International Admission Guide
Your guide to all things SNHU
Welcome to SNHU!

We are excited to have you join the SNHU family, and we want to make your transition to the university as easy as possible. The International Admission Guide provides all of the information you will need between now and your first day at SNHU. The guide also keeps you informed about important deadlines to keep in mind.

We urge you to take some time to review this information and share it with your family. Our supportive faculty and staff are here to help make your educational experience one that will have a lasting positive impact well beyond your years at SNHU.

You can also access an online version of the International Admission Guide by visiting http://family.snhu.edu/family/international. If you have questions, please do not hesitate to call any member of our staff.

We can’t wait to see you on campus!

Sincerely,

Paul J. LeBlanc
President
Southern New Hampshire University
CONTENTS
Understanding my.SNHU Account Access ........................................... 2
Accessing Pre-Arrival Orientation and Welcome Guide ...................... 3
Information for Families ....................................................................... 3

BEFORE ARRIVING ON CAMPUS
Step 1: Get your I-20 ............................................................................. 7
Step 2: Pay your Sevis (I-901) Fee and Apply for a Visa ..................... 8
Step 3: Apply for a Scholarship ............................................................. 10
Step 4: Complete your Pre-Arrival Online Orientation ..................... 10
Step 5: Complete your Course Schedule Inventory (CSI) ................. 11
Step 6: Secure Housing ........................................................................ 12
Step 7: Prepare Your Medical Records ................................................. 15
Step 8: Alert SNHU of your Arrival Date ............................................. 18
Step 9: Review “Information for Incoming Students” ......................... 19
Important Info: Health Insurance ......................................................... 19

AFTER ARRIVING ON CAMPUS
Airport and Arrival Procedures ............................................................. 22
Orientation ............................................................................................ 23
Paying your University Tuition and Fees ............................................. 24
About Manchester .................................................................................. 25
Contact Us/FAQ .................................................................................... 26
Campus Map .......................................................................................... 28
Understanding my.SNHU Account Access

We are very excited to welcome you to the SNHU family! Within this International Admission Guide you will find essential information about SNHU and everything you need to do before arriving on campus. You will also learn about the teams and resources available to help you succeed during your time at SNHU. If you have any questions, please contact us at international@snhu.edu.

my.SNHU is a web portal that gives you access to information in the SNHU database. Your username and password will give you access to many online services available through the university. These include your SNHU email account, course registration services, and our bill payment system. You can explore all of these services and more by visiting my.snhu.edu and familiarizing yourself with the self-service area of the site.

! Your my.SNHU login information will be sent to the email you provided in your application after you are accepted to SNHU!

If you have not logged into your my.SNHU account yet, please do so. You can access your my.SNHU account with your SNHU username (firstname.lastname@snhu.edu) and password (your birthdate in MMDDYYYY format). Your username is also your SNHU email address. After you log into your my.SNHU account for the first time, you should immediately change your password. This will help protect your privacy and the use of your account.

Remember to check your SNHU email several times each week.
Accessing Pre-Arrival Orientation and Welcome Guide

To access the online version of the International Admission Guide, please visit http://family.snhu.edu/family/international.

Together, the online and print forms of the International Admission Guide help to provide a full picture of what is required before arriving at SNHU.

Before arriving on campus, make sure to view our online Pre-Arrival Orientation program at http://family.snhu.edu/Family/International/Pages/Pre-Arrival%20Orientation.aspx. The program includes online videos and quizzes covering the essential information you will need to know as you begin your studies at SNHU. On that webpage you can also find our International Students Welcome Guide, which will help you to understand the university registration process, familiarize yourself with SNHU, and meet students and staff once you arrive on campus.

Information for Families

Southern New Hampshire University welcomes international students traveling with their families to the United States. Please download our special International Student Family Guide at http://family.snhu.edu/family/international, which offers advice related to finding housing, adapting to life in New Hampshire, getting health insurance, and dealing with U.S. immigration regulations.
BEFORE ARRIVING ON CAMPUS: 9 EASY STEPS
# Before Arriving On Campus

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<tr>
<th>Step</th>
<th>Task</th>
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<tbody>
<tr>
<td>☑️</td>
<td>Get Your I-20</td>
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<td>Step 2: Pay Your Sevis (I-901) Fee &amp; Apply for a Visa</td>
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<td>Step 3: Apply for a Scholarship</td>
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<td>Step 4: Complete Your Course Schedule Inventory (CSI) (For Undergraduate and Pathway (ULS) Students Only)</td>
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<td>Step 5: Complete Your Pre-Arrival Online Orientation</td>
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<td>Step 6: Secure Housing</td>
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<td>Step 8: Alert SNHU of Your Arrival Date</td>
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<td>Step 9: Review Information for Incoming Students</td>
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Got questions? [http://family.snhu.edu/family/international](http://family.snhu.edu/family/international) is a great place to start!
Get Your I-20

Congratulations again on your acceptance to SNHU!

If you are planning to study at SNHU on a student (F-1) visa, you will need SNHU to issue you a Certificate of Eligibility for Nonimmigrant Student Status, also known as the Form I-20.

In order to receive an I-20, we ask all accepted students to submit:

- A color copy of your passport
- Proof of financial support (for your program’s required amount, please see step 3C of our International Admission Requirements at www.snhu.edu/international-admissions-requirements)
- A Financial affidavit form (if the proof of financial support is not in your name)

If you haven’t submitted them already, these documents can be sent via email to intUGdocs@snhu.edu (Undergraduate applicants) or intGRdocs@snhu.edu (Graduate applicants).

There may be additional requirements for certain countries or students transferring from another US school, which will be listed in your acceptance letter.

Please review your acceptance letter carefully and submit the needed documents to ensure timely issuance of your I-20. Once the required documents are received and satisfied, we will send the I-20 form to your mailing address or your agency.

Got questions? http://family.snhu.edu/family/international is a great place to start!
When applying for a student visa, you must demonstrate an academic plan that you have thought about and can articulate clearly. Before going for a visa interview, it is very important to gather information about Southern New Hampshire University (SNHU) as well as your program and courses and other details of university life.

## STEP 2

**Pay your SEVIS (I-901) Fee & Apply for a Visa**

### Paying your SEVIS (I-901) Fee

As an international student, exchange visitor, or scholar, you will need to pay the I-901 SEVIS Fee prior to your visa interview at the U.S. Embassy or Consulate. This fee is part of the F-1 and J-1 visa application process and is mandated by the U.S. government. For further information about paying the SEVIS Fee, please visit the I-901 Fee website at [www.fmjfee.com](http://www.fmjfee.com). Print and save a copy of your temporary receipt.

### Applying for a Visa

Once you have your I-20 from SNHU, you will need to apply for a visa. The process to apply for a visa varies by U.S. Embassy or Consulate depending on the country from which you are applying. You can find country-specific information on the [travel.state.gov](http://travel.state.gov) website. Generally, you will need to:

- Complete the online “Nonimmigrant Visa Application” (DS-160) and submit a photo ID
- Schedule an appointment for your visa interview (usually held at the American Embassy or Consulate in your country)
- Prepare for your visa interview

### Preparing for the Visa Interview

Once your visa application interview has been scheduled, there are several tasks you need to complete and documents you need to prepare to present to the U.S. Immigration Officer during your interview. They include:

- Pay the visa application fee (usually $160, but may vary—details may be found on the [travel.state.gov](http://travel.state.gov) website)
- Check your passport to confirm that it will remain valid for at least six months after your interview date

Got questions? [http://family.snhu.edu/family/international](http://family.snhu.edu/family/international) is a great place to start!
Prepare to present the following documents:
• A passport valid for at least six months
• SNHU’s Form I-20 (sign the form under Item 11)
• Your admission letter from SNHU
• Your completed Nonimmigrant Visa Application (DS-160)
• A 2”x 2” photograph in the prescribed format (see https://travel.state.gov/content/visas/en/general/photos.html)
• A receipt for the visa application fee
• A receipt for the SEVIS fee. If you have not received an official receipt in the mail showing payment and you paid the fee electronically, the consulate will accept the temporary receipt you printed from your computer. If you do not have a receipt, the consulate may be able to see your payment electronically if your fee payment was processed at least 3 business days before your interview.
• Financial evidence that shows you have sufficient funds to cover your tuition and living expenses during the period you intend to study.
• Any information that proves that you will return to your home country after finishing your studies in the United States. This may include proof of property, family, or other ties to your community.

There may be additional materials you need depending on the U.S. Embassy or Consulate requirements. Please refer to the “Additional Documentation May be Required” section of the travel.state.gov website’s Study and Exchange Visa pages for further information.

Once you have completed the visa application process, please let International Admissions know the result by emailing international@snhu.edu. This is what triggers your course registration process.
STEP 3

Apply for a Scholarship

At Southern New Hampshire University, we understand that a college degree is an investment in your future. In order to help you earn your degree affordably, we offer merit-based and diversity scholarships to incoming students with a strong academic background. Check out our web page to find out whether you qualify for a scholarship: www.snhu.edu/international-scholarships

Students who are fully funded by a government entity or organization do not qualify for scholarships.

STEP 4

Complete your Pre-Arrival Online Orientation

Before you leave home, please make sure to complete our online Pre-Arrival Orientation program, found at http://family.snhu.edu/Family/International/Pages/Pre-Arrival%20Orientation.aspx

The program includes online videos and quizzes covering the essential information that you will need to know as you begin your studies at SNHU.
Complete Your Course Schedule Inventory (CSI)

(For Undergraduate and Pathway (ULS) Students Only)

The Course Schedule Inventory (CSI) is an important, mandatory first step in the creation of your course schedule. This online inventory helps an advisor create your schedule. You should allow 25–30 minutes to complete this important activity. Courses are assigned on a first-come, first-served basis, so log in and complete this soon!

Follow these simple steps:

• Log into webmail.snhu.edu with your my.SNHU email and password (or access your email via the link on my.SNHU)

• Access the email from SNHU Academic Advising with the subject “Instructions for Registering for Classes” and click the link inside

• Complete the Course Schedule Inventory (CSI), including English and math self-placement activity

Note: Please notify International Admissions when you have received your visa. This will allow us to release your CSI to your email a few weeks prior to your first term start.

If you need to pause and return later, you can finish the CSI by accessing the original link in the email.

Once you have completed your CSI, an academic advisor will register you for your classes. You will receive your schedule by email, at which point you will also have a chance to ask questions and request changes.

Important Info: For Graduate Students

Your academic advisor will be in touch via email about 1–2 months before the program start to schedule a Skype session with you. During this session, you will discuss your educational goals and create a course schedule together.

Got questions? http://family.snhu.edu/family/international is a great place to start!
STEP 6

Find Housing

You may wish to live on campus or search for off-campus housing on your own. Whether you decide to live at SNHU or explore other housing options, the following information should help you get started on your search.

On Campus

Our campus houses over 2,000 students in a variety of different housing options, including residence halls, apartments, and townhouses. Housing is available for ESL, undergraduate, and a limited number of graduate students (with the exception of married students or students with children). First-year undergraduate students generally stay in residence halls that offer single, double, triple, and quad accommodations. Transfer students are permitted to live anywhere on campus where there are available rooms. Graduate students typically stay in our apartments but can also apply for residence halls.

On-campus housing is limited, so we urge you to submit your housing application as early as possible.

To guarantee campus housing, you must make a $100 security deposit. To make the deposit, please visit: https://snhuweb.snhu.edu/SNHUPayUser/MakePayment/International-Student-Deposit

Once you have paid your housing deposit, you will be instructed via your @snhu.edu email address to access my.snhu.edu. Here you can navigate to the Office of Residence Life portal page at https://my.snhu.edu/CommunityLife/ResidenceLife/Pages/myhousingdirector.aspx. Select “MyHousing Director” from the Navigation table on the left-hand side of the page, then follow the steps to apply for housing, provide us information...

If you're interested in finding out more about the Residence Halls, please contact the Office of Residence Life by phone at +1 603-645-9758 or by email housingquestions@snhu.edu. They’ll be happy to discuss your options with you!
related to a room on campus you are requesting, and give us any information that will help us find you a suitable roommate. You can learn more about this step in the process here: http://bit.ly/2017SNHURoommateSteps

Some benefits of living on campus are:

- **Extensive Housing Options:** On-campus housing options include residence halls, apartments, and townhouses.
- **Fully Equipped Rooms:** Each room is equipped with high-speed internet access, individual phone lines with voicemail, and more.
- **Vibrant Events Calendar:** Over 1,000 events take place on campus every year.
- **Flexible Meal Plans:** Students can find a variety of food options to satisfy their taste buds. From pasta to stir fry, sandwiches to specialty meals, dining services works hard to serve you.
- **Easy to Sign Up:** Forget the hassle of searching for an apartment. Signing up for a Residence Hall takes 5 minutes!
- **Proximity to Other Campus Buildings:** All of our Residence Halls are located on campus, so they are within minutes of classrooms, computer labs, recreation facilities, the library, the Student Center, and other important university buildings.
- **Community:** If you’re new to the area, living in a Residence Hall is a terrific way to meet new people, build friendships, and introduce yourself to the SNHU community.

Got questions? http://family.snhu.edu/family/international is a great place to start!
Find Housing

Off Campus
There are many off-campus housing options thanks to an abundance of apartment rentals in the Manchester area. Students often choose to rent apartments together to reduce the cost of housing.

To begin your search, we suggest you check local newspapers for available apartments that fit your budget and needs.

Things to consider:
- **Location of the apartment.** If you plan to use the local buses, try to be within walking distance to Bus Route 5 ([https://www.mtabus.org/routeschedules/route-map/route-5/](https://www.mtabus.org/routeschedules/route-map/route-5/)). This is the direct bus line to SNHU. SNHU students receive a free bus pass.
- **What is included?** Make sure to ask what is included in the rent (heat, electricity, water, WiFi, cable). If it is not included, there will be additional costs to consider.
- **Length of the lease.** Is the lease for a year or is it month-to-month? Make sure you understand the terms of the lease—this is a legal contract and you may be responsible for paying for the entire period of the lease even if you decide to move out early.
STEP 7

Prepare Your Medical Records

At SNHU, we want to keep you healthy. Our Wellness staff offers medical evaluations and treatment for most problems.

Immunization Requirements
All international students (ESL, undergraduate and graduate) taking classes on campus must provide complete and accurate immunization records.

! Students are required to provide proof of immunization against measles, mumps, and rubella (MMR) or two doses of the MMR vaccine at acceptable intervals. If a student fails to comply, he/she will not be allowed to attend class!

SNHU may prevent any student who fails to comply from completing his/her registration or remove the student from the enrollment rosters of the school. To view the full University Vaccination Policy, visit my.snhu.edu/Offices/WellnessCenter/Pages/default.aspx

DO YOU HAVE MEDICAL OR HEALTH-RELATED QUESTIONS?
The Wellness Center is here to help. Contact us at +1 603-645-9679 or email wellness@snhu.edu to speak to a Wellness Center representative.
Preparation of Medical Records

! All students must complete their medical information before arriving on campus. You will not be allowed into your on-campus housing until your Medical Exam is completed!

! You must visit a doctor in your home country to have a complete physical examination and tuberculosis test!

- Your healthcare provider must complete the Medical Record Form before you arrive.
- Original medical documents (with English translations) are required for laboratory reports, chest x-ray reports, physical exams, and immunization records.
- Scanned or faxed documents will not be accepted.
- Important: You must complete the SNHU medical check-in process before you may move into on-campus housing or start your classes.
- If you arrive outside of regular business hours, you will need to arrange your own off-campus accommodations for the night before you can check into on-campus housing.
How to Prepare your Medical Records

Fill out the Medical Record Form included in your acceptance package.

• Your personal health history should be completed by you (or a guardian).

• Your physical exam, immunization history, and tuberculosis screen should be completed by your healthcare provider.

• Bring your original medical documents with English translations to SNHU (laboratory reports, chest x-ray reports, physical exams, and immunization records).

• You will also need to show proof of having two (2) measles/mumps/rubella (MMR) vaccinations, or a blood test showing you are immune to all three viruses.

! Your physical exam should be completed no more than 12 months before you arrive at SNHU. Your tuberculosis screen must be completed no more than 6 months before you arrive at SNHU!
STEP 8

Alert SNHU of your Arrival Date

We want to know if you are coming to SNHU!

When you know for certain that you will be joining us, please complete this form (https://snhu.qualtrics.com/jfe/form/SV_d6bDdP2Sbwr01VP).

Please contact our Office of International Admission at international@snhu.edu if you have any questions.

Important Things to Remember

• **Driving in the U.S.:** In order to drive in the U.S., you must bring your home country driver’s license and an International Driving Permit. This will allow you to drive up to 60 days. To apply for a U.S. driver’s license, you should also provide an official driving record from your home country (translated into English).

• **Pack wisely:** Put your passport, SNHU acceptance letter, I-20 or DS-2019, medical documents, and medicines in your hand luggage. Do not put these documents in your checked luggage in case it is lost. Check your airline for luggage restrictions.

• **Buying your plane ticket:** When planning your travels, make sure you arrive at SNHU by the date listed on your acceptance letter. You must be at SNHU by the date indicated in order to complete the Immigration and Medical Check-in process (you can find Orientation and Arrival dates at www.snhu.edu/dates-deadlines).

• **Transferring money** – Arrange the transfer of funds to SNHU to cover your first term tuition. If you are wiring funds, please do so a minimum of two weeks prior to your arrival.
STEP 9

Review the Information for Incoming Students

It is our mission to ensure you are as prepared as possible for traveling to New Hampshire, arriving on campus, and adjusting to living and studying in the U.S.

The “Information for Incoming Students” page on our website can be found at www.snhu.edu/international and offers key information that will help you prepare to study with us.

There, you can find information on the following topics:

• Getting to SNHU for International Travelers
• Housing for International Students
• Check-in and Orientation
• Bringing Your Family to the U.S.
• Living in the U.S.
• Getting Involved
• Studying in the U.S.

Important Info: Health Insurance

All SNHU international students are required to purchase the health insurance policy provided by SNHU unless you have an equivalent U.S. policy through your government scholarship or parent/spouse working in the U.S. or Canada. Insurance will be billed to your SNHU account on a regular basis. Further details about the policy and how to use it will be provided to you at orientation after you arrive on campus. Please make sure to carry your proof of insurance with you at all times.

If you have questions about any of these topics, please contact International Student Services (ISS) at ISS@snhu.edu or +1 603-645-9676.

Got questions? http://family.snhu.edu/family/international is a great place to start!
ARRIVING ON CAMPUS
Airport and Arrival Procedures

There are a number of ways you can travel to SNHU from either the Manchester–Boston Regional Airport or Boston’s Logan International Airport, including bus, taxi, train, or a combination of these modes of transportation. Please refer to the International pages (Information for Incoming Students) on the SNHU website (http://www.snhu.edu/international) for more details about traveling to campus.

When making your travel arrangements, please consider the time it will take you to reach SNHU. Students who need assistance from university offices should plan to arrive during the regular business hours: Monday through Friday, 8 a.m. – 4:30 p.m. If you will be arriving outside of these hours, please make sure you have secured overnight accommodation off campus.

Check-In at the International Welcome Desk

Check-in takes place a few days before our Orientation program. The exact dates and times will be emailed to you in your Welcome email from International Student Services, which will be sent several weeks prior to your arrival. Upon arrival at our International Welcome Desk in the Green Center lobby, our Welcome Crew will be able to provide you with important information about SNHU and the Manchester area. You will also receive a checklist of tasks to complete before classes begin. To ensure that you complete the check-in process smoothly, please make sure to bring the following documents with you when you arrive at the International Welcome Desk:

- Your passport with visa
- I-20 (F-1 students) or DS-2019 (J-1 students)
- I-94 (you can print this out at https://i94.cbp.dhs.gov after arriving in the U.S.)
- Required medical documents (with English translations)
- Payment for first term tuition and fees
International Student Orientation

Orientation will provide you with essential information about SNHU and our local community. The program will cover:

- Academic and personal support services
- University expectations and regulations
- Guidance on maintaining your immigration status
- On-campus employment
- Ways to get involved at SNHU
- Other essential information to ensure a smooth transition to life at SNHU and in Manchester!

It will also provide opportunities to connect with fellow students and assist you in navigating our campus. In short, Orientation covers key information that will help international students acclimate to life on campus.

You are required to attend our Orientation program on campus. You must arrive by the date indicated on your acceptance letter in order to complete the check in process!

Registering for Classes

All students are assigned to an Academic Advisor upon entering SNHU. Your Academic Advisor will assist you in selecting your courses and registering you for your first term. In determining your course selection, your advisor will consider your interests, program requirements, previous coursework (including any transfer credits), and the requirements to maintain immigration status. Your advisor is available and eager to support you on your academic, professional, and personal goals, and it is important to connect with him or her early on in your studies and communicate regularly.

Got questions? http://family.snhu.edu/family/international is a great place to start!
Paying Your University Tuition & Fees

Your semester/term fees are due the day you arrive at SNHU. Some students may be required to make a tuition deposit. Your acceptance letter will indicate if you are required to pay a deposit and contains instructions on how to do so.

Once on campus, you should go to Student Financial Services to pay your bill.

Fees can be paid:

**BY BANK WIRE:**
Bring a copy of your wiring receipt with you when you arrive.

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<th><strong>BENEFICIARY BANK:</strong></th>
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<tbody>
<tr>
<td><strong>Bank Address:</strong></td>
<td>1323 Hooksett Road</td>
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<td></td>
<td>Hooksett, NH 03106</td>
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<tr>
<td><strong>Account Name:</strong></td>
<td>Southern New Hampshire University</td>
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<tr>
<td><strong>SWIFT Code:</strong></td>
<td>NRTHUS##</td>
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<tr>
<td><strong>Reference:</strong></td>
<td>Student's Name, ID# if known (found on page 2 of the acceptance letter)</td>
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**BY CREDIT CARD**
You should be prepared to pay your fees in full upon arrival. SNHU accepts the following credit cards: VISA, Mastercard, American Express, Discover.

**BY TRAVELERS CHECK**
SNHU accepts Travelers Checks.

You should be able to access your estimated invoice on your my.SNHU.edu. If you have trouble locating it, please contact International Admissions at international@snhu.edu for assistance.
See What Manchester Has to Offer

Manchester is one of the largest and most dynamic cities in northern New England. With a population of just over 100,000, Manchester combines small-town charm with a lively cultural scene.

You can listen to live music, shop (there’s no sales tax!), go out to eat, cheer on a local sports team, or hike and ski in our local mountains. Check out some of the websites below to find area dining, lodging, shopping, and other things to do.

Check out the sites below for more ideas:

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<th>What are you looking for?</th>
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Getting Around

The Manchester Transit Authority (MTA) provides bus services within the Manchester area. All international students can ride the MTA buses for free. You just need to show your Student ID to collect your free bus pass from the Concierge Desk in the SNHU Student Center.

If you would like to see more of New England or the U.S., Manchester is also served by the Boston Express and Concord Coach lines as well as the Manchester–Boston Regional Airport.

Got questions? http://family.snhu.edu/family/international is a great place to start!
Contact Us/FAQ

If you need more information, we are only an email or phone call away! You can also find helpful answers to Frequently Asked Questions on our website at http://family.snhu.edu/Family/International/Pages/InternationalFAQs.aspx.

**International Admissions**
Gustafson Center  
Phone: +1 603-645-9629  
Email: international@snhu.edu

**International Student Services**
Green Center  
Phone: +1 603-645-9676  
Email: iss@snhu.edu

**Office of Residence Life**
Phone: +1 603-645-9758  
Email: housingquestions@snhu.edu

**Student Financial Services**
Exeter Hall  
Phone: +1 877-455-7648 (Select Option 2)  
Email: SFScampus@snhu.edu

**Wellness Center**
Student Center  
Phone: +1 603-645-9679  
Email: wellness@snhu.edu

**Undergraduate Academic Advising**
Phone: +1 603-645-9630  
Email: academicadvising@snhu.edu

We are excited to welcome you to SNHU!
Campus Map

All SNHU Campus Buildings

1. Athletic Complex
2. New Castle Hall
3. Greeley Hall
4. Whittier Hall
5. Winnipesaukee Hall
6. Merrimack Hall
7. Ossipee Hall
9. Spaulding Hall
10. Exeter Hall
11. Stark Hall
12. Robert A. Freese Student Center
13. William S. and Joan Green Center for Student Success
14. Belknap Hall
15. Robert Frost Hall
16. Edward S. Wolak Library Learning Commons
17. Morrissey House
18. Ford House
19. Dining Center
20. Academic Center
21. Hospitality Center
22. Washington Hall
23. Sunapee Hall
24. Cranmore Hall
25. Attitash Hall
26. Hillsboro Hall
27. Rockingham Hall
28. Operations Center
29. Central Receiving
30. Webster Hall
31. Madison House
32. Lincoln Hall
33. Conway Hall
34. Hampton Hall
35. Windsor Hall
36. Tuckerman Hall
37. Athletic Stadium
38. Gustafson Center
39. Monadnock Hall
40. College of Engineering, Technology, and Aeronautics

Parking Directory

W Westside Resident Students
E Eastside Resident Students
C Commuter Students, Staff/Faculty, Visitors
L Handicap and Loading
SDX Sodexo Employees
SF Staff and Faculty
V Visitor Parking

Parking regulations are strictly enforced, so PLEASE obey all posted parking signs.

Got questions? http://family.snhu.edu/family/international is a great place to start!