

## SHORT- AND JANUARY TERM / SUMMER STUDY ABROAD INFORMATION

Short-term programs, including January Term and summer programs, operate a little differently than semester-long programs. These programs allow for greater flexibility in selection and enrollment because they take place during official UNH breaks. Additionally, the fees are comparatively lower, but financial aid is limited since academic expenses during semester breaks are not typically factored into financial aid packages.

So how does short-term study abroad work at UNH?

### 1) Determining Eligibility

- A. Students must meet the same eligibility criteria for a short-term program as they would for a semester or academic year program. [Click here](#) to read the eligibility requirements.

### 2) Finding and Selecting a Program

- A. Review the UNH Managed short-term programs that are offered.
  - o These programs are developed by UNH faculty and offer students an enriched academic experience specifically designed to enhance learning opportunities for students in their majors, minors and general education curricula.
  - o Program descriptions are on the [CIE website](#). Students also should check the UNH [January Term homepage](#) and their department to see if any courses include an optional international experience.
- B. If none of the UNH Managed programs fit students' academic programs or interests, students should search the [UNH Approved program list](#).
- C. Utilize online study abroad program search engines. Following are a few established websites: <http://www.iiepassport.org>, [www.studyabroad.com](http://www.studyabroad.com) or [www.goabroad.com](http://www.goabroad.com).

### 3) Enrolling in a Short-term Program

- A. For a **UNH Managed short-term program**, the process for registering and paying fees is generally the same as for on-campus courses. Faculty directors will provide all necessary instructions, forms, terms and conditions. The faculty director will also post credits and grades to students' transcripts.
- B. For a **UNH Approved program** or a **UNH Study Abroad One-time Petition**, students will be required to follow all the standard CIE [policies](#) and [planning](#) procedures for study abroad, including payment of the UNH Study Abroad Administrative Fee and mandatory UNH fees. Students will apply directly to the program provider and will pay the study abroad program fees (tuition, housing, etc.) directly to the provider or sponsoring institution as well. CIE will register students for the appropriate INCO course, receive students' study abroad transcripts and post transfer credit to students' UNH transcript.

Please note the following exception:

- o **Programs that are less than four weeks in duration cannot be considered for a UNH Approved program nor are they eligible to be considered for a [Study Abroad One-time Approval Petition](#).**

**Students planning to participate on a study abroad program that is less than four weeks, should follow the procedures for Individual Study Abroad. See below for details.**

- C. For **Individual Study Abroad**, students will work directly with the program provider/sponsor and the UNH registrar's office. It will not affect students' matriculation at UNH and there will be no need to take a leave of absence if the program takes place during an official UNH break.

Students will apply, enroll and pay fees directly to the program provider/sponsor. Students are welcome to use CIE advising resources, but CIE will otherwise not be involved with the process.

Students who want to know what UNH will accept prior to applying for the program, should complete a *Transfer Credit Prior Approval* form. These forms are available at the Registrar's Office, 11 Garrison Ave., Stoke Hall.

Upon completion of the program, students must provide the Registrar with the following items in order to transfer study abroad credit back to UNH:

- Official university transcript(s). If the program issues a U.S. college or university transcript, the transfer of credit process will be similar to transferring in credit from, for example, a local community college or other U.S. university. If the provider/sponsor issues a *grade report*, ask if there is a *school of record* that issues an official transcript. Many providers/sponsors offer this service; there may be an extra fee, but it will make the transfer credit process easier.
- If the transcript is not from a U.S. accredited university or college, include a credential evaluation of coursework from an evaluation service. These companies charge a fee for which the student is responsible for paying. Options include, but are not limited to:
  - World Education Services (WES) [www.wes.org](http://www.wes.org) and the
  - Center for Education Documentation [www.cedevaluations.com](http://www.cedevaluations.com).
- English translation of transcript if necessary.