

Carlette Browder

From: Dr. John A. Turner
Sent: Monday, October 30, 2017 9:43 AM
To: Adam Abercrombie; Carlette Browder
Cc: Donna Collie
Subject: FW: Policies
Attachments: ES_104 Grading_Quality Point System.doc; ES_106 Transfer Credit_V27Sep17.doc; ES_110 LDCC Suspension Probation Policy effective Spring 18.docx; ES_102 Withdrawal_Resignation_Adjustments Draft V21 Sep 17_R21Sep17.doc; ES_103 Academic Renewal Policy_V21Sep17.doc; ES_103 Academic Renewal Form_V21Sep17.doc.docx; ES_104 Incomplete Grade Contract Form_V21Sep17.pdf; ES_104 Incomplete Grades Procedure_V21Sep17.doc; ES_106 Transfer Credit Procedure_V27Sep17.doc; ES_103 Academic Renewal Procedure_V21Sep17.doc

Everything looks good to me. You can proceed with necessary adoptions.

JT

From: Donna Collie
Sent: Monday, October 30, 2017 9:42 AM
To: Dr. John A. Turner <jturner@ladelta.edu>
Subject: FW: Policies


From: Adam Abercrombie
Sent: Thursday, October 26, 2017 2:54 PM
To: Donna Collie <donnacollie@LaDelta.edu>
Cc: Carlette Browder <cbrowder@LaDelta.edu>; Gwenn Hall <ghall@LaDelta.edu>; Kathy Gardner <kathygardner@LaDelta.edu>
Subject: Policies

Donna,

Can you make sure that John gets and approves/disapproves the attached policies, procedures, and forms.

Adam Abercrombie
Executive Director of Institutional Research & Enrollment Management-Registrar
Louisiana Delta Community College
7500 Millhaven Road
Monroe, La 71203
318-345-9130
adamabercrombie@ladelta.edu

POLICY MANUAL

		Policy ES_106	
		Page 1 of 2	
		Last Revision Date: 09/27/17	
		Effective Date: 01/17	
Section		Subject	Title Transfer Credit

Delta Transfer Credit Policy

Delta accepts transfer credit from traditional sources, and non- traditional sources if the course meets the established requirements for course description, syllabus and instructor credentials. Transfer credit for courses taken at other institutions by students enrolled in a degree or certificate program will be accepted at the discretion of the Division Chair.

All prior official transcripts received that are from regionally accredited institutions of higher education will be recorded on the student’s permanent record. Delta will compute the grade point average in the same manner as is done for a Delta student. All credits earned at regionally accredited schools are accepted and will be articulated as transfer credit; however, not all credits earned may be applied toward a particular degree or certificate. Acceptance of transfer credits to meet degree/certificate program requirements will be governed by the following guidelines:

- Acceptance of courses more than 10 years old to meet degree requirements is determined by the appropriate Division Chair in conjunction with the Academic Advisor
- Acceptance of courses that are not equivalent to courses taught at Delta is determined by the appropriate Division Chair in conjunction with the Academic Advisor
- Grades for transferred courses will be interpreted according to the Delta grading scale and will be recorded as follows:
 - Plus (+) or minus (-) symbols will be disregarded.
 - Grades of Pass, Credit and Satisfactory will be treated alike and count in hours attempted and earned only.
 - Failing grades including WF will count as hours attempted, quality hours, quality points and will impact GPA
 - A grade of “N” will count in attempted hours only.
 - Incomplete (“I”) grades will be calculated as “F”.
 - Quarter hours will be converted to semester hours by multiplying the quarter hours by two-thirds.
- Only those courses in which the grade of “C” or higher has been earned will be used to fulfill degree requirements.
- Students are not required to provide transcripts from other institutions. If a student wants to use any of the grades they earned or courses they completed while attending another

accredited institution towards placement or degree completion, they will need to request an official transcript to be sent to Delta prior to their first term of attendance.

- Transcripts for degree seeking students will be evaluated during the first semester at Delta by the Division Chair in conjunction with the Academic Advisor.
- Official transcripts have to be received within 30 days from the beginning of the start of a transfer student's first term of attendance.
- Transcripts received by the deadline will be articulated and calculated into the cumulative grade point average by the last week of the first half part-of-term.
- If a transcript is received after the deadline, the transcript will not be computed into the cumulative grade point average for that semester. They will be calculated into the next semester. (This is for suspension/probation calculation purposes.)
- A grade of "C" or better is required to meet pre-requisite or program requirements. In the case of a repeat course, the last course attempted will be the course considered for transfer, and the last grade earned will be used for computing the grade point average.
- The Louisiana Board of Regents for Higher Education Student Transfer Guide for General Education Articulation Matrix will be used to determine course equivalencies for the general education courses from all Louisiana public colleges and universities, as well as individual transfer guides from institutions with which Delta has entered into transfer agreements.
- Transfer credits from non-regionally accredited institutions are not generally accepted at Delta. A request for a review of this type credit may be made to the appropriate Division Chair.