

STUDENT RIGHTS AND RESPONSIBILITIES

Student Rights and Responsibilities

Students have the right to:

- Receive automatic fulfillment of lower-division general education requirements at the universities, state college, and community colleges that offer select baccalaureate degrees upon completion of an Associate of Arts, Associate of Science, or an Associate of Business degree from an NSHE community college.
- Access information from the community colleges, state university, and universities about their transfer admission requirements, including documents required for admission, housing, and information about the institution's costs, financial aid, and student services.
- Access information about the transfer of specific courses, credit hours, grades, and degree requirements. This includes information about transferring courses with grades below a C, courses students may have repeated, and credit previously granted by examination.
- Access and to receive admissions and transfer-related decisions in writing (electronic or paper) specifically:
- Acceptance by the community colleges (limited access programs only), state university, and the universities.
- Evaluation of courses and credits accepted for transfer credit and their course equivalencies, if applicable.
- Outline of transfer courses and requirements which the transferred courses or credits will satisfy for the degree or program sought.
- Analysis of the number of semester credits required to complete a degree in the chosen major program of study.
- The NSHE institution's appeals process for transfer-related decisions.
- Appeal any NSHE institution's transfer-related decision. The appeal process will be developed and maintained by each NSHE institution and published on the institution's website.
- Elect to graduate under the course catalog graduation requirements under any of the following options:
 - provided that the course catalog at the time of graduation is not more than ten years old for a bachelor's degree or six years old for an associate's degree or a certificate of achievement.
 - The course catalog of the year of enrollment in a baccalaureate level course/program at an NSHE community college (valid transfer contract may be required).
 - The course catalog of the year of transfer into a baccalaureate level program at the universities, state university, or community colleges that offer select baccalaureate degrees.
 - The course catalog of the year of graduation from an NSHE institution.

Notice: Students have all the above rights and any others as summarized in the summary of Board of Regents transfer policies. The summary can be accessed on the [NSHE website](#). Paper copies of this document are available upon request at the institution's admission office.

Student Responsibilities

Students have the responsibility to:

- Understand the transfer policies and procedures of the institution they are considering for transfer. Students should seek information from the institution they are transferring to regarding core curriculum, prerequisites, major program requirements, degree requirements, admissions, financial aid, scholarships, housing, deadlines, restrictions, and other transfer-related criteria.
- Complete all materials required for application and submit the application on or before the published deadlines.
- Research how courses are applicable to degree and major requirements.
- Understand that if they change their major, not all courses taken will necessarily apply to their new major.
- Students should plan ahead and meet with their advisor regularly.
- Understand that after a break in their enrollment, status as an admitted student may be affected.