 2014](#) will qualify for the rates charged to in-state students, regardless of formal state of residence or domicile.

## Additional Fee Information

[UMW Comprehensive Fee Auxiliary breakdown](#)

[The State Council of Higher Education in Virginia In-State Tuition & Fees](#)

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## ACADEMIC CATALOG

# Student Government

Internal governance for student life is provided by the Student Government Association (SGA). Its executive officers and the members of the Student Senate are elected each year. SGA Leaders, and appointed students, serve on various student committees and on nearly all faculty and administrative committees at the University. A second elected group, Class Council, is responsible for social programming and many of the University's traditional events, including Junior Ring Week and Devil/Goat Day. The Honor Council, with elected representatives from each class, presides over the Honor System. The Student Conduct Review Board (SCRIB) is composed of elected representatives and hears student conduct cases.

# Student Health Center

# Student Health Forms

## \*\*\*ATTENTION

All UMW students taking 9 credits or more are REQUIRED to provide information on their immunizations, TB screening, and health history. The information needs to be submitted through the [Student Portal](#). Students for FALL enrollment need to submit by AUGUST 1st. SPRING enrollment needs to submit by JANUARY 3rd and Summer enrollment by May 1.

**Avoid a HOLD on your record by submitting your Immunizations, TB screening, and Health history on the student portal.**

## Required Forms

1. [UMW Health History](#)
2. [Immunizations](#)
3. [TB Screening form](#)

Click on the **Student Portal tab** on the left to register. You will be prompted to log in with your NetID and password. Register by using your UMW ID (banner # starting with 000...) and UMW email (\_\_\_\_\_@mail.umw.edu). Log in if already registered.

**Once in the portal, please click on and complete the following:**

**UPLOADS:** Upload the 3 required forms by selecting the type of documentation to add and submit. The images must be in .gif, .png, .tiff, .tif, .jpg, .jpeg and documents must be .txt, .pd

**IMMUNIZATIONS:** Make sure to upload the UMW Immunization form signed by your primary care provider or provide a copy of your immunization record from your medical provider's office.

**The TB form:** The medical provider must complete and sign the TB screening form.

Please also upload your health insurance card (if you have insurance).

**Completing these steps will help us better serve you through our Electronic Health Record (EHR) System.**

## Student Health Center

With healthy habits and utilizing your SHC as a resource for your health needs, we can work together to keep you and our campus community safe.

Health Center staff is available to address your health concerns on the SAME DAY or the next day you call. All **appointments** can be scheduled by contacting us at 540-654-1040. **Sick walk-ins** can be accommodated (depending on the schedule). Some appointments, like STI testing without symptoms, maintenance allergy shots (once you are established at the SHC), are available online via the **STUDENT PORTAL** by logging into your portal and going to appointments.

**Register at the Student Portal as directed above if you haven't already, and check the portal for any forms needed before each appointment.**

**AFTER HOURS**, you can get medical advice by calling:

1. Mary Washington Hospital Nurse Advice line at 540-741-1000 for free (available 7am to 12 midnight).
2. Most insurance plans have 24/7 virtual care and/or nurse phone line you can call after hours – please check with your insurance company.

In the event of an **EMERGENCY**, call campus police at 540-654-4444. If you can't wait till the next day and need to see a medical provider after hours, please go to our [After hour advice](#) for local urgent care information.

## Preparation for College Life

## Health and hygiene necessities for campus life.

- Thermometer
- First aid kit, bandages
- Vaseline
- Gauze, tape
- Menstrual products
- Over-the-counter (OTC) medications
  - Cough/Throat Lozenges
  - Decongestants and/or Cold medications
  - Ibuprofen and/or Tylenol
  - Pepto Bismol
  - Allergy Medication
- Sunscreen
- Hand sanitizer
- Health insurance card
- Lockbox for controlled prescription medication
- A spare pair of glasses
- Disinfecting wipes
- Masks

## Prevent Registration Hold

## Responsibility Rx: Submit your Health Records



## Student Portal

Access your [Student Portal account here.](#)

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## Hours & Location

**Office Hours**

Monday -Friday 8am-5pm

**Address**

1301 College Ave

Lee Hall 112

Fredericksburg, Virginia 22401

**Phone:** 540-654-1040

**Fax:** 540-654-1077

**Email:** [healthcenter@umw.edu](mailto:healthcenter@umw.edu)

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# Welcome to myUMW!

Ryland Willis

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S

rwillis@umw.edu

H

[View Profile \(./account\)](#)

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Questioning Skills (./skill/questioning-skills/0f8ac1b8-2908-4065-b785-53760484db58)

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[Points \(./point/?id=null\)](#)

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Coming Up

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National Voter Registration Day 2...

09/17/2025 - 11:00 AM

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**Volunteer: National Voter Registr...**

09/17/2025 - 11:00 AM

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**Karaoke**

08/26/2025 - 8:00 PM

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**First Day of Class Photos**

08/25/2025 - 10:00 AM

*Speaker*   **Camera**

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# Talley Center for Counseling Services

## Welcome to the Talley Center for Counseling Services

To get connected with services, please contact our office at (540) 654-1053.

University life is exciting but can also be very challenging. Our staff of mental health professionals help students meet the demands of college effectively while supporting their personal, social, and intellectual growth and development. The Talley Center for Counseling Services is committed to furthering student development, especially in Wellness, Leadership, and Citizenship. The counseling center supports both the academic mission of the University of Mary Washington and the ‘out-of-class learning’ experience by providing individual, group, and couples counseling services to full-time degree-seeking students. We offer crisis intervention, consultation, community referrals, and training and educational outreach programs to the entire UMW community.

If you have questions regarding our department that are not addressed here, please stop by our office or call and we will be happy to help! You’ll find friendly and welcoming staff at the counseling center who understand that sometimes, it’s hard to reach out. We will do our best to answer your questions and make you feel comfortable.



---

The following resources remain available for **24/7** Support:

- [Crisis Text Line](#): 741741 / Facebook Messenger: [facebook.com/crisistextline](https://facebook.com/crisistextline)
- [National Hopeline Network](#): 1-800-SUICIDE (784-2433)
- [National Sexual Assault Hotline](#): 1-800-656-HOPE (4673) / Life chat: [online.rainn.org](https://online.rainn.org)

- [National Suicide Prevention Lifeline](#): 1-800-273-TALK (8255)
- [Northern VA Crisis Hotline](#): 1-703-527-4077
- [Transgender Suicide Hotline](#): 1-877-565-8860

## Talley Center

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University of Mary Washington

*Alma Mater*

*"All hail, dear Alma Mater,  
We sing our praise to you.  
High on Marye's Hilltop*

*You stand forever true;*

*Born in truth and honor  
You ever more shall be,  
The model of our future years  
And all eternity.*

*Whene'er we have to leave you  
We never will forget,  
The lessons you have taught us,  
And all the friends we've met;*

*And we your loyal students  
Will hold your name on high,  
So here's to Mary Washington;  
Our love will never die."*

Written by Jean Crotty Machonis '47 and Irene Taylor Robinson '47

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**A B O U T   U S**

# Our Principles and Values

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## The Values that Unite Us

As a public, liberal arts university, the University of Mary Washington community is dedicated to providing a diverse, accepting, and supportive environment that holds all

of its members to the highest standards of conduct, scholarship, integrity, inclusiveness, respect, and engagement. Through a commitment to these values, we strive to transform our academic community into a place where all will learn, thrive, and grow. As faculty, staff, and students of the UMW community, we are committed to upholding these common values

- **A**ccountability – we promote practices, behaviors, and attitudes where individuals take responsibility for their actions and decisions.
- **S**cholarship – we promote intellectual inquiry by engaging ideas and one another in order to gain better understanding and contribute to knowledge.
- **P**ersonal and Institutional Integrity – we are honorable in our academic and work endeavors as well as our interactions with others.
- **I**nclusive Excellence – we strive for all members of the community to have equitable access to opportunities for participation and the resources necessary for success.
- **R**espect and Civility – we foster an environment in which every individual is treated with dignity at all times by valuing the inherent worth of all identities, abilities, and differences.
- **E**ngagement – we develop engaged members of our community who actively participate in the community through responsible leadership and service.

We **ASPIRE** to live these values and work to support our collective and individual successes.

## For More Information

Complaints of discrimination should be directed to the [AA/EEO officer](#) of the University.

Read our official “[Statement of Community Values](#)” and “[Statement of Non-discrimination](#)“.

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## ACADEMIC CATALOG

# University of Mary Washington Mission Statement

The University of Mary Washington is one of Virginia's outstanding public liberal arts universities, providing a superior education that inspires and enables our students to make positive changes in the world.

The University is a place where faculty, students, and staff share in the creation and exploration of knowledge through freedom of inquiry, personal responsibility, and service. UMW regards the provision of high quality instruction as its most important function. The University offers a wide range of undergraduate and graduate programs focusing on both disciplinary and interdisciplinary studies. These academic programs afford students opportunities to integrate and apply their knowledge within broad educational experiences, to develop their professional interests, and to practice the habits of mind necessary for life-long learning. Through a professionally engaged faculty, the University supports ongoing research appropriate to the development of student abilities and faculty interests. It especially encourages the participation of undergraduates in research.

UMW's size, dedicated faculty, and historical commitment to fine teaching create an institutional culture where both undergraduate and graduate students benefit from strong connections with their faculty and multiple opportunities for active learning.

Located in Fredericksburg between our nation's capital and the capital of the Commonwealth of Virginia, the University of Mary Washington is a nexus for engagement among diverse communities and is dedicated to supporting professional advancement and economic development and to improving the regional quality of life.

We fulfill our mission by immersing students, faculty, and staff in local, regional, national, and international communities, and by inculcating the values of honor and integrity. UMW graduates are models of adaptive learning, personal achievement, responsible leadership, service to others, and engaged citizenship in a global and diverse society.

Book	K. Appendix
Section	1. UMW Guiding Documents
Title	Statement of Non-Discrimination
Code	
Status	Active
Adopted	May 10, 1991
Last Revised	July 25, 2025
Last Reviewed	July 25, 2025
Prior Revised Dates	9/27/2018

### **STATEMENT OF NON-DISCRIMINATION**

The University of Mary Washington adheres to the principle of equal opportunity. The University does not discriminate on the basis of race, religion, color, sex, gender identity or expression, sexual orientation, parental status (including pregnancy), national origin, age, disability, family medical history or genetic information, political affiliation, military service, or other non-merit based factors in recruiting, admitting, enrolling students or hiring and promoting faculty and staff members. Complaints of discrimination should be directed to the AA/EEO officer of the University.

Adopted by the University of Mary Washington Rector and Visitors May 10, 1991

Revised by the Rector and Visitors September 27, 2018

Revised by the Rector and Visitors July 25, 2025

Book	K. Appendix
Section	1. UMW Guiding Documents
Title	Statement of Rights and Responsibilities
Code	
Status	Active
Adopted	July 1, 1973
Last Revised	April 20, 2012

## **STATEMENT OF RIGHTS AND RESPONSIBILITIES**

- Members of the University community have responsibilities incumbent upon all citizens, as well as the responsibilities of their particular roles within the academic community.
- All members share the obligation to respect the right to freedom of inquiry, of religion, of speech, of press, of peaceful assemblage, of association, and of petition to the institution for a redress of grievances.
- The members of the University community have the right to due process in matters concerning discipline or status as members of the University community.
- All members of the University community have other responsibilities and rights incident to the educational process and to the requirements of the search for truth and its free presentation.
- The enumeration of the rights and responsibilities outlined in this statement shall not be construed to deny or disparage others retained by the members of the University community.
- The term "member of the University community" embraces the University as an institution, the faculty as a body, and all members of the administration, faculty, staff, and student body in their official and individual capacities.

The Statement on Rights and Responsibilities was adopted by the UMW Student Association, Faculty, and the Rector and Visitors in 1973 and updated by the Board of Visitors on April 20, 2012.

Book	K. Appendix
Section	1. UMW Guiding Documents
Title	Statement on Academic Freedom
Code	
Status	Active
Adopted	July 1, 1986

## STATEMENT ON ACADEMIC FREEDOM

### First Amendment Statement

University of Mary Washington vigorously supports freedom of inquiry and expression within the academic community. All members of that community have a fundamental right to follow their interests and to express their views privately and publicly without censorship, constrained only by the laws of the Commonwealth of Virginia, the laws of the United States, and respect for the property and person of others. While the University may institute regulations to ensure the orderly expression of ideas and to protect the resources needed for productive inquiry, these regulations shall not be interpreted in a way that restricts freedom of inquiry and expression by any member of the University community.

University of Mary Washington has adopted the Statement on Academic Freedom of the Association of American Colleges (1941), and the American Association of University Professors' statement on Freedom and Responsibility (1970). These statements and the First Amendment to the Constitution of the United States define the parameters of academic freedom in the University of Mary Washington Community.

The University of Mary Washington Community includes:

- Faculty (defined herein as those University of Mary Washington personnel holding academic rank, including adjunct faculty and contract faculty). Faculty are afforded the full protection of the First Amendment to the *United States Constitution*. Moreover, by definition, teachers are entitled to the exercise of the freedom of inquiry, are obligated to follow scholarship wherever it leads and to promulgate the result of inquiry.
- Students (defined herein as those persons officially enrolled in one or more classes at University of Mary Washington). All students bring their First Amendment rights onto the campus. Therefore, all University of Mary Washington students shall be afforded the same rights of inquiry and promulgation as the faculty.
- Speakers, public performers, artists and other guests Speakers, public performers, artists and other guests invited by the institution and/or by recognized student, faculty, and institutional organizations shall be protected from any form of censorship or disruption, and shall be afforded the same freedom of expression in the chosen medium as is guaranteed members of the University of Mary Washington community. Freedom from censorship extends to individual as well as public behavior and carries with it accompanying responsibility for individual as well as public behavior, both on the part of members of the University community and their invited guests.

*[Adopted by the faculty, 1986, and the Board of Visitors, 1987. Wording changed to reflect the University name change in 2004.]*

## ACADEMIC INTEGRITY

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# Honor Pledge

The honor system applies to every student who is enrolled at the University of Mary Washington. Accordingly, every student shall be required to verify acceptance of the honor system by signing the following Honor Pledge:

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*“I, as a new member of the University of Mary Washington community, pledge not to lie, cheat, or steal and to actively contribute to a community of trust. I understand that honor is a way of life at Mary Washington and that my words and deeds impact the lives of others. As a Mary Washington student, I therefore promise to hold myself to the highest standards of honesty and integrity in all that I do and say.*

*I further pledge that I will endeavor to create a spirit of honor, both by upholding the honor system myself and helping others to do so.”*

Registration as a student at the University of Mary Washington obliges a student to abide by the Honor Constitution. Each student will sign the Honor Pledge before classes begin, in accordance with the Honor Council's procedure. This is a symbol of each student's willingness to accept the honor system as a way of life at the University of Mary Washington. The ultimate responsibility for signing the Honor Pledge rests with the student.

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In order to reaffirm commitment to the Honor System, the student shall write out in full and sign the

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***“I hereby declare upon my word of honor that I have neither given nor received unauthorized help on this work.”***

This pledge verifies that the work submitted is the student's own and has been done in accordance with the requirements set forth by the instructor.

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## Academic Integrity

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### Honor Council

[Honor Council Members](#)

[Faculty Honor Advisors 2025-2026](#)

#### **Honor Pledge**

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