

University of New Mexico Student Exchange Information Sheet Academic Year 2025-2026

International Relations Office	Global Education Office
Office Mailing Address	MSC06 3850, 1 University of New Mexico Albuquerque, NM 87131-0001, USA
Telephone Number, Fax, and E-mail	Telephone: +1-505-277-4032 Fax: 505-277-1867 Incoming (Partner to UNM): exchange@unm.edu Outgoing (UNM to Partner): studyabd@unm.edu
Website	For Partner Institutions: https://studyabroad.unm.edu/exchange For UNM students: http://geo.unm.edu/students/coming_unm/exchange/index.html https://isss.unm.edu/students/coming-to-unm/exchange-students-info.html
Office Hours	Monday-Friday, 8:00 am-5:00 pm (U.S. Mountain Time)
Office Director	Director of Education Abroad: Todd Karr, tmkarr@unm.edu
Incoming Student Mobility Officer (your students coming to UNM)	Incoming Exchange Program Assistant: exchange@unm.edu
Outgoing Student Mobility Officer (UNM students going to you)	General Questions: studyabd@unm.edu

<p>Academic Calendar</p>	<p>We recognize two semesters at UNM: Fall and Spring. Fall semester runs from August to December and is the first semester of the academic year. Spring semester runs from January to May. Please visit this page for specific semester dates: https://registrar.unm.edu/academic-calendar/ten-year-semester-dates-calendar.html</p> <p>Note: Exchange students are expected to arrive at least one week prior to the start of classes for check in and orientation.</p>
<p>Nomination Process</p>	<p>The advisor for exchange students coming to UNM must nominate students before they can submit an application. To nominate your student, please follow the link that will be provided to you via email in early February and August.</p>
<p>Nomination Deadlines</p>	<p>Advisors must nominate their students online by the appropriate deadline in order for their students' applications to be valid.</p> <ul style="list-style-type: none"> • Fall Semester: March 15th • Spring Semester: September 15th
<p>Application Process</p>	<p>Once your student has been nominated, please direct them to our online application. Before applying, they should thoroughly read the instructions here: https://iss.unm.edu/students/coming-to-unm/exchange-students-info.html</p> <p>When they are ready to apply, they can proceed to the application page through the link we will provide to you via email.</p>
<p>Application Deadlines</p>	<p>Students must complete their entire online application, including supplementary materials, before the appropriate deadline:</p> <ul style="list-style-type: none"> • Fall Semester: March 31st • Spring Semester: September 30th

<p>Supporting Documents Required</p>	<p>Students will be required to submit:</p> <ol style="list-style-type: none"> 1. Official Transcript, with certified English translation, displaying <u>at least a 3.0 cumulative GPA out of 4.0.</u> 2. Proof of finances for their program in the form of: bank statement, letter from government or school awarding loans, scholarships, or grants which are less than six months old and showing access to: <ol style="list-style-type: none"> a. \$7,500 for one semester b. \$15,000 for an academic year (August to May) c. \$17,500 for a calendar year (January to December) d. \$4,375 for a Summer e. If financial accounts are not in the student's name, a letter of support from the account owner must be included. f. Additional financial proof may be required depending on the situation. g. No bank loans, mortgages, investment portfolios, credit card statements, screenshots with no identifiers are acceptable. 3. Proof of English proficiency (as described below) 4. Copy of the biographical page of passport 5. List of proposed courses to take at UNM
<p>English Language Proficiency Exemptions</p>	<p>Students are exempt from submitting English test scores if they meet one or both of the following conditions:</p> <ul style="list-style-type: none"> • They received a high school diploma from an accredited, English-speaking institution in the United States, Canada, the United Kingdom, Ireland, Australia or New Zealand. The high school diploma should not be more than two years old. • They have attended a university where English is the medium of instruction for at least one year of full-time study at the time of applying.

<p>Undergraduate English Language Proficiency</p>	<p>If the undergraduate student does not meet the above conditions, they must submit official results from an English test taken within the <u>past two years</u>. The accepted tests and the minimum scores required on each, are:</p> <ul style="list-style-type: none"> • Test of English as a Foreign Language (TOEFL) – 68 on the Internet-Based Test (iBT), 520 on the Paper-Based Test (PBT). *Unofficial (ITP) scores are not accepted. • International English Language Testing System (IELTS) – 6.0 *IELTS Indicator scores are not accepted • Cambridge English Qualifications - C1 Advanced (formally known as "CAE") or C2 Proficiency (formally known as "CPE"); these Cambridge tests may also be accepted with a satisfactory score of 169 • Pearson Test English (PTE) Academic – 47 • Duolingo English Test – 95
<p>Graduate English Language Proficiency</p>	<p>Graduate students must submit official results from an English test taken within the <u>past two years</u>:</p> <ul style="list-style-type: none"> • Test of English as a Foreign Language (TOEFL) – 79 on the iBT, 550 on the PBT. *Unofficial (ITP) scores are not accepted. • International English Language Testing System (IELTS) – 6.5 *IELTS Indicator scores are not accepted • Cambridge English Qualifications - C1 Advanced or C2 Proficiency; these Cambridge tests may also be accepted with a satisfactory score of 176. • Pearson Test English (PTE) Academic – 53 • Duolingo English Test – 105 <p>UNM Law School: TOEFL100 on the iBT or 600 on the PBT. *Unofficial (ITP) scores are not accepted.</p>
<p>Areas of Study, Courses and Disciplines</p>	<p>Students may enroll in most of the courses offered by UNM programs. Please see the list of programs offered here: https://registrar.unm.edu/UNM%20Catalog/index.html</p> <p>Exceptions: <u>School of Medicine, Nursing and Pharmacy do not allow exchange student enrollment. Restrictions apply to Law, Nutrition, and Architecture courses.</u> Students should contact the UNM Incoming Study Abroad Assistant (exchange@unm.edu) for more information.</p>

<p>Credit and Grading System</p>	<p>UNM courses are typically 3 credits, indicating 3 hours of contact per week throughout the semester (16 weeks).</p> <p>Grades are issued via the following rubric:</p> <p>A (90%-100%) Excellent B (80%-90%) Good C (70%-80%) Average D (60%-70%) Below Average F (< 60%) Failing</p> <p>CR Credit NR No Credit I Incomplete WP Withdraw Pass WF Withdraw Fail</p> <p>Note: Due to immigration requirements, undergraduate exchange students must maintain enrollment in a minimum of 12 credits and graduate students in minimum of 9 credits throughout the semester. Students who drop below this minimum for any reason may face serious immigration consequences.</p>
<p>Transcript Availability</p>	<p>We send <u>one</u> transcript to advisors from the exchange@unm.edu email approximately 45 to 60 days after the end of the semester (February for students completing the exchange in Fall and June for students completing the exchange in Spring).</p> <p>Students may order additional copies here (USD 10 per copy): https://registrar.unm.edu/transcripts/request-online.html</p>
<p>Course Registration</p>	<p>Students may register for courses as soon as they receive their admission packet with immigration documents (sent to the advisor at your institution). More detail will be provided directly to students after they have been accepted to the UNM exchange program.</p> <p>Students may also visit the “Class Registration” information pages at: https://iss.unm.edu/students/coming-to-unm/class-registration.html</p>

<p>Student Obligations</p>	<p>While exchange students are not required to pay UNM tuition, there are fees associated with the exchange that are the responsibility of the student:</p> <ul style="list-style-type: none"> • Visa Processing and Administration Fee: \$275 per semester • Department Course Fees, Department IT Technology Fees and Upper division course fees (Non-Tuition)*: \$ 25 to \$ 400 per class • International Student Health Insurance: Please see the “Medical Coverage” as below. • Mandatory IT Fees: \$50 per semester • SEVIS Fee: U.S. Government fee to apply for J-1 Visa, which is not a university fee. • Housing and Meals • Transportation <p>*Information for Department and Course Fees https://bursar.unm.edu/tuition-and-fees/tuition-fee-information.html Please find the detailed information for fees and how to pay the bill here: https://iss.unm.edu/students/coming-to-unm/student-application-process.html</p>
<p>Accommodation</p>	<p>Students are responsible for arranging their own housing. The following resources may be helpful during their housing search.</p> <ul style="list-style-type: none"> • Housing info and guide: https://iss.unm.edu/assets/documents/housing.pdf • https://iss.unm.edu/life-in-abq/housing.html • On campus housing: http://housing.unm.edu/ • Off campus housing resources: <ul style="list-style-type: none"> ○ UNM Off campus housing: https://och.unm.edu/ ○ UNMGlobal Facebook group
<p>Medical Coverage</p>	<p>ALL international exchange students are required to purchase one of the UNM-negotiated health insurance policies, found here: https://www.internationalstudentinsurance.com/schools/university-new-mexico.php</p> <p>Note:</p> <p>1) This plan will only cover major medical emergencies. Students are welcome to purchase additional policies, as needed.</p> <p>2) U.S. citizens are not allowed to purchase UNM International Student Insurance. Please contact exchange@unm.edu to ask for the details during nomination/application cycle.</p>