



Policy Name:	Placement Exams
Policy Number:	1.173
Effective Date:	June 1, 2007
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Functional Area:	Academic Affairs

Placement Exams

Northwest Louisiana Technical Community College (NLTCC) defines placement exam requirements.

173.1 SCOPE

The purpose of placement exams is to measure a student's academic levels in order to determine a student's need for adult education course(s). These courses are designed to enhance the student's success in his/her chosen program.

173.2 PLACEMENT EXAM REQUIREMENTS & PROCEDURES

- 173.2.1 All applicants of the following certificate, diploma, and degree programs are required to take a placement test or to provide the campus Office of Student Affairs with an official record of previously achieved appropriate test scores. Test scores may be waived for all programs except for the AAS programs and the nursing program if the individual brings in proof of a high school diploma.
- Associate of Applied Science (AAS)
 - Technical Diploma (TD)
 - Certificate of Technical Studies (CTS)
- 173.2.2 Placement exam scores accepted by Northwest Louisiana Technical Community College are ACT, SAT, ACT COMPASS, and ACT ASSET. The ACT ASSET will be administered in cases where special accommodations or extenuating circumstances exist.
- 173.2.3 An applicant may retest for a program placement after a waiting period of 15 calendar days. However, there is a 30-calendar day waiting period for the ASSET if only one form is administered. Additionally, applicants may be limited by the number of times a placement test may be retaken prior to program admission/enrollment.
- 173.2.4 Students who do not meet the required Northwest Louisiana Technical Community College placement scores for AAS, TD, or CTS programs must enroll in Adult Education (English, Math, and/or Reading) as per NLTCC Adult Education Policy IS1930.139.
- 173.2.5 Non-Degree seeking students requesting to enroll in general education course(s) that require specific academic competencies are required to take a placement exam, have appropriate scores, or have approved transfer credit.
- 173.2.6 Transfer in students whose official transcripts prove the successful completion (minimum of "C") in required college level transferable general education courses are exempt from taking the placement test, unless otherwise required for program entry by an accrediting agency; i.e., Louisiana State Board of Practical Nurse Examiners.
- 173.2.7 Transfer students who need general education courses or transfer students who must meet requirements of a regulatory agency for program entry must take the placement exam.

Policy Reference: LTC Policy # IS1930.173 Placement Exams
Louisiana State Board of Regents
LTC Policy #IS1930.106 Acceptance of Transfer Credit
LTC Policy #IS1930.139 Developmental Education
LTC Policy #SA1930.254 Admission of First-Time Freshmen
LTC Policy #SA1930.255 Admission of Transfer and Re-Entry Students

Approved:



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