



# Academic Renewal Request

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Student ID (NSHE ID)#: \_\_\_\_\_ Email Address: \_\_\_\_\_

To be considered for Academic Renewal, a student must have completed a minimum of 15 credits at a regionally accredited institution with a grade point average (GPA) of 2.5 or higher after the semester/s in question. If credits were completed at another institution other than CSN they must be transferred to CSN prior to the submittal of this form.

To learn about transferring credits to CSN please follow this URL: <http://www.csn.edu/pages/4473.asp>

To learn how to calculate GPA please follow this URL: <http://www.csn.edu/pages/668.asp>

- I have completed a minimum of 15 credits with a GPA of 2.5 or higher at CSN after the semester in question.
- I have completed a minimum of 15 credits with a GPA of 2.5 or higher at \_\_\_\_\_  
Name of Academic Institution and a transfer credit evaluation has been completed.
- I have completed a combined minimum of 15 credits at CSN and \_\_\_\_\_  
Name of Academic Institution with a GPA of 2.5 or higher.

Academic Renewal may be requested for up to two consecutive semesters. A minimum of 5 years shall have elapsed since the most recent semester to be considered for academic renewal.

Semester/s requesting Academic Renewal for: \_\_\_\_\_ Semester \_\_\_\_\_ Year and \_\_\_\_\_ Semester \_\_\_\_\_ Year

- I understand in order to maintain a true and accurate academic history, all work forgiven (if approved) will remain on my academic record and be used for Excess Credit calculation.
- I understand (if approved) all work completed during the semester/s in question will be disregarded for GPA calculation (even if satisfactory grade was received) and will not be counted towards graduation requirements. Please note: This includes all short-term classes that fall within the semester/s in question.
- I understand (if approved) there will be no reimbursement of fees for classes completed in the semester/s in question.
- I understand if Academic Renewal is granted, Financial Aid will continue to include all classes for Satisfactory Academic Progress Policy (SAPP) calculation of attempted credits which may affect my ability to receive financial aid in future semesters.
- I understand Academic Renewal can occur only once during my academic career at CSN.
- I understand Academic renewal is only valid at CSN. Other institutions and employers may include disregarded semester/s in their decision making.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

**OFFICIAL USE ONLY**

\_\_\_\_\_  
Approved

\_\_\_\_\_  
Date

- Student did not meet GPA requirement.
- Student did not meet 15 credit requirement.
- A minimum of 5 years has not elapsed since semester/s in question.

\_\_\_\_\_  
Denied

\_\_\_\_\_  
Date