

ADMISSION INFORMATION

General Policy

CSN is an open access institution and any adult can apply for admission and enroll in classes. Students wishing to enroll at CSN must complete an admission application, which includes a \$20.00 non-refundable fee. The admission application are broken down by category; To apply to the College of Southern Nevada go to our website at www.csn.edu, click on “Apply.” Once you have been admitted you will receive two emails, one with your student number (Nevada System of Higher Education (NSHE) ID) and a second one with information on how to activate your student account. The admission notification will provide the next steps of the enrollment process.

New Degree-Seeking Student

Those applicants who are specifically seeking a degree or certificate of achievement and are applying for federal financial aid must have a high school diploma recognized by the Department of Education from their respective state of graduation, its equivalent, or be a qualified international student to be admitted to CSN. Please contact a CSN Testing Center at www.csn.edu/testing for information about GED test.High School Equivalency (HSE) test preparation, as well as the alternative HiSET test, is offered at CSN through the Division of Workforce and Economic Development www.csn.edu/workforce-development.

- High school students who are 16 years old, and are juniors or seniors, may be admitted and may enroll at CSN, subject to the approval of appropriate high school and college officials. Non Degree-Seeking Students – Personal Enrichment – students that are not seeking a degree but are interested in taking classes for personal enrichment or career skill enhancement. Students under this category will not be eligible for financial aid, or veteran benefits.
- Apprenticeship Students- students selected by the registered apprenticeship programs
- International Students- international students who need a CSN-I-20 to obtain an F-1 visa.
- Veteran Students- students that previously were in active duty in the armed forces. .05

The Board of Regents of the Nevada System of Higher Education (NSHE) mandates that CSN must randomly select 10% of all newly admitted students to verify high school or GED/HiSET completion every semester. Students that do not respond to the high school diploma/GED/HiSET verification audit will be changed from Degree Certificate-Seeking (DCS) to Degree-Seeking Non- Financial Aid Eligible (DGNFA) effective the following semester.

Admission to CSN implies general admission only and does not constitute admission to programs designated as limited entry. Acceptance to limited entry programs will be contingent upon fulfillment of conditions specified by the requirements of each program. Admission to CSN does not guarantee financial aid eligibility. Current federal, state and institutional regulations and policies regarding financial aid and eligibility requirements are available at www.csn.edu/financial-aid.

STUDENT TYPE

Transfer Student

Transferring From Another Institution

Transfer students may request that all previously attended schools, colleges and universities send official copies of their transcripts to the Office of the Registrar. CSN only accepts transfer credits from regionally accredited institutions. The accreditation of the institution and the listing published in the AACRAO Transfer Credit Practices for the year in which the applicant attended a specific institution governs the acceptance of transfer credit. The number of credits awarded will be determined by the college rating and the guidelines that follow:

- The Office of the Registrar evaluates transcripts from other institutions upon receipt and determines which credits may be applied towards a CSN degree or certificate. Students will be notified via email once the transcripts have been received.
- Students must have an official transcript mailed or hand carried and unopened to the Office of the Registrar.
- To meet graduation requirements, a transfer student must complete the appropriate 15 credit hours in residence for an Associate of Arts, Associate of Business and Associate of Science within the degree. Associate of Applied Science and Certificate of Achievement degrees require that the 15 in-residence requirements must be in the Special Program Requirement area.
- Generally, a maximum of sixteen Non-Traditional Education (NTE) credits of can be applied toward the Bachelor of Science (BAS), Associate of General Studies (AGS), or Associate of Applied Science (AAS) and a maximum of eight NTE credits can be applied toward the Certificate of Achievement (CA). However, there is an opportunity to exceed the foregoing limit through application to and approval from the Vice President of Academic Affairs, in addition to the regular approval process.
- Grades of D+, D, and D- cannot be used to fulfill major occupational area Special Program Requirements in Associate of Applied Science degrees or Certificate of Achievement.
- Once all official transcripts have been received, allow up to four weeks for processing.
- Students will be notified via email once the transfer credit evaluation is completed. The official evaluation report will be available on MyCSN under Transfer Credit Report.

Current High School Student

CSN offers a number of special programs for qualified high school students. Some programs allow high school students to earn both high school and college credit simultaneously. High school students should check with their school counselor regarding necessary enrollment forms. Unless students are 18 years old, parental permission is required for all programs. Many programs require that students pay college tuition or take a placement test. Special programs for high school students include:

College of Southern Nevada High School: This CCSD dual credit program provides juniors and seniors the opportunity to attend high school on our college campuses. Students take their core high school classes with high school instructors while pursuing any of the CSN degree programs at the same time.



Students graduate from Clark County School District with all of the available diploma opportunities and have the opportunity to earn an Associate's Degree. This is an application program with a limited enrollment on each campus site.

CTE College Credit – CTE College Credit is a program that provides students the opportunity to apply for college credit within approved and articulated high school CTE (career and technical education) programs at no cost—FREE. CTE programs are a sequence of high school elective classes (generally three years), taught at the high school, by high school teachers, following high school curriculum.

There are over 40 CTE programs approved for CSN college credit. The articulated credit granted is designed to give students a head start on their pathway towards completing requirements within an industry certification, CSN certificate of achievement or CSN associates degree, or transfer credit. CTE College Credit allows students to save money and time by not having to repeat similar college coursework, and places them one-step closer to postsecondary program completion.

To qualify for CTE College Credit, students must:

- Earn a 3.0 GPA in an articulated CTE program sequence;
 - Example: Criminal Justice I, Criminal Justice II, and Criminal Justice III
- Pass the State End-of-Program Assessment; and
- Pass the State Workplace Readiness Assessment.

For complete program information please visit the program webpage at www.csn.edu/CTE.

Jumpstart Concurrent Enrollment Program: The Jumpstart Concurrent Enrollment Program is a high school partnership with CSN which gives high school juniors and seniors an opportunity to take 100-level-college classes for credit, on their high school site, from their college certified high school instructor for a reduced fee of \$50.00 per course, plus a \$6.50 per credit technology fee. The student's registration application fee is waived. Jumpstart students are eligible for ALL college services for FREE to include but not limited to; in-depth academic planning, counseling, student advising, on-line services, tutoring, writing resource center, career exploration and planning and study skills instruction. The Jumpstart Concurrent Enrollment office is located in the Academic Partnership Division at 303 South Water Street, Henderson, Nevada 89015, and can be reached by calling 702-651-3523 and 702-651-3179 or login into www.csn.edu/jumpstart.

International Student Services

The International Center assists international students in achieving their academic goals by providing accessible services with supportive and culturally-sensitive professional staff. We provide students with admission information, application assistance, orientation, academic and personal counseling, college success skills education, and immigration regulation advising. All first semester international students are required to register for classes with guidance from an international student academic counselor, and attend a five week international student success class.

Contact Information:

Address: 6375 West Charleston Blvd. Bldg. D, Room 106,
Las Vegas, NV 89146
Phone: 702-651-5820; Email: inquiry@csn.edu;
Website: www.csn.edu/ic-home.

Immigration Compliance: The College of Southern Nevada (CSN) is a SEVP registered institution under the regulations governed by the Department of Homeland Security. As such, CSN is mandated to monitor and report the status of its F-1 enrolled students every 21 days. Under 8CFR214, CSN's Designated School Officials are required to notify F-1 international students of the following requirements necessary to maintain their student visa status:

1. International students must maintain a minimum of 12 credits hours each semester unless otherwise authorized by a DSO.
2. International students must make progress toward their officially declared program by:
 - a. Successfully completing their declared program of study within the programs dates stated on their I-20 Eligibility Certificate.
 - b. Students who register for courses that are more than 30% outside of their established degree program are considered NOT to be making progress.
3. In accordance with the Academic Probation and Suspension Policy, international students must maintain a minimum cumulative GPA of 2.0. Students who are suspended may be subject to termination of their immigration status.
4. International students must report changes in address and major to a DSO within 10 days of the change.

International Student Admission: CSN welcomes students from around the world to apply for admission through the International Center. The following is a list of CSN's four international admission options and the minimum English proficiency score required for admission.

Degree Program - TOEFL iBT 61 (or TOEFL equivalent)

Certificate Program - TOEFL iBT 61

Pathway Program - TOEFL iBT 52

ESL Program - no English proficiency test score required

Application Process: To apply for admission, students must submit the following:

1. International Student Application, completed, signed and dated.
2. A non-refundable application fee of \$45. \$25 due at time of application and \$20 due at time of enrollment.
3. Proof of English Proficiency

PROOF OF ENGLISH PROFICIENCY*	MINIMUM SCORE FOR CERTIFICATE OR DEGREE PROGRAMS	MINIMUM SCORE FOR PATHWAY AND VISITING STUDENT PROGRAMS	MINIMUM SCORE FOR ESL PROGRAM
TOEFL iBT	61	52	Not required
IELTS	6.0	5.5	Not required

*TOEFL and IELTS are just two of the many proficiency test scores that CSN accepts.

For a complete list of accepted test scores, go to: www.csn.edu/ic-admission



4. Official High School Diploma or transcript(s). International diplomas and/or transcripts must be certified and translated into English to verify completion of U.S. equivalent academic program. The diploma and/or transcript must include the full name of the student and date of graduation.
5. A personal statement describing educational goals, intended field of study, and reason for choosing CSN.
6. Proof of financial support: CSN requires an official bank letter or statement dated within 120 days of your application showing available funds to cover expenses for one year. Fees are subject to change without notice.

Fees	Academic Year 2017-2018 ?
Tuition & Fees	\$ 9,700
Room & Board	\$ 7,800
Books & Supplies	\$ 1,100
Transportation.....	\$ 3,500
Personal.....	\$ 1,900
Health Insurance	\$ 1,300
TOTAL	\$ 25,300

- a. If you receive government financial aid, a scholarship, or accept a student loan from your home country, you must submit an original document verifying those funds. The above amounts are the minimum required to support one student.
 - b. Add an additional \$6,000 dollars (U.S.) for each dependent.
 - c. International students entering the U.S. on student visas are considered non-resident students for tuition purposes. CSN cannot offer federal financial aid to international students.
7. Sponsor Letter: International students who are not paying for their own education must submit a sponsor letter(s) signed by the person(s) who will pay the estimated costs listed above.
 8. Copy of student's passport picture page
 9. I-20 Mail Options Form

International Student Transfer Admission: F-1 students transferring to CSN from other U.S. institutions must provide the following immigration documents in addition to items 1 through 9:

10. Copy of F-1 visa page
11. Copy of online I-94 arrival/departure record or original paper I-94 card
12. Copy of current I-20 Form
13. Transfer-In Form indicating your SEVIS release date. The Transfer-In Form is available at: www.csn.edu/ic-admission.

Change of Non-Immigrant Visa Status: If you are currently in the U.S. on a visa that is not the F-1, please contact the International Center for instructions. A Designated School Official will determine if you are eligible for a change of status.

Returning and Readmitted International Students: International students are considered "Returning" if they have attended CSN in the past with a CSN I-20. Contact the

International Center **BEFORE** completing the application, as you may be required to submit a different form.

Application Deadlines:

SEMESTER	NEW STUDENT	TRANSFER STUDENT	CHANGE OF STATUS & RETURNING
Spring (Jan-May)	November 15	December 15	Contact the International Center for deadlines
Summer (Jun-Aug)	April 15	May 1	
Fall (Aug-Dec)	July 1	July 15	

Placement Tests by Admission Type:

- Students admitted into a certificate or degree program are required to take the Accuplacer English and Math placement tests.
- Students admitted into the Pathway program will take the English as a Second Language (ESL) test and Accuplacer Math test.
- Students admitted into the ESL Program will take the English as a Second Language (ESL) test.

Exception: Students admitted with a TOEFL iBT score of 71 score or higher are eligible to enroll in ENG 113 without taking the Accuplacer English placement test.

Mandatory International Health Insurance: All admitted international students are required to maintain a valid health insurance policy while enrolled at CSN. Insurance is mandatory and offered through USI Insurance Services. You may access the insurance provider's website at <https://studentinsurance.usi.com> for cost, benefits, claims and additional information. Vision and dental care are not included in this plan. Other insurance plans that are comparable to the plan offered at College of Southern Nevada may be accepted.

Limited Entry

Special Admissions Information for Health Sciences Programs: Students seeking admission to one of the Health Sciences Programs should be aware that there are several additional procedures and policies. Some Health Sciences Programs are designated "limited entry," meaning that class sizes are limited. Prospective students must submit an application to the Limited Entry Office and be selected to a program in order to register for classes in limited entry programs. Information on admissions, selection procedures and application deadlines is available through the Health Programs Advising Offices, located on the Charleston Campus in the lobby of Building K, North Las Vegas campus in Building N, Room 1219, and Henderson campus in Building B, Room 136. Students must attend a Health Programs orientation to obtain detailed information on the limited entry application process and programs. There are also specific immunization, drug testing, and background check requirements for these programs.



Limited entry programs include:

- Advance Placement Nursing (LPN) to RN Bridge
- Cardiorespiratory Sciences (AAS and BAS)
- Dental Assisting
- Dental Hygiene (AS and BS)
- Diagnostic Medical Sonography
- Health Information Technology
- Medical Assisting
- Medical Coding
- Medical Laboratory Scientist (BAS)
- Medical Laboratory Technician
- Medical Transcription
- Military Medic/Corpsman to LPN
- Nursing (RN)
- Ophthalmic Dispensing
- Physical Therapist Assistant
- Practical Nursing (PN)
- Radiation Therapy Technology
- Surgical Technologist
- Veterinary Technician

Special Costs for Health Sciences Programs

There are special costs associated with admission and matriculation in some Health Sciences programs. For example, an instrument deposit is required for the Dental Hygiene program. Students whose program requirements include clinical assignments at local health care facilities are required to carry health insurance. Some facilities require that students have a Sheriff's Card prior to beginning their clinical experience. Contact the Health Professions Advisor on the Charleston, North Las Vegas, or Henderson campus for current information on special requirements.

