



Academic Renewal Policy Request Form

Name: _____
Last First M

SSN/Student #: _____

Eligibility for Academic Renewal is shall be subject to the following conditions:

1. At the time the petition is filed, a minimum of five years shall have elapsed since the most recent course work to he disregarded was completed.
2. In the Interval between the completion and the filing of the petition, the student shall have completed a minimum of fifteen credits of course work at an accredited institution of higher education with a minimum grade point average of 2.5 on all work completed during that interval.

Semester you first attended CSN	
Semester you last attended CSN	
Semester(s) you are requesting Academic Renewal	

I hereby authorize the Registrar’s Office to modify my academic record and I understand and agree to the following terms and conditions:

- To maintain a true and accurate academic history, all work will remain listed on a student’s permanent academic record.
- Students record(s) will be annotated to indicate that work taken during the disregarded semester(s) even if satisfactory, will not apply toward graduation requirements.
- There will be no reimbursement of fees for the semester which academic renewal is granted.
- Coursework disregarded under this policy may continue to be used for the calculation of your eligibility to receive financial aid and scholarship. Contact Student Financial Services for clarification regarding financial aid eligibility questions.

Student’s Signature

Date

Submit this form to:

Office of the Registrar
College of Southern Nevada

Charleston Campus
6375 W. Charleston Blvd.
Las Vegas, NV 89146-1164
(702) 651-5610

or

Cheyenne Campus
3200 E. Cheyenne Ave.
North Las Vegas, NV 89030-4228
(702) 651-4060

or

Henderson Campus
700 College Dr.
Henderson, NV 89002-8419
(702) 651-3030

For official use only:

Approved Date

Denied Date