

Office of the Registrar
Service Center
Administrative Center 301



Northern Kentucky University
Nunn Drive
Highland Heights, KY 41099-7011

APPEAL FOR ACCEPTANCE OF EXCESS HOURS EARNED AS NON-DEGREE STUDENT

POLICY: Effective Fall 1991 and for subsequent semesters, a maximum of 36 semester hours of academic work earned as a non-degree student at Northern Kentucky University may be applied toward an NKU DEGREE. Additional coursework earned at NKU beyond the designated maximum cannot be applied toward a degree at NKU even if the student later chooses to become degree seeking.

PLEASE PRINT OR TYPE

Social Security Number: _____ - _____ - _____

Name: _____
LAST FIRST MIDDLE

Address: _____
STREET

_____ CITY STATE ZIP CODE

Telephone Number: (HOME) () (WORK) ()

I request acceptance of _____ credit hours taken as a non-degree student at Northern Kentucky University. My NKU transcript is attached.

SIGNATURE

DATE

Please attach a letter explaining why your appeal should be considered including any information or documentation which may help with the decision.

FOR NKU USE ONLY:

Hours completed _____ Hours in progress _____

Committee decision: ACCEPT DENY

COMMENT:

COMMITTEE CHAIR SIGNATURE

DATE