



Nevada System of Higher Education Transfer Credit Request for Review

Pursuant to the Nevada System of Higher Education (NSHE) Board of Regents Policy (Board of Regent’s 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.

Complete the following student information:

Student Name: _____ NSHE ID: _____

Email: _____ Major: _____

Current NSHE Institution (UNLV, UNR, NSC, CSN, GBC, TMCC or WNC) that denied the transfer or articulation? _____

Complete the following information for each course needing review:

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 or documentation may be requested.

This form and supporting documents can be submitted via email to transfer@nshe.nevada.edu, or delivered via mail or in person to:

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

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: _____