IMPORTANCE OF F-1 STUDENTS REPORTING YOUR LOCAL ADDRESS

F1 International students must report to OIPS with any change in US address within 10 days from the start date of their program (listed on I-20) or within 10 days of moving to the new address. When you report to OIPS, we must have a physical address even if the address is temporary. Once you obtain permanent housing, you are then required to inform us again with your new address.

OIPS will not be able to inform immigration officials that you have reported to our University (your SEVIS Record will not be “registered” with immigration) unless you have a local Off Campus Residence in Patriot Web. Therefore, it is important that you immediately update your address in Patriot Web after checking in at the OIPS Welcome Center.

Changing Your Name

Official changes to your name are made through the University Registrar's office. Please refer to the Records Frequently Asked Questions for information.

Changing Your Address

OIPS requires a current local address of all international students at GMU. If you have moved and need to update your address information with our office, simply edit your personal information in the patriot web self-service system:

Log in to patriot web with your G# and pin
Select the “Personal Information” tab

Select Update “Address(es) and Phone(s)”
There are multiple addresses on this page...

...if you do not see “Off-Campus Residential” with an address under it then scroll to the bottom and choose that option from the drop down menu.

Choose “Off-Campus Residence” from the drop down menu.
From patriot web, your new address/information is transferred to our database here at OIPS and you have done your part to make sure our office can always get in touch with you!

However, if you work or have a scholarship at Mason, then the tax records must be updated. This can only be done by emailing the inttax@gmu.edu. The subject line should read "ADDRESS UPDATE".