G1 Account: Guest Account
Supporting Documentation

Supporting Documentation: Based on your role, please provide the following along with the completed Request Form.

Auditor: Please provide a printed record of your payment, current course registration, or a letter (on department letterhead) from the department/instructor to indicate your academic involvement at GWU.

Consortium: Please provide a printed record of your payment, current course registration or a letter (on department letterhead) from the department/instructor to indicate your academic involvement at GWU.

Alumni: Please note: Only alumni who are auditing courses may submit a special request form. Please see instructions above for “Auditor”.

Faculty not listed in GWMail: Faculty members should ensure they have created a GWMail (NetID) account through the ISS helpdesk and attempted to generate a G1 account automatically. Some faculty might find that their G1 Account does not automatically generate. In this case, a faculty member should submit the special request form along with a letter (on department letterhead) stating affiliation and current courses taught for the department.

Adjunct/Visiting Faculty: Please submit a letter (on department letterhead) stating affiliation and current courses taught for the department.

Visiting Scholar: Please submit a letter of sponsorship (on department letterhead), stating department affiliation and purpose for having a G1 account.

Professor Emeriti: Please submit a letter of sponsorship (on department letterhead), stating department affiliation and purpose for having a G1 account.

Wage Account Staff: Please submit a letter of sponsorship (on department letterhead), stating department affiliation and purpose for having a G1 account.

Contractor: Please submit a letter of sponsorship (on department letterhead), stating department affiliation, purpose for having a G1 account, and the date of contract termination, from the GW Contract Administrator. This account will be terminated at the end of the contract period.

Conference Attendees/Special Groups: To be eligible for this type of account, you must be attending a conference at GW or represent an approved access group. This account will be terminated at the end of a predefined period.

NOTE: The group representative must submit the Special Account Request Form along with reservation documentation from the Office of Academic Scheduling.

Please read the “G1 Account Creation and Use Agreement” and the “GW Code of Conduct for Uses of Computing Systems and Services” before submitting your request.