



Policy No. IS100.24
Northwest Louisiana Technical College

Instructor's Drop Form for Student Absences

Original Adoption: June 1, 2007
Effective Date: June 1, 2007
Last Revision: August 20, 2014

STUDENT NAME

SOCIAL SECURITY NUMBER

NUMBER OF ABSENCES

LAST DATE ATTENDED

INSTRUCTOR'S NAME

PROGRAM

DATE

COURSE NAME AND SECTION NUMBER

INSTRUCTOR'S SIGNATURE

OFFICE OF STUDENT AFFAIRS

DATE RECEIVED

Policy Reference: Louisiana Technical College Policy No. IS100.24 Attendance
LTC Policy IS1930.109 Attendance

Approved:

Dianne Clark
Interim Director