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***Study  
Abroad  
Guide  
for  
Parents***

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Dear Parents,

Welcome to the UNH Center for International Education and Global Engagement (CIEGE), where *international education means the world to us*. UNH is committed to providing students with a wide array of international opportunities, among them study abroad.

Regardless of academic discipline or professional goals, our graduates will live and lead in a more globalized world. Their personal and professional lives will be affected by world-wide forces even if they never leave the Granite State or United States. In order to be prepared for our variable, diverse, and multi-cultural world, students must be knowledgeable, adaptable, flexible, independent, and fluidly communicative across cultures. Students demonstrably gain these skills, which future employers value, from a study abroad experience.

Our students are fortunate to be educated in an age when study abroad has become a common expectation; there are a multitude of opportunities; and we can go to the opposite side of the world and find an internet café where we can drink a latte while skyping with our friends and family at home. While this is comforting, it also can provide a false sense of security and expectation that studying abroad is just like being at home but with more exotic food and scenery. Nothing could be further from the truth, and that's a good thing.

Education, development and growth are about challenging our commonly held assumptions and getting outside our comfort zones. This can be a difficult and uneasy experience at times, but the rewards and sense of accomplishment are much greater when issues are confronted and resolved independently by trial and error and the application of newly gained knowledge and experience. To this end, CIEGE has developed an advising and pre-departure program that is designed to help students prepare and to maximize the experience abroad.

This guidebook is specifically designed for parents to help you understand the study abroad process and provide you with information on how to assist your student in making the most of this privilege and opportunity. It contains the following information in the stated order:

- Emergency Contact Procedure
- Health and Safety
- What Parents Need to Know About the Study Abroad Experience
- Money Matters
- Preparation
- Process, Procedures and Policies

We wish your student a thoughtful and expansive study abroad experience,

*Beth R Kilinc*

Beth Rascoe Kilinc  
Administrative Director for Study Abroad

## EMERGENCY CONTACT PROCEDURE FOR UNH STUDENTS ABROAD

If a student is overseas and is involved in an emergency situation, the student should contact the on-site staff or a local emergency responder immediately. The person nearest to the student can respond most quickly. If a student is unable to do so, contact International SOS (24/7), the program provider, CIEGE (during business hours) or UNH Police Dispatch (after business hours).

### 1. International SOS: +1-215-942-8478; Membership # 11BCAS000009

- International SOS is on call 24/7/365.
- While they are helping your student, they also will notify UNH.
- Your student should call International SOS if they can't reach their program contact or if they are traveling outside of their host city.
- Information on International SOS and the international insurance program is at the end of handbook.

### 2. UNH Police Dispatch: +1-603-862-1427

- UNH Police Dispatch is always on call.
- They can be your student's back-up, if they cannot reach their program or International SOS

### 3. On-site program emergency contact:

UNH Approved Program Providers have their emergency contact numbers listed on their websites. You can find [links to these providers on the CIEGE website](#).

### 4. UNH Sexual Harassment and Rape Prevention Program 24-hour crisis line: +1-603-862-SAFE (7233)

### 5. Center for International Education and Global Engagement: +1-603-862-2398 or [study.abroad@unh.edu](mailto:study.abroad@unh.edu)

- During business hours, CIEGE can be reached Monday – Friday 8:30 am to 4:30 pm EST or EDST

### What constitutes a True Emergency?

When your student calls you distraught from 5,000 miles away, everything can feel like an emergency. It may be difficult, but the best help you can provide is by distinguishing between a crisis situation that necessitates activating a 24/7 emergency system and an extremely challenging situation that will take patience, time and problem-solving skills to resolve.

A helpful way to assess the situation is to ask yourself: is my child in imminent danger? By determining this first, you can then methodically assess your options for helping. Emergencies such as medical issues (i.e., appendicitis, broken bones), assault, arrest or suicidal thoughts are all cases for activating the 24/7 emergency system immediately.

Generally, lost bags, credit card/passport theft, roommate issues or homesickness are not a crisis situation that necessitates activating the emergency system. We recognize that these situations are of great importance while abroad and can be traumatic. However, they are also situations that will require multiple steps, communicating with a variety of offices, and is best accomplished with the assistance of on-site program staff during regular business hours.

Chances are your student will not experience any of these situations, but hopefully this will be informative should you find yourself in the position of trying to determine the best way to help.

## HEALTH AND SAFETY

### Helping your Student Plan for a Healthy Study Abroad Experience

The health, safety and security of your student are of the utmost importance to us. To this end, UNH policy prohibits study abroad in countries for which a State Department travel warning is in effect. Additionally, all students are provided health and safety information in both written and verbal forms through the Study Abroad Handbook and the mandatory pre-departure study abroad orientation. After students arrive at their study abroad destination, most programs provide additional health and safety information during the on-site orientation.

In study abroad, as in other settings, parents, guardians and families can play an important role in the health and safety of students. Through actively listening, being an available sounding board and providing careful and patient guidance, you can continue to help your student make good decisions overseas. At the pre-departure orientation, students receive a handbook. Please discuss it with your student; information and awareness on both your parts will help lead to a successful study abroad experience.

As we all know, the world is not a perfect place, whether we are in our backyard or overseas, and incidents can occur. Experience proves, however, that most problematic situations in which students find themselves are within their control. What we mean by this is study abroad students are rarely harmed by terrorism, natural disasters or political turmoil. Students get into trouble abroad the same way they get into trouble at home, usually some combination of drinking, drugs, making poor decisions and judgment calls. The most common cause of injury and death abroad is motorized vehicle accidents and drowning. So please help your student by discussing strategies to reduce these risks.

UNH affiliates with programs and institutions that are of the highest academic quality. We also endeavor to make sure that our affiliates have facilities to take care of students' basic health and safety needs, such as access to health care and emergency services. However, there are inherent risks to study abroad, just as there are in any life situation that is different and challenging, and we want to be clear about what UNH cannot do or guarantee. For example:

- We cannot assure that home-country cultural values and norms will apply in the host country.
- We cannot assure that U.S. standards of due process apply in overseas legal proceedings.
- We cannot prevent participants from engaging in illegal, dangerous or unwise activities.
- We cannot monitor or control all of the daily personal decisions, choices and activities of individual participants.
- We cannot assume responsibility for the actions of persons not employed or otherwise engaged by the program, for events that are not part of the program, or that are beyond the control of UNH and its subcontractors, or for situations that may arise due to the failure of a participant to disclose pertinent information.

In the following pages is a variety of information related to students' health and safety for the pre-departure process and while they are abroad:

- Medical and health preparation
- Insurance
- Developing an Emergency Action Plan
- U.S. State Department, Embassy and Consular Resources
- Foreign laws
- Resources for further health and safety information

### **Doctor's visits before departure**

It is highly recommended to schedule a round of checkups a few months before departure. This helps to identify minor issues, such as filling cavities or upgrading glasses or contacts, and allows time to take care of them at home. Here is a list of suggested appointments:

- General physical
- Eye exam
- Dental exam
- Gynecological checkup
- Specialists/Allergist exams
- Obtain a copy of your student's complete medical record, including a complete list of immunizations

### **Self-disclosure**

If your student has any special needs or disabilities – dietary, medical or psychological – he or she should inform his or her medical care provider about going abroad and the study abroad program advisor/director about his or her condition prior to departure. Professionals abroad, whether they are the study abroad office or the local health care provider, will not be able to best assist your student in an emergency if they are ill-informed of your student's needs, condition and history. All approved study abroad providers have extensive experience hosting U.S. students and most likely will have dealt with similar issues and will have a network of resources that they can utilize if prepared in advanced.

### **Prescriptions**

Vision prescriptions:

- Your student should obtain a typed copy of his or her glasses and contact prescription to take abroad.

Medicine & Allergy shots prescriptions:

- Your student should research the custom laws in the destination country to learn if the specific drug can be hand carried into the country and/or mailed into the country, and if so, are there any quantity restrictions. UNH's travel assistance provider, International SOS, can provide this information. Details are below in the insurance section.
- If the prescription needs to be filled in the destination country, confirm that it will be available and be sure to obtain the generic names and chemical components for ease of refilling.
- It may be worth inquiring if a doctor's signed prescription is needed.

Medic alert bracelet:

- Depending on the destination country and host country language, your student may want to consider wearing a medic alert bracelet if a medical condition or drug allergy might affect treatment in the case of an emergency.

### **Health & Wellness Country Information**

Helpful resource for more information regarding country-specific immunization requirements and disease prevention include:

- International SOS — UNH's travel assistance provider. Their website is [www.internationalosos.com](http://www.internationalosos.com) and at the prompt for the Members' website login enter the UNH International SOS membership number: 11BCAS000009.
- Center for Disease Control (CDC) — The website is [www.cdc.gov](http://www.cdc.gov). This website provides valuable information including: Your Survival Guide to Safe and Healthy Travel, Food and Water Safety, travel notices and disease-related travel articles.

## UNH International Travel Assistance and Insurance Program

UNH provides international travel assistance, emergency services and insurance to all students, undergraduate and graduate, traveling abroad on [University-related activities](#). Some examples of covered activities include: studying abroad on a UNH Managed, UNH Exchange or UNH Approved program; interning or researching abroad for credit, fulfilling a UNH requirement or assisting UNH faculty; presenting your UNH- research at a conference; or traveling abroad with a UNH Recognized Student Organization.

**Students will be covered only while enrolled in official UNH programs or activities and only when outside the U.S. Your student will not be covered for personal travel before the program/activity begins or after the program/activity ends.** Therefore, UNH recommends that students maintain domestic coverage to insure continuation of coverage and care before the program begins, after it ends, and upon returning to the U.S.

There are two parts to this program:

### 1. Assistance & Services—*International SOS*

International SOS is the premier international services provider, who will be there for your student when emergency medical, personal, travel, legal, and security assistance services are needed when traveling abroad on UNH-related activities. One phone call connects you to the International SOS Network of staff trained to help resolve these issues. Services range from telephone advice and referrals to full-scale medical and security evacuations by private air ambulance. The International SOS Network of specialists operates 24 hours a day, 365 days a year from their Alarm Centers around the world. Since its founding in 1974, they have performed thousands of evacuations and repatriations.

Accessing International SOS information is easy and available on your student's membership card provided by UNH, by downloading the International SOS app, and online at [www.internationalsos.com](http://www.internationalsos.com). At the prompt for the Members' website log in, enter the UNH International SOS membership number: 11BCAS000009. The Alarm Center phone number is +1.215.942.8478 and can be called collect from anywhere in the world.

### 2. Insurance—*University Health Plans*

UNH has worked with its insurance broker, University Health Plans, to establish a unique international insurance program with Nationwide Life Insurance Company for UNH students abroad on UNH-related activities, which works in concert with International SOS. This insurance program is primary in all cases, but International SOS must provide all emergency services in order for the insurance to pay out the insurance benefits. Because of the special relationship between International SOS and the Plan Administrators, emergency management and health care decision-making is simplified.

The Summary of Benefits and the full Evidence of Benefits that includes all definitions and exclusions is available on the insurance page of the CIEGE website: <http://www.unh.edu/global/benefits>.

## Extended Personal Travel

Because this insurance will not cover students during personal travel before or after the UNH program/activity, the same coverage can be purchased directly from University Health Plans and International SOS. Trip cancellation and interruption coverage also is available for purchase. Information on coverage details and how to purchase both extended travel and trip cancellation/interruption insurance is on the insurance page of the UNH CIEGE website listed above.

### **International SOS Email Alerts & Country Specific Information**

We recommend that all students sign up for International SOS Email Alerts for their study abroad host country, as well as for all countries to which your student plans to travel. Family members may sign up as well. The alerts provide information and warnings about anticipated events that could be potentially risky as well as security and health-related incidences that are unfolding in real time. Alerts include advice on what travelers should do to stay safe.

From the UNH International SOS membership page (links listed above), click on the *Email Alert* button on the right side frame. This will take you to a registration page that is quick and easy to complete. From there you will be connected to the *My Alerts | Email Alerts* page. Click on the *Real time country updates* tab; select "Email me all updates" from the drop-down menu; and, check the countries for which you want to receive information. Make sure to click on the *Save Changes* button on the right under the *Summary* box.

There is also a myriad of health, safety and travel information in the Country guides. These are accessible from the box on the left-side frame. Simply select your country of interest from the drop-down menu.

### **UNH International Travel Registry**

All study abroad students are required to register their international travel and program details in the UNH International Travel Registry. It is a mandatory part of the study abroad registration process. The International Travel Registry meets UNH and international IT security protocols and the information it contains is confidential.

Registering in the International Travel Registry enrolls your student in the International SOS Travel Assistance and Insurance program and facilitates communication and support in the event of an emergency abroad. Additional information is available online at: <http://www.unh.edu/global/international-travel-registry>.

### **Emergency Action Plan**

Before your student leaves the country he/she should understand that, while abroad, the closest person to the situation will be the most helpful. The student's program director and staff abroad will be the persons most familiar with the host country's rules, regulations and facilities. Most students will receive an emergency contact card upon arrival.

These contacts, including International SOS, should be pre-programmed into the student's cell phone and the cell phone should be charged, have available minutes and ability to make international calls at all times.

If your student cannot reach program staff or is traveling outside the host city, call International SOS.

Your student should develop an emergency list, including a simple list of people to call in case he/she is hurt, along with copies of insurance information, passport and any allergies to medication(s). Upon arriving, your student needs to become familiar with the health care system of the country, the name and location of the hospital nearest to his/her residence abroad and how to summon emergency medical care (many countries have an equivalent to 911).



## U.S. State Department, Embassy and Consular Resources

It is recommended for all international travelers to also register at the U.S. Embassy or Consulate in the destination country. This makes your student's presence and whereabouts known in case it is necessary for a consular officer to contact him or her in an emergency.

Registering with the State Department through the Smart Traveler Enrollment Program (STEP) is easy and can be done online at: <https://step.state.gov/step/>.

### Consular Information

The State Department's Office of American Citizens Services and Crisis Management (ACS) administers the Consular Information Program, which informs the public of conditions abroad that may affect their safety and security. Country Specific Information, Travel Alerts and Travel Warnings are vital parts of this program.

- Country Specific Information: Travel information for every country in the world.
- Travel Alerts: Issued for short-term concerns in a country such as a hurricane, demonstrations, a bomb threat, regional concerns or a general worldwide caution.
- Travel Warnings: Issued to recommend against travel to an entire country.
- Warden Message: Issued by a U.S. Embassy or Consulate to the local American community.

### How to Access Consular Information Sheets, Travel Warnings and Public Announcements:

- <http://travel.state.gov/>
- Travel Warnings, Public Announcements and Consular Information also may be heard at any time by dialing the Office of Overseas Citizens Services, American Citizens Services and Crisis Management, Bureau of Consular Affairs, at (202) 647-5225 from a touchtone phone.
- Main Switchboard of the U.S. Department of State: 800-877-8339 (Federal Relay Service)  
Hotline for American Travelers: 202-647-5225

### Overseas Citizens Services (OCS)

OCS in the State Department's Bureau of Consular Affairs is responsible for the welfare and whereabouts of U.S. citizens traveling and residing abroad. U.S. Consulates abroad assist American citizens in cases of: death, destitution, disappearance, detention, medical emergency, victim of a crime, citizenship/passports, voting, judicial assistance.

### Foreign Laws

The U.S. Embassy or Consulate abroad is limited in what it can do to assist your student if he or she should get into legal trouble abroad. As a foreigner in a foreign land, your student is obligated to act in accordance with foreign laws. Below is the advice we provide for all study abroad students:

- Know the Relevant Laws: Make sure you know the relevant laws for each country to which you plan to travel. Foreign laws apply to visitors, regardless of the visitor's country of citizenship.
- Travel Warnings and Consular Information Sheets: Read the Travel Warning and State Department Consular sheets for information on the legal systems in the countries to which you will be traveling.
- Embassy or Consulate Assistance: If you find yourself in legal trouble abroad (for example, arrested), the U.S. Embassy or Consulate (or that of the country where you are a citizen) may only be able to assist you in the following ways:

- Visit you in jail after your arrest
  - Give you a list of local attorneys
  - Notify your family and friends and relay request for money and other aid
  - Intercede with local authorities to help ensure your proper treatment under the law and in accordance with internationally recognized standards
  - Protest mistreatment
- Legal Representation: You will be responsible for bearing the financial burden of your legal representation as well as the outcome of a trial.
  - Constitutional Rights: You cease to be protected by U.S. law and Constitutional rights once you leave the country.
  - Unfair Imprisonment: If you feel you have been unfairly imprisoned by another country's government, the U.S. State Department can provide some assistance. It may be necessary to hire a local attorney as well.
  - Hostage Situations: If you are taken hostage by a terrorist organization, the U.S. State Department may help negotiate for your release. Check with your insurance provider to see if you can purchase additional hostage, terrorist, or emergency assistance insurance.

### **Resources for Further Health And Safety Information**

- Safety Abroad First Educational Travel Information (SAFETI) website <http://www.globaled.us/safeti> and <http://www.studentsabroad.com>.
- SAFETI On-line Newsletter Volume 2 Number 1 Winter 2000 – Summer 2001 Advice for Parents: Frequently Asked Questions by William Hoffa, Academic Consultants International
- [Mobility International USA](#) is a cross-disability organization serving those with cognitive, hearing, learning, psychiatric, physical, systemic, vision and other disabilities. They are a great resource for students with special needs to investigate their options for study abroad.
- Also feel free to consult the [UNH Disability Services for Students](#) with any concerns you may have.

## **WHAT PARENTS NEED TO KNOW ABOUT THE STUDY ABROAD EXPERIENCE**

You have sent your son or daughter off to college with the hope and intention that he or she will continue to develop and mature. Development is achieved through experience, frequently from challenging situations, which may not be fun or easy but are essential for the maturation process and for the development of lifelong skills. Studying abroad is like going away to college for the first time. It is uncertain, unknown and there are risks involved. There will be highs and lows and issues to work through.

Fortunately U.S. schools have been sending students abroad for decades and much information has been amassed about this profound experience. The objective of this section is to educate you about the typical challenges students confront, struggle with and overcome with a real sense of accomplishment. Prepared with this knowledge, you hopefully will be able to help your student negotiate this experience with little more than some tender loving care, an open ear and a shoulder to cry on (even if it's 5,000 miles away and it breaks your heart).

This is all most students need to pick themselves up and move forward to accomplish great things. Some students will need additional intervention, however, so we hope that by preparing you with information about the cultural integration process, culture shock and re-entry shock, you will be able to best assist your student and guide him or her to available resources.

### **#1 Piece of Advice**

One of the best things you can do as a supportive parent is to let your student manage his or her study abroad preparation independently. It is through taking ownership of the process from the beginning that your son or daughter will learn the components and characteristics of his or her chosen program and host country, information that will be essential to your student once abroad. As tempting as it may be to relieve your student of some of the responsibilities, especially while busy with the current semester's demands, he or she will be better positioned to cope abroad if your student handles the preparations personally.

### **Cross-Cultural Adjustment**

Your student may spend months—even years—dreaming about living, studying and traveling abroad. Much of this time may have been spent fantasizing about exotic destinations or managing the minutia of the pre-departure process. Your student may have spoken with study abroad alumni, who told glowing and wistful stories of how study abroad was the experience of a lifetime and they wish they could do it all over again.

What is frequently overlooked in the preparation phase is how challenging, difficult and lonely studying abroad can be, especially during the first few weeks of the initial adjustment phase when students are recovering physically from jet lag. The process of moving half way around the world and establishing oneself in an alien environment can be shocking and produce feelings of anxiousness, homesickness, frustration, anger and rejection of the new host culture.

This is quite typical and to be expected. After successfully negotiating the intricacies of home campus life and culture, your student is probably used to feeling very confident in his or her environment and very capable of negotiating even sophisticated tasks, like preparing for study abroad. After arrival abroad, however, he or she will need help with the most mundane tasks such as finding food, money, a classroom and even calling home for some solace.

It would be surprising if your student did not experience feelings of homesickness and anxiousness at some point. It is also important to realize that the process of cultural adjustment is not always linear. Your student may experience several cycles of excitement, difficulties, then adjustment throughout his or her time abroad. For example, after an initial adjustment to the superficial differences (food, dress, shopping), your student may be confronted with a new challenge (relationships with roommates, difficult class, missing an important event at home) that could trigger another cycle of challenges and difficulties that will need to be overcome.

Much research has been done on this subject and the commonly known term to this phenomenon is "culture shock." If you would like to read more about it, the University of Illinois Urbana-Champaign study abroad information for parents provides excellent resources and research on cultural adjustment. Below are links to a few of their pages:

- [Stages of Cultural Adjustment](#)
- [Dealing With Culture Shock](#)

### **When You Should Be Concerned About Your Student**

Tearful phone calls during the first few weeks of a study abroad program are not usually cause for concern, especially if your student is attending classes, eating regularly and going out on program activities and socially with other students. It is entirely normal that your student will call home when feeling lost, lonely and want to hear the comforting and consoling voice of a parent. These healing moments, while difficult for the parent, help your student to work through the adjustment process and to progress in his or her learning and development.

If you notice a pattern in which your student is exhibiting one or more of the following behaviors, however, you should recommend that your student seek advising and counseling from the onsite program staff: a very negative attitude toward the host community over a sustained period of time with little or no sign of enjoyment or appreciation; you hear your student blaming and criticizing in an exaggerated manner the host family, school or country for his or her own feelings of discomfort; physical manifestations that can no longer be attributed to jetlag (which can last up to a week) such as frequency and intensity of headaches, stomach aches, loss of appetite, irregular sleep patterns, heightened anxiety, crying or angering more easily.

These emotional and physical manifestations can be debilitating and need to be addressed. Please encourage your student to seek local help through the program's on-site staff or university's international student office. A small percentage of study abroad students experience severe culture shock every year, so most overseas programs have resources in place to provide care and treatment to your student. If you do not think your student is getting the necessary local help or he or she is incapable of asking for it, then contact CIEGE or the program provider directly to discuss available options.

### **Clarifying the issue; Offering Suggestions**

If your student is having difficulties during his or her study abroad program, below is a list of questions to help identify the underlying problem. Some of these questions may seem obvious; but in an emotionally heightened state it is easy to assume or forget to ask.

What is the problem?

- Be specific
- Don't assume
- Be sure about meanings

When does it occur? How long has it occurred?

- Exact time
- How often
- Relations to events

How do other people involved with the situation see it?

- Discover all sides of the story
- Be objective

Are there physical symptoms involved?

- Detailed report of health conditions
- Determine relationship between health and the problem

What have you tried to do about it?

- What does he or she see as possible solutions
- Help your student sort out and explore options

Suggestions to students coping with culture shock

1. Look for logical reasons; make sense of your environment.
2. Don't disparage the host culture.
3. Make friends with a local.
4. Use all the wisdom and patience that you have.
5. Use your sense of humor.
6. Have faith in yourself and your hosts.
7. Don't fall into self-pity.
8. Be active - mentally, physically and socially.
9. Get sufficient rest.
10. Maintain a regular, well-balanced diet.
11. Have a sense of adventure – challenge yourself reasonably.
12. Ask for help. Go to the on-site program office; make an appointment to meet with the program resident director or advisor.
13. Use your new friends and host family as an emotional support group.

### **Returning Home After the Program Concludes**

*In some cases, particularly where a person has adjusted exceptionally well to the host country, reverse culture shock may cause greater distress than the original culture shock.*

*(Kohls, Robert, Survival Kit For Overseas Living)*

Most students return home very positive about their experiences and feeling as if they have truly matured. All the goals for study abroad hopefully will have been realized and the immersion into the host country will have left an indelible mark. If this is the case, your student may experience reverse culture shock. Although reverse culture shock may not be as significant as the initial culture shock experienced upon going abroad, it can be more upsetting as it is often unexpected and follows an intense period of excitement in returning home.

So the re-entry phase also may require some time, patience, and help as your student negotiates the adjustment process of reconciling the person he or she became abroad to the pre-study abroad self. Listed below are some common characteristics of newly returned study abroad students.

- Your student had a life-changing experience and he or she most likely has changed. Recognize and understand that it may take your student some time to re-adjust and be comfortable in his or her new identity.
- Students often adopt the popular style of dress in their host country as a way of fitting in. At home a new way of dressing that reflects the international experience may occur. Adopting a

"foreign" style of dress allows students to assert their individuality and independence, and it may help students hold on to the international experience a little longer.

- There may be a weight gain or loss. It is likely to re-adjust with time. It's not unusual to love the foreign food and overeat or not to like the food and eat as little as possible. Exercise patterns may have changed too.
- Your student may express cravings for different food(s). This offers an ideal opportunity for your student to share the international experience with you by preparing some of his or her favorite dishes. Have fun by going to the grocery store together, buying what is needed and cooking together.
- If your student studied in a foreign language and/or was surrounded with non-English speakers, he or she may struggle to find the right English word or phrase when talking. Students who make a sincere effort to immerse themselves in a new language will have developed key phrases that come automatically in certain situations; phrases that may be equivalent to "wow," "right," or "you know," in English. When this occurs, take pride in your student's new capabilities.
- A common complaint among study abroad alumni is that people ask, "So, how was it?" and expect an answer in 10 words or less. Take the time to listen, not just for the first month but over the course of the following year, as it can be surprising how quickly friends on campus will lose interest and not want to hear about it.

## MONEY MATTERS

Please make sure that you and your student know exactly what your student's program covers and what it does not. Every program is different. Parents and students have been surprised; don't assume - ask.

### Study Abroad Mandatory Fees

- **UNH Managed Program**  
The program will cost UNH tuition, UNH Int'l Travel Insurance fee, study abroad administrative fee, the UNH technology fee, plus a program fee, which will be billed to your student's Webcat account. The amount and type of program fees will vary depending on the program. These fees will be fully explained by the UNH faculty director.
- **UNH Exchange Program**  
The program will cost UNH tuition, UNH Int'l Travel Insurance fee, the study abroad administrative fee and the UNH technology fee, which will be billed to your student's Webcat account. Students will pay the cost of room and board directly to the exchange partner university abroad.
- **UNH Approved Program**  
UNH will bill UNH Travel Assistance & Insurance fee, the study abroad administrative fee and the UNH technology fee to your student's account. The study abroad program provider will send an invoice directly to the student, who will be responsible for organizing full payment directly to the provider. The study abroad program provider fee may or may not include a wide array of items such as tuition, course fees, room, board, sponsored field trips/excursions, insurance and/or international airfare. Be sure to read the fine print to know exactly what is included and what is not included in the program fee, so that you and your student can budget for and are prepared to cover all necessary expenses. Your student should receive a fee schedule from the provider. Your student will receive from CIEGE a Study Abroad Estimated Expense Form to help keep track of this information in one place and provide the [UNH Financial Aid Office](#) the information they need.

### The UNH Study Abroad Administration Fee

This fee maintains a student's status as full-time at UNH while taking courses abroad, ensures transfer of credits that can be applied toward UNH degree requirements and, if eligible, allows for application of some financial aid. It also contributes to a broad range of services available to students before, during and after the abroad program. The fee amount is listed on the [CIEGE website](#).

### Budgeting

The [Study Abroad budget worksheet](#) allows students to do a cost comparison and create a realistic study abroad budget. If your student does not have much experience making and sticking to a budget, the pre-departure period is a good time to discuss wise consumer behavior and set some realistic guidelines as to how much extra spending money will be available. Your student might consider setting up online banking with his or her bank. This will help him or her track expenses and rates of exchange for transactions. There is much helpful information on the Study Abroad [Financing and Scholarship](#) page.

Students who plan to travel independently need to have realistic expectations about how much this will cost. Like life in general, there are one-star ways of traveling and five-star ways of traveling. So when getting advice from other students or families, ask specific questions, such as how frequently did the student travel, how much of the travel was out of country and in which type of activities did he or she engage. For instance there can be a big monetary difference between the student who spent most of his or her time getting to know local students and attractions and the student who traveled to other countries or continents every weekend bungee jumping and skydiving. It's important to know that students can have extraordinary study abroad experiences, in which they fully immerse themselves in the local language and culture, on a minimal budget. Study abroad program providers and travel guidebooks/websites like *Lonely Planet*, *Rough Guide*, or *Let's Go* can provide estimates for lodging and travel within and between different cities in the country or region where your son or daughter is studying.

### **Accessing Money While Abroad**

Your student's first stop should be to review the program's written pre-departure materials and if necessary speak with the program representative for further clarification. Helpful issues to consider are: What are the three best methods for accessing money in the host country? Is the country a cash society or ATM friendly? Are traveler's checks easily cashed? Can credit cards be used regularly, and which ones are most readily accepted by local businesses and establishments? Knowing these details can help you decide how best to access money for both everyday financial needs and emergencies.

In general, there are six ways to access money away from home. We recommend planning for at least three methods at your student's disposal.

#### **1. Cash**

American dollars can be exchanged at local banks nearly everywhere in the world for a commission. Students should always carry some emergency cash with them, both in dollars and the local currency. We recommend an amount that is large enough to purchase a few meals and taxi ride, but small enough that it will not cause excessive stress if lost or stolen. It is recommended that the money for the taxi ride and meals be in the local currency. Many international currencies can be purchased in the U.S. through national banks or financial agencies. If the host country currency is unavailable, check the website of the port of entry airport to see if there will be foreign currency exchange booths and ATMs available. Both options are best in case one is closed or inoperable.

#### **2. Traveler's Checks**

Traveler's checks must be purchased at a bank in the U.S., and can be exchanged at some banks, foreign currency exchange booths, hotels and representative offices, usually for a fee. Traveler's checks are not as convenient as cash, but they are replaceable if lost or stolen. Please keep in mind, however, that traveler's checks are less prevalent than in the past and are being phased out by some countries experiencing counterfeiting problems. This is very country specific, however, so your student should check with the study abroad program and other frequent travelers to the destination country.

#### **3. ATM/Debit Card**

One of the easiest and least expensive means of obtaining money is at ATM machines. They are becoming widely available in most countries (at least in the major cities), although students cannot assume that ATMs will be readily available in every city, will be working, or will take their card.

Students need to remember that with a debit card, the money comes directly out of their bank account. Contact the bank for information on obtaining a card and check to find out exactly how the debit or ATM card works overseas: what is the transaction fee on a non-bank ATM; what is the daily limit for withdrawals; what networks does it have to access to? You can always ask if the bank would consider waiving the transaction fee while your student is studying abroad.



The Cirrus or Plus networks are the most common and use a four-digit personal identification number (PIN). Some people remember their PIN by the corresponding letters on the key pad, but many ATMs abroad don't show English letters on their key pads or the letters don't correspond to the same numbers. So students need to go abroad with the actual number memorized. Students should notify the bank with their dates of travel to help prevent possible fraud alerts that would cause the bank to freeze their account when they first use their card(s) abroad.

#### **4. Credit Card**

A growing number of businesses worldwide will accept major U.S. credit cards. They can be handy for emergencies, large purchases or getting cash advances. We recommend that your student take two with him or her in case one is stolen. Check your student's card's grace period for payments and the policy on currency conversions, including surcharges for cash advances and purchases. Be sure to arrange for the monthly bills to be paid. The Visa and MasterCard websites also include credit card information.

We also recommend that the credit card be set to allow for cash advances, so it can be an emergency back-up if an ATM card is lost, stolen or damaged by a wayward machine.

#### **5. Bank Account in Host Country**

For some students, opening a bank account while studying abroad was convenient and saved money. Students did not have to pay any ATM transaction fees within the host country and in some other countries. Having a local bank account also made it easier to make housing and other local payments. On the other hand, some countries have high fees for short-term accounts or barriers in place for opening such an account. So check with the program, and if you and your student decide on this route, the on-site staff should be able to assist your student in selecting a bank and completing the requirements. For the initial deposit, the student can use traveler's checks or withdraw money from an ATM. Wiring funds from an account in the U.S., while convenient, can involve high fees and can take a long time to clear, thus resulting in delayed access to money.

#### **6. Money Wires**

In a pinch, you can have money wired to your student from home via International SOS, American Express or Western Union. Money wires are generally efficient but charge a fee.

### **Getting Money To Your Student After Departing The U.S.**

- Direct deposits into the bank account connected to the student's ATM card.
- International money orders or international postal money orders. Postal money orders are purchased and cashed at Post Offices and are inexpensive.
- Cashier's check in the currency of the host country. These can be purchased at many banks. There is a service charge.
- Money can be wired in care of a bank in the host city. This is expensive, for both senders and receivers, but funds usually arrive in 48 to 72 hours (verify the time with the bank). You will have to get the name and address of the bank your student wishes to use. The money is then wired in your student's name; he/she presents a passport to pick it up.
- American Express or Western Union wires.
- U.S. consuls can assist Americans abroad who are temporarily destitute due to unforeseen circumstances.
- International SOS, UNH's travel assistance provider, can provide emergency personal cash advances.

Currency exchange rates are constantly changing. We advise that parents and students monitor the exchange rate prior to and during the period abroad. You can check the business or travel section of most major newspapers, or you can refer to one of the many currency exchange websites like <http://www.xe.com/currencyconverter/>. Fluctuating exchange rates can make a big difference in your student's daily or weekly spending allocation.

## Financial Aid

For all financial aid matters, your student deals personally with the UNH Financial Aid Office on the basement level of Stoke Hall, 11 Garrison Avenue, Durham.

UNH currently allows federal, state and institutional aid (except Work/Study) to transfer for all UNH Managed, UNH Exchange or UNH Approved programs abroad.

## Scholarship Information

- **CIEGE Scholarships** - The Center for International Education and Global Engagement conducts a bi-annual scholarship competition (spring and fall) and awards \$500-\$1,500 grants to eligible undergraduates. Approximately six to ten scholarships will be awarded each semester, including the Foley-Jackson award for \$5,000 based both on financial need and academic merit. Additional information including deadlines and applications are available online at <http://www.unh.edu/global/financing-planning>.
- **UNH Fellowships Office** - The UNH Fellowships Office provides information, counsel, and editorial support to high achieving students applying for national and international fellowships and scholarships, such as the NSEP David L. Boren Scholarships, Gilman and Fulbright. Their website is <http://www.unh.edu/fellowships-office/scholarships-available>.
- **International Research Grants** - The Hamel Center for Undergraduate Research encourages students to design and carry out research, scholarly, or creative projects, including projects abroad, in collaboration with faculty mentors. To facilitate this, the Center offers a variety of research grants and fellowships specifically for undergraduate students. Information on these programs is online at <http://unh.edu/undergrad-research/programs>.
- **External Scholarships for Undergraduate Study Abroad** - Students are encouraged to explore external funding sources, including scholarship opportunities through their program providers. IIE hosts a helpful online database: <http://www.studyabroadfunding.org/>.

## Refund and Withdrawal Policies

You and your student should be aware of these policies before you enter into a contract with any program provider. As each program is different, please research your student's specific program.

## PREPARATION

The preparation process can be exciting for your student, as it moves him or her closer to achieving the goal of embarking on this new journey. At times, however, it can appear to be an overwhelming experience as your student works through a myriad of details and tasks, all while continuing with his or her studies at home. Please keep in mind that this is a crucial learning opportunity for your student. By personally managing the preparation process, your student will gain essential information about the program, the skills and information necessary to succeed abroad and vital knowledge about how to handle a variety of situations.

CIEGE has broken down the pre-departure process into manageable steps and has meetings and advising sessions at every stage along the way to assist your student. It is a system in which every student can succeed with the support she or he needs. So please allow your student to take on this responsibility, of course while providing constructive guidance and advice. While relieving your student of some pre-departure tasks may seem helpful now, it deprives your student of essential knowledge he or she may need to succeed abroad.

Below you will find the following information:

- Essential documents
- Taking care of business (power of attorney, taxes, etc.)
- Communication
- Creating a data file
- Planning visits

### Essential Documents

- **Passport for students**  
If your student currently does not have a valid passport, start this process immediately. If your student holds a valid passport, make sure the expiration date extends more than six months after your student's intended return. Information on applying for a passport is available at <http://travel.state.gov>.
- **Passport for Parents**  
Parents also need to have passports that will be valid for their students' entire international experience in case one of those rare emergencies occurs for which you may need to travel abroad at a moment's notice.
- **Visa**  
Visas are an official authorization added to a passport, permitting entry into and travel within a particular country. Not all countries require a visa and requirements differ depending on citizenship. Visas are submitted to and approved by the consulate of the country in which your student will be studying. Your student should start this process as soon as the country allows. Documents can get misplaced, lost in the mail, or some consulates may require follow-up interviews or additional information from your student.
- **International SOS Cards**  
This is UNH's international travel assistance provider. Students will receive cards during their pre-departure orientation. Cards also can be downloaded and printed from the International SOS website [www.internationalsos.com](http://www.internationalsos.com) and at the prompt for the Members' website login enter the UNH International SOS membership number: 11BCAS000009.

### U.S. Customs Information

The U.S. Department of Homeland Security has a helpful website:

<http://www.cbp.gov/travel/us-citizens/know-before-you-go>

### Taking Care of Business

- **Absentee voting**

If elections will take place in the United States while your student is overseas, it is possible to take part in the election process by registering and completing an absentee ballot before departing. More information is available from local election officials, including whether or not ballots must be notarized at a U.S. embassy or consulate abroad.

- **Power of Attorney**

Giving a family member or trusted friend power of attorney, while your student is abroad, is a good idea. Power of attorney gives that designated person the power to act on the student's behalf in case a legal document requiring his or her signature arrives while she or he is away. This is especially important if your student does not receive financial aid via direct deposit because checks that your student receives to cover educational costs must be endorsed before deposited. It may also be helpful for completing and signing other financial aid forms, such as your student's FAFSA (Free Application for Student Aid). **A power of attorney can be arranged through the student Legal Services office in the MUB (room 236) free of charge.**

- **Filing Income Tax**

If your student is currently paying income tax and will be out of the United States during spring semester, your student can request an extension of the deadline or file from abroad.

- **Driver's License**

Your student should check to see when his or her license expires and if it needs to be renewed before leaving the country.

- **Housing upon return**

For campus housing upon return, your student needs to fill out an 'Intent to Return' form before departure. They have study abroad specific information on their website: <http://www.unh.edu/housing/study-abroad>.

### Communication

It is important as a parent to stay connected, but there is such a thing as too frequent contact, which can interfere with your student's immersion and integration into the host culture. Focusing on all those daily details of life back home can tug at the heart strings and take attention away from the rhythms of the new host language, culture and society. It's helpful to have a plan for communication agreed upon before your student departs. This plan is especially important for the first week since you will not have the same level of access and communication with your student as you do when he or she is in the U.S. You should understand that it can take 48 to 72 hours after arrival in the new destination for your student to make her or his first phone call home. This is completely normal! The first few days are a flurry of orientation, getting acclimated, setting up, meeting new friends and potentially getting a cell phone. After the settling in phase, determine with your student the best time to call, considering the time difference and availability.

- **Calling/Texting**

Options to consider include: cell phones purchased in the U.S., cell phones rented or purchased abroad, prepaid calling cards (pay in advance), phone cards (calculated and billed after use), and collect calls via an international operator. First find out if your student's program will provide or rent cell phones. The program's pre-departure literature should provide resources on recommended communication methods. Check the host country's availability,

costs and time difference before your student goes abroad, but also consider what other countries might be visited. Does a cell phone purchased or rented abroad or an international calling card make sense? Keep in mind that phones or plans purchased in the U.S. may be cheaper for your student to call home, but phones/plans purchased abroad will most likely be cheaper for communicating with new friends and program staff on a daily basis.

There are apps available that can turn iPods, iPads, Kindles, and smart phones into inexpensive—sometimes free—devices for calling and texting. Examples include textPlus and TextNow.

- **E-mail/IM**  
Your student should be able to find out from the program what type of internet access will be available and whether or not it is worthwhile to bring a laptop. For example, internet cafés are available the world over, but not all programs will have computer labs with free internet access, and students may not have internet access in their housing.
- **Skype/VOIP** (voice over internet protocol)  
This is by far the cheapest and nicest option for communicating over great distances provided that both you and your student will have computers with cameras and microphones. Make sure you and your student install the same software and know how to use it. Test it before she or he leaves. If your student is not bringing a laptop, many internet cafés abroad have computers that are set up with this technology.
- **Faxes & Mail**  
Even in the digital age, these old fashion methods remain important. There are still some agencies that will only accept faxes as verifiable transmissions. And post cards, letters and care packages will be a welcome touch of home for your student. The program's pre-departure information should provide a mailing address for your student.

### Create a Data File

Gather all of the information that you and your student might need while he or she is away. Remember that depending on what time zone your student is traveling to, you may be reaching for this folder at 2 a.m.

- Contact information (Remember, the people physically closest to your student can usually help the best):
  - home office of the program provider (ask if they have a 24-hour emergency number)
  - UNH Center for International Education and Global Engagement
  - UNH Police Dispatch
  - International SOS, UNH's international travel assistance provider
  - doctors who have treated your student in the past (name, address, telephone)
  - citizen assistance section of the embassy or consulate nearest your student's program
  - U.S. State Dept. Office of Overseas Citizen Services
- Medical file if student is under physician's care
- Insurance policy numbers and how to submit claims
- your student's credit card numbers
- your student's passport number
- your student's international travel itinerary (including flight numbers)
- school/program calendar
- duplicate lost passport kit (your student should take one abroad as well) containing:
  - two passport photos
  - official copy of his or her birth certificate
  - photocopy of passport's photo, signature and visa pages

**Visiting Your Student**

(Timing your visit to minimize disruption)

It is important to remember that study abroad students are not on vacation. Attending class with your student — or taking your student out of class to sightsee — will interrupt the educational process and immersion experience. If you are going to visit your student, arrange your plans around the program's holidays, break dates or optimally at the end of the program. Remember that at the beginning of the term your student is going through the acclimation process. Help your student by giving him or her time to master the challenges so that he or she can feel comfortable and confident when you do visit.

## PROCESS, PROCEDURES & POLICIES

This page is intended to help parents understand the process, procedures and policies in place at UNH to which your student is committed as part of the study abroad process. CIEGE has provided this information to your student during information sessions and advising meetings, in print and on the web. We hope that by sharing this information with you it will contribute to your understanding of how study abroad is organized at UNH and help facilitate your discussions with your student.

### PROCESS

Below are the steps a UNH student needs to take in order to plan his or her study abroad endeavor:

1. Attend a Mandatory General Information Session – scheduled every week throughout the year
2. Determine his or her eligibility
3. Research programs, scholarships and determine finances
4. Meet with academic and study abroad advisors
5. Apply to a program and complete all mandatory paperwork
6. Register in the International Travel Registry and play the International SOS game
7. Attend a Mandatory Pre-Departure Study Abroad Orientation

#### 1. The General Information Session

This session covers the nuts and bolts of UNH's policies and procedures for going abroad. Topics include how to begin the process, program options, eligibility requirements, scholarships, financial aid, and navigating the study abroad website ([www.unh.edu/global](http://www.unh.edu/global)). Information sheets titled *Study Abroad at UNH: Policies & Procedures* are distributed so students walk away with the details of what was discussed in the meeting. Students also receive a Study Abroad Planning Checklist, so that they know exactly which steps to take in which month.

#### 2. Determine Eligibility

To study abroad, all students must submit the Study Away Eligibility Form to their Dean's Office (which they will find in the online application and registration system). This mandatory form certifies that students meet the UNH Study Away Eligibility policy criteria:

- Be in good standing with the Student Conduct System at the time of application and throughout the study abroad program. A student who is on probation, regardless of the underlying violation, must successfully petition through the Academic Standards and Advising Committee (ASAC) for permission to participate. Petitions are available in the student's College Dean's Office.
- Have earned at least 32 credit hours at the time of departure. At least 12 of these credits must have been earned at UNH at the baccalaureate level.
- Have a minimum 2.5 cumulative grade point average at the time of application and at the time of departure. Study abroad programs provided by UNH or other approved institutions may have higher minimum GPA requirements.
- Have a declared major at the time of application. Transfer students, including transfer students from the Thompson School of Applied Science (TSAS) are not eligible to study abroad during the first semester of their baccalaureate program at UNH.

Students enrolled in the degree programs of the Thompson School of Applied Science may participate in approved study abroad programs appropriate for two-year degree candidates.

TSAS students must meet the following eligibility criteria:

- 32 credits earned at the time of departure. At least 12 of these credits must have been earned at UNH at the associate degree level.
- A minimum 2.5 cumulative grade point average at the time of application and at the time of departure. Study abroad programs provided by UNH or other approved institutions may have higher minimum GPA requirements.

### 3. Research Programs

Researching programs can be done online, through UNH-Via, the online study abroad application and registration portal. UNH typically holds two study abroad fairs per year at the beginning of each semester. Additionally, students can meet with a study abroad advisor at CIEGE.

UNH students have multiple study abroad opportunities. UNH Managed or UNH Exchange programs are study abroad programs that have been specifically developed by UNH faculty to enhance and advance students' curricular achievements. Please see below for information on the full range of program options available to UNH students.

- **UNH Managed Programs**

Students participating on UNH Managed programs will work directly with UNH departments and faculty directors, and study abroad with groups of predominantly UNH students. All academic and co-curricular experiences are administered by UNH faculty either on-site or from Durham/Manchester. UNH Managed programs are offered during the fall, spring and summer semesters, as well as short-term, faculty-led programs during the January term, spring break and summer. Click on the link above to see a list of UNH Managed programs and to learn more about them.

- **UNH Exchange Programs**

UNH has affiliated with select international schools to provide a unique opportunity to students of both campuses through a reciprocal student exchange. Exchange students are directly enrolled in the affiliate institution abroad, and can choose from the full course catalog, as long as the student meets course eligibility requirements. Exchange programs tend to be more independent, full-immersion experiences because participants are treated like regularly matriculated students. All courses, programs and services are administered and delivered by the host institution abroad. UNH Exchange programs are offered for the fall and spring semesters. Click on the link above to see a list of UNH Exchange programs.

- **UNH Approved Programs**

These programs are developed, managed and delivered by professional third-party providers or universities abroad. They have additionally met UNH criteria as determined by the UNH University Committee on Study Abroad. Students can study abroad on UNH Approved programs for the fall, spring or summer semesters. Click on the link above for a list of UNH Approved programs.

- **Individual Study Abroad**

If after reviewing all the UNH options your student cannot find a program that meets his or her academic requirements, there remain two options: petition to CIEGE to have a non-approved program granted a Study Abroad One-time Approval or officially withdraw from UNH for the term abroad and petition to transfer the credit after the program concludes. Please note that programs less than four weeks in duration cannot be considered for a Study Abroad One-time Approval Petition.

- **Short-Term Study Abroad**



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 typically are not factored into financial aid packages.

#### **4. Study Abroad Advising**

If your student is undecided or needs further assistance after attending the General Information Session and reviewing possible program options, CIEGE recommends meeting with a study abroad advisor. Once your student has attended a general information session, they are assigned a study abroad advisor. Your student can set up an appointment through Wildcat Advising. Advisors' contact information is available on the CIEGE website ([www.unh.edu/global/advising](http://www.unh.edu/global/advising)).

During an advising session, Students are asked to reflect on where they would like to go, what programs are of interest, what time of year would be best for their studies, any special needs that must be considered, and what their goals and objectives are for studying abroad: fluency in a language, cultural immersion, hands-on experience in a particular field, fulfilling major or minor requirements, exploring family cultural heritage, and/or satisfying their academic interests. Studying abroad is a big decision that requires careful assessment of a student's readiness academically, financially, emotionally and linguistically.

There is also a study abroad assistant available in 223 Hood House, Monday through Friday 8:30 am to 4:30 pm, except from noon to 1pm when the office is closed for lunch. The assistant can answer many basic study abroad questions or direct students to the best resources.

#### **5. Apply to a Program**

Each student bears the responsibility of applying to his or her program of choice. Many programs have online applications and instructions with administrative assistance available to help answer any questions or concerns. If there are any forms that require a study abroad advisors signature, the student should come to 223 Hood House.

#### **6. Complete Registration Paperwork**

After a student notifies their UNH study abroad advisor to which program she or he has applied, they will receive an email with instructions for the next step: UNH study abroad registration. Students applying to UNH Managed programs will work solely with the appropriate on-campus faculty director. UNH Exchange program applicants will work with CIEGE.

##### **Study abroad registration includes submitting the following documents:**

- Study Abroad Planning Form
- Consent and Agreement Form
- Study Abroad Expense Form
- Copy of program acceptance letter or e-mail
- Financial Aid Consortium Agreement (if applicable)

Students are also required to register in the International Travel Registry and play the International SOS game (which focuses on health & safety in a foreign culture) at this point.

#### **7. Attend the Mandatory Pre-Departure Study Abroad Orientation**

This is a mandatory three-hour workshop organized by CIEGE to help students prepare for their study abroad experience. A copy of the manual distributed at orientation is online. The manual includes all the issues addressed during the workshop, including: health and safety, logistics, culture, logistics, and UNH requirements.

## **PROCEDURAL STEPS WHILE ABROAD**

### **Study Abroad Course Approval Form**

If your student has a change in his or her schedule and needs to substitute a class, this form is the method by which she or he can get the course approved while abroad. This form, if approved, will ensure that your student receives credit for taking the class.

### **Study Abroad Contact Information and International Travel**

Once your student is settled abroad, she or he should go into the International Travel Registry to enter/update their contact information abroad (address and phone number abroad), and enter their international travel info ('side trips').

## **POLICIES**

### **Restrictions due to Travel Warnings**

- UNH policy prohibits study abroad in countries for which a State Department travel warning is in effect.
- No UNH credit or transfer credit will be awarded and financial aid is not available.
- For a list of travel warnings, please consult <http://travel.state.gov/>.

### **Transfer of Credit**

- Only a course with a grade of C (or its international equivalent) or better will be accepted for transfer credit from another institution.
- Credit will not be awarded for courses that review or repeat those taken at UNH or another institution per the University's Repeated Course Rule.
- Students may transfer credit from another institution that has a UNH-approved study abroad program. The grade received in transferred coursework will appear on your student's official transcript but will not affect the UNH grade point average.
- Credit will not be awarded for language study which is part of a study abroad orientation.
- A course taken for 3 semester hours at another institution will be worth 3 credits in transfer to UNH. Courses measured in quarter hours, term hours or course units will be converted to semester hours to determine the UNH credit award. The conversion process may affect whether a course will meet UNH standards for General Education or major requirements. A course must be worth at least 3 semester hours to be used to satisfy general education, major or minor credit.
- Any UNH student who is ineligible for participation in a UNH Managed, UNH Exchange or UNH Approved study away program and who enrolls in a non-UNH study away program may not transfer credits earned in that program towards his or her UNH degree.

### **Withdrawal Policy**

Because of the variety of study abroad options available to UNH students, the withdrawal policy will depend upon the selected program. CIEGE recommends finding and reading carefully your student's program cancellation and withdrawal policies and deadlines. It is important to bear in

mind that frequently money is spent in anticipation of your student's arrival and is therefore a non-recoverable expense even if your student has not yet departed the U.S.

### **Study Abroad Following or During Health Withdrawals**

Students are prohibited from participation on a study away program while withdrawn for health reasons or during their first semester following a health withdrawal. Exceptions to this policy will be granted only for unusual circumstances by the Academic Standards and Advising Committee, upon consultation with the Center for International Education or National Student Exchange, Health Services, and the Associate Dean of the student's college. For more information contact the Associate Dean of the student's college or the Center for International Education.

### **Conduct / UNH Student Rights, Rules, and Responsibilities**

The UNH Student Rights, Rules and Responsibilities applies to students while studying abroad. By electing to participate in a UNH-approved, UNH-exchange or UNH-managed program, students are obliged to uphold the expectations outlined in the UNH Student Rights, Rules and Responsibilities and to abide by the host institution rules and the laws governing the host country. More information is available in the Student Conduct & Study Abroad Programs: FAQs.

## CONCLUSION

We hope this information has been helpful and informative and that it will help facilitate discussion with your student so that you too can learn more about his or her specific program, lend a guiding hand throughout the process, and feel confident managing the typical situations that arise during the study abroad experience.

If there are any questions or concerns that you have after reading these parent pages and the Study Abroad Handbook, please do not hesitate to contact us.

We wish your student an educational, exciting and safe journey!

### THE UNH CENTER FOR INTERNATIONAL EDUCATION AND GLOBAL ENGAGEMENT

223 Hood House  
89 Main Street  
Durham, NH 03824  
tel: 603-862-2398  
fax: 603-862-0169  
[study.abroad@unh.edu](mailto:study.abroad@unh.edu)  
<http://unh.edu/global>

**FINDING US ON CAMPUS:** [Campus Map](#)

**HOURS:**

Monday-Friday  
8:30 am – 12:00 pm  
1:00 pm – 4:30 pm