



### Non Traditional Credit

Original Adoption: June 1, 2007  
 Effective Date: June 1, 2007  
 Last Revision: August 21, 2014

Name: \_\_\_\_\_

Student I.D. No. \_\_\_\_\_

Campus: \_\_\_\_\_

Program Major: \_\_\_\_\_

#### Non-Traditional Credit

**NOTE:** To qualify for a credential, an LTC student must meet the specific program requirements outlined in the curriculum in effect when the student enrolls, withdraws/re-enters after a regular semester break in enrollment, or changes majors. LTC Policy limits the number of non-traditional credits that can be applied to a credential:

- A student may use a maximum of 30 non-traditional credit hours toward an Associate Degree, Technical Diploma, and a maximum of 12 non-traditional credit hours toward a Certificate of Technical Studies.

**Directions:** Provide all information below. Refer to LTC Policy IS1930.171 for Non-Traditional Credit Options. Upon approval by the CAO, the original will be routed to the campus office of Student Records for grade entry into the database, for filing, and for future use in the graduation check processes.

**Non-Traditional Credit Data:** Attach documentation used to support the Non-Traditional Credit Option used.

_____	Credits	_____	P	_____
_____	Credits	_____	P	_____
_____	Credits	_____	P	_____
_____	Credits	_____	P	_____
_____	Credits	_____	P	_____

\_\_\_\_\_  
Program Academic Advisor/Instructor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief Academic Officer or Designee

\_\_\_\_\_  
Date

**Office Use: Student Records**

**Grade Entry Completed:**

\_\_\_\_\_  
By Initial

\_\_\_\_\_  
Date

*Policy Reference:*

Louisiana Technical College Policy No. IS100.46  
LTC Policy IS IS1930.171 Non-Traditional Credit  
LCTCS Policy 1.023 Non-Traditional Credit  
LTC Policy IS1930.126 Credit By Examination  
LTC Policy IS000.00 Grade Symbols and Designations  
LTC Policy SA1930.221 Graduation Requirements

Approved:



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Dianne Clark  
Interim Director