



## Nevada System of Higher Education Transfer Credit Request for Review

Pursuant to the Nevada System of Higher Education's Board of Regents Policy (Board of Regents *Handbook*, [Title 4, Chapter 14, Section 14](#)), students may request a review of course articulation evaluation by the NSHE Articulation Coordinating Committee (ACC) if the student is not satisfied with the final campus decision.

This process may be undertaken only after the student has exhausted all possible appeals for transfer credit evaluation available on their NSHE home campus (this is not an appeal form). Complete this form to request a review by the NSHE ACC, which may recommend further consideration of the initial decision.

**Student Name:** \_\_\_\_\_ **NSHE ID:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_ **Major:** \_\_\_\_\_

**Institution that denied articulation:**

UNLV   
  UNR   
  NSC   
  CSN   
  GBC   
  TMCC   
  WNC

Course(s) for Review <i>Subject and Number, ex: HIST 1010</i>	Grade Received	Number of Credits	Transfer Institution <i>ex: BYU</i>	Date/Term Course was Taken	Requested Articulation <i>Course subject and number or degree requirement ex: HIST 101</i>

### Definitions

Transfer: Applying course credits taken at another institution to your current NSHE institution.

Articulation: How your transfer credits are evaluated and applied to your program of study.

Please attach all relevant documentation to this request for review.

Relevant documentation includes:

- A letter outlining the reasons for your request.
- The transcripts from the college where the course was taken. If this is not available, see if your institution can send a copy to the NSHE office. Unofficial transcripts are fine for this process.
- A syllabus or course outline (preferred) or catalog description of the course taken. It is recommended that course prerequisite information be included.
- A syllabus or course outline (preferred) or catalog description of the course for which you are seeking credit.
- Documentation of the campus response explaining why the course articulation was not approved.

**NOTE:** Additional meaningful descriptive information/ documentation may be requested.

This form and supporting documents can be submitted via email, mail or in person.

Submit materials via email to: [transfer@nshe.nevada.edu](mailto:transfer@nshe.nevada.edu). Please include this form and other materials as attachments. In person or mailed materials can be delivered to:

Articulation Coordinating Committee  
Nevada System of Higher Education  
4300 S. Maryland Parkway  
Las Vegas, NV 89119

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**For Office Use Only**

Date Received: \_\_\_\_\_ By: \_\_\_\_\_

Date of consult with Articulation Coordinator: \_\_\_\_\_

Results: \_\_\_\_\_  
\_\_\_\_\_

Date forwarded to ACC: \_\_\_\_\_ Discipline Committee: \_\_\_\_\_

Results: \_\_\_\_\_  
\_\_\_\_\_

ACC Recommendation: \_\_\_\_\_

Date Student Notified: \_\_\_\_\_ By: \_\_\_\_\_