**APPEAL PROCESS:**

1. **Cal State LA pre-nursing students**

Submit your appeal by email to person listed under the “contact” dropdown on the webpage

In the subject line enter: Appeal for “Your Name”

Explain the basis for the appeal. The appeal must include the following:

* + - * 1. how your application meets the requirement
* Official Transcripts submitted no later than January 31, 2022.
* Submit NursingCAS notification of transcript receipt.
* Application submitted no later than January 7, 2022 by 8:59 p.m. Pacific Standard Time
* GPA and Prerequisite at 3.25 or higher
* TEAS score 40% or higher in all four categories, Reading, Math, Science, and English.

### no later than 15 business days of your denial email notification.

* + - * 1. Email responses will be replied to in order of submission. **The response may take up to one month after the appeal has been made.** Please do not contact the nursing office for the progress of your email response.

### Transfer Students

* If you want to appeal the non-acceptance decisions contact the Admission’s Department. **Admissions will contact the Patricia A. Chin School of Nursing for consultation**.

1. **Appealing a withdrawal (W)**

* If you have an extenuating circumstance for a withdrawal from a course such as the pandemic, you must prepare a statement and include any supporting documentation to the “OTHER” section in the NursingCAS application.