The Center for International Education (CIE) will register you for your study abroad program only after you have completed and submitted all of the required forms. If you depart for a study abroad program without completing the three steps listed below, you will be unregistered and thus will not receive UNH financial aid and no transfer credit for your courses. In addition, you will not be insured.

**PHASE I**

Please fill out, collect signatures, scan and email the following paperwork to study.abroad@unh.edu **by the deadline given to you in the Registration email**:

- [ ] Copy of UNCONDITIONAL acceptance letter/ e-mail
- [ ] Consent and Agreement Form
- [ ] Study Abroad Course Planning Form
- [ ] Course descriptions
- [ ] Study Abroad Expense Form
- [ ] A copy of the official program cost (e.g. a screen print of provider’s website, a bill)
- [ ] For IA dual majors only: IA Capstone Research Project/Study Abroad Form
- Follow the instructions as given to you in an email from unh@anvilgroup.com, titled ‘Your Upcoming UNH International Travel: Action Required’. In this email, you will be instructed to:
  - [ ] go to into the UNH International Travel Registry
  - [ ] create a traveler profile:
    - ◊ enter your emergency contacts
    - ◊ upload a copy of your passport

If any of these required documents/step are missing, we cannot register you for study abroad.

**PHASE II**

Prior to the Study Abroad Pre-departure Orientation (see below), you will receive an email in which you will be instructed to go into the UNH International Travel Registry again and to enter your travel details (Edit a Trip).

If any required information (emergency contacts, passport copy, flight details) is missing from the International Travel Registry, we will UNREGISTER you from studying abroad.

**PHASE III**

**ATTEND MANDATORY STUDY ABROAD PRE-DEPARTURE ORIENTATION: SATURDAY, DECEMBER 5, 11:30-3:15.**

If you don’t attend this event, you will be unregistered from studying abroad.

**UNH Center for International Education**

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