

# NEW MEXICO STATE UNIVERSITY

## APPLICATION FOR THE ADJUSTED CREDIT OPTION

To be eligible for Adjusted Credit Option, a student must meet all of the following requirements:

- a) Have not exercised this option in the past;
- b) Be pursuing their first baccalaureate or associate degree;
- c) Be currently enrolled at NMSU as a regular or non-degree undergraduate student;
- d) Have a cumulative grade point average of less than 2.0 at NMSU;
- e) Have less than 60 earned academic credits (transfer and NMSU coursework);
- f) Exercise this option in a term between the first day of classes and the last day to withdraw from the University;
- g) Needs thirty (30) or more additional credits before an associate degree can be awarded.

Student Information	
Student University ID Number:	Last Name, First Name, Middle Initial:
Semester/ Year <input type="checkbox"/> Fall 20_____ <input type="checkbox"/> Spring 20_____ <input type="checkbox"/> Summer I 20_____ <input type="checkbox"/> Summer II 20_____	
Current Street Address:	City, State, Zip Code
Telephone Number:	Email Address:

I hereby apply for the option of having my New Mexico State University permanent academic record adjusted according to the following conditions:

1. All of my academic history, including transfer work, CLEP, ACT, advanced placement, special examination, and/or military service will be included in this adjustment and designated as such on my permanent academic record. As "ADJUSTED CREDITS", they will not be calculated in my cumulative grade point.
2. Courses carrying an academic grade of S, CR, C or better, earned prior to the grading period in which I have requested this option, will be treated as earned academic credit.
3. Courses carrying an academic grade of U, CD, D or F, earned prior to the grading period in which I have requested this option, will remain on my academic history but they will not have academic credit and I understand I must repeat them, if I desire academic credit for them.
4. My academic transcripts will contain all courses work, including course falling under the adjusted credit option.
5. I understand that I may be eligible for University honors at graduation if I complete a minimum of 60 academic credits at NMSU after the academic period the adjusted credit option is exercised, and the resulting grade point average is in accordance with University regulation for honors.
6. I understand my current academic status, eligibility for employment, and financial aid is not affected by exercising this option. Also, my future academic status will be based solely upon the grade(s) earned in the semester in which this option is exercised.

**AUTHORIZATION:** I hereby agree to all the terms and conditions listed above and understand a ten dollar (\$10.00) fee will be assessed to my University account. My below signature confirms my acceptance of University action on this matter and I understand that this action may NOT be reversed at a later date.

\_\_\_\_\_ (Student signature)

\_\_\_\_\_ (Date)

Internal NMSU Processing:		
<b>College Verification</b>		
Student's Academic College: _____	Student's Cumulative GPA: _____	Student's Transfer and NMSU Earned Credits: _____
Academic Dean's Signature: _____	Date: _____	
<b>Registrar's Office Certification</b>		
Processed by: _____	Date: _____	