

**Referral to the Office of Health Education and Promotion, Health Services
For Mandated Alcohol Education - First Offense**

Why You Have Been Referred:

You have been referred to the Office of Health Education and Promotion, Health Services for mandated alcohol education/counseling because you have been involved in a violation of UNH policies, or have been arrested for an alcohol infraction. This mandate for educational services is for you to gain knowledge and information; and provides an opportunity for you to examine your alcohol and/or other drug use choices.

What You Need to Do:

Step 1: You must make an appointment with an Alcohol, Tobacco, and Other Drug (ATOD) Educator/Counselor.

You can do this in several ways.

- **Online**

If you are a UNH student, currently enrolled in classes you may make your appointment online at www.unh.edu/HealthOnline. You will need your Blackboard username and password to login. Please note: *If you were involved in a violation of UNH policies, please choose reason code: Alcohol Mandate Initial. If you were arrested for an alcohol infraction, please use Alcohol Court Initial.*

OR

- **Telephone or In-Person**

Call (603) 862-3823 or visit Health Services, Room 249 (Office of Health Education and Promotion). Staff will make your individual appointment. You will be asked to provide your name, student ID, current address, phone number, who referred you and why.

All Students must obtain copies of their court agreement and police report and/or conduct paperwork and bring these documents to their appointment.

Step 2: Every student who is mandated for educational services will first meet in an individual education session for approximately one (1) hour with an ATOD Educator/Counselor. You will be responsible for keeping the appointment that you schedule*, so please make every effort to attend this meeting. If you need to cancel, reschedule or confirm when your appointment is, you can do so at www.unh.edu/HealthOnline or by calling (603) 862-3823. You must complete this meeting before you can be scheduled into a class.

Step 3: After completing the first meeting (step 2), you will be scheduled into the next available Alcohol Education Class. You must attend the class you are registered for, only those students who are registered will be allowed into the class. All students are required to attend this educational class, without exception.* The Alcohol Education Class is 2.5 hours long and there is a \$50 fee. The goal of the class is to provide you with an opportunity to increase your knowledge, clarify values, complete a self-assessment and examine ways to reduce your risk regarding your use of alcohol.*

Step 4: Upon completing the class you will meet with your original ATOD Educator/Counselor for an individual exit session.* If the counselor has further recommendations for you, he/she will make them at this time. You must comply with all recommendations, which could include further counseling with UNH's Office of Health Education and Promotion, Health Services, the Counseling Center, or an outside therapist.

Remember: It is necessary to complete all education and counseling requirements determined by the Office of Health Education and Promotion staff in order to comply with your sanctions from the UNH Office of Conduct and Mediation or the other (off-campus) referring sources. Upon completion, the person who referred you to the program will be notified. You will need to sign a medical release of information if this person is from outside of UNH (including the UNH Student Attorney).

****If you do not show for any scheduled appointments you will be charged a \$25 no show fee for each missed appointment. If you do not attend the alcohol education class as scheduled, or are not admitted due to late arrival you will be charged an additional \$50 fee for the missed class.***

Office of Health Education and Promotion, UNH Health Services
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