

October 3, 2006

Dear UNHM Student:

This document contains the rights, rules, and responsibilities that apply to all University of New Hampshire students regardless of home campus. However, several sections have been adapted to better reflect the size, resources and operations of UNH Manchester. These sections have been reproduced as an addendum to the University of New Hampshire Student Rights, Rules and Responsibilities.

Please be aware that there are sections of this handbook that do not pertain to UNH Manchester, particularly those dealing with room, board and residential life.

Please read this handbook to find answers to the questions and problems you might encounter during your academic career. We hope this information helps you be better prepared to participate in and manage your college experience.

We have included a copy of the 2006-2007 UNH Manchester academic calendar. Be aware that it varies slightly from the Durham calendar.

The faculty and staff of UNHM wish you much success!

The sections that have been adapted to UNH Manchester are as follows:

THE STUDENT CODE OF CONDUCT AND JUDICIAL PROCESS

Article II: Judicial Authority

Coordination of judicial programs at UNH Manchester rests with the Academic Counseling Office under the supervision of the Director. UNH Manchester judicial records are located in the Academic Counseling Office. Please refer to the addendum that describes the structure of the conduct system at UNHM.

ACADEMIC POLICIES

03.13 Note: Bachelor degree students who register for 300-level courses are registered as auditors and do not receive credit or grades toward graduation and pay normal tuition charges.

03.23 Note: AA and AS programs are available through UNH Manchester.

04.131 Absence on Voting Day

No examinations will be scheduled on the first Tuesday of November.

05.21 Bachelor of Arts degree candidates are expected to complete the foreign language requirement prior to the completion of 64 credits.

General Course Requirements for students admitted as UNH Manchester Associate in Arts degree candidates or Associate in Science degree candidates. Refer to the addendum.

07.21 Honors Classification

Note: UNH Manchester students receive semester honors with at least 8 graded credit hours.

08 Library Regulations

Refer to UNH Manchester addendum

ADMINISTRATION POLICIES AND REGULATIONS

09.7 Procedures for Dealing with Academic Misconduct

UNH Manchester academic misconduct records are located in the Academic Counseling Office.

11.341 Refund of tuition

Refer to addendum.

11.342-11.3431 OMIT

11.344 Exception to refund policies

Petitions for exceptions to UNH Manchester refund policies should be submitted to the Academic Counseling Office with appropriate documentation. Requests are referred to the college's Financial Appeals Committee. Exceptions may be made for documented compelling non-academic reasons only.

11.4 Financial Aid to Students

A UNH Manchester financial aid package can include a combination of grants (Pell, SEOG, state and private scholarships), college work-study and loans (Stafford Loans, Perkins Loans, Parents' Loan programs).

12-22 OMIT

23 Free Speech, Solicitation, and Distribution of Literature in the Public Areas of Campus

23.1 General Policy

The public areas in #2 under this heading shall include but not necessarily be limited to the lobbies at University Center.

23.2-23.32 OMIT

24 Commercial Activities on Campus

The conducting of any commercial activities by non-students for the profit of any person or business is not permitted on the UNH Manchester campus unless specifically authorized by the Dean of UNH Manchester or his/her designee.

24.1-25.2 OMIT

25.3 Traffic Ticket Appeals

Those receiving violations from the City of Manchester should appeal at the Market Street Police Station. UNHM students who wish to appeal a violation on the Durham Campus should fill out the violation appeal form at the Parking Services Office in Durham.

28 Grievance and Complaint Procedures

Any UNH Manchester student who wishes to explore the grievance process should contact the UNH Manchester Director of Academic Student Services at 641-4170. UNH Manchester follows the University grievance and complaint procedures outlined in Section 28 with the exception of the following: In the event of a formal hearing (see section 28.35), the UNHM Director of Academic Student Services will convene the Grievance Hearing Board.

Appendix A. The Family Educational Rights & Privacy Act of 1974

See addendum for the list of UNH Manchester offices and departments maintaining student educational records.

UNHM
2006 – 2007 ACADEMIC CALENDAR

SEMESTER I

WEDNESDAY, AUGUST 28	CLASSES BEGIN
MONDAY, SEPTEMBER 4	LABOR DAY—NO CLASSES
SATURDAY, SEPTEMBER 16	LAST DAY TO ADD COURSES, CHOOSE PASS/FAIL OPTION
SATURDAY, SEPTEMBER 30	LAST DAY TO DROP COURSES, CHANGE TO AUDIT, WITHDRAW
SATURDAY, OCTOBER 14	MIDSEMESTER
FRIDAY, NOVEMBER 10	VETERAN’S DAY – NO CLASSES
WEDNESDAY, NOVEMBER 22	NO CLASSES
THURSDAY, FRIDAY, SATURDAY NOVEMBER 23 – 25	THANKSGIVING HOLIDAYS NO CLASSES
MONDAY, DECEMBER 16	CLASSES END

SEMESTER II

MONDAY, JANUARY 15	MARTIN LUTHER KING, Jr. DAY
TUESDAY, JANUARY 16	CLASSES BEGIN
SATURDAY, FEBRUARY 3	LAST DAY TO ADD COURSES, CHOOSE PASS/FAIL OPTION
SATURDAY, FEBRUARY 17	LAST DAY TO DROP COURSES, CHANGE TO AUDIT, WITHDRAW
SATURDAY, MARCH 10	MIDSEMESTER
MONDAY – SATURDAY MARCH 12 – 17	SPRING BREAK
MONDAY, MAY 14	CLASSES END