

## Studying Away from Unity College?

If you are interested in taking course(s) or participating in a semester away from Unity College you will need to meet with the Registrar. You do not have to apply to the program prior to making your appointment. It is a good idea to make an appointment at least one semester prior to the time you plan to participate in the program you have chosen. Credits will only be accepted from an accredited institution of post secondary education.

Before making an appointment you should have together and submit, in writing, the following information to the registrar's office.

1. Information about the course(s) or program you want to participate in and what semester you plan to participate.
2. The name of the college or university you will be receiving academic credit from. Most programs have more than one college or university they work with.
3. Course names and numbers for each course you will be enrolled in.
4. Course descriptions for each course you will be enrolled in. Course descriptions can be found on the website of the college or university you will be receiving credit from or from the program headquarters.
5. If you have requirements in your major program of study you would like the courses you will be taking to satisfy, please list them. You should first talk with the program coordinator for your major.
6. Include your name and contact information.

Things you should know.

1. All courses must be passed with a grade of 'C' or better in order to be eligible for transfer to Unity College.
2. Upon completion of the course(s) you are required to have an official transcript sent directly to the registrar's office at Unity College.
3. Only the credits transfer in, not the grades. This means that the grades you receive while studying away do not affect your grade point averages at Unity College.

4. You may be eligible to receive your federal financial aid. In order for this to happen a Consortium Agreement must be approved by Unity College and the host institution. Institutional financial aid will not be awarded. You will be required to meet with the Unity College Director of Financial Aid before requesting a consortium agreement.