NORTHWEST
LOUISIANA TECHNICAL COMMUNITY COLLEGE

Policy No. 1.24

Northwest Louisiana Technical Community College

INSTRUCTOR'S DROP FORM FOR STUDENT ABSENCES

Original Adoption: June 1, 2007
Effective Date: June 1, 2007
Last Revision: July 24, 2019

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: *LCT Policy #IS100.24 Instructor's Drop Form for Student Absences*
Louisiana Technical College Policy No. IS100.24 Attendance
LTC Policy IS1930.109 Attendance

Approved:

Earl W. Meador, J.D.
Chancellor