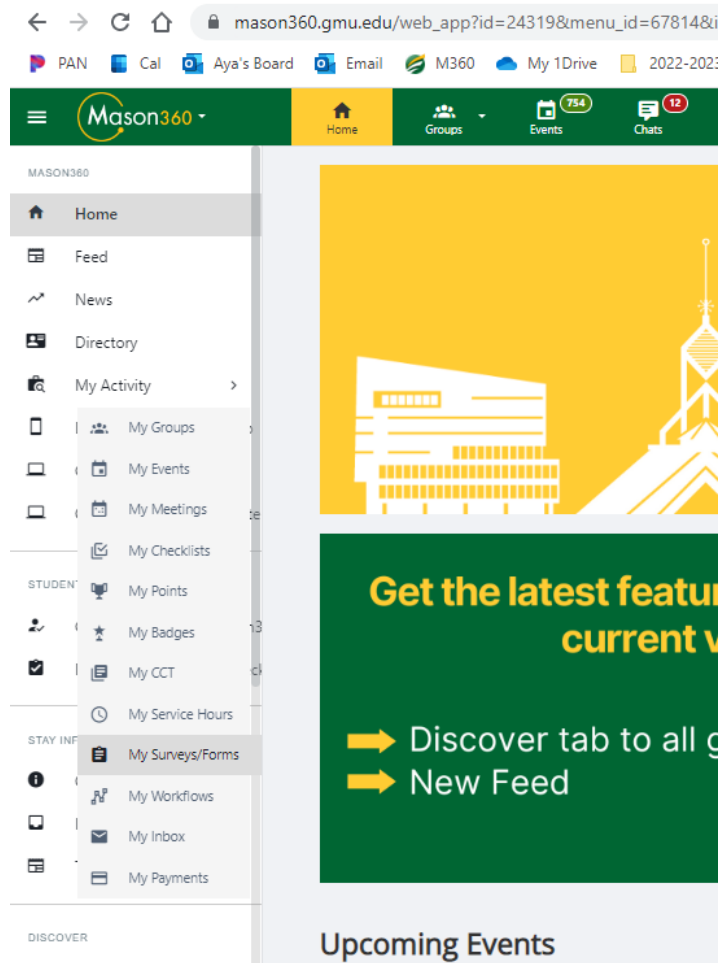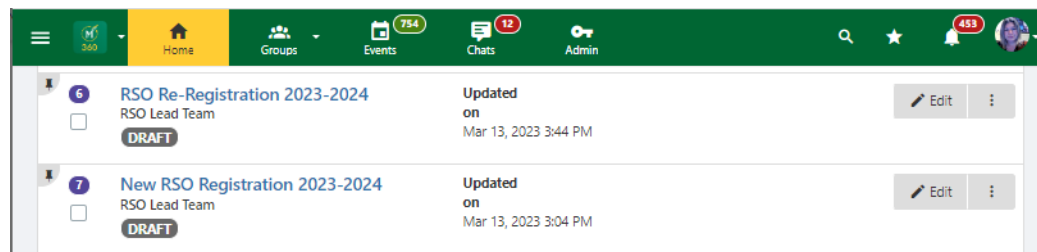**Need to edit the Registration form?**

The person who submitted the Registration Form can edit the application

Log into Mason360 > Home > My Activity > My Survey/Forms

Locate the Form you Submitted in list > Click on "Edit" > Change Information as needed > Click SUBMIT

Possible Tags for your Form:

- Pending Approval : Waiting on all tasks to be completed **PENDING APPROVAL**
  - Check the "STEPS" : The bolded step will show where your group is at in the process
- Draft: Was not submitted for review **DRAFT**

- Approved: Has been reviewed and Registration has been finalized **APPROVED**
  - Only edit the form if the change affects the 25Live Officers listed and email the RSO Lead Team (rso@gmu.edu).
  - If the 25Live representatives are not changing, don't edit the form, update the Mason360 Group Page
- Rejected: Email sent with explanation, perhaps this is a duplicate or should have been a different form,

  re-registration vs new registration **REJECTED**