Leaves of Absence and Withdrawals at UNH

Any student not subject to any academic or conduct action wishing to seek a temporary leave of absence from their degree program may consult with their respective college dean’s office or the Office of the University Registrar. Reasons for requesting a leave of absence may include financial, academic, personal, or health reasons. Any student wishing to leave UNH for health reasons should go first to Health and Wellness to begin the process. Normally, leaves of absence may not exceed three academic years or six semesters, exclusive of J-Term and Summer Session. Exceptions to the leave of absence policy will be granted by the University Academic Standards and Advising Committee and only in unusual circumstances.

Students who wish attend another university or who otherwise do not wish to continue their education at UNH need to withdraw from the school and must contact the Office of the University Registrar to obtain the correct paperwork.

For more information on leaves of absence and withdrawals, please refer to the information below.

Access to campus services
Access to services such as Dimond Library, Hamel Recreation Center, etc. is cancelled when a student goes on leave or withdraws. Students should return all library books and other equipment to avoid fees. Students on leave may not participate in university clubs, sports, etc.

Financial aid
Financial aid may be reduced or cancelled when students take a leave of absence or withdraw during the semester. Financial aid eligibility for future semesters may also be affected. Students should consult with Financial Aid and Business Services staff to discuss their specific situation and the financial implications of taking a leave or withdrawing.

Grades
Until mid-semester, students may take a leave of absence or withdraw from the university without academic liability, receiving a grade of W in all courses. Students taking a leave of absence or withdrawing after mid-semester must be assigned a WP or WF by their instructors. The WF will be computed into the student’s grade-point averages.
Health insurance
Students should contact their health insurance provider to determine how taking a leave of absence or withdrawing may affect their insurance coverage.

Housing/meal plans
Students who live in on-campus housing should contact the Housing office for information on cancelling housing contracts, moving out, and housing refunds. Students should contact Dining Services for information on cancelling meal plans and refunds of meal plans, Cat’s Cache, and Dining Dollars.

International students
International students must contact the Office of International Students and Scholars (OISS) to speak with an advisor before submitting a leave of absence or withdrawal request. Leaves of absence and withdrawals can have significant visa-related implications, so it is important to speak with OISS.

Loan deferment and repayment
Student and parent loans may go into repayment status once a student takes a leave of absence or withdraws because the student is no longer enrolled. Students and parents should contact their lenders to obtain information on grace periods and repayment.

Medical leaves
Any student wishing to take a leave or withdraw for health reasons should go first to Health and Wellness to begin the process. Note that students who are granted a leave of absence for health reasons are prohibited from study away program participation during the duration of the leave, must remain on leave for one complete semester following the granting of the leave, and must be cleared by Health and Wellness before returning from a leave for health reasons.

Refunds
Tuition refunds are issued based on the published schedule on the Academic Calendar. Students should contact Business Services directly to check on the status of refunds.
Returning to UNH
Students returning from a leave for a Fall semester must notify the Registrar by June 1 of their intent to return and by November 1 when returning for Spring semester. Students will be reinstated into the same major at the point of their leave’s start. Students who have withdrawn and later wish to return to UNH must fill out a readmission application, which can be obtained from the Admissions Office.

Student email/Webcat account
Student Wildcats email accounts remain active. This is the primary method of communication by UNH, so students should check email periodically while on leave.

Student Webcat accounts remain active, even after withdrawing. It is the student’s responsibility to remember his/her login information while on leave or after withdrawing.

Transcript notations
Students on a leave of absence will have the notation “Leave of Absence” and the effective date of leave placed on their academic transcript. Failure to return from a leave of absence is considered a lapse in a student’s degree status in the next semester after three academic years have elapsed and a transcript notation is recorded “Degree Status Discontinued.” Students who withdraw have the notation “Withdrawn” with the effective date of the withdrawal.

Withdrawing from UNH
During your leave, if you decide not to return to UNH, you should contact the Registrar’s Office to obtain the appropriate paperwork to withdraw from the university.