Office of Admissions and Records

Request for Academic Renewal

Instructions:

This policy applies only to coursework attempted at the University of Nevada, Reno. Under certain circumstances, undergraduate students may petition the registrar for academic renewal. If the petition qualifies, the student may have a maximum of two consecutive semesters of coursework disregarded in all calculations regarding academic standing, grade-point average and graduation eligibility. If summer work is to be included in the disregarded course work, then a five-week summer term shall count as one-half semester.

Eligibility for academic renewal is subject to the following conditions:

1. At the time the petition is filled, at least five years must have elapsed since the most recent course work to be disregarded was complete.

2. In the interval between the completion of the most recent work to be disregarded and the filing of the petition, students shall have completed at least 15 acceptable credits of coursework at a regionally accredited institution of higher education with a grade-point average of at least 2.50 on all work completed during that interval. Courses taken during the interval may be repeats of previously attempted college work.

3. If more than than one semester or term is to be disregarded, the semesters/terms must be consecutive, be completed within two calendar years and include no intervening enrollments at the university.

4. Academic renewal can only be applied prior to graduation from the first undergraduate degree. Once a student graduates, academic renewal cannot be retroactively applied.

If the petition qualifies under this policy, the student's permanent academic record will be suitably marked to indicate that no work taken during the disregarded semester(s), even if satisfactory, may apply toward graduation requirements. However, all coursework will remain on the academic record, ensuring a true and accurate academic history.

Student Information:

Name _____ NSHE ID _____

Signature _____ Date _____

Course/Semester Information:

Semester/s to be disregarded:
(Must be consecutive)

Semester/Year _____ Semester/Year _____

What institutions have you attended since this time?
(We must have official transcripts from each to process your request)

_____

_____

_____

_____

For Office Use Only

☐ Approved
☐ Denied

Evaluator _____ Date _____

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