



Policy Name:	Non-Traditional Credit Form
Policy Number:	1.023a
Effective Date:	June 1, 2007
Date of Last Revision:	July 24, 2019
Functional Area:	Academic Affairs

Non-Traditional Credit Form

Name: _____

Student I.D. No. _____

Campus: _____

Program Major: _____

Non-Traditional Credit

NOTE: To qualify for a credential, an NLTC 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. NLTC 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 the information below. Refer to LTC Policy IS1930.171 for Non-Traditional Credit Options. Upon approval by the Vice Chancellor Academic & Student Affairs, 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

Vice Chancellor Academic & Student Affairs/Designee

Date

Office Use: Student Records

Grade Entry Completed:

By Initial

Date

Policy & Reference: LTC Policy #IS100.46 Non Traditional Credit
 Louisiana Technical College Policy No. IS100.46
 LTC Policy 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

