



# MEMORANDUM

University Information  
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**TO:** All Departments  
**FROM:** Mariama Boney, Director, University Information  
**SUBJECT:** 2009-2010 Student/Faculty/Staff Telephone Directory  
**DATE:** October 23, 2009

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University Information is pleased to deliver to you the **2009-2010 George Mason University Student/Faculty/Staff Telephone Directory**. We appreciate your help in verifying the information contained in the directory and hope you find this publication useful.

Initially, departments are receiving enough directories for distribution to everyone listed in the Department Listings Section. **If you need additional directories, please complete the form below and return it to University Information.** Once we have completed our initial distribution we will fill requests for additional directories.

**Visit People Finder** at <http://peoplefinder.gmu.edu> for updated individual faculty/staff listings on Mason's Web site. The departmental listings and student information can also be found under People Finder and are updated monthly. Faculty and staff can submit changes for the directory by completing the **"update information" form** on the People Finder Web page. Updates can also be sent via email to Suzy Wiedemann, Budget/Project Manager, at [swiedema@gmu.edu](mailto:swiedema@gmu.edu); Fax to 993-1009; or through campus mail to MS 2D9. Student information is generated from the Registrar's Office.

**Recycle Your 2008-2009 Telephone Directory!** Place your old directory next to a white paper recycling bin or in a colored paper recycling bin.

If you have any questions regarding the directory, call 993-1005 or visit us on the Web at <http://info.gmu.edu>.

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*Send to: University Information, MS 2D9 or FAX to 993-1009*

## **Request for Additional 2009-2010 Student/Faculty/Staff Telephone Directories**

Number of Directories Requested: \_\_\_\_\_

Department Name: \_\_\_\_\_

Campus Address & Mail Stop Number: \_\_\_\_\_

Person Directories Delivered to: \_\_\_\_\_

Person Requesting Directories: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_