



UNH Manchester Registration Office
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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 contact the Academic Advising Office or the Registration Office. 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 contact Academic Advising to begin the process. Normally, leaves of absence may not exceed three academic years or six semesters, exclusive of January 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 to 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 Registration Office to obtain the paperwork.

Access to campus services

Students should return all library books and other equipment to avoid fees. Students on leave may not participate in student activities, 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 Office

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 average.

Health insurance

Students should contact their health insurance provider to determine how taking a leave of absence or withdrawing may affect their insurance coverage.

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 contact Academic Advising 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 in Durham 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 the Business Office directly to check on the status of refunds.