



**Student Success and Enrollment Management**  
 Undergraduate Admissions, MSC 3G  
 PO Box 30001  
 Las Cruces, NM 88003-8001  
 (575) 646-3121 or (575) 646-1055  
 dualcredit@nmsu.edu

## Dual Credit Appeal – Las Cruces Main Campus

*Submitting an appeal is a reconsideration for dual credit enrollment, it is not a guarantee that enrollment will be reinstated.*

NMSU Dual Credit students are required to maintain a C grade or higher in all dual credit courses. Grades received in the NMSU Dual Credit Program are a permanent part of a student’s academic record, at both high school and college, and will affect both your NMSU Satisfactory Academic Progress (SAP) and your future financial aid eligibility.

Students who did not meet the minimum GPA requirements are eligible to submit an appeal form. This appeal form will be used to determine if the student will or will not be eligible for continued enrollment in the Dual Credit Program.

**A student may only submit 1 appeal during his or her dual credit enrollment.**

It is critical that you understand how failing grades and ‘W’ grades impact your academic record. Please visit [fa.nmsu.edu/sap](http://fa.nmsu.edu/sap) for more information.

Last Name:	First Name:	Middle Initial:	Aggie ID:
NMSU Email:	Phone Number:	Semester/Academic Year:	

### Explanation of Appeal

*Please attach a typed or handwritten explanation of the circumstance(s) that prevented you from maintaining the minimum Dual Credit Program requirements. Please include the following pieces of information in your explanation.*

- a) Details of circumstance(s) that led to unsatisfactory progress.
- b) How the circumstance affected your ability to complete your course work.
- c) Actions you have taken to prevent a repeat occurrence and how these actions ensure that this circumstance will not be a factor in your future academic progress.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

High School Counselor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For questions relating to this or any other dual credit matter, please contact Rebecca Chavez - Dual Credit Coordinator at [dualcredit@nmsu.edu](mailto:dualcredit@nmsu.edu) or at (575)646-1055.