

Student Reinstatement Process Instructions

This process applies if you withdrew from a limited-entry program and are seeking reentry into the same program during the same semester in which you exited.

1. Contact the Program Director of the program you wish to reenter and request that they submit a Program Director Letter to the Dean's Office.
2. Complete the **Limited Entry Reinstatement Student Letter** (pg. 2) and submit to:

CSN School of Health Sciences
Dean's Office – Alma Pineda
6375 W. Charleston Blvd, Bldg. K, rm. 321
Las Vegas, NV 89146

3. The Reinstatement Committee will review your request and make a determination. Their decision is final.
4. The Dean's Office will notify you of the decision – approved or denied – via letter.

IMPORTANT:

Reinstatement requests must be submitted to the Dean's Office by the posted submission deadline. For deadline dates, go to the "Forms and Information for Health Science Students" tab under "General Information" at <https://www.csn.edu/health-sciences-program-requirements>.

Limited Entry Reinstatement Student Letter

Date: _____

Student Name: _____ NSHE ID: _____

Health Sciences Program you are requesting to reenter: _____

Track (if applicable): _____

Reinstatement History

Have you previously applied for and been granted reinstatement to a CSN Health Sciences Program?

Yes No

If "Yes", indicate:

Program you were reinstated into: _____

Semester and year you were reinstated: _____

Attach a copy of the Reinstatement letter received from the Dean's Office.

Course(s) to be repeated as part of the current reinstatement request:

Explanation of the factors that contributed to your inability to successfully complete the course(s):

Explanation of the steps you will take to ensure success if reinstated in the program.

Student signature

Date

NOTE: If applicable, attach a copy of a medical release if your withdrawal was related to an illness or injury. Please initial any changes to this form prior to submission.