Academic Calendar
Official Academic Calendar
Fall 2013

Semester Begins: August 19, 2013
W Deadline: October 28, 2013
Semester Ends: December 6, 2013
Graduation: December 13, 2013

Admissions/Financial Aid Priority Deadline for Fall 2013: April 15, 2013

August

9-Aug Early Registration Payment Due by 11:30 AM
13-14 Aug Registration in the conference center with no late registration fee 8:30 a.m. - 6:00 p.m.
15-Aug 2013 Fall Open Registration (with assistance) 8:30 a.m. - 2:30 p.m.
16-Aug No Registration Activity
19-Aug Classes Begin
19-23 Aug Add/Drop Late Registration ($25 Fee) 100% Refund Period for full-semester courses dropped during add/drop. Add/Drop Late Registration ends at noon on Friday, August 23
24-27 Aug 75% Refund (Tuition Only) for resignation from all fall courses
28 Aug-4 Sep 50% Refund (Tuition Only) for resignation from all fall courses

September

2-Sep Labor Day - All Campuses Closed
20-Sep Final date to apply for graduation and pay the graduation fee for students planning to graduate in December.

October

4-Oct Fall Break - No Classes
7-Oct Classes Resume
28-Oct Last Day to Withdraw from a fall full-semester class with a grade of "W"
November

11-Nov  Pre-Registration begins for Winter 2013/Spring 2014
15-Nov  Deadline to Apply for Financial Aid for Spring 2014
25-29 Nov  Thanksgiving Break-No Classes
28-29 Nov  College Closed for Thanksgiving Break

December

2-3 Dec  Final Exams
4-Dec  Student Study Day
5-6 Dec  Final Exams
9-Dec  Fall grades due online by noon
13-Dec  Graduation
23 Dec-1 Jan  College Closed

Official Academic Calendar
Winter2013

Semester Begins:  December 9, 2013
W Deadline:  January 2, 2014
Semester Ends:  January 9, 2014

December

4-Dec  Pre-Registration for Winter Term Ends
5-Dec  Fee Payment deadline for Winter Term classes at noon
6-Dec  Late Registration for Winter Term classes opens at 4:00 p.m.
9-Dec  Winter Session Classes Begin
10-Dec  Final Date to add 2013 Winter Session Classes
10-Dec  Final date to Drop 2013 Winter Session Class with 100% Refund
11-Dec  Fee Payment Deadline at noon for Late Registered Winter Term Classes
23 Dec - 1 Jan  Student Holiday Break for Winter Session Classes

**January**

2-Jan  Classes Resume after Holiday Break
9-Jan  Winter Session Final Exams

**Official Academic Calendar**

**Spring 2014**

<table>
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<tr>
<td>W Deadline:</td>
<td>March 31, 2014</td>
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<td>Semester Ends:</td>
<td>May 9, 2014</td>
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<td>Graduation:</td>
<td>May 16, 2014</td>
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</table>

*Admissions/Financial Aid Priority Deadline for Spring 2014: November 15, 2013*

**January**

2-Jan  College Open for Business
7-8 Jan  2014 Spring Open Registration and continued Pre-Registration. Assistance available from 8:30 am - 6:00 pm
9-Jan  Early Registration Payment Due by 4:30 PM
9-Jan  2014 Spring Open Registration and continued Pre-Registration ends at noon
10-Jan  No Registration Activity
13-Jan  Classes Begin Spring Semester
13-16 Jan  Add/Drop and Late Registration ($25 Fee) 100% Refund for courses dropped during drop/add period
17-Jan  Add/Drop and Late Registration ($25 Fee) ends at 11:30 am. 100% Refund for courses dropped during drop/add period
18-22 Jan  75% Refund (Tuition Only) for resignation from all spring courses
20-Jan  Martin Luther King, Jr. Holiday - No Classes
23-29 Jan  50% Refund (Tuition Only) for resignation from all spring courses
30-Jan    Fee Payment Deadline for 2014 Spring (new registered or added classes) by 11:30 am

**February**

14-Feb    Final date to apply for graduation and pay the graduation fee for students planning to graduate in May

**March**

3-7 Mar    Student Holiday- No Classes
10-Mar     Classes Resume after student holiday
13-Mar     Campus Closed for Professional Development
15-Mar     Deadline to Apply for Financial Aid for Summer 2014
31-Mar     Last Day to Withdraw from a spring full-semester class with a grade of "W"

**April**

7-Apr      2014 Summer and Fall Pre-Registration Begins
15-Apr     Deadline to Apply for Financial Aid for Fall 2014
17-18 Apr  Spring Break - No Classes
18-Apr     College Closed for Spring Break
21-Apr     Classes Resume after Spring Break
28 Apr -2 May  Final Exams for laboratory courses

**May**

5-6 May    Final Exams
7-May      Student Study Day
Official Academic Calendar
Summer 2014

Full Summer Session: May 27 - July 31, 2014
W Deadline Full Summer Session: July 9, 2014
Session I: May 27 - June 26, 2014
W Deadline Session I: June 18, 2014
Session II: July 1 - July 31, 2014
W Deadline Session II: July 23, 2014

Admissions/Financial Aid Priority Deadline for Summer 2014: March 15, 2014

NOTE: All campuses closed on Fridays during the summer (May 23-August 8)

May

20-21 May Summer I Registration with Assistance
22-May Early Registration Payment Deadline 4:30 pm
23-May Campus Closed
26-May Memorial Day-Office Closed
27-May Classes Begin - Late Registration Session I & Full Summer ($25 Late Registration Fee)
27-May Add/ Drop Session I & Full Summer 100% Refund for Drop/Resignation during drop/add period
29 May 75% Refund (Tuition Only) for resignation from all summer courses
30 May-3 June 50% Refund (Tuition Only) for resignation from all summer courses

June
4-Jun Final Fee Payment Deadline at 3:30 PM. Adds and Late Registration
9-Jun Final date to apply for graduation and pay the graduation fee for students planning to receive an award in August
18-Jun Final date to drop a Summer I course with a "W" grade
25-Jun Early Registration ends at midnight for Summer II classes
26-Jun Fee Payment deadline for Summer Session II
30-Jun Summer I grades due online by noon

July

1-Jul Classes Begin-Summer II
3-Jul 75% Refund (Tuition Only) for resignation from all Summer II courses if student is registered ONLY for Summer II courses
4-Jul Independence Day Holiday- No Classes--Offices Closed
4-8 Jul 50% Refund (Tuition Only) for resignation for all Summer II courses if student is registered ONLY for Summer II courses
7-Jul Classes Resume
8-Jul Final fee payment deadline at 3:30 pm for all Summer II courses added or late registration activity. Courses not paid for by the deadline are subject to cancellation
9-Jul Final date to drop with a "W" grade for Full Summer Session
23-Jul Final date to drop with a "W" grade for a Summer II class
31-Jul Final Exams Day/End of Term for Full Summer and Summer Session II

August

8-Aug Degree Award Date for Summer Graduates

All dates subject to change. Please consult the academic calendar posted to the website www.ladelta.edu for the most current corrections and additions.

College History, Mission, and Philosophy
History

Louisiana Delta Community College is an open-admissions college that offers two-year degree programs, certificates, and courses for personal or professional growth. Louisiana Delta Community College was created by the Louisiana Legislature through Act 1369 of the 1997 Regular Session and Act 151 of the 1998 First Extraordinary Session in the area of the Monroe Regional Planning and Economic Development District, an area in northeast Louisiana covering the Mississippi Delta. The institution is managed by the Louisiana Community and Technical College System (LCTCS) with Dr. Luke Robins serving as Chancellor. Delta held its inaugural semester of classes in Fall 2001.

Since it began offering classes in 2001, Louisiana Delta Community College has consistently ranked among the best in the nation in student satisfaction. Summer 2009, Louisiana Delta Community College was accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate degrees.

The year 2010 marks a growth spurt and expansion for the college. In June, the construction for Louisiana Delta Community College’s new home was complete. Sitting just under 70 acres of land, the main building, the Louisiana Purchase Building stands complete with 128,000 sq. ft. When determining the potential name of the building, the thought was to have it reflect the history and tradition of the state. Unbeknownst to anyone, was that the problems the state faced in purchasing the land would lead them all the way back to the Louisiana Purchase in 1804. It took 4-5 months to get the issue resolved and the pertinent document needed to do so, was found in the National Archives in Washington, DC. It was said jokingly, that the building should be named “The Louisiana Purchase Building” because of the difficulty surrounding the purchase, but after the laughter subsided, it was deemed the perfect idea. The Advanced Technology Center proudly resides beside it with 28,000 sq. ft. Fall 2010 students will begin classes in a place that is technology driven and their needs at the heart of the operation.

July 2010 witnessed the first consolidation Louisiana Delta Community College would see. LA Delta merged with Louisiana Technical College at Tallulah and Louisiana Technical College at Lake Providence. The second round of consolidations would come later in July 2012. At that time, LA Delta merged with the five campuses (Bastrop, Farmerville, Ruston, West Monroe, and Winnsboro) of Northeast Louisiana Technical College and LiteracyLINC, the adult education program. The college’s name remained Louisiana Delta Community College with the city indicating specific campuses. LiteracyLINC came under the Workforce Development program and its name became "DeltaLINC".

Together, these campuses and DeltaLINC form a powerhouse of offerings for neighboring students and businesses. We pride ourselves on the ability to offer small classes, one-to-one instruction from faculty, and a friendly, supportive staff. We are also an affordable educational option; creating an environment that makes it possible for our students to succeed, no matter what the educational background may be.

At Louisiana Delta Community College, the goal of excellence is always the target. That’s why our motto is: "Delta...more than a place...it's an attitude."

Mission

Louisiana Delta Community College, an open-admissions, comprehensive community college, provides the citizens of northeast Louisiana with affordable and accessible high quality educational programs, services, and modern workforce training. Supported by the Louisiana Community and Technical College System, a dedicated faculty and staff fulfill this mission through their commitment to student achievement, academic excellence, lifelong learning, and the use of current technology.

Philosophy
Delta maintains an educational environment that promotes integrity and critical inquiry in students, encourages the achievement of students’ full potential, fostering within them a keen desire for lifelong learning in an intellectually stimulating atmosphere.

**Facilities**

**Locations**

**Main/Monroe**

(318) 345-9000  
7500 Millhaven Rd  
Monroe, LA 71203

**Bastrop**

(318) 283-0836  
729 Kammell St.  
Bastrop, LA 71221

**Farmerville**

(318) 368-3179  
605 West Boundary  
Farmerville, LA 71241

**Lake Providence**

(318) 559-0864  
156 Highway 883-1  
Lake Providence, LA 71254

**Ruston**

(318) 251-4145  
1010 James Street  
Ruston, LA 71273

**Tallulah**

(318) 574-4820  
132 Old Highway 65 South  
Tallulah, LA 71284

**West Monroe**

(318) 397-6100  
609 Vocational Parkway  
West Monroe, LA 71292

**Winnsboro**
Accreditation and Articulation

Institutional and Programmatic Accreditation

Louisiana Delta Community College is accredited with the Commission on Colleges of the Southern Association of Colleges and Schools to award associate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4501 for questions about the accreditation status of Louisiana Delta Community College.

Articulation of Course Credit

Delta was established as a member of the Board of Regents General Education Articulation Matrix Committee in 2001. The General Education Matrix is a guide for determining course equivalencies among Louisiana’s public institutions of higher education. While most of these courses will transfer for credit between and among Louisiana’s institutions, *students must remember that these courses may or may not be applied to a particular degree program*. Students should note that this matrix is limited to those general education courses for which full credit would likely be granted by most other Louisiana colleges and universities. The URL for the Matrix is http://www.regents.louisiana.gov/ (under Data and Publications). Additionally, the Board of Regents has developed the Electronic Statewide Student Transfer Guide, which is an interactive electronic database of course equivalencies among Louisiana’s public institutions of higher education. The URL is http://www.regents.state.la.us/articulation.html.

In addition to these two resources, students are encouraged to contact Delta to inquire about the transferability of specific courses and institutional agreements established with area universities and the Louisiana Technical College. Delta has a cross walk listing transferable courses to local universities. Delta will continue to work to secure articulation agreements that allow students maximum transferability of coursework. Students are advised to check with the admissions office of the receiving institution to confirm transferability of credit.

Delta’s Foundation

Foundation

Louisiana Delta Community College Foundation is a not-for-profit organization formed to provide financial assistance to Delta students. The Foundation also exists to ensure that Delta has the resources to meet its expected high level of academic excellence.

The Foundation’s members are community leaders who represent small to large businesses in Northeast Louisiana. Many of these founders have personally experienced the benefits of a community college and share in the vision of improvement in education in Northeast Louisiana.

Northeast Louisiana must continue to attract jobs and industry that will bring a better quality of life for all our citizens. Furthermore, all citizens have a stake in the success of our area’s economy and should have the opportunity to participate in
building it. Louisiana Delta Community College, with generous support through the Louisiana Delta Community College Foundation, can provide these opportunities with scholarships and support for much-needed instruction.

**Advisory Committees**

Delta utilizes advisory committees to ensure that the College is meeting the needs of the community. The Chancellor’s Cabinet advises the Chancellor on developing long- and short-range plans for the College and acts as liaison between the College and the community. Advisory committees may consist of professional and community representatives, as well as representatives from Delta faculty, administrators, students and graduates. Annual or biannual meetings allow for discussions relative to programmatic curriculum modifications or revisions based on student academic and clinical performance, graduate credentialing examination results, employer feedback on graduate entry-level performance and identified needs of the job market. Advisory committees are established for degree programs in Health Sciences, Care and Development of Young Children, Process Technology, Business and Technology and Nursing.

Advisory Committee recommendations that require administrative action to be implemented are presented to the appropriate Dean, Vice Chancellor and/or other College standing committees for review, approval and possible implementation. The appropriate administrator, program director, or coordinator maintains minutes of advisory committee meetings to be distributed to committee members.

**LCTCS Board Members**

**Dr. Joe May**  
President, LCTCS  
*Baton Rouge*

**Mr. E. Edwards Barham**  
*Oak Ridge*

**Ms. Helen Bridges Carter**  
*Greensburg*

**Mr. Robert Brown**  
*New Orleans*

**Mr. Keith Gamble**  
*Shreveport*

**Mr. Brett Mellington**  
*Lafayette*

**Mr. Michael “Mickey” Murphy**  
*First Vice Chair*  
*Bogalusa*

**Woody Oge’**  
*Second Vice Chair*  
*Avondale*

**Mr. Timothy W. Hardy**  
*Baton Rouge*
Paul Price, Jr.  
Winnsboro

Mr. Stephen C. Smith  
Chair  
Shriever

Mr. Vinnie St. Blanc, III  
Board Chair  
Franklin

Mr. F. Mike Stone  
New Orleans

Ms. Geraldine “Deni” Taylor  
Lake Charles

Allen Scott Terrill  
Bossier City

Mr. Stephen Toups  
Baton Rouge

Community College Student Representative

Ivy Poreé-Marco  
Delgado Community College

Technical College Student Representative

Valerie Gaspard  
South Central Louisiana Technical College

Administration, Faculty and Staff

Administrative Staff

Barbara M. Hanson, Ed.D.  
Chancellor

Margie Mixon  
Interim Vice Chancellor of Academic Affairs

Alvina Thomas  
Interim Vice Chancellor for Academic Affairs
Melissa Ducote  
Interim Vice Chancellor of Finance and Administration

Joseph Lane  
Dean of Business

Dr. Robby Lindsay  
Dean of Liberal Arts

Dr. George Roberts  
Dean of Health Science

Don Wheeler  
Dean of Technology

Melissa Askland Ducote  
Director of Human Resources

Gayle Doucet  
Director of Purchasing

Troy Caserta  
Controller

Bob Hammack  
Director of Workforce Development

Kay Harper-Hayes  
Director of Student Services and Career Placement

Darian Atkins  
Director of Public Relations

Bradley Masters  
CIO

Annie Mckinney  
Director of Library and LRC

Sandra Dietle, LPC  
Director of Student Counseling & Disability Services

James P. Smith, Ed.D.  
Director of Institutional Effectiveness and Research

Keith Adams  
Director of Institutional Advancement

Mike Colvin  
Director of Facilities

Professional Staff

Wilman George  
Restricted Funds Accountant
Toni Barkley
Procurement Specialist

Martha Aucoin
Accountant Technician

Alexa Lambert
Grants & Restricted Funds Accountant

Kimberly Bruce
Assistant Director of Financial Aid

Hugh Carter
Technical/Access Services Librarian

Wendell Coplin
Bursar

Gwenn Cregut
Assistant Director of Admissions

Charlie Davis
Security Coordinator

Tanya Epperson
Academic Outreach Coordinator

Crystal Gaines
Financial Aid Advisor

Dana Iliff
Benefits Specialist

Josh Haber
Programmer/Analyst I

Bruce Hemphill
Information Systems and Database Analyst

Julie Salter
Career and Job Development Specialist

Linda Holland
Fiscal Technician

Melvin Johnson
Recruiter

Elizabeth Williams
Telephone Operator

Theresa Parker
Workforce Development Coordinator

Annie C. Breedlove
Systems Administrator
Sharron Robinson  
Senior Financial Aid Advisor

Jan Shows, R.N., B.S.N.  
Nursing Lab Coordinator

Terri Galien  
Admissions Counselor

**Full-Time Faculty**

**Brett Armintor**  
Instructor of History  
B.G.S. University of Louisiana at Monroe  
M.A. University of Louisiana at Monroe

**Charles Banner**  
Instructor of Mathematics  
B.S. Southern University and A&M College  
M.S. Southern University and A&M College

**Nils Borquist**  
Instructor of English  
B.A., Tabor College  
M.A. University of Louisiana at Monroe

**Sharon Bowman**  
Instructor of English  
B.A. Louisiana Tech University  
M.Ed. University of Louisiana at Monroe

**Chris Brandt**  
Instructor of Mathematics  
B.S. Stephen F. Austin University  
M.S. Stephen F. Austin University

**Lena Brown**  
Assistant Professor of Nursing  
B.S. N. University of Mississippi  
M.S.N. Mississippi University for Women

**Gail Caraway**  
Assistant Professor of Nursing  
B.S. N. University of Mississippi  
M.S.N. University of Mississippi

**Derrick Cardin**  
Instructor of Biology

**Kim Cloe**  
Instructor of Psychology  
B.A., M.A. East Central University
Ann Deas
Instructor of Reading
B.A. University of Louisiana at Monroe
M.A. Louisiana Tech University

Judy Duff
Associate Professor of Computer Information Systems
B.S. University of Louisiana-Monroe
M.Ed. University of Louisiana-Monroe

Jack Brien Dunn
Instructor of Developmental Mathematics
B.S. University of Louisiana at Monroe
M.B.A. University of Louisiana at Monroe

Becky Fiorillo
Instructor of Biology
B.S. Southern Louisiana University
M.S. Mississippi State University

Marcus Gault
Assistant Professor of Nursing
B.S.N. University of Louisiana Monroe

Richard Gibbs
Professor of Physical Science
B.A. University of the South
M.S., Ph.D., Clarkson College of Technology

Tiffany Green
Assistant Professor of Natural Science
B.G.S. University of Louisiana at Monroe
M.S. University of Louisiana at Monroe

Donna Guice
Program Director, Care and Development of Young Children
Associate Professor of Care and Development of Young Children
B.S. Louisiana Tech University
M.S. Louisiana Tech University

Elizabeth Haneline
Assistant Professor of Nursing
B.S.N. University of Louisiana at Monroe
M.S. N. Grambling State University

Michael Harrell
Instructor of Biology
B.S. University of Louisiana at Monroe
M.S. University of Louisiana at Monroe

Scott Higginbotham
Instructor of English
B.A. Millsaps College
M.A. University of Mississippi
Jacequeline Johnson
Instructor of Process Technology
B.S. Southern University A & M College
M.S. Phoenix University

Joseph J. Kwashnak
Instructor of Computer Information Systems
B.A. Tufts University
M.S. Boston University
M.B.A. Boston University

Joseph Lane
Program Director, Business Technology
Associate Professor of Business
B.A. University of Louisiana at Monroe
M.B.A. University of Louisiana at Monroe

Janis LaVigne
Assistant Professor of Mathematics
B.A. Louisiana Tech University
M.A. Louisiana Tech University

Jason Manning
Instructor of Chemistry
B.A. Louisiana Tech University
M.F.A. Louisiana Tech University

Chelsea Mansfield
Assistant Professor of Nursing
B.S.N
M.S.N

Stacy Medaries
Instructor of Fine Arts
B.S. Louisiana College
M.S. University of Alabama

Carlos Morris
Program Director, General Studies
Associate Professor of Psychology
B.A. Grambling State University
M.A. Grambling State University

Donald E. Munsey, Jr.
Associate Professor of Mathematics
B.S. Virginia Tech University
M.S. Air Force Institute of Technology

Otto Ochs
Instructor of English
B.A. Fresno Pacific University
M.A. University of Louisiana Monroe

Ryan M. Pierce
Instructor of Business
B.S. Loyola University of New Orleans
M.S. Arkansas State University

**Deborah Robinson**
Instructor of Psychology
B.S. Grambling State University
M.A. Grambling State University

**Mary Spicer**
Associate Professor of English
B.A. University of Louisiana at Monroe
M.Ed. University of Louisiana at Monroe

**Ava Stennett**
Assistant Professor of Nursing
B.S.N. University of Louisiana at Monroe
M.S.N. University of Phoenix

**Charles Stevenson**
Instructor of Process Technology
B.S. Southern University

**Andrew Reed**
Associate Professor of Speech
B.A. Western Washington University
M.A. Western Washington University

**Shada Tanksley**
Lead Teacher

**Connie Thomason**
Instructor of History
B.A. Southern University-Baton Rouge
M.A. University of Louisiana at Monroe

**Don Wheeler**
Associate Professor of Natural Science
B.S. University of Louisiana at Monroe
M.S. University of Louisiana at Monroe

**Sherita Williams**
Assistant Professor of Nursing
B.S.N.
M.S.N.

**Support Staff**

**Tameka Calhoun**
Administrative Coordinator 2

**Connie Carr**
Executive Secretary to the Chancellor
Admissions Requirements and Policies

Admission to the College

Delta has an open admissions policy as established by the Louisiana Legislature and approved by the Board of Regents. Applicants must be high school graduates or possess a general education development program (GED) diploma. Prospective students must submit the application for admission and non-refundable application fee as well as other required documents. Following the completion of the application, the applicant will be classified as to enrollment type, and the appropriate letter of admission will be issued.

Delta ensures equal opportunity for all qualified applicants without regard to race, color, religion, sex, national origin, age, political belief, disability, marital status, or veteran status in the admission to, participation in, or employment of any of its programs or activities.

The college reserves the right to deny admission in instances which would be detrimental to the student or would interfere with the capacity of other students to benefit from the educational experience.

Delta has not yet petitioned the US Department of Justice, Immigration and Naturalization Service for approval of the College to admit non-immigrating, foreign nationals as students, and cannot issue the Immigration and Naturalization Service form I-20.

Admissions Requirements

Applicants to Delta must submit the following items to be considered for admission:

- A complete application for admission and the nonrefundable application fee
- Copy of current driver’s license or legal ID
- Official high school transcripts or official GED scores
- Official ACT scores or Placement Survey scores
- A completed Proof of Immunization Compliance Form (required by Louisiana law)
• Written proof of registration with Selective Service, if applicable. Acceptable documents include a copy of the applicant’s Selective Service registration card or a printout from the Selective Service website, https://www.sss.gov/regver/wfverification.aspx. Additionally, transfer and re-entry students must provide transcripts from all institutions attended. Students may be required to provide a copy of the catalog from each college/university attended to determine transferability of credit. A home-schooled student, non-high school graduate (with no GED) or graduate of a non-accredited high school must show the ability to benefit from college by taking the ACT or the Placement Survey. These students will be granted provisional admission to the college if developmental courses are required. Once the required developmental coursework is successfully completed, the student will be granted regular admission to Delta.

Assessment & Placement

Delta is committed to student success in collegiate-level coursework and occupational programs. ACT scores will be used for initial placement in English, reading and math. Applicants who do not have ACT scores, or whose scores are more than five years old, may be asked to sit for the Placement Survey. Students should contact the Admissions Office to schedule the Placement Survey. Students who are non-matriculating or are auditing classes may not be required to provide placement information if they are not taking English or math courses or have already successfully completed prerequisite course work. If the student decides at a later date to seek a degree from Delta, he/she may be required to provide ACT scores or take the Placement Survey.

Ability to Benefit

Adult students who have not completed a high school diploma or GED may be admitted under the Ability to Benefit guidelines. These applicants must demonstrate the ability to do college level course work by achieving satisfactory standardized test scores (COMPASS).

The criteria established by the federal government as showing “ability to benefit” are as follows: a COMPASS score of 25 on pre-algebra/number skills; 32 on Writing Skills; and 62 on Reading Skills. The student must demonstrate at least the minimum score on all sections on a single test.

Louisiana Resident Status

Residency Policies

Residency Requirement

All new students must provide proof of their residency status with their application for admission. Acceptable documentation includes a valid driver’s license or state I.D. card, current rent or mortgage receipts, most recent state and/or federal tax returns, or other documents that indicate where the student’s official domicile is located. Multiple documents may be required to determine residency for tuition and billing purposes.

Definition of a Resident Student

Pursuant to House Concurrent Resolution No. 226 of 1986, the following is the definition of a resident student for tuition purposes.
A resident student for tuition purposes is defined as one who has abandoned all prior domiciles and has been domiciled in the State of Louisiana continuously for at least one full year (365 days) immediately preceding the first day of classes of the semester/term of enrollment for which resident classification is sought. Generally, the first document to present is full-time employment certification for one year prior to reclassification. A non-resident student for tuition purposes is a student not eligible for classification as a resident student under these regulations.

The individual’s physical presence within this state for one year must be associated with substantial evidence that such presence was with the intent to establish and maintain a Louisiana domicile. Physical presence within the state solely for educational purposes without substantial evidence of the intent to remain in Louisiana will not be sufficient for resident classification regardless of the length of time within the state. Domicile, as the term is used in the context of residence regulations, is defined as an individual’s true, fixed, and permanent home and place of habitation at which the individual remains when not called elsewhere for labor, studies or other special or temporary purposes, and the place to which the individual returns after an absence. Simply owning property in Louisiana, paying Louisiana state taxes, and establishing voter privileges in Louisiana do not, in themselves, qualify the applicant for Louisiana residency.

Discreet categories of individuals may be defined as special or Temporary Residents and are exempt from payment of non-resident fees if such action is deemed to be in the best interest of Louisiana and approved by the LCTCS Board, or as mandated from time to time by federal or state government. Non-resident students enrolled in only six hours or less are not assessed the non-resident fee. (See LCTCS Finance Section.#5.025)

Also, undergraduate students who are non residents but are enrolled in only web-based or other distance learning/electronic delivery courses are not assessed the non-resident fee; this does not apply to contractual programs (e.g. Young Memorial Campus and others who enter into contractual agreements) whereby a certain fee is negotiated for a training service or specialized course offerings where non-resident students are enrolled. Once the applicant has earned the first associate degree at the institution, the applicant may be classified as resident for tuition purposes to pursue subsequent degrees. The dependents of former graduates of the institution may enroll as residents for tuition purposes, even if the parent is no longer a resident of Louisiana.

**Establishing the Requisite Intent to Become a Louisiana Resident for Tuition Purposes**

The following facts and circumstances, although not necessarily conclusive, may support one’s claim for resident classification for tuition purposes:

1. financial independence from parents residing in another state or country;
2. reliance on Louisiana resources for financial support;
3. possession of a valid Louisiana voter registration card for at least one year;
4. designating Louisiana as his or her permanent address on all school and employment records, including military records if one is in the military service;
5. possession of a valid Louisiana driver’s license for at least one year;
6. possession of a valid Louisiana vehicle registration;
7. continuous presence in Louisiana during periods when not enrolled as a student;
8. commitments indicating an intent to stay in Louisiana permanently;
9. paying Louisiana income taxes as a resident during the past tax year, including income earned outside Louisiana from the date Louisiana domicile was claimed;
10. establishing an abode where one’s permanent belongings are kept within Louisiana;
11. licensing for professional practice in Louisiana;
12. the absence of the indicia in other states during any period for which domicile in Louisiana is asserted;
13. marriage to a Louisiana resident. (verified by documents such as marriage license, spouse’s birth certificate, high school diploma, tax forms, Louisiana employment verification)
14. full-time employment for one year prior to classification of residency.

In order to establish financial independence, a student seeking classification as a resident for tuition purposes should meet the following criteria for the current and immediately preceding calendar year:
1. that the student has not been claimed as an exemption for state of federal income tax purposes by his or her non-resident parents;
2. that the student has not lived in the home of his or her parents for more than a maximum of six weeks for the year after the time at which a Louisiana domicile is claimed;
3. that the student’s primary source of financial support not be derived from Federal or state financial aid programs, scholarships that provide full waiver of tuition/fees, and campus employment.

Documentary evidence shall be required; all relevant indicia will be considered in the classification determination. The facts suggested above are neither conclusive nor exclusive; each claim shall be determined on its own merits.

**Non-U.S. Citizens**

A student who is a non-U.S. citizen is entitled to be classified as a resident for tuition purposes if the student can demonstrate that he or she has been lawfully admitted to the United States for permanent residence (refugees, persons who are married to a U.S. Citizen, Temporary or Amnesty Aliens, etc.) in accordance with all applicable laws of the U.S. and can demonstrate having met these residence regulations of establishing a Louisiana domicile prior to the first day of classes of the semester/term of enrollment for which resident classification is sought.

A student who is a non-U.S. citizen and holds the VISA Category A (Government Official), will be immediately eligible for classification as a Temporary Resident for tuition purposes while holding such a VISA.

A student who is a non-U.S. citizen may be entitled to be classified as a Temporary Resident while holding the following VISA and if he or she can demonstrate having met these aforementioned residence regulations of establishing a Louisiana domicile prior to the first day of classes of the semester/term of enrollment for which resident classification is sought:

**VISA Category:**
- E: treaty trader or investor
- G: representative of International Organization
- I: foreign Information Media Representative
- H: temporary worker in a “specialty” occupation (H-1 and H-4 may also apply to qualify)
- K: fiancée, children of U.S. citizen (with proof of marriage to a US citizen)
- L: intracompany transferee/foreign employer

Students holding a VISA category A, E, G, I, K, or L, once classified as a Temporary Resident, must show proof of VISA status at each registration period while enrolled and classified as a Temporary Resident.

A student who is a non-U.S. citizen and holds one of the following VISA categories is not eligible to establish a Louisiana domicile nor are they eligible for an exemption of nonresident fees, unless otherwise permitted by law or other regulations:

**VISA Category:**
- B: business or visitation purposes
- C: in transit
- D: crewman
- F: academic student
- H: temporary worker (only general)
- J: exchange visitor
- M: vocational/non-academic student

**General Rules Applying to Minors, Dependents, and Residents**

The domicile of an unmarried minor (under age of 18) or dependent (see Internal Revenue Code of 1954, Section 152) is regarded to be that of the parent with whom such a minor or dependent maintains his or her place of abode. The domicile of an unmarried minor or dependent who has a parent living cannot be changed by his or her own act or by the relinquishment of a parent’s rights of control. When the minor or dependent lives with neither parent, domicile is that of the parent with whom the student maintained the last place of abode. The minor or dependent student may establish domicile when both parents are deceased and a legal guardian has not been appointed. When both parents are deceased and a legal guardian has been appointed, the domicile of the minor or dependent student is that of the guardian with whom the student maintains his or her place of abode. When residence of a minor or dependent is derived from the Louisiana residence of the parent, that parent must meet the requirements described elsewhere in this document.
When the parent with whom a minor child or dependent student is domiciled can demonstrate that he or she has abandoned out of state domiciles and has moved to Louisiana to work and/or establish a domicile in accordance with these residence regulations, the parent, the minor child and the dependent student is eligible for immediate resident classification. Similarly, when an independent student enrolls who is more than twenty-two years of age, can demonstrate that he or she has abandoned out of state domiciles and moved to Louisiana to work and/or establish a domicile in accordance with these residence regulations, he or she and/or his or her spouse is eligible for immediate resident classification.

**Military Personnel**

An individual on active duty in the Armed Forces currently stationed in Louisiana may be classified as a Temporary Resident upon submission of documentation signed by the unit commander verifying his or her being on active duty and stationed in Louisiana. This classification of Temporary Resident is valid as long as the student remains enrolled and on active duty in Louisiana.

A member of the Armed Forces (including Louisiana National Guard and Reserves) currently stationed in Louisiana on active duty may enroll as a Temporary Resident, including his or her spouse, minor child, or dependent student. A member of the Armed Forces who was eligible for classification as a resident of Louisiana under these regulations immediately prior to entering the Armed Forces retains the right to enroll himself or herself, spouse, and minor child or dependent student as a resident as long as he or she is in the Forces, but the right shall expire upon the person’s being separated from the Armed Forces and residing continuously for a period of at least two years in another state or foreign country.

When a member of the military, who has a spouse, minor child, or dependent student enrolled as a Temporary Resident, is transferred out of the state, the student may continue to attend under this classification as long as the enrollment is continuous, excluding summers.

Students classified as Temporary Resident must show proof of his/her parent’s or spouse’s military status at each registration period while enrolled and classified as a Temporary Resident.

**Classification Procedures**

The resident status for tuition purposes of an applicant for admission is determined by the appropriate office of the College to which the applicant is seeking admission. The residence status is determined in accordance with these regulations and is based upon evidence provided on the Application for Admission and related documents.

Once classified as a non-resident, a student may file an Application for Reclassification from non-resident to resident. The application shall be filed with the appropriate office on the respective campus not later than 10 working days following the first day of classes of the semester/term for which such reclassification is sought. Such application shall include any information or documents required by the campus, together with any supporting evidence which the student desires to submit.

The appropriate campus office shall review the Application for Re-classification and notify the student in writing of the decision. If the decision is to re-classify the student to a resident, the classification shall be effective with the current term and a refund of non-resident fees shall be made (if applicable). If the decision is to not reclassify the student to a resident, the student has the right to appeal the decision.

Failure of a student to comply timely with the Application for Reclassification procedure shall constitute a waiver of all claims for reclassification for the applicable term.

**Appeals Procedures**

Any student may appeal the decision pursuant to the above classification procedures. The written appeal must be filed not later than 10 working days after the notice of such decision is mailed to the student by the appropriate campus office. Such appeal will
be forwarded to the Chair of the Residence Appeals Committee (community colleges), or Vice Chancellor for Student Affairs (LTC campuses), by the campus office no later than 21 calendar days after the receipt of the written appeal.

The Residence Appeals Committee shall consist of at least three members of the college staff appointed by the Chancellor. The Committee shall function as an appellate body with appropriate legal counsel. The Committee shall recommend to the Chancellor or designee the reclassification of any student who has appealed his or her classification as a non-resident if the Committee finds from the evidence submitted that the student is entitled to reclassification under these regulations. The Committee shall review the appeal and notify the student and the campus office in writing within 21 days of the receipt of the appeal of the decision. If the decision is to reclassify the student to a resident, the classification shall be effective with the current term and a refund of non-resident fees shall be made (if applicable).

Failure of a student to comply in a timely manner with the appeals procedure shall constitute a waiver of all claims for reclassification for the applicable term.

Exceptions to this policy may be made to the Chancellor by the Residency Appeal Committee in special cases.

**Incorrect Classification**

All students classified as residents are subject to reclassification to non-resident and payment of all nonresident fees not paid. If incorrect classification results from false or concealed facts by the student, the student is also subject to college disciplines.

**High School/Collegiate Concurrent Enrollment**

**High School Bridge Program**

A currently enrolled high school student who meets the following requirements may enroll in college level courses prior to high school graduation by participating in the High School Bridge Program. The high school student must be classified a junior or senior and have:

- A 2.5 GPA, an ACT composite of 17 (or equivalent score on the Delta placement survey) or be ranked in the upper 50% of his/her class to take developmental classes or A 3.0 GPA, an ACT composite of 18 and an 18 in English and Reading to take college level non-math classes or a 19 in math to take college level math classes.
- The recommendation of the high school principal or guidance counselor
- Parental permission if the student is under 18 years old
- Students must complete necessary application forms and submit necessary documents to be admitted to the program.
- Seniors may take up to four courses (12 hrs) per semester, and Juniors may take up to two courses (6hrs), if their academic schedule and extracurricular activities allow for successful completion of each course.

**LA Early Start Program Framework**

**General Criteria**

Participants must be at least 15 years of age and currently enrolled in 11th or 12th grade at a public Louisiana high school and have ACT or PLAN scores on file at the high school. The student must be in good standing as defined by the high school and meet the college/university enrollment criteria. Additionally, he/she must be on track for completing (a) the Regents/TOPS high school core (if graduating in 2010 or 2011) or (b) the Louisiana Core 4 Curriculum (if graduating in 2012 and beyond). Permission from the high school and his/her parent/guardian is required. The course for which dual credit (both college and high
school credit) is attempted will be recorded on both the student’s secondary and postsecondary academic record. For detailed information go to: http://www.osfa.state.la.us/EarlyStart.htm.

Eligibility criteria to enroll in a College Level, Degree Credit Course

The course(s) selected for enrollment must be classified as College Level, Degree Credit Course: A course in an academic subject that generates postsecondary institutional credit and appears (a) as a General Education course on the current Board of Regents’ Master Course Articulation Matrix (public institutions) or (b) on a list of general education courses approved by the Board of Regents (for LAICU institutions).

The student must have a PLAN or an ACT Composite score of at least 18 (or SAT equivalent). To enroll in an entry level, college level English course, the student must (a) have a PLAN or ACT English sub-score of at least 18 (or SAT equivalent) or (b) meet the postsecondary institution’s prerequisite requirements. To enroll in an entry level, college level mathematics course, the student must (a) have a PLAN or ACT mathematics sub-score of at least 19 (or SAT equivalent) or (b) meet the postsecondary institution’s prerequisite requirements.

Admissions Classification, Eligibility, and Status

Admission Classification

First-Time Freshman: A student who is enrolling in college for the first time immediately following his/her high school graduation or who has fewer than 12 semester credit hours attempted (excluding advanced placement credits and credits earned while dually enrolled in high school and college).

Freshman: A student who is enrolling in college for the first time or has credit less than 30 hours. Transfer Student: A student who has been enrolled previously in any other regionally accredited college/university and has attempted twelve or more semester credit hours.

Cross-Enrolled Student: A student who is enrolled at one post-secondary institution and is also taking courses at another post-secondary institution. A special cross enrollment form, which requires verification from both institutions with regard to enrollment and course load, is available in the Office of Enrollment Services.

Non-Matriculating (Non-Degree) Student: A student who desires to take a limited number of courses for transfer purposes and who is not seeking a degree/certification from Delta. Non-matriculating students must meet the admissions and course pre-requisite requirements of the College.

Re-Admit Student: A student who previously attended Delta but whose enrollment was interrupted for a minimum of one non-summer semester must apply for readmission. Students who are granted readmission will be governed by the catalog in effect at the time of readmission.

Audit Student: A student who does not seek college credit for course work taken may audit a class. A student auditing a class must meet all admission requirements and pre-requisite requirements. Permission to audit a class must be granted prior to the first day of class. Tuition and fees for audited courses are the same as for courses taken for credit.

Eligibility criteria to enroll in an Enrichment/Developmental Course

Enrichment/Developmental Courses are defined as English or mathematics courses that generate postsecondary institutional credit, but not degree credit, and is designed to prepare the student for college-level instruction. To enroll in an
Enrichment/Developmental course, the student must have a PLAN Composite score of at least 14 or an ACT Composite score of at least 15 (or SAT equivalent).

**Eligibility criteria to enroll in a Work Skills Course**

Work Skills Courses must be in a skill or occupational training area that contributes to a declared Career Area of Concentration and leads to a recognized industry based certification. The student must be on track (a) for completing the Regents/TOPS high school core (if graduating in 2010 or 2011) or (b) for completing the Louisiana Core 4 Curriculum (if graduating in 2012 and beyond) or (c) to graduate from high school (having earned at least 11 Carnegie hours if a junior, or 16 if a senior) and have declared a Career Area of Concentration and have a PLAN or ACT Composite score of at least 14 or an ACT Composite score of at least 15 (or SAT equivalent) or a WorkKeys Bronze Certificate.

**Admission Status**

**Full Admission:** the applicant who meets the admissions requirements and has submitted all required documents is fully admitted to Delta.

**Provisional Admission:** the applicant who meets the admissions requirements based on unofficial transcripts, or who is currently enrolled at another institution, may be admitted provisionally. Complete official transcripts must be received within 30 days of the first day of class. Failure to provide all required documents may result in dismissal.

Financial aid will not be disbursed to students who are not fully admitted.

**Admission on Probation**

The following applicants may be admitted on probation:

- The re-entry student who was last enrolled at Delta on probation or was suspended
- The transfer applicant who is eligible to return to the previous institution on probation
- The transfer applicant whose GPA from the previous institution would place them on probation had the GPA been earned at Delta
- The transfer student who was suspended but is now eligible to re-enter college
- The transfer student who is suspended from another college/university

**Transfer Student on Suspension**

A student who has been suspended from another college/university may attend Delta with permission from both institutions. If allowed to enroll, the student will be placed on academic probation and required to achieve a minimum GPA of 2.0 each semester of enrollment at Delta. Failure to meet this requirement will result in suspension from Delta. It is the responsibility of the student to contact the degree awarding institution to determine transferability of credit.

**Readmission from Suspension**

Students who have been suspended may make an appeal to the Admissions and Academic Appeal Committee. Appeals must be submitted to the Admissions and Academic Appeal Committee prior to the end of the regular registration of the semester for which the student wants to enroll. Students readmitted after a suspension will be admitted on probation.

**Academic Advising**
Academic advising is an important activity for every student. It is the time for the student to discuss with his/her advisor academic, career and life goals. Students are assigned an advisor who will review the student’s academic record, assist in designing a plan of study and initiate the registration process. Students should communicate regularly with their advisor throughout their enrollment at Delta. All faculty members are available for academic advising during their posted office hours. The goal of academic advisement is to help students progress through their degree plan to the completion of requirements to graduate.

Transfer Credit Policies

Transfer Credit

Delta accepts transfer credit from both traditional and nontraditional sources. All credits earned at regionally accredited institutions are accepted in transfer; however, all credits may not be applied toward a particular degree. Acceptance of transfer credit to meet degree requirements will be determined by the Department Chair/Program Coordinator and are governed by the following guidelines:

- Acceptance of courses taken more than ten years ago is determined by the Department Chair/Program Coordinator in conjunction with the academic advisor.
- Acceptance of courses that do not have an equivalent at Delta will be determined by the Dean of Instruction in conjunction with the Department Chair/Program Coordinator.

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. The Board of Regents Master Course Articulation Matrix (regents.la.gov/Reports/datapub.aspx) will be used to determine course equivalencies. Transfer credits from non-regionally accredited institutions are not generally accepted at Delta. A request for the review of this type of credit may be made to the Dean of Enrollment Services.

Once admitted to a degree program at the College, students must receive approval from their academic advisor before enrolling in courses at another institution for transfer credit. Transfer credits from regionally accredited institutions of higher education are recorded on the student’s permanent academic record. Delta will compute the grade point average in the same manner as is done for a Delta student.

Lifespan of Course Work

Delta is interested in moving its students toward the successful completion of their associate degree(s) regardless of when or where they began their college program, or what courses they have taken to support their degree progress. Previous college course work will be transferred to Delta for purposes of establishing grade point average and admission status. Any questions of institutional accreditation or faculty credentialing or, if the course is over ten years old, will automatically be referred to the Dean of Instruction or Degree Program Coordinator for review and approval.

Correspondence Courses
Delta does not offer correspondence courses. Students who wish to use credit from correspondence courses taken through other accredited institutions to meet degree or certificate requirements must receive permission from the Dean of Instruction prior to registering for the correspondence course. A maximum of six hours correspondence credit may be applied toward the degree. If a transfer student has already received correspondence credit prior to enrolling at Delta, the student must receive approval from the Dean of Instruction for such credit to fulfill graduation requirements at Delta.

Credit by Examination, Vocation, or Licensure

Non-Traditional Credit

A maximum of 25% of the total hours applicable toward a degree, certificate, or technical competency area can be earned through non-traditional credit to apply to a degree program. Credits will be posted to the student’s academic record with the grade “P” indicating that the credit has been earned, but does not impact semester or cumulative GPA. Application of credit to meet degree program requirements will be determined by the Department Chair, Program Coordinator, and Dean of Instruction. Students must be enrolled at Delta in order to have non-traditional credits posted to their academic record. Non-traditional credit eligible for consideration includes military credit, correspondence courses, professional certificates, departmental challenge exams, and advanced placement credit awarded through the Advanced Placement Test, ACT, SAT, and CLEP scores.

Procedure for the Evaluation of Military Credits

In order for military credits to be evaluated, the student must provide a Form 295 Application for the Evaluation of Learning Experiences during Military Services, or ARRTS Transcript. The Dean of Enrollment Services may not actually complete the evaluation, but may submit the student’s request to the appropriate agency for evaluation. Students should also provide a DD Form 214, copies of any “Course Completion Certificates” that the student has received, or other proof of having completed the course in order to expedite the process. Upon receipt of the official evaluation reports from the appropriate agencies, the Dean of Enrollment Services will post the American Council on Education credit recommendations to the student’s transcript. Such credits are not counted as hours attempted; they only count as hours earned. The student will be given an unofficial copy of the updated transcript as will the Dean of Instruction. The student should meet with the academic advisor to discuss the applicability of military credit to fulfill degree requirements.

Credit by Departmental Examination

Credit by examination is available for select courses to enrolled students only. Credit by examination will be awarded for those courses in which a student has not earned previous academic credit. Students may not attempt to earn credit by examination for a course in which the student has earned a failing grade or for a course.

College Level Examination Program (CLEP)

College Level Examination Program (CLEP) credit is honored by Delta. Credit will be awarded as indicated on the chart below.

<table>
<thead>
<tr>
<th>CLEP SUBJECT</th>
<th>MIN. SCORE</th>
<th>DELTA COURSE EQUIVALENT</th>
<th>CREDIT HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Course</td>
<td>Credits</td>
<td>Course Code</td>
<td>Semester Hours</td>
</tr>
<tr>
<td>-----------------------------------------------</td>
<td>---------</td>
<td>-------------</td>
<td>----------------</td>
</tr>
<tr>
<td>Financial Accounting</td>
<td>50</td>
<td>ACCT 201</td>
<td>3</td>
</tr>
<tr>
<td>Information Systems and Computer Applications</td>
<td>50</td>
<td>CINS 101</td>
<td>3</td>
</tr>
<tr>
<td>Introductory Business Law</td>
<td>50</td>
<td>BUSN 231</td>
<td>3</td>
</tr>
<tr>
<td>Principles of Management</td>
<td>50</td>
<td>BUSN 210</td>
<td>3</td>
</tr>
<tr>
<td>Principles of Marketing</td>
<td>50</td>
<td>BUSN 201</td>
<td>3</td>
</tr>
<tr>
<td><strong>Composition and Literature</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>American Literature</td>
<td>50</td>
<td>ENGL 203/ENGL 204</td>
<td>6</td>
</tr>
<tr>
<td>Analyzing &amp; Interpreting Literature</td>
<td>50</td>
<td>ENGL 205/ENGL 206</td>
<td>6</td>
</tr>
<tr>
<td>English Literature</td>
<td>50</td>
<td>ENGL 201/ENGL 202</td>
<td>6</td>
</tr>
<tr>
<td>Freshman College Composition</td>
<td>50</td>
<td>ENGL 101</td>
<td>6</td>
</tr>
<tr>
<td>Humanities</td>
<td>50</td>
<td>HUMN 201/HUMN 202</td>
<td>6</td>
</tr>
<tr>
<td>Foreign Languages</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>---------------------------------------</td>
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<td>----------</td>
<td>----------</td>
</tr>
<tr>
<td>French Language, Level 1</td>
<td>50</td>
<td>FREN 101/FREN 102</td>
<td>6</td>
</tr>
<tr>
<td>Spanish Language, Level 2</td>
<td>50</td>
<td>SPAN 101/SPAN 102</td>
<td>6</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>History and Social Science</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>American Government</td>
<td>50</td>
<td>POLI 110</td>
<td>3</td>
</tr>
<tr>
<td>History of the United States, Early Colonization to 1877</td>
<td>50</td>
<td>HIST 201</td>
<td>3</td>
</tr>
<tr>
<td>History of the United States, 1855 to Present</td>
<td>50</td>
<td>HIST 201</td>
<td>3</td>
</tr>
<tr>
<td>Human Growth and Development</td>
<td>50</td>
<td>PSYC 236</td>
<td>3</td>
</tr>
<tr>
<td>Introduction to Educational Psychology</td>
<td>50</td>
<td>PSYC 201</td>
<td>3</td>
</tr>
<tr>
<td>Introduction to Sociology</td>
<td>50</td>
<td>SOCL 201</td>
<td>3</td>
</tr>
<tr>
<td>Principles of Macroeconomics</td>
<td>50</td>
<td>ECON 302</td>
<td>3</td>
</tr>
<tr>
<td>Principles of Microeconomics</td>
<td>50</td>
<td>ECON 302</td>
<td>3</td>
</tr>
<tr>
<td>Western Civilization I, Ancient Near East to 1648</td>
<td>50</td>
<td>HIST 101</td>
<td>3</td>
</tr>
</tbody>
</table>
Credit Based on ACT/SAT Scores

College credit will be awarded to students who earn appropriate scores on the ACT/SAT in English and Math. Credit will be awarded for ENGL 101 to students who meet the following minimum criteria for ACT or SAT scores earned in a single test: an ACT English score of 28 or above and an ACT Composite score of 25, or an SAT Verbal score of 630 plus a combined SAT Verbal and SAT Math total score of 1130.

Credit will be awarded for MATH 110 to students who achieve an ACT Math score of 26 or higher, or an SAT Math score of 600 or higher.

Credit is awarded only for official scores sent directly to Delta from the testing company.

Advanced Placement Exam Credit

College credit will be awarded to students who earn appropriate scores on the College Board Advanced Placement Test.

<table>
<thead>
<tr>
<th>AP Exam</th>
<th>Minimum Score</th>
<th>Delta Equivalent</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biology</td>
<td>3</td>
<td>BIOL 101-BIOL 102-BIOL 103-BIOL 104</td>
<td>8</td>
</tr>
<tr>
<td>Chemistry</td>
<td>3</td>
<td>CHEM 110-CHEM 120</td>
<td>6</td>
</tr>
<tr>
<td>Economics: Macro</td>
<td>3</td>
<td>ECON 201</td>
<td>3</td>
</tr>
<tr>
<td>Economics: Micro</td>
<td>3</td>
<td>ECON 202</td>
<td>3</td>
</tr>
<tr>
<td>Course</td>
<td>Credits</td>
<td>Course Code</td>
<td>Credits</td>
</tr>
<tr>
<td>---------------------------------------</td>
<td>---------</td>
<td>---------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>English Lit. &amp; Composition or English Language &amp; Composition</td>
<td>3</td>
<td>ENGL 101</td>
<td>3</td>
</tr>
<tr>
<td>French Language</td>
<td>3</td>
<td>FREN 101-FREN 102</td>
<td>6</td>
</tr>
<tr>
<td>Government &amp; Politics, U.S.</td>
<td>3</td>
<td>POLI 110</td>
<td>3</td>
</tr>
<tr>
<td>History, U.S.</td>
<td>3</td>
<td>HIST 201 or HIST 202</td>
<td>3</td>
</tr>
<tr>
<td>History, U.S.</td>
<td>4</td>
<td>HIST 201-HIST 202</td>
<td>6</td>
</tr>
<tr>
<td>Physics B or Physics C</td>
<td>3</td>
<td>PHYS 210</td>
<td>3</td>
</tr>
<tr>
<td>Physics B or Physics C</td>
<td>4</td>
<td>PHYS 210 &amp; PHYS 220</td>
<td>6</td>
</tr>
<tr>
<td>Psychology</td>
<td>3</td>
<td>PSYC 201</td>
<td>3</td>
</tr>
<tr>
<td>Spanish Language</td>
<td>3</td>
<td>SPAN 101-SPAN 102</td>
<td>6</td>
</tr>
<tr>
<td>Statistics</td>
<td>3</td>
<td>MATH 210</td>
<td>3</td>
</tr>
<tr>
<td>World History</td>
<td>3</td>
<td>HIST 101</td>
<td>3</td>
</tr>
<tr>
<td>World History</td>
<td>4</td>
<td>HIST 101-HIST 102</td>
<td>6</td>
</tr>
</tbody>
</table>

*Credit is awarded only for official scores sent directly to Delta from the testing company.*

## Academic Renewal

Delta provides students who have not been enrolled in college due to academic deficiencies the opportunity to renew their academic record. The student must not have been enrolled in college level course work for three years, demonstrate that the conditions that led to the academic deficiencies have changed, and complete the necessary steps to be considered for academic renewal. Academic renewal can only be awarded once in an academic lifetime.

The following standards apply to academic renewal:

- The student must submit an application for academic renewal to the Enrollment Services Office before or during the first semester of enrollment and include evidence that there is reasonable expectation of satisfactory performance.
- The Dean of Enrollment Services shall evaluate each application and recommend the student for approval by the Admission and Academic Appeal Committee.
- No prior academic credit or grade point average will be carried forward; however, the prior record remains a part of the student’s overall academic record. No previously earned credit will be used to meet graduation requirements or computed in the GPA leading to undergraduate degrees.
- Upon approval for academic renewal the student has the status of an entering freshman and a new academic record will begin with no record of attempted hours, quality points or probation/suspension.
- A student who demonstrates competency in a given area may receive credit by exam (CLEP or departmental challenge exam) for courses in which the grade of “C” or higher was earned.
- Delta recognizes academic renewal granted at another institution.
- A student who receives academic renewal may not be eligible for financial aid at Delta.
- A student who receives academic renewal will have the total cumulative grade point average (including courses waived by academic renewal) considered for academic honors awarded at graduation.
- Applying for academic renewal does not ensure approval.
Students are cautioned that many undergraduate curricula and graduate professional schools compute the undergraduate grade point average on all hours attempted when considering applications for admission.

Students must sign the application for academic renewal certifying that they understand the ramifications of academic renewal.

**General Policies & Procedures**

**Scheduling/Registration/Class Attendance**

**Academic Load**

The number of credit hours attempted determines a student’s classification as either full-time or part-time. Any student receiving financial aid should contact the Office of Student Services / Financial Aid to verify the definition of “full time” according to Delta Financial Aid guidelines.

<table>
<thead>
<tr>
<th>Enrollment Status</th>
<th>Semester</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than half time</td>
<td>Fall/Spring</td>
<td>1-5</td>
</tr>
<tr>
<td>Half time</td>
<td>Fall/Spring</td>
<td>6-8</td>
</tr>
<tr>
<td>Three-quarter time</td>
<td>Fall/Spring</td>
<td>9-11</td>
</tr>
<tr>
<td>Full time</td>
<td>Fall/Spring</td>
<td>12 or more</td>
</tr>
<tr>
<td>Less than half time</td>
<td>Summer</td>
<td>1-2</td>
</tr>
<tr>
<td>Half time</td>
<td>Summer</td>
<td>3</td>
</tr>
<tr>
<td>Full time</td>
<td>Summer</td>
<td>6 or more</td>
</tr>
</tbody>
</table>

**Assignment of Faculty**

Delta reserves the right to change faculty members listed in the course schedule because of course cancellation, class splits or other conditions that necessitate the reassignment of faculty. Students should be cautioned that the listing of an instructor’s name in the course schedule is no guarantee that the specific instructor will teach the course.

**Attendance**

Class attendance is regarded as an obligation and a privilege. Students are expected to regularly and punctually attend all classes in which they are enrolled. Failure to do so may jeopardize a student’s scholastic standing and may lead to suspension from the institution.

Each instructor keeps a permanent attendance record for each student in each class. These records are subject to inspection by appropriate College officials at any time. Faculty members are required to state in the course syllabi and to explain to the students
their expectations concerning class attendance prior to the close of the add/drop period. The extent to which attendance and participation in class will impact the grading rubric will be specifically outlined in the syllabus.

In order for students to achieve maximum benefit from courses, the institution has developed an attendance policy. This policy involves informing students, through the course syllabus, of specific penalties for unexcused absences. Students should consult their syllabus for specific details and consult with their instructor prior to missing class.

Students seeking excused absences must submit the reasons for their absences in writing to their instructor when they return to class. When a student accumulates an excess of unexcused absences (as noted below) the instructor may recommend to the Dean of Enrollment Services that the student be provided with information on how to drop the class. Excessive unexcused absence is considered:

**Five classes** in courses that meet M-W-F during fall and spring terms

*Three classes* in courses that meet M-W or T-R during fall and spring terms

**Two classes** in courses that meet once a week during fall, spring, and summer terms

**Course Cancellation**

Delta reserves the right to cancel any course listed in the course schedule. In the event that a student is in the last semester of studies prior to graduation and a required course is cancelled, the student should consult his/her advisor and the Program Director and Division Chair.

**Course Load**

Only an exceptional student, upon approval from the Program Director and Division Chair, may enroll in more than 18 credit hours in the Fall/Spring semester or 12 hours in the Summer semester (6 hours per 5 week session). The maximum allowable course load is 21 credit hours (13 hours in the summer session).

**Developmental Course Sequence**

All students entering Delta must present their ACT scores, placement survey results or transcripts as evidence of their proper placement in reading, math and English. It is imperative that Delta students complete all developmental courses in a timely fashion. To firmly support their academic preparation and achievement, students in their first semester must enroll in any developmental courses required. They must continue to progress through the sequence until all are complete. Should course offerings conflict, Reading 099 should be given priority. No student will be allowed to take more than 25 total semester hours or any 200-level course work until all required developmental courses have been completed.

**Freshman Orientation**

Delta hosts Freshman Orientation prior to each regular semester. The purpose of orientation is to make students aware of their personal and academic responsibilities, to promote an understanding of Delta policies and procedures and to introduce the programs and services that are available.

**Academic Seminar Exemption**

A transfer student can be considered for exemption from Academic Seminar if one or more of the following criteria are met. If the student:
Possesses an earned degree from another college or university
• Has taken 30 or more credit hours of college-level work and has a cumulative GPA of 2.0 or higher
• Has successfully completed an equivalent course from another college or university

Schedule Changes

Students will be permitted to add and drop courses and make schedule changes according to the dates published in the academic calendar. Add/drop forms are available in the Office of Enrollment Services. It is the student’s responsibility to follow the procedures noted on the add/drop slip. Incomplete add/drop forms will not be accepted and the schedule changes will not be made.

Students may add classes the first three days of a semester or equivalent time for summer sessions/terms or alternative sessions, as long as the classes have not met for a second time. In the case of a class taught once a week, the class cannot be added after it has met for the first time. Tuition and related fees must be paid at the time classes are added.

Students may drop classes the first three days of the semester or equivalent time for summer sessions/terms or alternative sessions and the classes will not appear on the official transcript. After the close of add/drop students may withdraw from classes or resign from the college with the grade of “W” provided this transaction is processed by the deadlines indicated on the official Academic Calendar.

Withdrawal/Resignation

Students may withdraw from courses or resign from the College with a grade of “W” up to the deadline published in the official calendar. After the published date, students may not withdraw from courses. (If extenuating circumstances exist, a student may appeal to the Dean of Enrollment Services.) Students leaving the institution must resign by completing a form in the Office of Enrollment Services. Students who stop attending classes without officially withdrawing will receive an “F” in all courses. Withdrawing from courses, or resigning from the College after the refund period, will not reduce the student’s financial obligation to the College and may affect eligibility for continued financial aid.

No Show Policy

Students who have completed all the necessary requirements for registration in the College but have not attended classes are considered “No Show” students. This No Show status will be determined by the official 14th day (or equivalent for a given term) roster report. Courses for this semester/term will appear on the student’s official academic record as hours attempted and a grade will be assigned to them.

Reservist and National Guard Mobilization/ Activation Policy

In compliance with the policies set forth by the Board of Regents of the State of Louisiana and in recognition of the needs of students who are subject to unforeseen mobilization/activation in response to local, regional, national and international emergency situations, Delta has established the following policy and procedures.

If activation/mobilization occurs:

• During the first fourteen class days of a regular semester [seven (7) days for summer sessions], it will result in the complete withdrawal of the student without penalty or grade. Tuition and fees that have been paid will be refunded at 100%.
• During the period between the fifteenth (15) class day [eighth (8) class day for summer sessions] and the last day to withdraw from classes with the grade of “W”, it will result in the awarding of the grade of “W” in all classes in which the student was officially enrolled. Tuition and fees that have been paid will be refunded at 100%.

• During the period between the day following the last day to withdraw from a class with the grade of “W” and approximately one to two (1-2) weeks (five (5) to ten (10) class days) prior to the end of a regular semester [three (3) to six (6) class days for a summer session], it will result in the student:
  • Choosing to take the grade of “W” for all courses in which the student is officially enrolled. Tuition and fees that have been paid will be refunded at 100%
  • Requesting, with the approval of the instructor, to take an incomplete grade in some or all of these courses
  • During the last five (5) to ten (10) days of a regular semester [three (3) to six (6) class days in a summer session], it will result in the student:
    • Requesting one of the two previous options
    • Requesting, with the approval of instructors, to receive a final grade based on the student’s work in the course up to the date of activation/mobilization.
  • Requesting, with the approval of instructors, to take early final examinations.

Grading/Academic Standing

Grading and Quality Point System

Definitions:

Quality Hours – Credit courses that carry a grade of P, CR and S are included in earned hours but not quality hours. Courses that a student registers for but later withdraws from with a grade of W are included in attempted hours but not in quality hours. Credit hours for which a student registers and receives a grade of A through F are included in quality hours.

Cumulative Quality Hours – Hours for which a student registers for and receives a grade of A through F at Delta, as well as quality hours accepted in transfer (including hours that would have been accepted had the student not earned a grade of F).

Adjusted Quality Hours—Credit hours for which a student registers and receives a grade of A through F, excluding those credit hours removed from the calculation of a student’s grade point average through a repeat/delete policy and /or those credit hours removed through academic renewal.

Adjusted Cumulative Grade Point Average—This GPA is adjusted to exclude those quality hours and grades that have been removed from the calculation of the student’s grade point average through a repeat/delete policy and/ or academic renewal.

A  Excellent = 4.0
B  Good = 3.0
C  Average = 2.0
D  Below Average = 1.0
F  Failure = 0.0
I  Incomplete (Computes as an F until resolved)
P  Passing (No advantage to grade point average)
Developmental Course Grading

The letter grade of A, B or C will be given to students who pass a developmental course. The grade of N indicates that the course was not passed and must be repeated. The grade of F is given in a developmental course for excessive absences only and the course must be repeated.

Standard G.P.A. Calculation

1. Multiply the grade value of the course by the semester hours for that course. The product of the multiplication will be the grade points.
2. Divide the total grade points by total attempted hours.

Example:

<table>
<thead>
<tr>
<th>Courses</th>
<th>Grade Value</th>
<th>Times</th>
<th>Credit Hours Attempted</th>
<th>Equals</th>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 110</td>
<td>A=4</td>
<td>x</td>
<td>3</td>
<td>=</td>
<td>12</td>
</tr>
<tr>
<td>ENGL 101</td>
<td>B=3</td>
<td>x</td>
<td>3</td>
<td>=</td>
<td>9</td>
</tr>
<tr>
<td>SCIE 114</td>
<td>C=2</td>
<td>x</td>
<td>4</td>
<td>=</td>
<td>8</td>
</tr>
<tr>
<td>CINS 101</td>
<td>D=1</td>
<td>x</td>
<td>3</td>
<td>=</td>
<td>3</td>
</tr>
<tr>
<td>SPCM 110</td>
<td>F=0</td>
<td>x</td>
<td>3</td>
<td>=</td>
<td>0</td>
</tr>
<tr>
<td>TOTALS</td>
<td></td>
<td></td>
<td>16</td>
<td></td>
<td>32</td>
</tr>
</tbody>
</table>

Divide 32 (Grade Points Column) by 16 (Credit Hours Attempted Column) and the G.P.A. = 2.0

Scholastic Honors

Chancellor’s List: At the end of each regular semester, the Chancellor’s List is published recognizing those full-time students, and part-time students who have earned at least 12 hours at Delta and are currently enrolled in at least six hours of course work, who have earned a semester GPA of 3.75 or higher.

Dean’s List: At the end of each regular semester, the Dean’s List is published recognizing those full-time students, and part-time students who have earned at least 12 hours at Delta and are currently enrolled in at least six hours of course work, who have earned a semester GPA of 3.50 to 3.74.
Academic Status

There are three categories of academic status: academic good standing, academic probation and academic suspension. Although students will usually receive official notification of academic status, such notification is not prerequisite to students being placed in one of these categories. It is the responsibility of the student to determine his/her academic status prior to the beginning of the next enrollment period.

**Good Standing:** A student who is not on probation or suspension is in good standing.

**Probation:** A student will not be placed on probation until at least 15 hours of course work have been attempted. A student will be placed on probation when the adjusted cumulative GPA is at or below those listed below:

<table>
<thead>
<tr>
<th>Adjusted Cumulative Quality Hours</th>
<th>Adjusted Cumulative G.P.A.</th>
</tr>
</thead>
<tbody>
<tr>
<td>16-30</td>
<td>1.75 or less</td>
</tr>
<tr>
<td>31+</td>
<td>1.99 or less</td>
</tr>
</tbody>
</table>

**Suspension:** A student who is on academic probation and has attempted at least 24 hours of course work will be suspended from Delta at the conclusion of any enrollment term in which he/she fails to earn a minimum GPA of 2.0. Students suspended for the first time at the end of the Spring Semester may attend summer school without appeal. If the student raises the adjusted cumulative GPA to at least a 2.0, the suspension will be lifted. Students suspended for a second time may not enroll at Delta for one year. A student who has been suspended from Delta must apply for readmission in order to return.

Incomplete Grades

Students enrolled in courses in which they achieve satisfactory progress, which because of circumstances beyond their control cannot be completed, may receive an Incomplete (“I”) grade. The student must have been attending classes on a regular basis and have at least a “C” average. The “I” grade must be requested by the student and both the faculty member and student must complete and sign the Incomplete Grade Contract Form. These forms are available from the faculty member. The contract must contain the reason for requesting the “I” grade and an outline of the work to be completed. Work must be completed and the “I” grade converted to a letter by the deadline posted in the official academic calendar. An “I” grade is calculated as an “F” for GPA purposes. Exceptions to this deadline must be approved by the Program Director or Division Chair.

Grade Appeal

The student must initiate appeals of final grades within the first 45 days of the regular semester following the semester in which the grade was received. The general procedure for appealing a grade is to first meet with the faculty member. If the grade concern is not resolved, the student may then appeal to the Dean of Instruction.

Repeating Course Work

Students will be allowed to repeat, one time, a course in which a grade of “C” or lower was earned. Special approval from the Division Chair or Program Director is required for a student to repeat a course more than once. The last grade earned will be used to determine acceptability of the course for prerequisite and degree requirements. The first grade will be flagged as repeated and maintained on the academic record, but only the last grade will be used to compute the student’s grade point average for graduation. This repeat policy applies only to courses taken at Delta.
Repeating an equivalent course at Delta cannot negate the grades earned for courses taken at another institution. When calculating grade point average for awards and honors, an unadjusted GPA (cumulative) will be used. Professional programs within the College may set specific rules regarding the treatment of repeat courses in calculating the GPA necessary for entry into and graduation from those programs. Developmental courses may be repeated up to three times.

Grade Reports and Official Transcripts

Grade reports reflecting the result of a student’s course work will be generated by the Enrollment Services (Registrar) Office within five (5) business days following the end of each semester/session. Questions about the information on the grade report should be directed to the Dean of Enrollment Services. A request for an official transcript requires the signature of the student and payment of a transcript fee (see Tuition/Fee Chart). Transcript request forms are available at the Enrollment Services Office and on the official website at www.ladelta.edu.

Graduation Requirements

Graduation Preparation

A student should meet on a regular basis with his or her academic advisor to ensure that progress is being made toward the completion of a degree. The academic advisor holds initial responsibility to determine the application of transferable course work to a degree program after the Dean of Enrollment Services has identified the transferable courses.

An official degree audit must be requested from the advisor upon the completion of 42 semester hours. To verify that they have satisfied all graduation requirements, all candidates for graduation must report to the academic advisor during the period specified in the Academic Calendar.

Associate Degree Graduation Requirements

A candidate for an associates degree must meet the following requirements.

- Complete all work in the curriculum described in the College Catalog in effect at the time of first enrollment at Delta. If students change their program of study or major, or if they do not enroll at Delta for a fall or spring semester, they must use the catalog in effect at the time of the change of program of study or the return to Delta.
- Receive approval in writing from the VCAA for any deviation from the curriculum, as stated in the catalog being followed.
- Complete a minimum of 61 semester hours of acceptable college-level work.
- Complete the required General Education courses with the grade of “C” or higher.
- Complete ENGL 101 and ENGL 102 with grades of C or higher, which demonstrates proficiency in written communications, as required by the Board of Regents.
- Complete a minimum of three hours of college algebra with the grade of “C” or higher and demonstrate proficiency in mathematics as required by the Louisiana Board of Regents. Some degrees require an additional three hours of mathematics at a level above college algebra.
- Have a cumulative Grade Point Average (GPA) of 2.0 or better on all course work, including a GPA of 2.0 or higher on all course work attempted at Delta.
- Complete a minimum of 25 percent of the semester hours required for the degree through instruction at Delta with the last 15 hours taken at Delta. Appeals to this rule may be made with the VCAA.
- Be enrolled and in attendance at Delta during the semester of graduation. Appeals to this rule may be made to the Dean of Instruction.
• Fulfill all obligations and regulations, including financial, to the College prior to established dates. Financial aid recipients must attend an exit interview before they will be allowed to participate in graduation or receive a diploma. Students should contact the Office of Student Services for details.
• Make application to the academic advisor for graduation by the deadline noted in the Academic Calendar in the semester prior to the semester in which graduation is anticipated.
• Participate in commencement exercises. Written notification must be made to the Dean of Enrollment Services if the candidate will not be participating in commencement exercises.

**Multiple Degrees or Simultaneous Degrees**

Students who wish to pursue multiple Associate Degrees simultaneously at Louisiana Delta Community College must complete fifteen semester hours in addition to the requirements for the first degree and complete all requirements for both degrees. The academic faculty has final approval in the awarding of degrees. Before pursuing multiple degrees, a student must receive approval from the Program Director or Department Chair and VCAA. Students will earn a diploma for each degree, and the degrees will be posted on the transcript. The following additional requirements apply:

• Students must earn a minimum of 15 hours at Louisiana Delta Community College excluding repeated courses, and courses that are not going toward the degree, in addition to the total required for the first degree (15 additional hours for an associate)
• A simultaneous or subsequent degree in General Studies may be earned only if the Thematic Concentration Group does not include the academic area in which the student is presently pursuing a degree.
• An Associate of General Studies may be awarded only once, regardless of the various major concentrations.

**Graduation with Honors**

Delta encourages students to achieve at their highest ability to attain their educational and career goals. All courses used to fulfill graduation requirements, including courses from other accredited institutions, will be used to calculate the grade point average for honors designations. Students who have earned an associate degree and maintained a cumulative grade-point average of 3.5 or above will receive honors recognition in the commencement program as noted below:

<table>
<thead>
<tr>
<th>Grade Point Average</th>
<th>Honors Designation</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.50 – 3.69</td>
<td>Cum Laude</td>
</tr>
<tr>
<td>3.70 – 3.89</td>
<td>Magna Cum Laude</td>
</tr>
<tr>
<td>3.90 – 4.0</td>
<td>Summa Cum Laude</td>
</tr>
</tbody>
</table>

Delta also recognizes students earning a grade point average of 3.0 - 3.49.

**Academic Disciplinary Policy**

**Dismissal of Students from Classes**

An instructor may, under certain conditions, dismiss a student from class for disruptive or threatening behavior. If the student is disruptive, the instructor may ask the student to leave the class. If the student threatens the instructor, the student may be asked to leave the class and the incident will be reported to the Office of Student Services. If the student refuses to leave after being requested to do so, the instructor should summons University Police to remove the student (dial 911). The instructor should inform the Department Head and the Office of Student Services of the student (dial 911). The instructor should inform the Department Head and the Office of Student Services of the student’s dismissal from class within twenty-four hours. A written
The report of the incident must be submitted to both the VCAA and the Office of Student Services for review. The Dean of Student Services will take the necessary actions based on the Student Code of Conduct.

**Academic Honesty Policy**

Louisiana Delta Community College expects the highest standards of academic honesty from its students and faculty. Because it is essential to fair learning and learning assessment, faculty and students share responsibility for academic honesty. Students must adhere to the academic rules of the classroom and the college. Academic dishonesty threatens the college’s learning environment by destroying the trust between faculty and students. Therefore, all forms of cheating, fabrication, plagiarism, misrepresentation, and violation of class rules constitute academic misconduct and warrant disciplinary action by the instructor or the college. Academic dishonesty includes, but is not limited to, the following categories.

**Categories of Academic Dishonesty**

- **Cheating** is the intentional use of inappropriate assistance, information, materials, or study aids in any academic exercise. Cheating includes the use of unauthorized assistance, information, or materials on tests, homework, quizzes, papers, projects, and all other academic assignments. Additionally, students who provide such unauthorized assistance to other students are also guilty of cheating.

- **Fabrication** is defined as altering official college documents, forging signatures of college officials or other individuals, or changing grades and other academic records. Fabrication also includes submitting false records to gain admission to the College. Furthermore, any oral or written misrepresentation of truth in any communication with College administrators, faculty, or staff is also fabrication.

- **Plagiarism** involves submitting another person’s ideas, words, data, arguments or sentence structure as the student’s own without proper documentation.

- **Misrepresentation** is intentionally presenting oneself as someone else, or intentionally misrepresenting a condition or situation to gain credit or concessions on academic work, including make-up tests, projects, and class assignments.

- **Violation of class rules** is the intentional failure to follow the class policies concerning assignments and behavior.

Other forms of academic misconduct include **complicity**, the willing involvement with others in any academic misconduct; **software fraud**, the unlawful downloading and copying of computer software used in the creation of academic work; and **multiple submissions of work**, handing in academic work that was done previously by the student for another class without prior permission of the instructor, or work done by someone else.

**Penalties for Academic Dishonesty**

Depending on the type of violation, the number of times a student has committed an offense, and the discretion of the instructor, penalties may include any combination of the following:

1. Loss of partial credit for the assignment.
2. Grade of “F” or zero for the assignment or test.
3. Reduced grade for the course.
4. Grade of “F” for the course.
5. Counseling
6. Academic Probation
7. Academic Suspension or Expulsion
Administration of Penalties

Instructors assign penalties 1, 2, 3, and 4 to the student based on the above criteria. Student appeals of the penalty will be directed to the appropriate Academic Coordinator, Department Head, or, if necessary, to the VCAA.

If it is felt that the student’s violation of Academic Honesty Policy warrants probation, suspension, or expulsion, the matter will be referred to the Academic and Admissions Appeals Committee and then to the Vice Chancellor of Academic and Student Affairs, if necessary.

For additional information about Academic Misconduct, please consult the Student Handbook pp. 19-28.

Student Records

Change of Catalog

Students are expected to complete the requirements for a degree as listed in the catalog in effect at the time they first enrolled. If a student changes his/her major, the catalog in effect at the time the official change of major is processed must be followed. Also, if students fail to enroll at Delta for two consecutive non-summer semesters, the catalog in effect at the time they return must be followed. As an alternative, students may choose to graduate under the catalog in effect at the time they complete the program requirements.

Change of Major

A degree-seeking student may transfer from one degree or certificate program to another. A non-degree-seeking student may declare a major after meeting the admission requirements for a degree- or certificate- seeking student. Such application is made in the office of the Dean of Student Enrollment Services.

Student Records

Admissions Office

The Dean of Enrollment Services oversees the operation of the Admissions Office personnel, policies and procedures. The main functions of this office are to take applications for admissions and collect other required documents and evaluate credentials. Placement testing is conducted by the Admissions Office prior to each registration period, and at other times by appointment. For additional information, students should contact the Admissions Office.

Registrar’s Office

The Dean of Enrollment Services is responsible for the maintenance and security of student academic records as well as the scheduling of early, regular and late registration sessions each semester. The dates for registration, add/ drop and the deadline to withdraw from classes or resign from the College are published in the Academic Calendar. Registration is not complete until all appropriate fees and tuition have been paid or payment arrangements have been made.

Transcripts
Student records, including academic transcripts, are housed in the Office of the Dean of Enrollment Services. Copies of these records are available to students through written requests. Transcripts will not be sent to a third party without a written release signed by the student unless the request is from an authorized agency of the government. Students must notify the Dean of Enrollment Services of changes in mailing address, legal name or phone number. Students are held responsible for all communications sent by the College to the last address provided.

**FERPA**

Delta recognizes that maintaining student information and academic records is vital to the student’s education and to institutional research. The College is obligated to exercise discretion in recording and disseminating information about all students to ensure privacy is maintained. In accordance with the Family Education Rights and Privacy Act (FERPA) - Sec. 513 of P.L. 93-380, Education Amendments of 1974, amending the General Education Provision Acts Sec. 438, postsecondary students attending Delta have access to their official records. Delta assumes that all students are independent unless the parents document dependency. Parents may document dependency by showing that the student is listed as a dependent on the parents’ latest Federal Income Tax return. The Act further provides that certain information designated as “Directory Information” may be released by the College about the student, unless the student has informed the Dean of Enrollment Services in writing that such information should not be released.

**Campus Identification Number (CID)**

Effective Fall 2009, social security numbers are no longer used to identify student records at Delta. Students will be issued a Campus Identification Number (CID) when they make application for admission to the College. This will be used to access a variety of services at Delta.

While the social security number will still be required, it will be used for internal reporting purposes and not as the primary identification number for accessing student information. The Social Security number is only used by the College as an identifier in the record system and is not released to any unauthorized agency without consent of the student.

**Directory Information**

At the College’s discretion, Directory Information, in accordance with the provisions of the FERPA, may be made available including: student’s name, local address and phone number, home address and phone number, email address, date and place of birth, major field of study, dates of attendance (past and current), full or part-time enrollment status, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees and awards received and dates, and most recent previous educational agency or institution attended. Students may withhold Directory Information by notifying the registrar in writing within two weeks after the first day of class. Student requests for non-disclosure will be honored by the College for only one academic year; therefore, authorization to withhold Directory Information must be filed annually in the Office of Enrollment Services.

**Student E-Mail Addresses**

Delta’s official communication method to students is through Delta student e-mail addresses. Students are assigned e-mail addresses once admitted to Delta. Students are encouraged to check their e-mails daily for announcements, student financial aid award letters, student bills, Enrollment Services messages, or information regarding emergencies. Students who have questions regarding Delta e-mail addresses may contact the Office of Student Services.

**Library and Learning Resource (LRC) Services**
Learning Resource Center

Delta provides an ideal learning environment with a student study/resource center for all students on our new campus. The Delta Learning Resource Center was established in 2002 and has evolved into a center with many media resources to support student learning. The Center offers academic assistance, free of charge, via peer/faculty tutoring, as well as diverse learning aids and computer assisted learning. The Resource Center also provides a comfortable study atmosphere for required student research and leisure activities. Hours of operation: Monday - Thursday, 7:30 am to 7:00 PM and 7:30 am to 4:00 pm.

Library

The Delta Library is completely operational on the new campus. The collection holds many core items for the curriculums offered by the college. The library houses many reference and circulation items for student use. The development of the collection will continue to improve with up-to-date and professional resources to support student learning. Hours of operation: Monday-Thursday, 7:30 am to 7:00 pm and Friday 7:30 am to 4:00 pm.

Campus Safety, Security, and Conduct

Campus Safety/Security

Campus Alerts. Delta uses FirstCall, an emergency notification system that alerts students through voice mail, email or text messaging in the event of a campus emergency. Students are strongly encouraged to register for this service.

Parking Regulations

All students who park a motor vehicle on College property must register their vehicle and display a valid parking decal on the vehicle. The cost of the parking decal is $30 and is good for fall, spring, and summer. Also, students attending summer sessions only pay $10 for the decal. To replace the parking decal, students must pay a $10 replacement fee. Students purchase and receive parking decals at the Student Billing Window that is located on the first floor of the Louisiana Purchase Building.

On autos or trucks, parking decals should be placed or affixed on the driver’s side rear window. Vehicles that do not have the decal will be issued a citation.

If there are questions or problems concerning the parking permit, please contact the Safety Department 345-9106.

Parking Procedures for Students with Special Needs

Students with special needs are provided parking accommodations on the campus. The student must provide documentation of the special need to the Office of Student Services at Delta. The Office of Student Services assigns a Special Needs Parking decal. Parking decal is cost $30.

Cell Phone and Pager Policy

Cell phones and pagers must be set on vibrate or turned off while students are in the classrooms. In an emergency situation, the instructor may give a student permission to use a cell phone or pager.
Student Handbook

Student Handbook

A copy of the student handbook can be downloaded from the Delta website at www.ladelta.edu. The handbook contains official policies and procedures relating to student’s rights and responsibilities. Students are responsible for familiarizing themselves with the contents of the publication.

Student Code of Conduct: A copy of the Code of Conduct can be found in the Student Handbook. All students must abide by the rules and regulations in the Code of Conduct.

Federal Financial Aid, Scholarships, & Tuition Assistance

Federal Financial Aid, Scholarships and Tuition Waivers

A college education is one of the most important investments a student can make. The Office of Financial Aid is committed to helping students reach their educational goals who would otherwise not be able to do so. We offer federal, state and institutional financial aid resources to assist students in funding the costs associated with their education. Though it is felt that the primary responsibility for financing postsecondary education rests with students and their families, every effort is made to provide necessary supplemental funding to ensure that no student is denied the opportunity to attend Delta because of financial limitations.

Federal financial assistance and scholarships are available for degree-seeking students. Students may also apply for various types of waivers to assist with the payment of tuition. Students may be offered a single type of assistance or a combination package depending on the level of need and eligibility requirements. Aid may be provided by or through the college, federal and state agencies, foundations, or corporations. Apply early!

Eligibility for Federal Financial Aid

The Federal Pell Grant is a program for students who have not completed their first bachelor’s degree and who demonstrate exceptional financial need. Eligibility requirements include being a U.S. citizen or permanent resident, being enrolled in an eligible program as a degree seeking student, be making Satisfactory Academic Progress, and show a demonstrated need as assessed by the federal needs analysis formula. Other requirements include not being in default on a federal student loan, not owing a refund on a Federal Pell Grant, and having a valid social security number. Pell Grant eligibility is determined by the Central Processing Service using the Federal Needs Analysis formula approved by Congress.

The Go Grant is a need based state grant for Louisiana residents who are Federal Pell Grant recipients. Students must be a first time freshman for Fall 2007 semester or 25 years of age or older and not have enrolled in credit bearing courses for at least one academic year. More information is available on our website at www.ladelta.cc.la.us or in the Office of Financial Aid.

Federal Supplemental Educational Opportunity Grant (FSEOG)
FSEOG is a federal grant that does not have to be repaid. Each year, unlike the Pell Grant, the amount of FSEOG students receive depends on their financial need, other aid received and the availability of funds at Delta. Funds are limited. Students must complete the FAFSA by the April 15th priority deadline.

**LEAP/SLEAP**

These are grant programs for Louisiana residents who are full time students attending Louisiana Post Secondary Schools. Awards can range from $200 to $2,000 based on the amount of funds allocated to the college. Submit FAFSA to apply.

**Federal Work Study Program**

This program is subsidized by the Federal Government and provides part-time work through the various departments on campus and through public or private non-profit organizations off campus for qualifying students. In order to qualify, students must demonstrate financial need for the earnings from part-time employment. Under the United States Office of Education guidelines, priority must be given to the students having the greatest financial need. Students must complete the Free Application for Federal Student Aid to qualify. Funds are limited; therefore, students need to apply on the FAFSA by the April 15 priority deadline.

**Important Financial Aid Dates**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 15</td>
<td>Financial Aid Application priority deadline for summer session(s)</td>
</tr>
<tr>
<td>April 15</td>
<td>Financial Aid Application priority deadline for fall semester</td>
</tr>
<tr>
<td>April 30</td>
<td>Satisfactory Academic Progress (SAP) appeal deadline for summer</td>
</tr>
<tr>
<td>June 30</td>
<td>Foundation and Process Technology Scholarship deadline for fall semester. Satisfactory Academic Progress (SAP) appeal deadline for fall semester</td>
</tr>
<tr>
<td>November 11</td>
<td>Foundation and Process Technology Scholarship deadline for spring semester</td>
</tr>
<tr>
<td>November 15</td>
<td>Financial Aid Application priority deadline for spring semester</td>
</tr>
<tr>
<td>November 30</td>
<td>Satisfactory Academic Progress (SAP) appeal deadline for spring semester</td>
</tr>
</tbody>
</table>

**6 Easy Steps to Apply for Federal Financial Aid**

**Step 1:** Apply for Admission at Louisiana Delta Community College. You must be accepted in an Associate Degree program before Delta can determine your eligibility for financial aid. Confirm your status with the Admissions Office at 318-345-9128.

**Step 2:** Complete the Free Application for Federal Student Aid (FAFSA). The FAFSA is available online at http://www.fafsa.ed.gov starting on January 1st of each year. You may sign your application electronically using your federal PIN. If you do not have a pin you can apply for one at the same time you complete your FAFSA.

If you are dependent, your parent(s) should apply for a PIN also. Be sure to list Delta’s school code, 041301 on the application so that Delta can receive your results electronically. Transfer and continuing Delta students must meet Delta’s minimum Satisfactory Academic Progress standards to receive federal financial aid.
Step 3: Carefully examine your Student Aid Report (SAR). Once your FAFSA application is processed you will receive an email from the Federal Processor with a link to your Student Aid Report (SAR). Be sure to check over your SAR for any errors. If you have to make corrections, you can electronically. Be sure you and your parent(s) resign the corrections electronically with your PINs. If you do not receive the SAR within 2 weeks from when you first submitted it online, contact the Federal Processor at 1-800-433-3243.

Step 4: Complete the Delta Financial Aid Data Form. This is a required form that provides the Office of Financial Aid with additional information necessary to process your financial aid request. Your Financial Aid cannot be processed until this form is received. The Delta Financial Aid Data Form is available online at http://www.ladelta.edu or in the Office of Financial Aid.

Step 5: Look for a Missing Information Letter. Once the Office of Financial Aid receives your SAR, you may receive a letter requesting additional information or documents required to complete your application. These documents must be submitted by the April 15 priority deadline to ensure that Delta will have enough time to process your request by the fee payment deadline in August. Allow a minimum of 4 to 6 weeks for your aid application to be reviewed and processed.

Step 6: Accept your Award Online. A financial aid award letter will be sent to you detailing your financial aid package. You can also accept your financial aid award online at http://www.ladelta.edu.

Satisfactory Academic Progress

Students receiving federal financial aid must meet LDCC’s minimum Standards of Academic Progress. Satisfactory Academic Progress (SAP) is defined as completing a required number of hours and maintaining a minimum cumulative grade point average (GPA) for a current degree sought during a maximum period of time. SAP is reviewed annually at the end of each academic year to determine eligibility for federal financial aid. An academic year is defined as a fall and subsequent spring semester. Satisfactory Academic Progress is required of all financial aid applicants at Delta, including applicants who have not previously participated in federal aid programs.

Qualitative Standards: Students are not reviewed for SAP until 16 hours of coursework have been attempted.

Minimum Progress Standards

<table>
<thead>
<tr>
<th>Hours Attempted</th>
<th>Minimum Cumulative GPA requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>16-29</td>
<td>1.75</td>
</tr>
<tr>
<td>30-92</td>
<td>2.0</td>
</tr>
</tbody>
</table>

Quantitative Measure

Delta offers two-year degrees that require approximately 61 credit hours to graduate. Applying the 150% rule, the maximum credit hours that students can attempt at Delta and receive federal financial aid is 108 semester credits (72 x 150% = 108). Seventy-two (72) semester credit hours is the maximum number of hours students can earn based on their degree program. Once students earn 72 semester credits, they are considered to have earned the equivalent of an Associate Degree. Students must also demonstrate a progression by earning 67% of all courses attempted. The Office of Financial Aid monitors progress and will cancel all financial aid once 72 semester credits have been earned or if less than 67% of attempted work has been completed.

Students must pass a minimum of 67% of their credit hours attempted during the preceding fall and spring semesters. Drops, withdrawals, incompletes, repeated and non-credit remedial coursework will be counted towards the hours attempted. Federal regulations set the maximum timeframe in which students must complete their educational program as 150% of the length of the educational program.
Students not meeting the above requirements are not considered to be making Satisfactory Academic Progress and will not be eligible for federal assistance until they meet the Minimum Progress Standards (see below)

<table>
<thead>
<tr>
<th>If Attempted</th>
<th>Must Earn</th>
<th>If Attempted</th>
<th>Must Earn</th>
</tr>
</thead>
<tbody>
<tr>
<td>6(67%)hrs.</td>
<td>4 hrs.</td>
<td>58</td>
<td>39</td>
</tr>
<tr>
<td>7 or 8</td>
<td>5</td>
<td>59 or 60</td>
<td>40</td>
</tr>
<tr>
<td>9</td>
<td>6</td>
<td>61</td>
<td>41</td>
</tr>
<tr>
<td>10 or 11</td>
<td>7</td>
<td>62 or 63</td>
<td>42</td>
</tr>
<tr>
<td>12</td>
<td>8</td>
<td>64</td>
<td>43</td>
</tr>
<tr>
<td>13 or 14</td>
<td>9</td>
<td>65 or 66</td>
<td>44</td>
</tr>
<tr>
<td>15</td>
<td>10</td>
<td>67</td>
<td>45</td>
</tr>
<tr>
<td>16 or 17</td>
<td>11</td>
<td>68 or 69</td>
<td>46</td>
</tr>
<tr>
<td>18</td>
<td>12</td>
<td>70</td>
<td>47</td>
</tr>
<tr>
<td>19 or 20</td>
<td>13</td>
<td>71 or 72</td>
<td>48</td>
</tr>
<tr>
<td>21</td>
<td>14</td>
<td>73</td>
<td>49</td>
</tr>
<tr>
<td>22 or 23</td>
<td>15</td>
<td>74 or 75</td>
<td>50</td>
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<tr>
<td>24</td>
<td>16</td>
<td>76</td>
<td>51</td>
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<tr>
<td>25 or 26</td>
<td>17</td>
<td>77 or 78</td>
<td>52</td>
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<tr>
<td>27</td>
<td>18</td>
<td>79</td>
<td>53</td>
</tr>
<tr>
<td>28 or 29</td>
<td>19</td>
<td>80 or 81</td>
<td>54</td>
</tr>
<tr>
<td>30</td>
<td>20</td>
<td>82</td>
<td>55</td>
</tr>
<tr>
<td>31 or 32</td>
<td>21</td>
<td>83 or 84</td>
<td>56</td>
</tr>
<tr>
<td>33</td>
<td>22</td>
<td>85</td>
<td>57</td>
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<td>34 or 35</td>
<td>23</td>
<td>86 or 87</td>
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<tr>
<td>36</td>
<td>24</td>
<td>88</td>
<td>59</td>
</tr>
<tr>
<td>37 or 38</td>
<td>25</td>
<td>89 or 90</td>
<td>60</td>
</tr>
</tbody>
</table>
Satisfactory Academic Progress (SAP) Appeal Procedures

Students who do not meet the minimum requirements for SAP are no longer eligible to receive federal financial aid. However, students do have the option to appeal. Students with extenuating circumstances beyond their control that affected their ability to meet SAP standards may appeal to the Student Affairs-Financial Aid Appeals Committee to have their financial aid reinstated. The Financial Aid Appeal and Reinstatement Agreement (available on our website at: www.ladelta.edu must be completed and submitted along with a written statement (preferably typed) with all supporting documentation attached. The documentation must be directly related to the events that affected the student’s ability to meet SAP standards. An undocumented appeal will not be approved.

Students who submit financial aid appeals should pay their tuition and fees and be reimbursed afterwards if their appeal is approved. The Student Affairs-Financial Aid Appeals Committee reviews all appeals and notifies all students of their decisions in a timely manner. All appeal decisions are final.

Students who have appeals approved are eligible for aid reinstatement on a semester-by-semester basis. As long as students complete 67% all courses attempted with a ‘C’ grade or better, they may remain eligible for federal financial aid. Students who do not earn ‘C’ grades or better or do not complete 67% of all attempted courses will not be eligible for financial aid reinstatement for the next semester.

Visit www.ladelta.edu for more information regarding SAP and to access a copy of the Financial Aid Appeal and Reinstatement Agreement.
**Academic Renewal**

The Office of Financial Aid does not recognize academic renewal for federal financial aid purposes.

**Transfer Students**

Transfer students must meet the requirements for Satisfactory Academic Progress to be eligible to receive federal financial aid. Academic transcripts are reviewed to determine the total hours attempted at all prior schools and compared to the maximum allowed at Delta for their intended major. Eligibility is evaluated using the incoming cumulative GPA, percentage of course hours completed and the aggregate hours attempted. Students who have exceeded the aggregate hours allowed for their degree program, have a deficient cumulative GPA, or have not completed the required 67% of courses attempted are not meeting the Satisfactory Academic Progress requirements.

**Veteran’s Benefits**

Veteran’s benefits are available for qualifying disabled veterans and dependent children or spouses of a disabled or deceased veteran. Students receiving the Montgomery G.I. Bill may also apply for veteran benefits. For more information, see the Delta website.

**Scholarships**

**Taylor Opportunity Program for Students (TOPS) and TOPS TECH**

TOPS is a merit-based scholarship program administered through the Louisiana Office of Student Financial Assistance (LOSFA) in Baton Rouge. The Free Application for Federal Student Aid (FAFSA) must be completed by students who are applying for TOPS. LOSFA updates a master roster every week. This roster identifies TOPS eligible students based on FAFSA information, high school core curriculum requirements, ACT scores, and GPA. An official offer will come from LOSFA if you are eligible. You can check your current eligibility status at http://www.osfa.state.la.us.

If you are eligible for the TOPS Tech award, you must be seeking an associate’s degree in Business Technology. TOPS Performance or Honors awards are eligible for an additional stipend each semester.

**Louisiana Pathways Scholarship**

Students seeking an Associate of Science degree in Care and Development of Young Children can apply for the Louisiana Pathways Scholarship. The statewide scholarship program is open to individuals working or wanting to work with Louisiana children from birth through 8 years old. Enrollment and active participation in the Louisiana Pathways Child Care Career Development System is required to receive a scholarship. This scholarship will assist students with the cost of tuition; however, students are still responsible for all required fees, books, and supplies. For more information contact LA Pathways at 318-677-3167 or 1-800-245-8925 or http://pathways.louisiana.gov/.

**Foundation Scholarships**
Each semester Delta offers a number of Foundation Scholarships that cover all or a part of the tuition and fees for eligible students. Applications and more specific eligibility criteria are available on Delta’s website at http://www.ladelta.edu and in the Office of Financial Aid.

Foundation Scholarships Available

**Carol B. Coltharp Memorial Business Scholarship:** Applicants must be a Business Technology major pursuing an Associate Degree. Scholarship is available to new and continuing students. Entering freshmen applicants must have a 2.5 grade point average (GPA) or higher. Continuing college students must have a 3.0 cumulative GPA or higher. Single parent applicants are preferred. One scholarship awarded per year.

**General Foundation Scholarship:** Applicants can be in any major pursuing an Associate Degree. Scholarship is available to new and continuing students. Entering freshmen applicants must have a 2.5 GPA or higher. Continuing college students must have a 3.0 cumulative GPA or higher. Applicants must be enrolled in a minimum of 9 credit hours.

**Glen B. Roscoe Scholarship:** Applicants can be in any major pursuing an Associate Degree. Scholarship is available to graduates of high schools within the Louisiana Delta Community College’s service area. Applicants must be an outstanding golfer and be enrolled in a minimum of 12 hours, or 24 hours for the academic year. Entering freshmen and continuing college students must have a minimum 2.5 cumulative GPA or higher. A maximum of two years allowed for use of the scholarship. One scholarship awarded per year.

**Kitty DeGree Scholarship:** Applicants must be in Nursing or Allied Health major pursuing an Associate Degree. Scholarship is available to continuing students only. All developmental requirements must have already been completed with a 3.0 cumulative GPA or higher. Applicants must demonstrate financial need and be a Louisiana resident. Applicants must submit a personal narrative describing their goals and commitment to a career in nursing or an allied health field in Louisiana.

**Staci R. Aucoin Memorial Scholarship:** Applicants can be in any major pursuing an associate’s degree. Scholarship is available to female graduates of West Monroe High School with a 3.0 cumulative GPA or higher. Must have participated in one of the following sports during senior year: basketball, 400-meter individual or member of 4x400 meter relay team. Applicants must be full-time and maintain a 3.0 cumulative GPA or higher. One scholarship awarded per year. A maximum of two years allowed for use of the scholarship.

Process Technology Scholarships

Students enrolled full-time in General Studies with a concentration in Process Technology may apply for the Process Technology Scholarships. The application and information about specific criteria and requirements are available on the Delta website at http://www.ladelta.edu.

Process Technology Scholarships Available

**Angus Process Technology Scholarship:** Applicants must be a General Studies major with a concentration in Process Technology pursuing an Associate Degree. Scholarship is available to new and continuing students. Entering freshmen applicants must have a 3.0 or higher cumulative GPA. Applicants must be enrolled in a minimum of 12 credit hours. Continuing college students must have a 2.0 or higher cumulative GPA. To keep the scholarship students must maintain good standing in the Process Technology program with a 3.0 or higher cumulative GPA in Process Technology classes. Six scholarships awarded per year.

**Euroboard Process Technology Scholarship:** Applicants must be a General Studies major with a concentration in Process Technology pursuing an Associate Degree. Scholarship is available to new and continuing students. Applicants must be enrolled in a minimum of 12 credit hours. Scholarship is intended for an at-risk student (single parent household or no parents). To keep the scholarship student must maintain a 2.5 or higher cumulative Process Technology GPA and be in good standing in the Process Technology program. One scholarship awarded per year.
**OEDC Land Corporation Process Technology Scholarship:** Applicants must be a General Studies major with a concentration in Process Technology pursuing an Associate Degree. Scholarship is available to new and continuing students who seek an education to obtain permanent employment in industries that use and control mechanical, physical or chemical processes to produce a final product. Applicants must be enrolled in a minimum of 12 credit hours. Entering freshmen applicants must have a 3.0 or higher cumulative GPA. Continuing college students must have a 2.0 or higher cumulative GPA. To keep the scholarship students must maintain good standing in the Process Technology program with a 2.5 or higher cumulative GPA in Process Technology classes. One scholarship awarded per year.

**Outside Scholarships**

If you applied for a scholarship from a private foundation, company or community group, you must contact the Office of Financial Aid. We process these funds, however, these scholarships are awarded based upon criteria designated by the donor. If a donor wishes to send a check on your behalf directly to Louisiana Delta Community College, please request that the check be made payable to Louisiana Delta Community College and mailed to the Office of Financial Aid, 4014 LaSalle Street, Monroe, LA 71203.

**Tuition Waivers**

**Louisiana Delta Community College (LDCC) Employee Tuition Fee Waiver**

This program is designed to encourage employees to continue their education through completion of an associate’s degree. It provides assistance for employees by covering part of the tuition costs. Applicants must be full-time and have been employed at Delta for at least one year in a permanent position. Applicants must complete the LDCC Employee Tuition Fee Waiver form available on the Delta website at www.ladelta.edu.

**Louisiana National Guard Tuition Waiver**

The Louisiana National Guard provides a tuition waiver to students who are active members in good standing. The amount of the award is normally the cost of tuition and does not include student self-assessed fees, books and supplies. Exemptions may be claimed for five separate academic years or until the receipt of a bachelor’s degree, whichever occurs first. Students must appear on the eligible State Tuition Exemption Program (STEP) list and be in academic good standing.

**Louisiana Vocational Rehabilitation Grants**

Vocational Rehabilitation provides assistance with educational costs for students with permanent disabilities that constitute a job handicap. This program usually covers the expense of tuition and fees. Eligibility is based on an individual with a disability benefiting from vocational rehabilitation services in terms of achieving employment, including supported employment. Students may apply at the Monroe Regional Office, 122 St. John St., Suite 311, Monroe, LA 71201 or call 318-362-3232 or 1-800-737-2973.

**Strategies to Empower People (STEP) Program**

Strategies to Empower People (STEP) Program: STEP is a family case management program designed to help all work-eligible recipients of the Family Independence Temporary Assistance Program (FITAP) move toward financial independence. The Office of Family Support works with a network of community resources to connect these individuals with the resources they need in order to receive training to gain employment, improve workplace skills and move up the career ladder.
STEP participants may attend any Community or Technical College within the Louisiana Community and Technical College System (LCTCS). The cost of tuition, fees, books and supplies are covered for eligible STEP participants. Interested students should apply with their local Office of Family Support to determine if they are eligible for this program.

SGA Waivers for Officers

Student Government Association waivers of in-state tuition, exclusive of student self-assessed fees may be granted to the four highest ranking SGA officers. These officers include President, Vice-President, Secretary and Treasurer. The waivers for the officers cannot exceed the cost of four full-time equivalent students.

Return of Title IV Funds Policy for Federal Financial Aid

Students who receive Title IV financial aid will be subject to the Return of Title IV Funds Policy if they withdraw before completing 60% of the semester in which they were disbursed Title IV financial aid.

The Return of Title IV Funds Policy calculates the student’s percentage of earned aid by using the following formula: The prorata percentage of earned aid = number of calendar days attended/number of calendar days in the enrollment period.

The number of calendar days attended is calculated by counting from the first day of the semester to the student’s official withdrawal date. The number of calendar days in the semester is calculated by counting from the first calendar day of the semester/summer session to the last calendar day of the semester/summer session. Weekends and holidays (excluding Mardi Gras) are included in the number of calendar days.

Note: Students who stop attending classes and do not officially resign from Delta will also be subject to this policy. All instructors involved are contacted to verify the last date of class attendance.

Students who are awarded financial aid and withdraw from their classes on or before the 14th class day will be required to pay back all or a portion of the financial aid they receive.

Student Services and Policies

Student Services & Policies

Delta is committed to providing student services to assist and support students and to provide enrichment of their College experiences. Further Information about student services is available from the Office of Student Services/Financial Aid, under the supervision of the Dean of Student Services.

Identification Cards

All Delta students are required to obtain College identification cards. Students are given information about obtaining identification cards from the Student Services Office during pre-registration activities. The card allows students to use College facilities. Students must validate their identification cards each semester or summer term with the office of Student Services at Delta.

Cards must be shown when requested by College staff. Identification cards are non-transferable and students who misuse these cards are subject to disciplinary action. If an identification card is lost, it must be reported and replaced; a $5.00 replacement fee will be assessed.
Career Services

Career Services staff is committed to providing free career counseling services and resources to assist students in exploring and defining their career options. Students can find help with the job search process through workshops, job placement support, a job website, and annual Career Fairs. The Kuder Journey Career Exploration system is available for students to complete career assessments and develop career goals. The Director of Student Services and Career Placement is available to meet with students regarding career guidance.

Dress Code

Although Louisiana Delta Community College does not have an official policy concerning dress code, the students, faculty, and staff of the College take pride in exhibiting an appropriate and professional appearance while on campus and while representing the College. Therefore, all Delta students are expected to dress in an appropriate manner while on campus, in the classroom, and when representing the College within the community. This would include shirts, shoes, and pants/shorts/dress. Students’ apparel should be neat, clean, and in good taste.

Tobacco-Free Campus Policy

Louisiana Delta Community College seeks to provide a safe, healthy, pleasant environment for its faculty and students. To this end, the use of tobacco products, including smoke and smokeless tobacco, and the advertising, sale, free distribution, and discarding of tobacco products shall be prohibited in all indoor and outdoor facilities and in all state-owned vehicles. The policy extends to faculty, staff, students, vendors, guests, and visitors. Use of tobacco products” shall include

a. Possession of a lighted tobacco product
b. Use of smokeless tobacco products

Counseling and Disability Services

Student Counseling and Disability Services

Counseling Services

Delta has full-time counseling services available to students who may desire emotional-mental-psychological support. Office hours are Monday - Friday 8:00 AM to 4:30 PM. Hours during the summer sessions may change and will be announced. Generally, counseling interventions consist of support, advocacy, and consultation through individual, group, emergency-crisis and outreach activities. Appointments, calls, walk-ins and referrals are welcomed. Confidentiality is assured and is viewed essential to the success of the student-counselor relationship.

Disability Services

Delta’s student disability services are offered to full-time students with disabilities who meet the service criteria. Students should register with the office of Student Counseling and Disability Services and complete an accommodations review as soon as possible with the Coordinator of services. Students’ documentation must be current and the eligibility criteria should meet the DSM IV. Office hours are Monday - Friday 8:00 AM to 4:30 PM. Hours during the summer sessions may change and will be announced.
Student Organizations/Activities

Student Activities and Organizations

A well-rounded education involves more than simply attending classes or seeking academic pursuits. Delta offers extracurricular activities to satisfy students’ needs and to promote life skills. Offering something for everyone, these organizations give students ample opportunity to become involved in planning activities, making new friends, developing leadership qualities and social skills, and receiving recognition for exceptional performance. Students should adhere to all college policies and the student code of conduct while enrolled at Delta. Each organization must register its bylaws and constitution with the Office of Student Services to become a chartered organization of Delta. Each organization must have a faculty advisor who will assist in the development of policies of the organization and who will serve to advise students. Student organizations may be chartered based upon the recommendation of the Department Chair, Student Government Association and Dean of Student Services.

Student Government Association

The Student Government Association (SGA) is comprised of students elected to represent the ideas of the students and promote the general welfare of the campus community. Through the SGA, students are encouraged to provide input into the decision-making process of the College. SGA also has a voice in the College governance through representation on the College Council, Academic Support Committee, and Student Technology Fee Committee. The open-door policy of campus administrators also allows for student input.

Other Student Organizations

Behavioral and Social Science Organization
DCF – Delta Christian Fellowship Club
DECO – Early Childhood Organization
FOCUS (Fine Arts Organization: Cultural Understanding Services)
Phi Beta Lambda Business Organization
Phi Theta Kappa Honor Society
Sci Quest
Skills USA
SNA (Student Nurses Association)
Spanish Club

Student Billing and Refunds Policy

Refunds - Add/Drop of a Class

Policy Statement

Delta provides refunds to students who are enrolled at Delta and who are resigning from all classes or dropping a course during the official drop period defined each academic semester.

Adding a Class
Tuition and related fees for classes added to a student’s schedule are due at the time the “Add” is processed.

**General Tuition Refund Policy on Semester Basis**

(equivalent for summer session/term or alternative session)

<table>
<thead>
<tr>
<th>Withdrawal Prior to 1st Day of Class</th>
<th>Tuition, All Fees</th>
<th>100%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drop* and Resignation: Days 1-3 (Official Schedule Change Period)</td>
<td>Tuition, Refundable Fees</td>
<td>100%</td>
</tr>
<tr>
<td>Resignation: Days 4-5</td>
<td>Tuition Only</td>
<td>75%</td>
</tr>
<tr>
<td>Resignation: Days 6-14</td>
<td>Tuition Only</td>
<td>50%</td>
</tr>
<tr>
<td>Cancelled Class</td>
<td>Tuition, Refundable Fees</td>
<td>100%</td>
</tr>
</tbody>
</table>

Above are subject to change with a Letter of Exception

* After official schedule change period, no refunds will be given for dropping a course or courses

Refundable Fees: Operational Fee, Student Technology Fee, Academic Excellence Fee, Course Related Fees

  a. Students receiving financial assistance may not be refunded an amount greater than the amount paid by the students.
  b. Delta reserves the right to deduct all monies owed before refunding.
  c. A formal appeal process shall be in place for hearing complaints due to denial of all or part of refunds.

Refunds are mailed approximately 3 weeks after the 14th day of class or equivalent for summer sessions/ terms or alternative sessions.

**Student Debt Information**

Students indebted to Delta will not be allowed to reenter or receive an official transcript of scholastic work. A student may be dropped from class for non-payment of tuition/ fees and/or other debts when due or when a check offered by the student is not honored by the bank on which it was drawn. The student is responsible for informing the Dean of Enrollment Services of any change of address from that given at registration. Delinquent student debts are subject to being assigned to an independent collection agency, at which time a collection fee of 30% will be added and collected in addition to the original debt.

**Deferred Payment Plan**

- The Deferred Payment Plan for Louisiana Delta Community College is administered by Nelnet. There will be NO deferred payment plan for summer session(s). There is a $35 administrative fee charged by Nelnet for each deferred payment plan agreement.
- All full payments are processed immediately. All down payments are processed immediately upon completion of the Nelnet deferred payment plan agreement.
- Students may make full payments through nelnet at no charge.
- When an agreement with Nelnet is terminated [usually due to a closed or frozen account] the tuition and fees for the semester will become immediately due to LDCC. Accounting will advise the Dean of Enrollment Services, that the
student’s transcripts and all future services to that student by LDCC be withheld until amount is paid in full. Accounting will begin collection efforts after the last day to drop with a W grade. Accounts of this nature will be turned over to the collection agency at the end of the semester.

**Higher One Debit Cards**

Students with credit balances have the option of receiving refunds on the Higher One Debit Card. Check Delta’s Student Billing Office for additional information.

**Returned Checks**

The charge for each returned check is $25.00. When a check is returned, the student will forfeit all check writing privileges with Delta in the future. Putting a stop payment on a check will not constitute an official resignation from the College. All returned checks are turned over to the District Attorney’s office for collection.

**Campus Bookstore**

**Bookstore**

Students have a variety of options in purchasing textbooks. Students may use our campus bookstore, LA Delta Bookstore, The University of Louisiana at Monroe (ULM) Bookstore (Campus Corner), Northeast Textbooks, or any online book vendor may serve textbook and supply needs for Delta students.

Students who choose to use the LA Delta Bookstore may pay for books with cash, checks, VISA, MasterCard, American Express, or Discover cards. Students may complete the Textbook Reserve Form and books will be ready for pick-up. (Ext. 9009).

**LA Delta Bookstore hours**

8:00 – 6:00 PM Monday-Thursday  
8:00 – 12:00 PM Friday

**Store hours the first 2 weeks of class**

7:30 – 8:00 PM Monday-Thursday  
7:30 – 1:00 PM Friday

**Book Refunds**

Copies of the book refund policies and buyback policies are available at the respective bookstores.

**Book Store Credit**

Students eligible for financial aid and who have credit balances after tuition and fees are paid may receive a bookstore credit at the Delta Bookstore beginning the first day of class. Students must complete a Title IV authorization form to receive the credit.
Tuition and Fees

Louisiana Delta Community College Tuition and Mandatory Fee Schedule (Effective Fall 2011)

Click here to view the Tuition and Mandatory Fee Schedule.

Cross Enrolled Students – Reimbursement of Fees

Students who are cross-enrolled at ULM and wish to receive a reimbursement of library and student life fees must present verification of fees paid at ULM by the 14th class day. Students are not eligible for a reimbursement of fees after the 14th class day or the equivalent time in summer sessions.

General Education

Delta believes that general education helps students achieve their academic, career, and life goals. It includes three main elements: skills prerequisite to achievement, a foundation of knowledge, and knowledge to broaden and enrich students’ lives. Delta’s general education courses are also designed to transfer effectively to other Louisiana community colleges and universities. General education at Delta helps students establish and expand their world views by effectively communicating, evaluating, and appreciating the following: cultural awareness and human values; social behavior and interactions, historical contexts, government and/or political awareness; artistic expression; and scientific thought processes.

Delta currently has seven General Education Student Learning Outcomes. These were established by the General Education Committee following the Board of Regents/ Louisiana Community and Technical College System policies, and are achieved through the successful completion of select courses in the following categories: humanities/ fine arts, social/behavioral sciences, and natural sciences/ mathematics. The General Education Student learning Outcomes are as follows:

- To communicate effectively in oral and written English, and read with comprehension.
- To reason abstractly, think critically, and learn independently.
- To process and use numerical data, statistics, and the scientific method.
- To find and use information using current technology and conventional research methods.
- To recognize and appreciate cultural diversity, and develop a personal value system while retaining a tolerance for others.
- To experience the nature and value of the fine and performing arts.
- To be knowledgeable of the varied political systems.
English Composition 6 Hours

Complete both courses.

- ENGL 101 - English Composition I
- ENGL 102 - English Composition

Humanities 9 Hours

Including 3 in literature.

- ENGL 201 - English Literature
- ENGL 202 - English Literature
- ENGL 203 - American Literature I
- ENGL 204 - American Literature II
- ENGL 205 - World Literature
- ENGL 206 - World Literature
- ENGL 207 - Literature Of The Old Testament
- ENGL 208 - Literature Of The New Testament
- ENGL 211 - Survey Of Short Stories & Novels
- ENGL 215 - Introduction To Drama & Poetry
- FREN 101 - Elementary French I
- FREN 102 - Elementary French II
- FREN 201 - Intermediate French
- FREN 202 - Intermediate French
- HIST 101 - Western Civilization To 1650 A.D.
- HIST 102 - Western Civilization Since 1650 A.D.
- HIST 201 - History Of The United States 1492-1877
- HIST 202 - History Of The Us 1877-present
- PHIL 201 - Introduction To Philosophy
- SPCM 110 - Fundamentals Of Speech
- SPCM 120 - Intro To Public Speaking
- SPCM 130 - Interpersonal Communication
- SPAN 101 - Elementary Spanish I
- SPAN 102 - Elementary Spanish II
- SPAN 201 - Intermediate Spanish I
- SPAN 202 - Intermediate Spanish II

Fine Arts 3 Hours

- ARTS 120 - Art Appreciation
- ARTS 201 - Survey Of Art History I
- ARTS 202 - Survey Of Art History II
- MUSC 101 - Music Appreciation
THEA 190 - Theatre Appreciation

Natural Sciences 9 Hours

9 hours including a sequence

Students must complete a six-hour sequence in either the biological or physical sciences. The remaining three hours must be in the opposite area (i.e., both biological and physical sciences must be taken).

Biological Sciences Sequence Courses:

- BIOL 101 - General Biology I
- BIOL 102 - General Biology II
- BIOL 201 - Principles Of Biology I
- BIOL 202 - Principles Of Biology II
- BIOL 221 - Human Anatomy And Physiology I
- BIOL 222 - Human Anatomy & Physiology II

Physical Science Sequence Courses:

- CHEM 101 - General Chemistry
- CHEM 102 - General Chemistry II
- CHEM 110 - Chemistry I
- CHEM 120 - Chemistry II
- PHSC 100 - Physical Science I
- PHSC 120 - Physical Science II
- PHYS 210 - General Physics I
- PHYS 220 - General Physics II
- GEOL 101 - Physical Geology
- GEOL 102 - Historical Geology
- SCIE 101 - Introductory Earth Science I
- SCIE 102 - Introductory Earth Science II

Individual Biological Sciences Courses:

- BIOL 210 - General Microbiology
- BIOL 228 - Pathophysiology
- BIOL 230 - Principles Of Zoology
- SCIE 114 - Environmental Science & Lab
Individual Physical Science Courses:

- PHYS 110 - Foundations Of Astronomy

Math/Analytical Reasoning 6 Hours

6 hours specific to degree program

- MATH 105 - College Algebra (Expanded)
- MATH 110 - College Algebra
- MATH 111 - Plane Trigonometry
- MATH 117 - A Survey Of Mathematics
- MATH 120 - Precalculus
- MATH 201 - Business Calculus
- MATH 210 - Introduction To Statistics
- MATH 220 - Calculus I
- MATH 221 - Calculus II

Social/Behavioral Sciences 6 Hours

6 hours with at least 3 at the 200 level

- ECON 201 - Macroeconomics
- ECON 202 - Microeconomics
- GEOG 202 - Cultural Geography
- GEOG 205 - Physical Geography
- POLI 110 - American Government
- PSYC 201 - Introduction To Psychology
- PSYC 225 - Child Psychology
- PSYC 226 - Developmental Psychology
- PSYC 227 - Adolescent Psychology
- SOCL 201 - Introduction To Sociology
- SOCL 202 - Contemporary Social Problems

Degree Programs

Air Conditioning & Refrigeration, A.A.S.
**Program Type:** Associate of Applied Science (AAS)  
**Program Length:** 60 credit hours/1575 clock hours  
**Residential Air Conditioning and Refrigeration Technician:** 45 credit hours/1350 clock hours  
**Commercial Air Conditioning and Refrigeration Technician:** 45 credit hours/1350 clock hours  
**Commercial Refrigeration Technician:** 45 credit hours/1350 clock hours

**Program Description**

The purpose of this program is to provide specialized classroom instruction and practical shop experience to prepare students for employment in a variety of jobs in the field of heating, air conditioning, and refrigeration.

The Air Conditioning and Refrigeration program prepares individuals to install, diagnose, repair, and maintain the operating condition of domestic, residential, and commercial heating air conditioning, and refrigeration systems.

**NOTE:** Computer proficiency is required for enrollment in this program.

**Air Conditioning and Refrigeration Course Listing**

**TCA - Helper I**

- HACR 1150 - HVAC Introduction 3 hrs./90 clock hrs.  
- HACR 1160 - Principles of Refrigeration I 3 hrs./90 clock hrs.  
- HACR 1170 - Principles of Refrigeration II 3 hrs./90 clock hrs.  
- HACR 1180 - Principles of Refrigeration III 3 hrs./90 clock hrs.

Total: 12 hrs./360 clock hrs.

**CTS - Helper II**

- HACR 1210 - Electrical Fundamentals 3 hrs./90 clock hrs.  
- HACR 1220 - Electrical Components 3 hrs./90 clock hrs.  
- HACR 1230 - Electric Motors 3 hrs./90 clock hrs.  
- HACR 1240 - Applied Electricity and Troubleshooting 3 hrs./90 clock hrs.

Total: 24 hrs./720 clock hrs.

**CTS - Domestic A/C & Refrigeration Technician**

- HACR 1410 - Domestic Refrigeration 2 hrs./60 clock hrs.  
- HACR 1420 - Room Air Conditioners 2 hrs./60 clock hrs.

Total: 28 hrs./840 clock hrs.
TD - Residential A/C & Refrigeration Technician

- HACR 2510 - Residential Central Air Conditioning I 3 hrs./ 90 clock hrs.
- HACR 2520 - Residential Central Air Conditioning II 2 hrs./ 75 clock hrs.
- HACR 2530 - Residential System Design 2 hrs./ 60 clock hrs.
- HACR 2540 - Residential Heating I 3 hrs./ 105 clock hrs.
- HACR 2550 - Residential Heating II 3 hrs./ 90 clock hrs.
- HACR 2560 - Residential Heat Pumps 2 hrs./ 60 clock hrs.
- JOBS 2450 - Job Seeking Skills

Total: 45 hrs./ 1350 clock hrs.

Successful completion of TCA Helper I, CTS Helper II, & CTS Domestic A/C Refrig Tech. In addition, successful completion of above seven courses

TD - Commercial Refrigeration Technician

- HACR 2910 - Commercial Refrigeration I 6 hrs./ 210 clock hrs.
- HACR 2920 - Commercial Refrigeration Controls 7 hrs./ 210 clock hrs.
- HACR 2930 - Commercial Refrigeration II 6 hrs./ 180 clock hrs

Total: 45 hrs./ 1350 clock hrs.

Successful Completion of TCA Helper I, CTS Helper II, JOBS 2450, and the above three courses.

AAS – Air Conditioning and Refrigeration Technology

- ENGL 1015 - English Composition I
- MATH 1015 - College Algebra
- PSYC 2015 - Introduction To Psychology
- SPCH 1015 - Introduction To Public Speaking
- PHSC 1015 - Physical Science I

Total: 60 hrs./ 1575 clock hrs.

May Be Substituted:
With Approval from the Chief Academic Officer/designee, the following courses may be substituted for the above course requirements:

- SPPR 2991 - Special Projects I 1 hr./ 30 clock hrs.
- SPPR 2993 - Special Projects II 2 hrs./ 60 clock hrs.
- SPPR 2995 - Special Projects III 3 hrs./ 90 clock hrs.
- SPPR 2996 - Special Projects IV 3 hrs./ 45 clock hrs.
- SPPR 2997 - Practicum 3 hrs./ 135 clock hrs.
- SPPR 2999 - Cooperative Education 3 hrs./ 135 clock hrs.

Optional Electives:

- CPTR 1000 - Introduction To Computers
- CSRV 1000 - Customer Service
- CSRV 2000 - Customer Service
- ENTP 1000 - Entrepreneurship
- SOLR 1000 - Solar Fundamentals 3 hrs./ 45 clock hrs.
- SOLR 1010 - PV Solar Applications 3 hrs./ 75 clock hrs.
- SOLR 1020 - Industrial Solar Applications 3 hrs./ 75 clock hrs.
- SOLR 1030 - Solar Thermal Applications 3 hrs./ 75 clock hrs.

Additional TCA Exit Point:

- SOLR 1000 - Solar Fundamentals 3 hrs./ 45 clock hrs.
- SOLR 1010 - PV Solar Applications 3 hrs./ 75 clock hrs.
- SOLR 1020 - Industrial Solar Applications 3 hrs./ 75 clock hrs.
- SOLR 1030 - Solar Thermal Applications 3 hrs./ 75 clock hrs.
- TCA—Solar Systems Installer

Arts Track Transfer Degree, A.A.L.T.

All courses applied to the degree must be passed with a C or better. Developmental courses may not be applied to the degree.

Requirements for the AALT track in social sciences are listed below. When more than one option for fulfilling a requirement is given, even if some of these options are listed as “recommended” or “electives,” students should select courses that are required for the major they intend to pursue at a university. Students transferring to a University of Louisiana System (ULS) institution should follow the appropriate ULS track.

English Composition & Literature (Humanity) 9 Hours

Complete both:
Choose one literature:

- ENGL 201 - English Literature
- ENGL 202 - English Literature
- ENGL 203 - American Literature I
- ENGL 204 - American Literature II
- ENGL 205 - World Literature
- ENGL 206 - World Literature
- ENGL 207 - Literature Of The Old Testament
- ENGL 208 - Literature Of The New Testament
- ENGL 211 - Survey Of Short Stories & Novels
- ENGL 215 - Introduction To Drama & Poetry

Fine Arts 3 Hours

- ARTS 110 - Crafts
- ARTS 201 - Survey Of Art History I
- ARTS 202 - Survey Of Art History II
- MUSC 101 - Music Appreciation
- THEA 190 - Theatre Appreciation

Social/Behavioral Sciences 6 Hours

6 hours (3 at 200 level)

- ECON 201 - Macroeconomics
- ECON 202 - Microeconomics
- GEOG 202 - Cultural Geography
- GEOG 205 - Physical Geography
- POLI 110 - American Government
- PSYC 201 - Introduction To Psychology
- PSYC 225 - Child Psychology
- PSYC 226 - Developmental Psychology
- PSYC 227 - Adolescent Psychology
- SOCL 201 - Introduction To Sociology
- SOCL 202 - Contemporary Social Problems
Math/A.R. 6 Hours

- MATH 110 - College Algebra
- GenEd Math/A.R. Elective 1 3 hrs.

Natural Sciences 9 Hours

Students must complete a six-hour sequence in either the biological or physical sciences. The remaining three hours must be in the opposite area (i.e., both biological and physical sciences must be taken).

Biological Sci. Sequences:

- BIOL 101 - General Biology I
- BIOL 102 - General Biology II
- BIOL 201 - Principles Of Biology I
- BIOL 202 - Principles Of Biology II
- BIOL 221 - Human Anatomy And Physiology I
- BIOL 222 - Human Anatomy & Physiology II

Physical Sci. Sequences:

- CHEM 101 - General Chemistry
- CHEM 102 - General Chemistry II
- CHEM 110 - Chemistry I
- CHEM 120 - Chemistry II
- GEOL 101 - Physical Geology
- GEOL 102 - Historical Geology
- PHSC 100 - Physical Science I
- PHSC 120 - Physical Science II
- PHYS 210 - General Physics I
- PHYS 220 - General Physics II
- SCIE 101 - Introductory Earth Science I
- SCIE 102 - Introductory Earth Science II

Individual Biological Sciences Courses
• BIOL 210 - General Microbiology
• BIOL 228 - Pathophysiology
• BIOL 230 - Principles Of Zoology
• SCIE 114 - Environmental Science & Lab
• PHYS 110 - Foundations Of Astronomy

Humanities 6 Hours

Recommended:

Sequence in history or foreign language

• HIST 101 - Western Civilization To 1650 A.D.
• HIST 102 - Western Civilization Since 1650 A.D.
• HIST 201 - History Of The United States 1492-1877
• HIST 202 - History Of The Us 1877-present
• FREN 101 - Elementary French I
• FREN 102 - Elementary French II
• FREN 201 - Intermediate French
• FREN 202 - Intermediate French
• SPAN 101 - Elementary Spanish I
• SPAN 102 - Elementary Spanish II
• SPAN 201 - Intermediate Spanish I
• SPAN 202 - Intermediate Spanish II

Other options:

Choose other humanities from above list, literature list or from:

• PHIL 201 - Introduction To Philosophy
• SPCM 110 - Fundamentals Of Speech
• SPCM 120 - Intro To Public Speaking
• SPCM 130 - Interpersonal Communication

Arts Related Electives 12 Hours

Choose from areas listed below, including one course from at least three of the areas below.

• Arts History (e.g., Art, Architecture, Design, Music, Theatre)
• Arts Appreciation (e.g. Art, Drama, Music)
• Arts Theory (e.g., Color, Composition, Design)
• Basic Skills (e.g., Drawing, Keyboard, Painting, Performance)
Arts, Social Science, Humanities, Lab, & Related Electives 9 Hours

Choose from departments listed below.

Arts:

Choose from the Arts related electives previously listed.

Social Sciences:

- Economics - ECON
- Geography - GEOG
- Political Science - POLI
- Psychology - PSYC
- Sociology - SOCL

Foreign Language Series:

- French - FREN
- Spanish - SPAN

Humanities:

- English - ENGL
- History - HIST
- Philosophy - PHIL
- Speech - SPCH

Other:

Other related electives approved by advisor

Not more than one 1-hour science lab that corresponds with a natural science lecture used toward the fulfillment of the natural science requirement

Note(s):

Completion of the Associate of Arts/Science Louisiana Transfer (AALT, ASLT) degree guarantees that the student has met, in full, all lower division general education requirements at the receiving Louisiana public university. Graduates transferring with the transfer degree will have junior status. Courses or GPA requirements for specific majors, departments, or schools are not automatically satisfied by an AALT/ASLT degree.

Additional Information:
Footnotes

1 Students may take any course (assuming they have completed the appropriate prerequisites) from the list that follows to fulfill the general education math elective requirement: MATH 111, MATH 117, MATH 120, MATH 201, MATH 210, MATH 220, MATH 221

2 This category, “other related electives approved by advisor,” is included to enable students to take courses that are not listed among the associate degree requirements but are required for the intended university major. Students should not take courses with the expectation that they will count as “other related electives” unless the courses have been approved by an advisor.

3 While no lab is required, students may opt to take a single one-credit hour lab that corresponds with one of the three lectures used toward the fulfillment of the natural sciences requirement.

Completing an Associate of Arts/Science Louisiana Transfer Degree (AALT/ASLT) at LDCC

- A student’s placement in English and math courses will be determined by ACT, SAT, and/or COMPASS scores. As a result of these scores, some students may be required to take developmental classes in preparation for the English and math classes required for the transfer degree. Note: When appropriate, previous college work will be used to determined placement in these subject areas.
- A course may be applied only once for degree credit.
- Transfer coursework is unofficial until all official transcripts are evaluated and posted.
- To graduate with the AALT or ASLT, students must have LDCC and adjusted cumulative grade-point averages of 2.00.
- Students should refer to the LDCC General Catalog for a detailed explanation of graduation requirements.

Transferring to a University with an AALT or ASLT Degree

Advising and planning are key to a student’s success in maximizing the transfer experience. All students who might eventually transfer from one institution to another should develop, with an advisor’s assistance, a written degree plan of courses to take for the transfer associate degree. Whenever possible, students should use the transfer degree requirements to satisfy the admission requirements of the university to which they wish to transfer; the university’s senior college, departmental, and/or program admission requirements; and course requirements for the baccalaureate degree. Additionally, a student with coursework from multiple institutions may need to contact the Campus Transfer Ombudsman* at the transfer university for information regarding the applicability of non-LDCC coursework toward the intended major at the university.

Completion of the AALT or ASLT does not guarantee that a student will have the grade-point average necessary for admission to the university, senior college, department, program, etc, to which a student wishes to transfer. It is therefore essential that students find out these requirements* as early as possible.

*To identify the Campus Transfer Ombudsman (or designated contact person) or GPA requirements for the university to which you wish to transfer, visit the statewide articulation web site. Links to each participating institution’s articulation web site can be found here with other helpful academic resources.

Note(s):

Completion of the Associate of Arts/Science Louisiana Transfer (AALT, ASLT) degree guarantees that the student has met, in full, all lower division general education requirements at the receiving Louisiana public university. Graduates transferring with the transfer degree will have junior status. Courses or GPA requirements for specific majors, departments, or schools are not automatically satisfied by an AALT/ASLT degree.
Associate of General Studies, A.G.S.

The Associate of General Studies is designed to allow students greater flexibility to develop a degree program tailored to their individual needs, whether students intend to earn a degree and begin work or continue at a fouryear institution to pursue a bachelor’s degree. The degree provides a strong academic skill foundation through eight courses in general education, and offers students an opportunity to explore other careers or areas of study through a major (six courses) and minor (three courses) concentration. To be awarded this degree, students must have a cumulative GPA of 2.00 or better in all credits toward the degree, minimum of 18 credit hours in major thematic concentration with a 2.00 in each course, a minimum of 9 credit hours in minor concentration with a 2.00 GPA, and complete the following course work:

Program of Study

- **Major Concentration Area** 18 hrs.
- **Minor Concentration Area** 9 hrs.

Total: 27 hours

General Education Requirements (GER)

- English Composition 6 hrs.
- Mathematics 3 hrs.
- Natural Science 6 hrs.
- Fine Arts 3 hrs.
- Humanities 3 hrs.
- Social/Behavioral Science 6 hrs.

Total: 27 hours

Required Related Courses

- Speech Communication 3 hrs.
- Introduction to Computers 3 hrs.
- Academic Seminar 1 hr.

Total: 7 hours

Total Hours: 61 Credit Hours
Concentration Areas

Group 1 (Art & Humanities)

- Art
- English
- Foreign Language
- History
- Humanities
- Mass Communication
- Music
- Speech
- Theater

Group II (Natural Sciences)

- Biology
- Chemistry
- Earth Science
- Geology
- Physical Science
- Physics

Group III (Behavioral/Social Sciences)

- Anthropology
- Criminal Justice
- Economics
- Education
- Geography
- Government/Public Administration
- Kinesiology
- Psychology
- Social Work
- Sociology

Group IV (Business)

- Accounting
- Business
- Computer Information System
- Finance
- Management
- Marketing
Group V (Applied Sciences)

- Agriculture
- Agronomy
- Animal Science
- Computer Science
- Engineering
- Family & Consumer Science
- Health Science/Nursing
- Mathematics
- Process Technology

Associate of General Studies

First Semester

- ACSE 100 - Academic Seminar *
- ENGL 101 - English Composition I (GER)
- MATH 110 - College Algebra (GER)
- Natural Science (GER) 3 hrs.
- Social/Behavioral (GER) 3 hrs.
- Concentration Area 3 hrs.

Total: 16 hours

Second Semester

- ENGL 102 - English Composition (GER)
- Natural Science (GER) 3 hrs.
- Social/Behavioral Science (GER) 3 hrs.
- Concentration Area 3 hrs.
- Concentration Area 3 hrs.

Total: 15 hours
Third Semester

- Concentration Area 3 hrs.
- SPCM 110 - Fundamentals Of Speech (GER) or
  SPCM 120 - Intro To Public Speaking (GER)
- CINS 101 - Introduction To Computers
- Concentration Area 3 hrs.

Fine Arts (3 hours)

- ARTS 120 - Art Appreciation (GER) or
- MUSC 101 - Music Appreciation (GER) or
- THEA 190 - Theatre Appreciation (GER)

Total: 15 hours

Fourth Semester

- Concentration Area 12 hrs.
  - Humanities Course (GER) 3 hrs.

Total: 15 hours

Total Hours: 61 Credit hours

Note(s):

* Students placing in any 095 developmental courses OR two or more developmental courses are required to take Academic Skills Seminar- ACSE 101, 3 credit hours.

Automotive Technology, T.D.
Program Type: Technical Diploma (TD)
Program Length: 60 Credit Hours/1740 Clock Hours

Program Description

The purpose of this program is to provide specialized classroom instruction and practical shop experience to prepare individuals to engage in the servicing and maintenance of all types of automobiles at the entry level. The program prepares the individual to select, safely use, and maintain hand and power tools, jacks, and hoisting equipment. Instruction in the diagnosis of malfunctions and the repair of engines; fuel, electrical, cooling, and brake systems; drive train; and suspension systems is included. The competencies in the automotive technology program are directly correlated with the knowledge required to prepare an individual for the certification test given by the National Institute for Automotive Service Excellence (ASE). The content is organized into competency-based courses of instruction that specify occupational competencies the individual must successfully complete according to the priorities for tasks established by the National Automotive Technicians Education Foundation (NATEF).

Automotive Technology Course Listing

TCA - Engine Repair Technician

- ORNT 1000 - Freshman Seminar
- AUTO 1100 - General Engine Diagnosis And Repair
- AUTO 1110 - Cylinder Head & Valve Train Diagnosis And Repair
- AUTO 1120 - Engine Block Assembly Diagnosis And Repair
- AUTO 1130 - Lubrication And Cooling System Diagnosis And Repair

Total: 6 hrs./ 165 clock hrs.

TCA - Automatic Transmission & Transaxle Technician

- AUTO 1200 - General Transmission And Transaxle Diagnosis
- AUTO 1210 - Transmission And Transaxle Maintenance
- AUTO 1220 - In Vehicle Repair
- AUTO 1230 - Off-vehicle Transmission And Transaxle Repair I
- AUTO 1240 - Off-vehicle Transmission And Transaxle Repair II

Total: 5 hrs./ 150 clock hrs.

TCA - Manual Drive Train Technician
- AUTO 1300 - Drive Train And Clutch Diagnosis And Repair
- AUTO 1310 - Transmission And Transaxle Diagnosis And Repair
- AUTO 1320 - Drive And Half Shaft And Universal Joint Repair
- AUTO 1330 - Drive Axle Diagnosis And Repair
- AUTO 1340 - Four And All Wheel Drive Diagnosis And Repair

Total: 5 hrs./ 150 clock hrs.

TCA - Steering & Suspension Technician

- AUTO 1400 - General Steering And Suspension Diagnosis
- AUTO 1410 - Steering System Diagnosis And Repair
- AUTO 1420 - Suspension Systems Diagnosis And Repair
- AUTO 1430 - Wheel Alignment Diagnosis And Repair
- AUTO 1440 - Wheel And Tire Diagnosis And Repair

Total: 5 hrs./ 150 clock hrs.

TCA - Brake Technician

- AUTO 1500 - Hydraulic Systems Diagnosis And Repair
- AUTO 1510 - Drum Brake Diagnosis And Repair
- AUTO 1520 - Disk Brake Diagnosis And Repair
- AUTO 1530 - Power Assist Diagnosis And Repair
- AUTO 1540 - Antilock And Traction Control Diagnosis And Repair

Total: 5 hrs./ 150 clock hrs.

TCA - Electrical Technician

- AUTO 1600 - General Electrical System Diagnosis
- AUTO 1610 - Battery Diagnosis And Repair
- AUTO 1620 - Starting Systems Diagnosis And Repair
- AUTO 1630 - Charging Systems Diagnosis And Repair
- AUTO 1640 - Lighting Systems, Gauges, Warning Devices And Driver Information Diagnosis And Repair
- AUTO 1650 - Horn And Wiper/Washer Diagnosis And Repair
- AUTO 1660 - Electrical Accessories Diagnosis and Repair 1 hr./ 30 clock hrs.

Total: 10 hrs./ 300 clock hrs.

TCA - Heating and Air Conditioning Technician

- AUTO 1700 - Air Conditioning System Diagnosis And Repair
- AUTO 1710 - Refrigeration System Component Diagnosis And Repair
- AUTO 1720 - Heating And Ventilation Systems Diagnosis And Repair
- AUTO 1730 - Operating Systems And Related Controls
- AUTO 1740 - Refrigerant Recover, Recycling And Handling

Total: 5 hrs./ 150 clock hrs.

TCA - Engine Performance Technician

- AUTO 1800 - General Engine Diagnosis
- AUTO 1810 - Computerized Engine Controls Diagnosis And Repair
- AUTO 1820 - Ignition Systems Diagnosis And Repair
- AUTO 1830 - Fuel, Air Induction, And Exhaust Systems
- AUTO 1840 - Emissions Systems Diagnosis And Repair
- AUTO 1850 - Engine Related Services

Total: 15 hrs./ 450 clock hrs.

TD - Automotive Technician

- JOBS 2450 - Job Seeking Skills
**Barber-Styling, T.D.**

**Program Type:** Technical Diploma (TD)  
**Program Length:** 53 Credit Hours/1605 Clock Hours

**Program Description**

The Barber-Styling diploma program is designed to prepare students to work efficiently in the industry of Barber-Styling. This competency-based program includes classroom instruction and practical/lab experience under supervision of the instructor. Practical skills are developed through experience in a school-based, on-site shop which is equipped and managed according to industry standards by the students with instructor supervision. Upon completion of this program, which is approved by the LA State Board of Barber Examiners and meets the 1500-hour requirement, students are eligible to take the LA State Board of Barber Examiners licensure examination.

**Barber-Styling Course Listing**

**TD - Barber Styling**

- ORNT 1000 - Freshman Seminar
- BARB 1110 - History of Barbering and the Professional Image 2 hrs./ 30 clock hrs.
- CPTR 1000 - Introduction To Computers
- BARB 1120 - Sanitation, Bacteriology, Safety with Tools, Implements, and Equipment Theory and Practice 2 hrs./ 60 clock hrs.
- BARB 1131 - Sanitation, Bacteriology, Safety with Tools, Implements, and Equipment Lab 1 hrs./ 30 clock hrs.
- BARB 1160 - Men's/Women's Basic Haircutting/Styling Theory & Practice 2 hrs./ 60 clock hrs.
- BARB 1220 - Shaving, Mustaches, and Beards Theory & Practice 1 hrs./ 30 clock hrs.
- BARB 1211 - Barber-Styling Lab I 4 hrs./ 180 clock hrs.
- BARB 1410 - Electricity and Safety 1 hrs./ 15 clock hrs.
- BARB 1140 - Facial Massage and Treatments Theory & Practice 2 hrs./ 60 clock hrs.
- BARB 1150 - Properties/Disorders/Treatments of Skin, Scalp, & Hair Theory and Practice 2 hrs./ 60 clock hrs.
- BARB 1231 - Barber-Styling Lab II 2 hrs./ 90 clock hrs.
- BARB 1310 - Permanent Waving/Chemical Hair Relaxing Theory & Practice 3 hrs./ 90 clock hrs.
- BARB 1321 - Permanent Waving/Chemical Hair Relaxing Lab 2 hrs./ 60 clock hrs.
- BARB 1350 - Chemistry 2 hrs./ 30 clock hrs.
- BARB 1420 - Anatomy and Physiology 2 hrs./ 45 clock hrs.
- BARB 1430 - Men's Hairpieces Theory 1 hrs./ 30 clock hrs.
- BARB 1441 - Barber-Styling Lab III 5 hrs./ 225 clock hrs.
• BARB 2630 - Professionalism for Barber Styling 1 hrs./ 15 clock hrs.
• BARB 1330 - Hair Coloring Theory and Practice 2 hrs./ 60 clock hrs.
• BARB 1341 - Hair Coloring Lab 2 hrs./ 60 clock hrs.
• BARB 2111 - Barber-Styling Shop Management and Sales 2 hrs./ 60 clock hrs.
• BARB 2120 - LA State Barber Board Review Theory 3 hrs./ 45 clock hrs.
• BARB 2131 - LA State Barber Board Review Lab 4 hrs./ 180 clock hrs.
• JOBS 2450 - Job Seeking Skills

Total: 53 hrs./ 1605 clock hrs.

Optional Electives:

• CSRV 1000 - Customer Service

May Be Substituted:

With approval from the Chief Academic officer/designee, the following courses may be substituted for the above course requirements

• BARB 2991 - Special Projects I 1 hr./ 30 clock hrs.
• BARB 2993 - Special Projects II 2 hrs./ 60 clock hrs.
• BARB 2995 - Special Projects III 3 hrs./ 90 clock hrs.
• BARB 2996 - Special Projects IV 3 hrs./ 45 clock hrs.
• BARB 2997 - Practicum 3 hrs./ 135 clock hrs.
• BARB 2999 - Cooperative Education 3 hrs./ 135 clock hrs.

Biological Sciences Track Transfer Degree, A.S.L.T.

All courses applied to the degree must be passed with a C or better. Developmental courses may not be applied.

Requirements for the ASLT track in biological sciences are listed below. When more than one option for fulfilling a requirement is given, even if some of these options are listed as “recommended” or “electives,” students should select courses that are required for the major they intend to pursue at a university. Students transferring to a University of Louisiana System (ULS) institution should follow the appropriate ULS track.

Biological Sciences Track

English Composition & Literature (Humanity) 9 hours
Complete both:

- ENGL 101 - English Composition I
- ENGL 102 - English Composition

Choose one literature:

- ENGL 102 - English Composition
- ENGL 201 - English Literature
- ENGL 202 - English Literature
- ENGL 203 - American Literature I
- ENGL 204 - American Literature II
- ENGL 205 - World Literature
- ENGL 206 - World Literature
- ENGL 207 - Literature Of The Old Testament
- ENGL 208 - Literature Of The New Testament
- ENGL 211 - Survey Of Short Stories & Novels
- ENGL 215 - Introduction To Drama & Poetry

Social/Behavioral Sciences 6 hours (3 at 200 level)

- ECON 201 - Macroeconomics
- ECON 202 - Microeconomics
- GEOG 202 - Cultural Geography
- GEOG 205 - Physical Geography
- POLI 110 - American Government
- PSYC 201 - Introduction To Psychology
- PSYC 225 - Child Psychology
- PSYC 226 - Developmental Psychology
- PSYC 227 - Adolescent Psychology
- SOCL 201 - Introduction To Sociology
- SOCL 202 - Contemporary Social Problems

Math/A.R. 6-11 hours

- MATH 110 - College Algebra
- MATH 111 - Plane Trigonometry
• Gen. Ed. Math/A.R.
• Elective

Note(s):

The math requirement may vary depending on the students intended major and transfer institution. Any of the following courses are acceptable for this requirement, MATH 111 (assuming it has not already been used), MATH 210, MATH 220.

Humanities 6 hours

Recommended: a history sequence, speech course, or foreign language series

• FREN 101 - Elementary French I
• FREN 102 - Elementary French II
• FREN 201 - Intermediate French
• FREN 202 - Intermediate French
• HIST 101 - Western Civilization To 1650 A.D.
• HIST 102 - Western Civilization Since 1650 A.D.
• HIST 201 - History Of The United States 1492-1877
• HIST 202 - History Of The Us 1877-present
• SPCM 110 - Fundamentals Of Speech
• SPCM 120 - Intro To Public Speaking
• SPCM 130 - Interpersonal Communication
• SPAN 101 - Elementary Spanish I
• SPAN 102 - Elementary Spanish II
• SPAN 201 - Intermediate Spanish I
• SPAN 202 - Intermediate Spanish II

Other options:

Choose other humanities course(s) from above list, literature list or from:

• PHIL 201 - Introduction To Philosophy

Fine Arts 3 hours

• ARTS 120 - Art Appreciation
• ARTS 201 - Survey Of Art History I
• ARTS 202 - Survey Of Art History II
• MUSC 101 - Music Appreciation
• THEA 190 - Theatre Appreciation

Natural Sciences 18 hours
Complete all 12 hours:

- BIOL 201 - Principles Of Biology I
- BIOL 203 - Principles Of Biology I Lab
- BIOL 202 - Principles Of Biology II
- BIOL 204 - Principles Of Biology II Lab
- CHEM 110 - Chemistry I
- CHEM 111 - Chemistry I Lab

Choose 6 hours f/list:

Recommended

If a corresponding lab is offered, it may be taken and applied toward this requirement or toward the Natural Science & Humanities Electives requirement.

- BIOL 210 - General Microbiology
- CHEM 120 - Chemistry II
- Organic Chem I 3hrs.
- Organic Chem II 3hrs.

Other Options

If a corresponding lab is offered, it may be taken and applied toward this requirement or toward the Natural Science & Humanities Electives requirement.

- ATMO 101 - Intro To Weather & Climate I
- ATMO 102 - Intro To Weather & Climate I
- BIOL 221 - Human Anatomy And Physiology I
- BIOL 222 - Human Anatomy & Physiology II
- BIOL 228 - Pathophysiology
- BIOL 230 - Principles Of Zoology
- GEOL 101 - Physical Geology
- GEOL 102 - Historical Geology
- PHSC 100 - Physical Science I
- PHSC 120 - Physical Science II
- PHYS 210 - General Physics I
- PHYS 211 - General Physics I Lab
- SCIE 101 - Introductory Earth Science I
- SCIE 102 - Introductory Earth Science II
- SCIE 114 - Environmental Science & Lab
Natural Science & Humanities Electives 7-12 hours

Choose from departments listed below. Taking courses recommended in previous natural science and humanities sections is encouraged, as are labs for previously recommended science lectures.

Natural Science Electives

- Biological Sciences - BIOL
- Chemistry - CHEM
- Geology - GEOL
- Physical Science - PHSC
- Physics - PHYS

Humanities

- English - ENGL
- History - HIST
- Philosophy - PHIL
- Speech - SPCH

Other

- MATH 210 - MATH

Note(s):

Completion of the Associate of Arts/Science Louisiana Transfer (AALT, ASLT) degree guarantees that the student has met, in full, all lower division general education requirements at the receiving Louisiana public university. Graduates transferring with the transfer degree will have junior status. Courses or GPA requirements for specific majors, departments, or schools are not automatically satisfied by an AALT/ASLT degree.

Additional Information

Course Selection

1 The math requirement may vary depending on the students intended major and transfer institution. Any of the following courses are acceptable for this requirement, MATH 111 (assuming it has not already been used), MATH 210, MATH 220.

2 If a corresponding lab is offered, it may be taken and applied toward this requirement or toward the Natural Science & Humanities Electives requirement.

Completing an Associate of Arts/Science Louisiana Transfer Degree (AALT/ASLT) at LDCC
• A student’s placement in English and math courses will be determined by ACT, SAT, and/or COMPASS scores. As a result of these scores, some students may be required to take developmental classes in preparation for the English and math classes required for the transfer degree. Note: When appropriate, previous college work will be used to determined placement in these subject areas.
• A course may be applied only once for degree credit.
• Transfer coursework is unofficial until all official transcripts are evaluated and posted.
• To graduate with the AALT or ASLT, students must have LDCC and adjusted cumulative grade-point averages of 2.00.
• Students should refer to the LDCC General Catalog for a detailed explanation of graduation requirements.

Transferring to a University with an AALT or ASLT Degree

Advising and planning are key to a student’s success in maximizing the transfer experience. All students who might eventually transfer from one institution to another should develop, with an advisor’s assistance, a written degree plan of courses to take for the transfer associate degree. Whenever possible, students should use the transfer degree requirements to satisfy the admission requirements of the university to which they wish to transfer; the university’s senior college, departmental, and/or program admission requirements; and course requirements for the baccalaureate degree. Additionally, a student with coursework from multiple institutions may need to contact the Campus Transfer Ombudsman* at the transfer university for information regarding the applicability of non-LDCC coursework toward the intended major at the university.

Completion of the AALT or ASLT does not guarantee that a student will have the grade-point average necessary for admission to the university, senior college, department, program, etc., to which a student wishes to transfer. It is therefore essential that students find out these requirements* as early as possible.

*To identify the Campus Transfer Ombudsman (or designated contact person) or GPA requirements for the university to which you wish to transfer, visit the statewide articulation web site. Links to each participating institution’s articulation web site can be found here with other helpful academic resources.

Note(s):

Completion of the Associate of Arts/Science Louisiana Transfer (AALT, ASLT) degree guarantees that the student has met, in full, all lower division general education requirements at the receiving Louisiana public university. Graduates transferring with the transfer degree will have junior status. Courses or GPA requirements for specific majors, departments, or schools are not automatically satisfied by an AALT/ASLT degree.

Biomedical Equipment Technology, C.T.S

Business and Technology, A.A.S.

The Associate of Applied Science in Business and Technology is designed for those students interested in obtaining a degree to enter the work force or continuing at a four-year institution to pursue a bachelor’s degree.

Program of Study

Core Courses
Students must earn a grade of C or better in all Core Courses.

- ACCT 201 - Intro To Financial Accounting
- BUSN 101 - Introduction To Business
- BUSN 201 - Principles Of Marketing
- BUSN 210 - Principles Of Management
- BUSN 231 - Business Law I
- CINS 203 - Spreadsheet Applications
- CINS 204 - Word Processing Applications
- CINS 205 - Database Applications
- Core Electives** 9 hrs.

Total: 33 hours

General Education Requirements

- ENGL 101 - English Composition I
- ENGL 102 - English Composition
- MATH 105 - College Algebra (Expanded) or
- MATH 110 - College Algebra
- MATH 114 - Business Mathematics or
- MATH 210 - Introduction To Statistics
- Natural Science 3 hrs.
- Humanities 3 hrs.
- Social/Behavioral Science 3 hrs.

Total: 21 hours

Required Related Courses

- CINS 101 - Introduction To Computers
- ACSE 100 - Academic Seminar
- BUSN 215 - Business Communication

Total: 7 hours
Total Hours: 60 Credit Hours

Note(s):

- ** Core Electives must be approved by the student’s advisor and may be taken from any of the following: ACCT, BUSN, CINS, ECON, or MGT.

Associate of Applied Science in Business and Technology

First Semester

- ACSE 100 - Academic Seminar *
- ENGL 101 - English Composition I
- MATH 105 - College Algebra (Expanded) or MATH 110 - College Algebra
- Natural Science (GER) 3 hrs.
- Humanities (GER) 3 hrs.
- CINS 101 - Introduction To Computers

Total: 16 hours

Second Semester

- ENGL 102 - English Composition
- BUSN 101 - Introduction To Business
- CINS 204 - Word Processing Applications
- Social/Behavioral Science (GER) 3 hrs.
- MATH 114 - Business Mathematics or MATH 210 - Introduction To Statistics

Total: 15 hours
Third Semester

- ACCT 201 - Intro To Financial Accounting
- BUSN 231 - Business Law I
- CINS 205 - Database Applications
- BUSN 210 - Principles Of Management
- Core Elective 3 hrs.

Total: 15 hours

Fourth Semester

- CINS 203 - Spreadsheet Applications
- BUSN 201 - Principles Of Marketing
- BUSN 215 - Business Communication
- Core Elective 6 hrs.

Total: 15 hours

Total: 60 Credit Hours

Note(s):

* Students placing in any 095 developmental courses OR two or more developmental courses are required to take Academic Skills Seminar

Customer Service Technical Competency Area

This four-course sequence is designed to enhance students’ customer service skills and better prepare them for careers in industries such as business, hospitality, and tourism.

- BUSN 101 - Introduction To Business
- BUSN 215 - Business Communication
- BUSN 130 - Customer Service For Business Professionals
Business Office Administration, A.A.S.

Program Type: Associate of Applied Science (AAS)
Program Length: 60 credit hours
Business Office Technology (General Office Concentration) 45 credit hours/870 clock hours
Business Office Technology (Computer Applications Concentration) 45 credit hours/855 clock hours
Business Office Technology (Accounting Concentration) 45 credit hours/885 clock hours
Business Office Technology (Medical Office Concentration) 45 credit hours/780 clock hours
Business Office Technology (Legal Office Concentration) 45 credit hours/825 clock hours

Program Description

This program will prepare individuals for office technology/support positions in both private and public agencies.

Business Office Administration Course Listing

Pre-requisite Courses

The following courses are Pre-requisite courses for all exit points.

- CPTR 1002 - Computer Literacy And Applications
- KYBD 1010 - Basic Keyboarding

TCA - General Clerk

Core Courses for all Concentration Areas

- ORNT 1000 - Freshman Seminar
- CSRV 1000 - Customer Service
- BUSE 1030 - Business English
- KYBD 1111 - Introduction To Formatting
- OSYS 1100 - Records Management

Total: 13 hrs./ 225 clock hrs.

General Office Concentration

The TCA - General Clerk PLUS the following courses comprise the General Office Concentration

CTS - Office Assistant Specialist
- ACCT 1100 - Principles Of Accounting Part I
- BUSM 1050 - Business Math
- BUSE 1045 - Business Communication
- CPTR 1320 - Spreadsheets
- CPTR 1310 - Introduction To Database Management
- ISYS 1440 - Word Processing
- ACCT 1200 - Principles Of Accounting, Part II

Total: 34 hrs./ 690 clock hrs.

**TD - Business Office Technology (General Office Concentration)**

- ISYS 1650 - Desktop Publishing
- MACH 1350 - Machine Transcription
- OSYS 2530 - Office Procedures
- JOBS 2450 - Job Seeking Skills

Total: 45 hrs./ 870 clock hrs.

**Computer Applications Concentration**

The TCA - General Clerk PLUS the CTS - Office Assistant Specialist PLUS the following courses comprise the Computer Applications Concentration

**TD - Business Office Technology (Computer Applications Concentration)**

- CPTR 1200 - Introduction to Operating Systems 3 hrs./ 45 clock hrs.
- CPTR 1600 - Presentation Software 3 hrs./ 45 clock hrs.
- CPTR 1400 - Introduction to Networking Technologies 3 hrs./ 45 clock hrs.
- JOBS 2450 - Job Seeking Skills
- **TD - Business Office Technology (Computer Applications Concentration) 45 hrs./ 855 clock hrs.**

Total: 45 hrs./ 855 clock hrs.
Accounting Concentration

The TCA - General Clerk PLUS the following courses comprise the Accounting Concentration

CTS - Accounting Office Specialist

- ACCT 1100 - Principles Of Accounting Part I
- ACCT 1200 - Principles Of Accounting, Part II
- BUSM 1050 - Business Math
- BUSE 1045 - Business Communication
- CPTR 1320 - Spreadsheets
- ISYS 1440 - Word Processing
- ACCT 1250 - Payroll Accounting

Total: 34 hrs./ 675 clock hrs.

TD - Business Office Technology (Accounting Concentration)

- ACCT 1300 - Intermediate Accounting
- ACCT 1400 - Advanced Accounting
- ACCT 1500 - Computerized Accounting
- JOBS 2450 - Job Seeking Skills

Total: 45 hrs./ 885 clock hrs.

Medical Office Concentration

The TCA - General Clerk PLUS the following courses comprise the Medical Office Concentration

CTS - Medical Office Specialist

- BOTH 1300 - Medical Office Terminology
- BOTH 1120 - General Body Structure
- BOTH 1210 - Administrative Procedures For Medical Offices
- ACCT 1100 - Principles Of Accounting Part I
- BUSM 1050 - Business Math
• BUSE 1045 - Business Communication
• BOTH 2110 - Medical Office Transcription

Total: 34 hrs./ 585 clock hrs.

TD - Business Office Technology (Medical Office Concentration)

• BOTH 1230 - Insurance Billing
• BOTH 1240 - Coding
• ACCT 1200 - Principles Of Accounting, Part II or
• BOTH 1250 - Advanced Coding
• JOBS 2450 - Job Seeking Skills

Total: 45 hrs./ 780 clock hrs.

Additional Exit Points:

TCA - Medical Records/Billing Clerk

• BOTH 1120 - General Body Structure
• BOTH 1300 - Medical Office Terminology
• BOTH 1230 - Insurance Billing
• BOTH 1240 - Coding
• BOTH 1250 - Advanced Coding

Total: 15 hrs./ 255 clock hrs.

CTS - Medical Records/Billing Specialist

• BOTH 1210 - Administrative Procedures For Medical Offices
- OSYS 1100 - Records Management
- BOTH 2110 - Medical Office Transcription

Total: 24 hrs./ 390 clock hrs.

Legal Office Concentration

The TCA - General Clerk PLUS the following courses comprise the Legal Office Concentration

CTS - Legal Office Specialist

- ACCT 1100 - Principles Of Accounting Part I
- ACCT 1200 - Principles Of Accounting, Part II
- BUSM 1050 - Business Math
- BUSI 1000 - Business Law 3 hrs./ 45 clock hrs.
- BUSE 1045 - Business Communication
- BOTL 1300 - Legal Terminology 3 hrs./ 45 clock hrs.
- BOTL 2110 - Legal Terminology 3 hrs./ 45 clock hrs.

Total: 34 hrs./ 615 clock hrs.

TD - Business Office Technology (Legal Office Concentration)

- CPTR 1320 - Spreadsheets
- ACCT 1500 - Computerized Accounting
- BOTH 1210 - Administrative Procedures For Medical Offices
- JOBS 2450 - Job Seeking Skills

Total: 45 hrs./ 825 clock hrs.

Additional Exit Points:

TCA - Call Center Representative
- ORNT 1000 - Freshman Seminar
- BUSE 1030 - Business English
- BUSE 1045 - Business Communication
- CSRV 1000 - Customer Service
- CCRV 1000 - Telephone Sales & Skills 3 hrs./45 clock hrs.
- CCRV 1100 - Call Center Procedures 3 hrs./45 clock hrs.
- JOBS 2450 - Job Seeking Skills

Total: 18 hrs./270 clock hrs.

TCA - Human Resource Specialist

- ORNT 1000 - Freshman Seminar
- KYBD 1111 - Introduction To Formatting
- HURM 1000 - Employment Law & Regulations 3 hrs./45 clock hrs.
- HURM 1200 - Recruiting, Selecting & Personnel Planning 3 hrs./45 clock hrs.
- HURM 1300 - Compensation & Benefits 3 hrs./45 clock hrs.
- JOBS 2450 - Job Seeking Skills

Total: 18 hrs./300 clock hrs.

TCA - Bank Teller

- ORNT 1000 - Freshman Seminar
- BUSM 1050 - Business Math
- BTEL 1000 - Bank Teller Procedures 3 hrs./45 clock hrs.
- CSRV 1000 - Customer Service
- ACCT 1100 - Principles Of Accounting Part I
- JOBS 2450 - Job Seeking Skills

Total: 15 hrs./270 clock hrs.

AAS - Business Office Administration
Any TD concentration PLUS the following courses

- ENGL 1015 - English Composition I
- MATH 1015 - College Algebra
- PSYC 2015 - Introduction To Psychology
- PHSC 1015 - Physical Science I
- SPCH 1015 - Introduction To Public Speaking

Total: 60 hrs./ 1,095 clock hrs.

May Be Substituted:

With approval from the Chief Academic Officer/designee, the following courses may be substituted for course requirements.

- SPPR 2991 - Special Projects I 1 hr./ 30 clock hrs.
- SPPR 2993 - Special Projects II 2 hrs./ 60 clock hrs.
- SPPR 2995 - Special Projects III 3 hrs./ 90 clock hrs.
- SPPR 2996 - Special Projects IV 3 hrs./ 45 clock hrs.
- SPPR 2998 - Special Projects V 1 hr./ 15 clock hrs.
- SPPR 2997 - Practicum 3 hrs./ 135 clock hrs.
- SPPR 2999 - Cooperative Education 3 hrs./ 135 clock hrs.

Business Track, A.A.L.T.

Care and Development of Young Children, A.A.S.

The Associate of Applied Science in Care and Development of Young Children is designed as a degree program to meet the needs of those pursuing a career in early childhood development and the new guidelines established by the United States Department of Education as a part of the No Child Left Behind (NCLB) legislation. To be awarded this degree, students must have a cumulative GPA of 2.00 or better in all credits toward the degree and complete the following course work:

Program of Study

Core Courses

- CDYC 101 - Foundations Of Early Childhood Development
- CDYC 103 - The Learning Environment
- CDYC 165 - Language & Literacy In Early Childhood
- CDYC 211 - Child Guidance
• CDYC 240 - Observation And Participation
• CDYC 273 - Developmental Curriculum And Materials In Early Childhood
• CDYC 298 - Practica In Early Childhood Development
• CDYC Electives 6 hrs.

Total: 30 hours

General Education Courses (GER)

• ENGL 101 - English Composition I and
• ENGL 102 - English Composition

• MATH 110 - College Algebra
• Natural Science 3 hrs.
• Fine Arts 3 hrs.
• Humanities 3 hrs.
• Social/Behavioral Science*** 3 hrs.

Total: 21 hours

Required Related Courses

• CINS 101 - Introduction To Computers
• ACSE 100 - Academic Seminar
• SPCM 120 - Intro To Public Speaking

• PSYC 225 - Child Psychology or
• PSYC 226 - Developmental Psychology

• HSCI 102 - Community First Aid With CPR

Total: 11 hours

Total Hours: 62 Credit Hours
Note(s):

**Psychology 201 required as Social/Behavioral Science General Education Requirement.

Associate of Applied Science in Care and Development of Young Children

First Semester

- ACSE 100 - Academic Seminar
- ENGL 101 - English Composition I
- CDYC 101 - Foundations Of Early Childhood Development
- MATH 110 - College Algebra (F07)
- PSYC 201 - Introduction To Psychology (F07)
- CDYC 103 - The Learning Environment

Total: 16 hours

Second Semester

- ENGL 102 - English Composition
- Natural Science 3 hrs.
- Speech 120 3 hrs. or
- Speech 110 3 hrs.
- CDYC 211 - Child Guidance
- CDYC 165 - Language & Literacy In Early Childhood

Total: 15 hours

Third Semester
• PSYC 226 - Developmental Psychology
• CDYC 240 - Observation And Participation
• CDYC 273 - Developmental Curriculum And Materials In Early Childhood
• HSCI 102 - Community First Aid With CPR
• CDYC Elective^ 3 hrs.
• CINS 101 - Introduction To Computers

Total: 16 hours

Fourth Semester

• Fine Arts † 3 hrs.
• CDYC Elective ^ 3 hrs.
• CDYC 298 - Practica In Early Childhood Development
• Humanities Elective‡ 3 hrs.

Total: 15 hours

Total Hours: 62 Credit Hours

Note(s):

†Humanities Elective: ENGL Literature courses, HIST, HUMN and PHIL

†Fine Arts Elective: ARTS, MUSC, THEA

^CDYC Elective must be approved by the student’s advisor and may be taken from the following: CDYC or EDUC

* Students placing in any 095 developmental courses OR two or more developmental courses are required to take Academic Skills Seminar

– ACSE 101, 3 credit hours.

**Care and Development of Young Children, C.T.S.**

First Semester
ENGL 101 - English Composition I
Fine Arts† 3 hrs.
CDYC 101 - Foundations Of Early Childhood Development
CDYC 103 - The Learning Environment *
Selected Elective‡ 3 hrs.

Total: 15 hours

Second Semester

PSYC 201 - Introduction To Psychology
CDYC 165 - Language & Literacy In Early Childhood
CDYC 211 - Child Guidance
CDYC Elective^ 3 hrs.
Selected Elective‡ 3 hrs.

Total: 15 hours

Total Hours: 30 Credit Hours

Note(s):

†Fine Arts Elective: ARTS, MUSC, THEA

*New course

‡Selected Elective must be approved by the student’s advisor and may be taken from any of the following: BUSN, CINS, CDYC, SOCL, SPCM, ARTS, MUSC, THEA

^CDYC Elective must be approved by the student’s advisor and may be taken from the following: CDYC or EDUC

Care and Development of Young Children, T.C.A

Required Courses
Care and Development of Young Children, T.D.

**Program Type:** Technical Diploma (TD)
**Program Length:** 60 Credit Hours/1410 Clock Hours

**Program Description**

The Care and Development of Young Children program prepares individuals for various levels of employment in child care centers, nursery schools, recreation centers, public school settings, head start programs, or other areas where caring for young children is the principal function. This program focuses on cognitive, physical, emotional, and social growth and development. Developmentally appropriate play activities, curriculum, nutrition, guidance, health/safety, children with special needs, and approaches for teaching as suggested by the National Association for the Education of Young Children (NAEYC) are included.

Care and Development of Young Children Course Listing Course

**TCA - Basic Caregiver I**

- CDYC 1110 - Introduction to Care and Development of Young Children 3 hrs./45 clock hrs.

Total: 3 hrs./ 45 clock hrs.

**TCA – Basic Caregiver II**

- ORNT 1000 - Freshman Seminar
- CDYC 1120 - Child Health, First Aid and Safety 2 hrs./45 clock hrs.
- CDYC 1130 - Child Guidance and Behaviors 3 hrs./45 clock hrs.
- CYDC 1151 - Observation/Participation Lab/Work Based Learning 3 hrs./135 clock hrs.

Total: 9 hrs./ 240 clock hrs.
CTS - Child Care Teacher

(Includes TCA-Basic Caregiver I & II and TCA-Basic Infant/Toddler Caregiver)

- CDYC 1210 - Infant/Toddler Growth and Development 3 hrs./ 45 clock hrs.
- CDYC 1220 - Infant/Toddler Care and Curriculum 3 hrs./ 45 clock hrs.
- CDYC 1241 - Infant/Toddler Lab/Work Based Learning 3 hrs./ 135 clock hrs.
- CDYC 1140 - Nutrition for Children 3 hrs./ 45 clock hrs.
- TCA – Basic Infant/Toddler Caregiver 12 hrs./ 270 clock hrs.

Total: 24 hrs./ 555 clock hrs.

TCA - Basic Preschool Caregiver

- CDYC 1310 - Preschool Growth and Development 2 hrs./ 30 clock hrs.
- CDYC 1320 - Preschool Curriculum 3 hrs./ 45 clock hrs.
- CDYC 1341 - Preschool Lab/Work Based Learning 3 hrs./ 135 clock hrs.
- CDYC 1410 - Children With Special Needs/Lab 3 hrs./ 60 clock hrs.

Total: 11 hrs./ 270 clock hrs.

CTS - Child Care Teacher II

(Includes TCA-Basic Preschool Caregiver and TCA-Basic Preschool Teacher)

- CDYC 1330 - Literature/Language Methods 3 hrs./ 45 clock hrs.
- CDYC 1332 - Math/Science Methods 3 hrs./ 45 clock hrs.
- CDYC 1333 - Social Studies/The Arts Methods 3 hrs./ 45 clock hrs.
- TCA – Basic Preschool Teacher 9 hrs./ 135 clock hours

Total: 20 hrs./ 405 clock hrs.

TCA - Care and Development Specialist

- CDYC 1420 - Organization and Administration of Care and Development of Young Children/Lab 3 hrs./ 60 clock hrs.
- CDYC 2211 - Practicum in Care and Development of Young Children 6 hrs./ 270 clock hrs.
- CDYC 1230 - Family Relationships and Issues 3 hrs./ 45 clock hrs.
Total: 12 hrs./ 375 clock hrs.

TD - Care and Development of Young Children

- CPTR 1000 - Introduction To Computers
- JOBS 2450 - Job Seeking Skills

Total: 60 hrs./ 1410 clock hrs.

Certificate of General Studies, C.G.S.

The Certificate of General Studies (CGS) is designed to provide a foundation of fundamental academic skills in English, math, natural science, arts, humanities, and social and behavioral sciences. The CGS allows students to explore career opportunities and prepare for collegiate studies. The curriculum also provides students with general skills that will enhance employment opportunities. The flexible CGS framework allows students that plan to transfer to other two-year and four-year colleges and universities to select courses which will meet admission requirements or programmatic requirements at receiving institutions. Louisiana universities with selective admission require the completion of between 12-24 credit hours of college-level coursework.

The CGS curriculum consists of 30 credit hours of freshmanlevel courses. The courses will fulfill general education requirements at most two-year and four-year institutions in Louisiana and the nation. Eight courses (24 credit hours) are to be selected from courses listed on the Louisiana Board of Regents General Education Matrix, which assures transferability to other colleges and universities in the state of Louisiana.

Program of Study: Certificate of General Studies

General Education Requirements

- Mathematics (College Algebra) 3 hrs.
- Fine Arts 3 hrs.
- Humanities 3 hrs.
- Natural Science 3 hrs.
- Social/Behavioral Science 3 hrs.

English Composition

- ENGL 101 - English Composition I
- ENGL 102 - English Composition

General Education Elective

- Humanities, Mathematics, Natural Science 3 hrs. or
- Behavioral/Social Science

Certificate Elective Area of Choice

- Two 3-credit hour courses 6 hrs.

Total Hours: 30 Credit Hours

Childcare Administration, T.C.A

Required Courses

- CDYC 101 - Foundations Of Early Childhood Development
- CDYC 280 - Administration Of Early Childhood Programs
- BUSN 190 - Small Business Management

Total Hours: 9 Credit Hours

Commercial Vehicle Operations

Commercial Vehicle Operations prepares individuals for employment as professional tractor-trailer drivers with a combination of classroom and actual driving experience. The program is a short-term training course (240 clock hours) designed to prepare students to enter the truck driving industry. The program content includes instruction in operating diesel powered tractor trailer rigs, identifying common vehicle components, defensive driving skills, actual driving on rural, urban and interstate highways, handling cargo, backing and maneuvering tractor trailers, documentation and verification of loads, logging and the performance of vehicle inspections.

Training includes classroom instruction, as well as operating vehicles in the city, on the interstate and on two-lane highways. Students will develop skill in safe and professional driving, driver maintenance, map reading, human relations and employability. Training includes:

- The FMCSA Subpart E-Entry-level training requirements
- Map Reading and Trip Planning
• Commercial Vehicle Inspections
• Commercial Vehicle Basic Skills
• Driving a Commercial Vehicle in on-the-road operations

To qualify students must be at least 18 years of age, have a current valid driver's license, be legally eligible to work in the United States, pass a DOT physical and drug screen, provide a current Motor Vehicle Report from the Office of Motor Vehicles, be able to read and speak the English language sufficiently to understand highway signs and respond to official inquiries.

**Computer Numerical Control Specialist, C.T.S.**

**Program Type:** Certificate of Technical Studies (CTS)

**Program Length:** 31 Credit Hours/630 Clock Hours

**Program Description**

The Certificate of Technical Studies in CNC Specialist involves two distinct components: (1) Technical Competency Area (TCA) ñ Certified Manufacturing Specialist (CMS), (2) Technical Competency Area (TCA) ñ Computer Numerical Controlled Machining (CNC). The CMS TCA produces skilled employees for manufacturing industries. Skills taught have been derived from typical business requirements for existing manufacturing employees and those entering the workforce. The CNC TCA prepares individuals to shape metal parts on Computer Numerical Controlled (CNC) machines programmed as lathes and milling machines.

**CNC Operator Course Listing**

**TCA - Certified Manufacturing Specialist**

• ORNT 1000 - Freshman Seminar
• CNCS 1000 - Manufacturing Organizational Principles 2 hrs./ 30 clock hrs.
• CNCS 1010 - Manufacturing Workforce Skills 2 hrs./ 30 clock hrs.
• CNCS 1020 - Manufacturing Production Requirements 2 hrs./ 30 clock hrs.
• CNCS 1030 - Automated Manufacturing Skills 2 hrs./ 30 clock hrs.
• CNCS 1040 - Representative Manufacturing Skills 2 hrs./ 45 clock hrs.

**Total: 11 hrs./ 180 clock hrs.**

**TCA - CNC Operator**

• CNCS 1100 - Introduction to CNC Machining 3 hrs./ 75 clock hrs.
• CNCS 1110 - Blueprint Reading for CNC Machinists 3 hrs./ 60 clock hrs.
• CNCS 1120 - Introduction to CNC Machine Tooling 2 hrs./ 45 clock hrs.
• CNCS 1130 - G&M Code Programming 2 hrs./ 45 clock hrs.
- CNCS 1140 - CNC Forming and Shaping 2 hrs./ 45 clock hrs.
- CNCS 1150 - CNC Mill Operations 3 hrs./ 75 clock hrs.
- CNCS 1160 - CNC Lathe Operations 3 hrs./ 75 clock hrs.
- JOBS 2450 - Job Seeking Skills

Total: 20 hrs./ 450 clock hrs.

CTS - CNC Operator

- CSRV 1000 - Customer Service
- CNCS 2991 - Special Projects I 1 hr./ 30 clock hrs.
- CNCS 2993 - Special Projects II 2 hrs./ 60 clock hrs.
- CNCS 2995 - Special Projects III 3 hrs./ 90 clock hrs.
- CNCS 2996 - Special Projects IV 3 hrs./ 45 clock hrs.
- CNCS 2997 - Special Projects V 1 hr./ 15 clock hrs.

Total: 31 hrs./ 630 clock hrs.

Diesel Powered Equipment Technology, T.D.

Program Type: Technical Diploma (TD)
Program Length: 60 Credit Hours/1815

Program Description
To provide specialized classroom instruction and practical shop experience to prepare individuals to engage in the servicing and maintenance of all types of automobiles at the entry level. To prepare individuals to select, safety use, and maintain hand and power tools, jacks, and hoisting equipment. Instructions in the diagnostics of malfunctions and the repair of engines; fuel, electrical, cooling, HVAC systems, and brake systems, drive train and suspension systems included.

Diesel Powered Equipment Technology

TCA - Air Condition Technician

- ORNT 1000 - Freshman Seminar
- DPET 1120 - Safety Skills & Introduction To Diesel
- DPET 2220 - Air Conditioning

Total: 8 hrs./ 240 clock hrs.

TCA - Steering and Suspension

- DPET 2140 - Fundamentals Of Steering
- DPET 2210 - Fundamentals Of Suspension

Total: 10 hrs./ 390 clock hrs.

TCA - Brakes

- DPET 2110 - Basic Hydraulics
- DPET 2130 - Brakes

Total: 10 hrs./ 600 clock hrs.

TCA - Diesel Engine Technician Apprentice

- DPET 1130 - Diesel Engine Parts Identification & Operating Principles
- DPET 1140 - Engines I

Total: 11 hrs.

TCA - Drive Train Technician

- DPET 1310 - Introduction To Power Trains
- DPET 1320 - Transmissions
- DPET 1330 - Differentials

Total: 12 hrs./ 1065 clock hrs.

CTS - Diesel Engine Technician

- DPET 1310 - Introduction To Power Trains
- DPET 1320 - Transmissions
- DPET 1330 - Differentials
- DPET 1130 - Diesel Engine Parts Identification & Operating Principles
- DPET 1140 - Engines I
- DPET 1141 - Engines II
- DPET 1240 - Diesel Engine Fuel Systems
- CPTR 1002 - Computer Literacy And Applications
- DPET 1210 - Basic Diesel Electrical Systems
- DPET 1220 - Advanced Diesel Electrical Systems
- DPET 1231 - Diesel Engine Control Systems
- DPET 1150 - General Engine Diagnosis

Total: 32 hrs./ 1905 clock hrs.

TD - Diesel Powered Equip Technician

- DPET 2240 - Diesel Preventive Maintenance
- JOBS 2450 - Job Seeking Skills

Total: 60 hrs./ 2040 clock hrs.

May Be Substituted:

With approval from the Chief Academic Officer the following courses may be substituted for any of the above course requirements.

- DPET 2991 - Special Projects I 1 hrs./ 30 clock hrs.
Direct Support Professionals, T.C.A.

Louisiana Delta Community College offers a Technical Competency Area (TCA) for Direct Support Professionals (DSP). The DSP provides guidance and support to persons with disabilities who need help to be self-sufficient and to participate fully in family, work, community and social life. DSPs are found in many different work settings and have a variety of job titles including personal care assistant, supported living companion, respite care worker, and job coach/employment specialist.

Direct Support Professionals Program of Study

- HSCI 101 - First Aid & CPR/AED
- HEHS 101 - Intro Direct Support Profession
- HEHS 102 - Fundamentals Of Communication & Advocacy
- HEHS 103 - Teaching People With Disabilities
- HEHS 104 - Developing, Implementing, & Evaluating Individualized Supports
- HSCI 104 - Basic Care Skills
- HEHS 228 - Health/Human Services Practicum 3 hrs.

Total Hours: 19 Credit Hours

Drafting & Design Technology, A.A.S.

Program Type: Associate of Applied Science (AAS)
Program Length: 60 Credit Hours/1575 Clock Hours

Program Description

The Drafting and Design Technology program is a two-year technical program designed to give the student essential knowledge and skills required for efficient and productive performance in the drafting field. Northeast Louisiana Technical College grants an Associate of Applied Science (AAS) to students upon satisfactory completion of the curriculum and assists in placing students in gainful employment. Certificates are also offered for those needing a background in drafting without gaining all of the skills required for employment as a drafter.

Drafting and Design Technology Course Listing
TCA – Engineering Aide I

- ORNT 1000 - Freshman Seminar
- DRFT 1110 - Drafting Fundamentals 2 hrs./ 45 clock hrs.
- DRFT 1120 - Geometric Construction 2 hrs./ 45 clock hrs.
- DRFT 1130 - Pictorial Drawing 2 hrs./ 45 clock hrs.
- DRFT 1145 - Machine & Section Drawing 3 hrs./ 105 clock hrs.
- DRFT 1161 - Dimensioning 2 hrs./ 45 clock hrs.

Total: 12 hrs./ 300 clock hrs.

CTS - Engineering Aide II

- MATH 1110 - Technical Math I 3 hrs./ 45 clock hrs. or
- DRFT 1160 - Drafting Math I 3 hrs./ 45 clock hrs.
- DRFT 1215 - Auxiliary Views/ Intersections & Development 3 hrs./ 105 clock hrs.
- DRFT 1230 - Fasteners 1 hr./ 30 clock hrs.
- CADD 1210 - Basic Computer Aided Drafting & Design 3 hrs./ 105 clock hrs.

Total: 22 hrs./ 585 clock hrs.

TD - Drafting and Design Technician

- CADD 1215 - Advanced Computer Aided Drafting & Design 3 hrs./ 105 clock hrs.
- DRFT 2310 - Discipline I - Introduction to Manufacturing/Electrical 3 hrs./ 105 clock hrs.
- DRFT 2320 - Discipline II - Introduction to Architectural/Civil/Structural 3 hrs./ 105 clock hrs.
- DRFT 2330 - Discipline III - Introduction to Piping/Marine 3 hrs./ 105 clock hrs.
- DRFT 2340 - Advanced Discipline I 3 hrs./ 105 clock hrs. *
- DRFT 2350 - Advanced Discipline II 3 hrs./ 105 clock hrs. *
- DRFT 2360 - Advanced Discipline III 3 hrs./ 105 clock hrs. *
- JOBS 2450 - Job Seeking Skills

Total: 45 hrs./ 1350 clock hrs.

* Advanced Disciplines: Architectural, Civil, Electronics, Manufacturing, Marine, Piping, Structural
AAS - Drafting and Design Technology

Required General Education Courses:

- ENGL 1015 - English Composition I
- MATH 1015 - College Algebra
- PSYC 2015 - Introduction To Psychology
- PHSC 1015 - Physical Science I
- SPCH 1015 - Introduction To Public Speaking

Total: 60 hrs./ 1575 clock hrs.

Optional Elective:

- CSRV 1000 - Customer Service
- CSRV 2000 - Customer Service
- ENTP 1000 - Entrepreneurship

May Be Substituted:

With approval from the Chief Academic Officer/designee, the following courses may be substituted for any of the above course requirements.

- SPPR 2991 - Special Projects I 1 hr./ 30 clock hrs.
- SPPR 2993 - Special Projects II 2 hrs./ 60 clock hrs.
- SPPR 2995 - Special Projects III 3 hrs./ 90 clock hrs.
- SPPR 2996 - Special Projects IV 3 hrs./ 45 clock hrs.
- SPPR 2998 - Special Projects V 1 hr./ 15 clock hrs.
- SPPR 2997 - Practicum 3 hrs./ 135 clock hrs.
- SPPR 2999 - Cooperative Education 3 hrs./ 135 clock hrs.

Electrician, T.D.

Program Type: Technical Diploma (TD)
Program Length: As follows

Industrial Electrician: 47 Credit Hours/1425 Clock Hours
Marine Electrician: 50 Credit Hours/1530 Clock Hours
Commercial Wiring I: 47 Credit Hours/ 1425 Clock Hours
Commercial Wiring II: 45 Credit Hours/1365 Clock Hours

Program Description
The purpose of this program is to provide a basic core of specialized instruction and practical shop experience to prepare students for employment in electrical trades.

Students who complete the basic core may choose any of the specialty areas. Specialty areas prepare the graduate as an Industrial Electrician, Marine Electrician, or Commercial Electrician.

The Industrial Electrician course will prepare individuals to install, troubleshoot, and repair wiring, electrical equipment, and other electrical devices used in the industrial environment, such as motors (AC and DC drives), transformers, control systems, instruments, PLC’s, and lighting systems.

The Marine Electricity program prepares individuals to install and repair wiring fixtures, and equipment for electrical services aboard ships and in shipyard facilities. Marine wiring methods and equipment will also be covered.

The Commercial Electricity program generally prepares individuals to install, maintain, troubleshoot, and repair electrical devices, components, and equipment that are utilized in residential and commercial electrical systems. Students have two options to complete this diploma: by course work, or by employment in a work-based course with an electrical contractor.

All program specialties emphasize safe and efficient work practices, basic occupational skills, and are organized into competency-based courses that specify occupational competencies, which the student must successfully complete. Each area includes a study of all applicable codes and standards, blueprint reading, wiring diagrams, and installations which are appropriate to the area. All work is performed with an emphasis on shop and work safety.

Electrician Course Listing

TCA - Electrician Helper

- ORNT 1000 - Freshman Seminar
- ELEC 1120 - Basic Electricity 6 hrs./150 clock hrs.
- ELEC 1210 - Residential Wiring 6 hrs./150 clock hrs.

Total: 13 hrs./315 clock hrs.

CTS - Residential Electrician

Basic Electrical Core

- ELEC 2460 - Technical Mathematics for Electricians 2 hrs./45 clock hrs.
- ELEC 1220 - Electrical Raceways 3 hrs./90 clock hrs.
- ELEC 1230 - National Electrical Code 2 hrs./90 clock hrs.
- ELEC 1311 - Residential Wiring Installation 6 hrs./165 clock hrs.
- ELEC 1430 - Blueprint Interpretation 3 hrs./75 clock hrs.
- CPTR 1000 - Introduction To Computers
- JOBS 2450 - Job Seeking Skills
Technical Diplomas

Technical Diplomas in specialized areas require the completion of the basic core courses. Plus the completion of specialty courses listed in the following groups:

**TD - Industrial Electrician**

- ELEC 1330 - Generators/Motors and Transformer Operation 2 hrs./ 90 clock hrs.
- ELEC 1420 - Introduction to Motor Controls 2 hrs./ 90 clock hrs.
- ELEC 1440 - Motor Controls 3 hrs./ 135 clock hrs.
- ELEC 2520 - Solid State Theory 3 hrs./ 75 clock hrs.
- ELEC 2540 - Logic Functions 2 hrs./ 90 clock hrs.
- ELEC 2720 - Introduction to Programmable Logic Controllers 2 hrs./ 90 clock hrs.

Total: 47 hrs./ 1425 clock hrs.

**TD - Commercial Wiring**

- ELEC 1410 - Commercial Wiring 5 hrs./ 195 clock hrs.

Total: 45 hrs./ 1365 clock hrs.

**Optional Elective:**

- CSRV 1000 - Customer Service

**May Be Substituted:**

With approval from the Chief Academic officer/designee, the following courses may be substituted for the above course requirements

- ELEC 2991 - Special Projects I 1 hr./ 30 clock hrs.
- ELEC 2993 - Special Projects II 2 hrs./ 60 clock hrs.
- ELEC 2995 - Special Projects III 3 hrs./ 90 clock hrs.
Emergency Medical Technician, T.C.A.

Program Type: Technical Competency Area (TCA)
Program Length: 8 Credit Hours/165 Clock Hours

Program Description

This program prepares students to give advanced pre-hospital/emergency care to victims of accidents or medical emergencies in pre-hospital environments. Skills taught in this program are at the EMT-Basic level, and meet the minimum standards as identified by the US Department of Transportation (DOT) National Standard Curriculum for Paramedic Education and the LA State Bureau of Emergency Medical Services (BEMS). The course is competency/outcome based and instruction includes supervised classroom/labs, preceptor clinical and field internship experiences with summative evaluations. Completion of this course of study allows the student to be eligible to take the written and practical National registry examinations for Louisiana State certification.

This is a limited enrollment program. Students must be admitted to enroll in any of the listed courses.

Emergency Medical Technician/Basic Course Listing

TCA - EMT Basic

- HEMS 1110 - Introduction to Basic EMT 1 hr./ 15 clock hrs.
- HEMS 1120 - Patient Assessment and Airway Management 2 hrs./ 45 clock hrs.
- HEMS 1140 - Medical/Behavioral Emergencies and Trauma Management 2 hrs./ 45 clock hrs.
- HEMS 1160 - Maternal Pediatric Management 1 hr./ 15 clock hrs.
- HEMS 1170 - EMT - Ambulance Operation 1 hr./ 15 clock hrs.
- HEMS 1172 - EMT - Basic Clinical 1 hr./ 30 clock hrs.

Total: 8 hrs./ 165 clock hrs.

Humanities Track Transfer Degree, A.A.L.T.

All courses applied to the degree must be passed with a C or better. Developmental courses may not be applied to the degree.

Requirements for the AALT track in humanities are listed below. When more than one option for fulfilling a requirement is given, even if some of these options are listed as “recommended” or “electives,” students should select courses that are required for the major they intend to pursue at a university. Students transferring to a University of Louisiana System (ULS) institution should follow the appropriate ULS track.
English Composition & Literature (Humanity) 9 Hours

Complete both:

- ENGL 101 - English Composition I
- ENGL 102 - English Composition

Choose one literature:

- ENGL 201 - English Literature
- ENGL 202 - English Literature
- ENGL 203 - American Literature I
- ENGL 204 - American Literature II
- ENGL 205 - World Literature
- ENGL 206 - World Literature
- ENGL 207 - Literature Of The Old Testament
- ENGL 208 - Literature Of The New Testament
- ENGL 211 - Survey Of Short Stories & Novels
- ENGL 215 - Introduction To Drama & Poetry

Fine Arts 3 Hours

- ARTS 120 - Art Appreciation
- ARTS 201 - Survey Of Art History I
- ARTS 202 - Survey Of Art History II
- MUSC 101 - Music Appreciation
- THEA 190 - Theatre Appreciation

Social/Behavioral Sciences 6 Hours

6 hours (3 at 200 level)

- ECON 201 - Macroeconomics
- ECON 202 - Microeconomics
- GEOG 202 - Cultural Geography
- GEOG 205 - Physical Geography
- POLI 110 - American Government
• PSYC 201 - Introduction To Psychology
• PSYC 225 - Child Psychology
• PSYC 226 - Developmental Psychology
• PSYC 227 - Adolescent Psychology
• SOCL 201 - Introduction To Sociology
• SOCL 202 - Contemporary Social Problems

Math/A.R. 6 Hours

• MATH 110 - College Algebra
• GenEd Math/A.R. Elective 1 3 hrs.

Natural Sciences 9 Hours

Students must complete a six-hour sequence in either the biological or physical sciences. The remaining three hours must be in the opposite area (i.e., both biological and physical sciences must be taken).

Biological Sci. Sequences:

While no lab is required, students may opt to take a single one-credit hour lab that corresponds with one of the three lectures used toward the fulfillment of the natural sciences requirement.

• BIOL 101 - General Biology I
• BIOL 102 - General Biology II
• BIOL 201 - Principles Of Biology I
• BIOL 202 - Principles Of Biology II
• BIOL 221 - Human Anatomy And Physiology I
• BIOL 222 - Human Anatomy & Physiology II

Physical Sci. Sequences:

While no lab is required, students may opt to take a single one-credit hour lab that corresponds with one of the three lectures used toward the fulfillment of the natural sciences requirement.

• CHEM 101 - General Chemistry
• CHEM 102 - General Chemistry II
• CHEM 110 - Chemistry I
• CHEM 120 - Chemistry II
• GEOL 101 - Physical Geology
• GEOL 102 - Historical Geology
• PHSC 100 - Physical Science I
• PHSC 120 - Physical Science II
• PHYS 210 - General Physics I
Individual Biological Sciences Courses:

While no lab is required, students may opt to take a single one-credit hour lab that corresponds with one of the three lectures used toward the fulfillment of the natural sciences requirement.

- BIOL 210 - General Microbiology
- BIOL 228 - Pathophysiology
- BIOL 230 - Principles Of Zoology
- SCIE 114 - Environmental Science & Lab
- PHYS 110 - Foundations Of Astronomy

Humanities 6 Hours

Recommended:

Sequence in history or foreign language

- HIST 101 - Western Civilization To 1650 A.D.
- HIST 102 - Western Civilization Since 1650 A.D.
- HIST 201 - History Of The United States 1492-1877
- HIST 202 - History Of The Us 1877-present
- FREN 101 - Elementary French I
- FREN 102 - Elementary French II
- FREN 201 - Intermediate French
- FREN 202 - Intermediate French
- SPAN 101 - Elementary Spanish I
- SPAN 102 - Elementary Spanish II
- SPAN 201 - Intermediate Spanish I
- SPAN 202 - Intermediate Spanish II

Other options:

Choose other humanities from above list, literature list or from:

- PHIL 201 - Introduction To Philosophy
- SPCM 110 - Fundamentals Of Speech
- SPCM 120 - Intro To Public Speaking
- SPCM 130 - Interpersonal Communication
Foreign Language Series and/or Humanities Electives 15 Hours

Foreign language series:

- French - FREN
- Spanish - SPAN

Humanities:

- English - ENGL
- History - HIST
- Philosophy - PHIL
- Speech - SPCH

Humanities, Social Science, & Lab Electives 6 Hours

Choose from departments listed below.

Social Sciences:

- Economics - ECON
- Geography - GEOG
- Political Science - POLI
- Psychology - PSYC
- Sociology - SOCL

Humanities:

See list of humanities departments in section above.

Other:

Not more than one 1-hour science lab that corresponds with a natural science lecture used toward the fulfillment of the natural science requirement.

Note(s):

Completion of the Associate of Arts/Science Louisiana Transfer (AALT, ASLT) degree guarantees that the student has met, in full, all lower division general education requirements at the receiving Louisiana public university. Graduates transferring with the transfer degree will have junior status. Courses or GPA requirements for specific majors, departments, or schools are not automatically satisfied by an AALT/ASLT degree.
Additional Information:

Footnotes

1 Students may take any course (assuming they have completed the appropriate prerequisites) from the list that follows to fulfill the general education math elective requirement: MATH 111, MATH 117, MATH 120, MATH 201, MATH 210, MATH 220, and MATH 221.

2 While no lab is required, students may opt to take a single one-credit hour lab that corresponds with one of the three lectures used toward the fulfillment of the natural sciences requirement.

Completing an Associate of Arts/Science Louisiana Transfer Degree (AALT/ASLT) at LDCC

- A student’s placement in English and math courses will be determined by ACT, SAT, and/or COMPASS scores. As a result of these scores, some students may be required to take developmental classes in preparation for the English and math classes required for the transfer degree. Note: When appropriate, previous college work will be used to determine placement in these subject areas.
- A course may be applied only once for degree credit.
- Transfer coursework is unofficial until all official transcripts are evaluated and posted.
- To graduate with the AALT or ASLT, students must have LDCC and adjusted cumulative grade-point averages of 2.00.
- Students should refer to the LDCC General Catalog for a detailed explanation of graduation requirements.

Transferring to a University with an AALT or ASLT Degree

Advising and planning are key to a student’s success in maximizing the transfer experience. All students who might eventually transfer from one institution to another should develop, with an advisor’s assistance, a written degree plan of courses to take for the transfer associate degree. Whenever possible, students should use the transfer degree requirements to satisfy the admission requirements of the university to which they wish to transfer; the university’s senior college, departmental, and/or program admission requirements; and course requirements for the baccalaureate degree. Additionally, a student with coursework from multiple institutions may need to contact the Campus Transfer Ombudsman* at the transfer university for information regarding the applicability of non-LDCC coursework toward the intended major at the university.

Completion of the AALT or ASLT does not guarantee that a student will have the grade-point average necessary for admission to the university, senior college, department, program, etc., to which a student wishes to transfer. It is therefore essential that students find out these requirements* as early as possible.

* To identify the Campus Transfer Ombudsman (or designated contact person) or GPA requirements for the university to which you wish to transfer, visit the statewide articulation web site. Links to each participating institution’s articulation web site can be found here with other helpful academic resources.

Note(s):

Completion of the Associate of Arts/Science Louisiana Transfer (AALT, ASLT) degree guarantees that the student has met, in full, all lower division general education requirements at the receiving Louisiana public university. Graduates transferring with the transfer degree will have junior status. Courses or GPA requirements for specific majors, departments, or schools are not automatically satisfied by an AALT/ASLT degree.
Industrial Electronics Technology, A.A.S.

Program Type: Associate of Applied Science (AAS)
Program Length: 60 Credit Hours/1575 Clock Hours

Program Description
The Industrial Electronics Technology program generally prepares individuals to assemble, install, operate, maintain, and repair electrical/electronic equipment used in business and industry. This course includes instruction, on actual equipment or associated trainers, relating to power supplies, amplifiers, motors, digital and computer circuitry, programmable controllers, computer peripherals, general robotic applications, lasers, fiber optics, communication systems, and video systems.

Industrial Electronics Technology Course Listing

TCA - Basic Electricity Technician

- ORNT 1000 - Freshman Seminar
- ETRN 1000 - Occupational Safety 2 hrs./ 30 clock hrs.
- MATH 1110 - Technical Math I 3 hrs./ 45 clock hrs.
- ETRN 1125 - Basic Electricity (AC/DC Circuits) 4 hrs./ 150 clock hrs.

Total: 10 hrs./ 240 clock hrs.

CTS - Basic Electronics Technician

- ETRN 1215 - Basic Electronics (Semiconductors & Transistors) 4 hrs./ 150 clock hrs.
- ETRN 1235 - Digital Circuits I & II 4 hrs./ 150 clock hrs.
- JOBS 2450 - Job Seeking Skills

Total: 20 hrs./ 570 clock hrs.

TD - Industrial Electronics Technician

- ETRN 2110 - Introduction to Programmable Controllers 4 hrs./ 150 clock hrs.
- ETRN 2130 - Telecommunications 3 hrs./ 90 clock hrs.
- Electronics Elective 3 hrs./ 90 clock hrs.
- Electronics Elective 3 hrs./90 clock hrs.
- Electronics Elective 3 hrs./90 clock hrs.
- Electronics Elective 3 hrs./90 clock hrs.
- Electronics Elective 3 hrs./90 clock hrs.
- Electronics Elective 3 hrs./90 clock hrs.

Total: 45 hrs./1350 clock hrs.

**AAS - Industrial Electronics Technology**

Required General Education Courses:

- ENGL 1015 - English Composition I
- MATH 1015 - College Algebra
- PSYC 2015 - Introduction To Psychology
- PHSC 1015 - Physical Science I
- SPCH 1015 - Introduction To Public Speaking

Total: 60 hrs./1575 clock hrs.

**Electronics Electives:**

- CPTR 1000 - Introduction To Computers
- ETRN 1250 - Digital Electronics (Microprocessors) 3 hrs./90 clock hrs.
- ETRN 2120 - Communications Principles and Systems 3 hrs./90 clock hrs.
- ETRN 2140 - Computer Systems and Interfacing 3 hrs./90 clock hrs.
- ETRN 2520 - Video Principles and Systems 3 hrs./90 clock hrs.
- ETRN 2720 - Motors and Generators 3 hrs./90 clock hrs.
- ETRN 2800 - Electronic Troubleshooting I 3 hrs./90 clock hrs.
- ETRN 2700 - Generators and Transformers 2 hrs./90 clock hrs.
- ETRN 2600 - Motor Controls and Interlocks 2 hrs./90 clock hrs.
- ETRN 2710 - Introduction to Networking 3 hrs./90 clock hrs.
- ETRN 2620 - Introduction to Robotics 3 hrs./90 clock hrs.
- ETRN 2715 - Microwave Communications 3 hrs./90 clock hrs.
- ETRN 2725 - Computer Peripherals 3 hrs./90 clock hrs.
- ETRN 2830 - Voice and Data Cabling 4 hrs./90 clock hrs.
- ETRN 2840 - Electronic Troubleshooting II 3 hrs./90 clock hrs.
- ETRN 1100 - Computer Maintenance I 3 hrs./90 clock hrs.
- ETRN 1101 - Computer Maintenance Lab I 1 hr./30 clock hrs.
- ETRN 1110 - Computer Maintenance II 3 hrs./90 clock hrs.
- ETRN 1111 - Computer Maintenance Lab II 1 hr./30 clock hrs.
- ETRN 2730 - Advanced Networking 4 hrs./ 90 clock hrs.
- ETRN 2810 - Advanced Programmable Logic Controls 3 hrs./ 90 clock hrs.
- IPC Certification (2/2/4 crhrs/90 clock hrs)

Optional Elective:

- CSRV 1000 - Customer Service
- CSRV 2000 - Customer Service
- ENTP 1000 - Entrepreneurship

May Be Substituted:

With approval from the Chief Academic Officer/designee, the following courses may be substituted for any of the above course requirements.

- SPPR 2991 - Special Projects I 1 hr./ 30 clock hrs.
- SPPR 2993 - Special Projects II 2 hrs./ 60 clock hrs.
- SPPR 2995 - Special Projects III 3 hrs./ 90 clock hrs.
- SPPR 2996 - Special Projects IV 3 hrs./ 45 clock hrs.
- SPPR 2998 - Special Projects V 1 hr./ 15 clock hrs.
- SPPR 2997 - Practicum 3 hrs./ 135 clock hrs.
- SPPR 2999 - Cooperative Education 3 hrs./ 135 clock hrs.

**Industrial Instrumentation Technology, A.A.S.**

**Program Type:** Associate of Applied Science (AAS)

**Program Length:** 75 Credit Hours/1980 Clock Hours

**Program Description**

This program prepares individuals to maintain, adjust, install, calibrate, and repair industrial measuring and control instruments. The instruments measure and control things such as the flow rate, and pressure and temperature of liquids or gases in industrial processing plants.

**Industrial Instrumentation Technology Course Listing**

**TCA - Basic Electronic Repair**

- ORNT 1000 - Freshman Seminar
- ETRN 1120 - Fundamentals of Direct Current Circuits 3 hrs./ 75 clock hrs.
- ETRN 1130 - Fundamentals of Alternating Current Circuits 3 hrs./ 75 clock hrs.
• ETRN 1210 - Fundamentals of Semiconductors 3 hrs./75 clock hrs.
• ETRN 1220 - Transistor Circuits 3 hrs./75 clock hrs.
• JOBS 2450 - Job Seeking Skills

Total: 15 hrs./345 clock hrs.

CTS - Industrial Electronic Repair

• ETRN 1230 - Digital Circuits I 3 hrs./75 clock hrs.
• ETRN 1240 - Digital Circuits II 3 hrs./75 clock hrs.
• INST 2620 - Motor Controls, Circuitry 3 hrs./90 clock hrs.
• INST 2630 - Variable Speed Drives 2 hrs./90 clock hrs.
• CPTR 1000 - Introduction To Computers

Total: 28 hrs./720 clock hrs.

TD - Industrial Instrumentation Technician

• INST 1110 - Introduction to Industrial Instrumentation 2 hrs./90 clock hrs.
• INST 1310 - Pressure Measurement 2 hrs./90 clock hrs.
• INST 1320 - Level Measurement 2 hrs./90 clock hrs.
• INST 1410 - Flow Measurement 2 hrs./90 clock hrs.
• INST 1420 - Temperature Measurement 2 hrs./60 clock hrs.
• INST 2730 - Analytical Measurements 3 hrs./75 clock hrs.
• INST 1430 - Final Elements 3 hrs./75 clock hrs.
• INST 2610 - Controllers 3 hrs./90 clock hrs.
• INST 2720 - Introduction to Programmable Logic Controls 2 hrs./90 clock hrs.
• INST 2810 - Advanced Programmable Logic Controls 3 hrs./90 clock hrs.
• INST 2820 - Principles of Process Control 3 hrs./90 clock hrs.
• INST 2830 - Analog Control Systems 3 hrs./90 clock hrs.
• INST 2840 - Digital Control Systems 3 hrs./90 clock hrs.

Total: 60 hrs./1755 clock hrs.

AAS – Industrial Instrumentation Technology
Industrial Maintenance Technology, T.D.

**Program Type:** Technical Diploma (TD)  
**Program Length:** 60 Credit Hours/1830 Clock Hours

**Program Description**

The purpose of this program is to provide specialized classroom instruction and practical shop experience to prepare students for employment in a variety of jobs in the industrial maintenance field.

The Industrial Maintenance Technology program prepares individuals to install, repair, and maintain industrial machinery and equipment such as pumps, motors, pneumatic and hydraulic systems, and production machinery. It includes instruction in testing, adjusting, and repairing pneumatic and hydraulic systems, attaching supplemental equipment such as hoses, valves, gates, mechanical, electrical, and electronic control devices. It also includes instruction in material handling equipment, pipefitting, welding, metal fabrication, and millwright.

**Industrial Maintenance Technology Course Listing**

**TCA - Fabrication Apprentice**

- ORNT 1000 - Freshman Seminar
- IMMT 1110 - Introduction to Industrial Maintenance Technology 1 hr./ 15 clock hrs.
- CPTR 1000 - Introduction To Computers
- IMMT 1111 - Welding I 3 hrs./ 135 clock hrs.
- IMMT 1112 - Welding II 2 hrs./ 90 clock hrs.
- IMMT 1120 - Blueprint Reading 2 hrs./ 30 clock hrs.
- IMMT 1121 - Metal Fabrication 3 hrs./ 105 clock hrs.

Total: 14 hrs./ 435 clock hrs.

The above TCA plus one of the four possible Sequences of courses shown below, results in the CTS as indicated.

**CTS - Pneumatic Hydraulic Apprentice**
Sequence A - Pneumatic Hydraulic Apprentice:

- IMMT 1210 - Material Handling 2 hrs./ 30 clock hrs.
- IMMT 1220 - Pneumatics 3 hrs./ 45 clock hrs.
- IMMT 1221 - Pneumatics Application 2 hrs./ 90 clock hrs.
- IMMT 1230 - Hydraulics 3 hrs./ 45 clock hrs.
- IMMT 1231 - Hydraulics Application 3 hrs./ 135 clock hrs.
- IMMT 1241 - Hydraulics Troubleshooting Projects 3 hrs./ 135 clock hrs.

Total: 16 hrs./ 480 clock hrs.

Total: 30 hrs./ 915 clock hrs.

CTS - Millwright Apprentice

Sequence B - Millwright Apprentice:

- IMMT 1311 - Pipefitting 2 hrs./ 60 clock hrs.
- IMMT 1320 - Millwright I 3 hrs./ 45 clock hrs.
- IMMT 1321 - Millwright I LAB 2 hrs./ 90 clock hrs.
- IMMT 1330 - Millwright II 2 hrs./ 30 clock hrs.
- IMMT 1331 - Millwright II Lab 3 hrs./ 135 clock hrs.

Total: 12 hrs./ 360 clock hrs.

Total: 26 hrs./ 795 clock hrs.

CTS - Electrical Maintenance

Sequence C - Electrical Maintenance:

- IMMT 1410 - Basic Electricity 1 hr./ 15 clock hrs.
- IMMT 1411 - Basic Electricity Lab 3 hrs./ 90 clock hrs.
- IMMT 1421 - Industrial Electricity 4 hrs./ 120 clock hrs.
- IMMT 1430 - Motor Controls 4 hrs./ 180 clock hrs.
- IMMT 1441 - Programmable Logic Controllers 4 hrs./ 120 clock hrs.

Total: 16 hrs./ 525 clock hrs.

Total: 30 hrs./ 960 clock hrs.

CTS - Petrochemical Maintenance

Sequence D - Petrochemical Maintenance:

- IMMT1410 - Basic Electricity 1 hr./ 15 clock hrs.
- IMMT1500 - Advanced Pipefitting 4 hrs./ 120 clock hrs.
- IMMT1501 - Preventive Maintenance 4 hrs./ 180 clock hrs.
- IMMT1502 - Rigging 4 hrs./ 120 clock hrs.
- IMMT1503 - Plant Equipment 3 hrs./ 90 clock hrs.

Total: 16 hrs./ 525 clock hrs.

Total: 30 hrs./ 960 clock hrs.

TD - Industrial Maintenance Technology

(composed of the TCA plus Sequence A, Sequence B, Sequence C or D, and JOB SEEKING SKILLS.)

The following courses may be available as multiple as one-hour courses on some LTC campuses: WELDING I, WELDING II, METAL FABRICATION, PNEUMATICS APPLICATION, HYDRAULICS APPLICATION, HYDRAULICS TROUBLESHOOTING, PIPEFITTING, MILLWRIGHT I LAB, MILLWRIGHT II LAB, BASIC ELECTRICITY LAB, INDUSTRIAL ELECTRICITY, MOTOR CONTROLS, & PROGRAMABLE LOGIC CONTROLLERS.

- JOBS 2450 - Job Seeking Skills

Total: 60 hrs./ 1830 clock hrs.
Optional Elective:

- CSRV 1000 - Customer Service
- CSRV 2000 - Customer Service
- ENTP 1000 - Entrepreneurship

May Be Substituted:

With approval from the Chief Academic Officer/designee, the following courses may be substituted for any of the above course requirements.

- IMMT 1131 - Advanced Metal Fabrication 3 hrs./135 clock hrs.
- IMMT 2991 - Special Projects I 1 hr./30 clock hrs.
- IMMT 2993 - Special Projects II 2 hrs./60 clock hrs.
- IMMT 2995 - Special Projects III 3 hrs./90 clock hrs.
- IMMT 2996 - Special Projects IV 3 hrs./45 clock hrs.
- IMMT 2997 - Practicum 3 hrs./135 clock hrs.
- IMMT 2999 - Cooperative Education 3 hrs./135 clock hrs.

Information and Communication: Computer/Networking Support, A.A.S.

Program Type: Associate of Applied Science (AAS)  
Program Length: AAS = 75 Credit Hours/1440 Clock Hours

Program Description

This program is divided into a basic core area and a specialty computer/networking area. The basic core courses of study will prepare individuals to troubleshoot, repair, and maintain computer systems and basic local area network problems. Students will also learn to operate a computer using current operating system software and use current application software for manipulating spreadsheets, databases, and word processing documents.

The specialty computer/networking area will prepare students to support end users and to successfully troubleshoot operating systems, user desktop environments, and/or local area and wide area networks. Electives are available to prepare students to assess the security needs of computer and network systems, recommend safeguard solutions, and manage the implementation and maintenance of security devices, systems, and procedures. Additional electives are provided to prepare students to manage computer operations and control the system configurations emanating from a specific site or network hub as well as low-level programming languages. The curriculum also includes instruction in computer hardware and software applications; local area (LAN) and wide area (WAN) networking.

The curriculum provides both knowledge acquisition and skills development for those who are currently working in the information technology field and would like to obtain industry-based certifications or for those who would like to prepare for employment in this field. The program is designed to prepare students to successfully pass national, industry-based exams such as: IC3, CompTIA’s A+, Network+, Server+, HTI+, iNet+, and Security+; Cisco System’s Cisco Certified Network Associate (CCNA), Cisco Certified Network Design (CCDA), and Cisco Certified Network Professional (CCNP); Microsoft’s Certified Desktop Technician (MCDST); as well as security certifications such as Security Certified Network Professional (SCNP) and Security Certified Network Architect (SCNA) where available.
Info Comm Technology: Computer/Networking Support Course Listing

TCA - CIP 111001 - Computer Operator

- ORNT 1000 - Freshman Seminar
- CPTR 1010 - IC3
- KYBD 1000 - Basic Keyboarding 2 hrs./45 clock hrs.
- INCT 1100 - Installation & Troubleshooting, Part I

Total: 10 hrs./225 clock hrs.

CTS - CIP 111001 - Computer System Technician

- INCT 1110 - Installation & Troubleshooting, Part II
- INCT 1200 - Operating Systems
- INCT 1210 - Introduction to Programming 3 hrs./75 clock hrs.
- INCT 2110 - Networking Technologies
- ICT Elective 3 hrs./75 clock hrs.

Total: 27 hrs./630 clock hrs.

Total ICT Core

- JOBS 2450 - Job Seeking Skills

Total: 29 hrs./660 clock hrs.

TD - ICT Computer/Networking Support
- INCT 1800 - Introduction To Unix/linux
- INCT 2902 - Internship 2 hrs./ 90 clock hrs.
- ICT Electives 26 hrs./ 390 clock hrs.

Total: 60 hrs./ 1215 clock hrs.

**AAS - ICT Computer/Networking Support**

Transferable General Education Courses Required for AAS

- ENGL 1015 - English Composition I
- MATH 1015 - College Algebra
- PSYC 2015 - Introduction To Psychology
- PHSC 1015 - Physical Science I
- SPCH 1015 - Introduction To Public Speaking

Total: 75 hrs./ 1440 clock hrs.

**ICT Computer Support Electives:**

- ACCT 1100 - Principles Of Accounting Part I
- ACCT 1500 - Computerized Accounting
- INCT 1320 - Introduction To Database Development
- INCT 2261 - Desktop Support 4 hrs./ 90 clock hrs.
- CPTR 2640 - Advanced Spreadsheet Applications 3 hrs./ 60 clock hrs.
- INCT 2650 - Advanced Database Development 3 hrs./ 75 clock hrs.
- CPTR 2650 - Advanced Database Application 3 hrs./ 60 clock hrs.
- CPTR 1860 - Programming Language I 3 hrs./ 75 clock hrs.
- CPTR 2860 - Programming Language II 3 hrs./ 75 clock hrs.

**ICT Security Electives:**

- INCT 2040 - Designing Security For A Client/Server Network
- INCT 2120 - Introduction To Basic Routers
- INCT 2545 - Network Security: Ethical Hacking
- INCT 2840 - Managing Network Security
- INCT 2855 - Firewall Technology
• INCT 2860 - Wireless Technologies

ICT Network Architecture Electives:

• INCT 2120 - Introduction To Basic Routers
• INCT 2130 - Intermediate Routing And Switching
• INCT 2140 - Wide Area Network Protocols
• INCT 2150 - Advanced Routing 3 hrs./75 clock hrs.
• INCT 2160 - Remote Access 3 hrs./75 clock hrs.
• INCT 2170 - Multilayer Switching 3 hrs./75 clock hrs.

ICT Electives:

• INCT 1120 - Installation & Troubleshooting Lab
• INCT 1250 - Project Management
• INCT 1300 - Internet Applications
• INCT 1330 - Introduction To Networking
• INCT 1900 - Web Page Design 3 hrs./75 clock hrs.
• INCT 2010 - Introduction To Client/Server Networking
• INCT 2180 - Designing Networks 3 hrs./75 clock hrs.
• INCT 2190 - Internetwork Support 3 hrs./75 clock hrs.
• INCT 2200 - Server Technology
• INCT 2220 - Cabling Infrastructure
• INCT 2240 - Emerging Technologies
• INCT 2260 - Entrepreneurial Venture
• INCT 2280 - Home Technology Integrator 3 hrs./75 clock hrs.
• INCT 2290 - Network Defense and Countermeasures 3 hrs./75 clock hrs.
• INCT 2300 - Hardening the Network Infrastructure 3 hrs./75 clock hrs.
• INCT 2305 - Enterprise Security Implementation 3 hrs./75 clock hrs.
• INCT 2310 - Advanced Security Implementation 3 hrs./75 clock hrs.
• INCT 1391 - Procedural Programming Language I 7 hrs./195 clock hrs.
• INCT 1451 - Basic Programming I 7 hrs./195 clock hrs.
• INCT 1461 - C++ Programming I 7 hrs./195 clock hrs.
• INCT 1470 - CL Programming 3 hrs./75 clock hrs.
• INCT 1491 - RPG Programming I 7 hrs./195 clock hrs.
• INCT 1500 - Internet Programming Language I 3 hrs./75 clock hrs.
• INCT 1801 - Java Programming I 7 hrs./195 clock hrs.
• INCT 2500 - Internet Programming Language II 3 hrs./75 clock hrs.

May Not Be Substituted:
The following courses may not be substituted for the above course requirements.

- INCT 2991 - Special Projects, I
- INCT 2993 - Special Projects, II
- INCT 2995 - Special Projects, III
- INCT 2996 - Special Projects, IV
- INCT 2997 - Practicum
- INCT 2999 - Cooperative Education

Non-Major Electives:

- CPTR 1000 - Introduction To Computers

Optional Elective:

- CSRV 1000 - Customer Service

Below are Certificate Exit Levels:

**CTS - CIP 111001 - LAN Administrator**

- INCT 1100 - Installation & Troubleshooting, Part I
- INCT 1110 - Installation & Troubleshooting, Part II
- CPTR 1010 - IC3
- KYBD 1000 - Basic Keyboarding 2 hrs./ 45 clock hrs.
- INCT 2110 - Networking Technologies
- INCT 1200 - Operating Systems
- INCT 2120 - Introduction To Basic Routers
- ICT Elective 3 hrs./ 75 clock hrs.

Total: 27 hrs./ 630 clock hrs.

**CTS - CIP 111001 - Network Security Technician**
- INCT 1100 - Installation & Troubleshooting, Part I
- INCT 1110 - Installation & Troubleshooting, Part II
- CPTR 1010 - IC3
- KYBD 1000 - Basic Keyboarding 2 hrs./ 45 clock hrs.
- INCT 1200 - Operating Systems
- INCT 2110 - Networking Technologies
- INCT 2120 - Introduction To Basic Routers
- INCT 2545 - Network Security: Ethical Hacking
- INCT 2840 - Managing Network Security
- INCT 2855 - Firewall Technology

Total: 33 hrs./ 735 clock hrs.

TCA - CIP 111001 - Computer Technician

- INCT 1100 - Installation & Troubleshooting, Part I
- INCT 1110 - Installation & Troubleshooting, Part II
- CPTR 1010 - IC3
- KYBD 1000 - Basic Keyboarding 2 hrs./ 45 clock hrs.

Total: 12 hrs./ 285 clock hrs.

TCA - CIP 111001 - Wide Area Network Technician

- INCT 2110 - Networking Technologies
- INCT 2120 - Introduction To Basic Routers
- INCT 2130 - Intermediate Routing And Switching
- INCT 2140 - Wide Area Network Protocols

Total: 16 hrs./ 360 clock hrs.

TCA - CIP 111001 - Wide Area Network Professional

- INCT 2150 - Advanced Routing 3 hrs./ 75 clock hrs.
- INCT 2160 - Remote Access 3 hrs./ 75 clock hrs.
- INCT 2170 - Multilayer Switching 3 hrs./75 clock hrs.
- INCT 2190 - Internetwork Support 3 hrs./75 clock hrs.

Total: 12 hrs./300 clock hrs.

ICT: Computer/Networking Support Associate of Applied Science

Available at These Campuses
- Delta Ouachita – West Monroe
- Northeast – Winnsboro

Prepare to Successfully Pass National and Industry-Based Exams Such as:
- IC3, Comp TIA’s A+, Network+
- Server+, HTI+, iNET+, Security+
- Cisco System’s Certified Network Associate
- Cisco Certified Network Design
- Cisco Certified Network Professional
- Microsoft’s Certified Desktop Technician

Credential Options:
- Associate of Applied Science (AAS)
  ICT Computer/Networking Support
  75 Credits
- Technical Diploma (TD)
  ICT Computer/Networking Support
  60 Credits
- Certificate of Technical Studies (CTS)
  Network Security Technician
  33 Credits
- Certificate of Technical Studies (CTS)
  Computer System Technician
  LAN Administrator
  27 Credits
- Technical Competency Area (TCA)
  Computer Operator
  Computer Technician
  Wide Area Network Technician
  Wide Area Network Professional
  10 - 16 Credits

For more detailed program information, visit our website at www.myneltc.edu.
Program Description

This program is divided into a basic core area and a specialty computer/networking area. The basic core courses of study will prepare individuals to troubleshoot, repair, and maintain computer systems and basic local area network problems. Students will also learn to operate a computer using current operating system software and use current application software for manipulating spreadsheets, databases, and word processing documents.

Industry Based Certifications Available through Training

IC3
MOS 2007
NRF Customer Service

Admissions Procedure

- Must be at least 16 years of age.
- Complete admission application and pay $5 fee.
- Take the COMPASS exam at a cost of $15 (contact campus or view website for testing dates & times at each campus).
- High School Diploma or GED is required for unconditional entry into the AAS degree.

Financial Aid is Available

Northeast Louisiana Technical College participates in the following financial aid programs: Pell Grant, WIA, STEP, TOPS Tech, TOPS Tech Early Start, LEAP, Go Grant, Vocational Rehabilitation, Veterans Benefits, VA, and Voc. Rehab. Program requirements and inquiries should be directed to the Financial Aid Office.

Calendar of Operations

The academic calendar operates on fall and spring semesters, as well as a summer session, as follows:

- Fall: August—December
- Spring: January—May
- Summer: June—August

Day Classes – 8 a.m. until 3 p.m.
Evening Classes – time varies

Grading Scale

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<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
<th>Rating</th>
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<tbody>
<tr>
<td>A</td>
<td>90 – 100%</td>
<td>Excellent</td>
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<tr>
<td>B</td>
<td>80% - 89%</td>
<td>Above Average</td>
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<tr>
<td>Grade</td>
<td>Percentage Range</td>
<td>Grade Level</td>
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<tr>
<td>-------</td>
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<td>-------------</td>
</tr>
<tr>
<td>C</td>
<td>70 – 79%</td>
<td>Average</td>
</tr>
<tr>
<td>D</td>
<td>60 – 69%</td>
<td>Below Average</td>
</tr>
<tr>
<td>F</td>
<td>59% or Below</td>
<td>Failure</td>
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Costs Associated with Program Enrollment

<table>
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<tr>
<th>Description</th>
<th>Cost</th>
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<tbody>
<tr>
<td>Tuition per Credit Hour</td>
<td>$30.25 (maximum for 12 or more hours = $363)</td>
</tr>
<tr>
<td>Semester Registration</td>
<td>$5</td>
</tr>
<tr>
<td>Course Materials Fee</td>
<td>$5 per course</td>
</tr>
<tr>
<td>Academic Excellence Fee</td>
<td>$7 per credit hour (maximum fee of $84)</td>
</tr>
<tr>
<td>SGA Student Activity Fee</td>
<td>$10 per semester</td>
</tr>
<tr>
<td>Operational Fee</td>
<td>$2 per credit hour (maximum fee of $18)</td>
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<tr>
<td>Technology Fee</td>
<td>$5 per credit hour (maximum fee of $60)</td>
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<tr>
<td>Data Base Fee</td>
<td>$16 per semester</td>
</tr>
<tr>
<td>Student I.D. Fee</td>
<td>$5</td>
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<tr>
<td>Parking Decal Fee</td>
<td>$5 per academic year</td>
</tr>
</tbody>
</table>

*NOTE: Additional charge for books and supplies.*

**Tuition doubles for out-of-state students.**

Program Cost Sheets Available Upon Request

Developmental Studies

Remedial assistance is available in reading, math, and/or English for students who have placement scores below program requirements.

Institutional Mission

The mission of Northeast Louisiana Technical College is to prepare Louisiana’s citizens for improved quality of life, workforce success, and continued learning.

Accreditation
Northeast Louisiana Technical College is accredited by the Council on Occupational Education. Contact COE at 7840 Roswell Road, Building 300, Suite 325, Atlanta, GA 30350 for questions about the accreditation status of Northeast Louisiana Technical College.

For additional information, please visit our web site:
www.myneltc.edu

Campus Locations & Contact Information

NELTC, Delta Ouachita Main Campus
609 Vocational Parkway ♦ West Monroe, LA 71292
Telephone: 318.397.6100 ♦ Fax: 318.397.6106

NELTC, Bastrop Branch Campus
729 Kammell Street ♦ Bastrop, LA 71221-1120
Telephone: 318.283.0836 ♦ Fax: 318.283.0871

NELTC, Northeast Louisiana Branch Campus
1710 Warren Street ♦ Winnsboro, LA 71295
Telephone: 318.435.2163 or 2164 ♦ Fax: 318.435.2166
Toll Free: 1.888.320.6133

NELTC, Ruston Branch Campus
1010 James Street ♦ Ruston, LA 71273-1070
Telephone: 318.251.4145 ♦ Fax: 318.251.4159

NELTC, Bastrop Airport Extension Campus
6376 Airport Road ♦ Bastrop, LA 71221-1120
Telephone: 318.283.0836 ♦ Fax: 318.283.0871

NELTC, North Central Branch Campus
605 West Boundary ♦ Farmerville, LA 71241
Telephone: 318.368.3179 ♦ Fax: 318.368.9180

Northeast Louisiana Technical College assures equal opportunity for all qualified persons without regard to race, religion, sex, national origin, age, disability, marital status or veteran’s status in admission to, participation in, or employment in the program and activities of the college. Northeast Louisiana Technical College welcomes disabled individuals and has made buildings accessible to them. For specific information on services and facilities, interested parties should contact 318.397.6100.

Opportunity is Waiting For You!
www.myneltc.edu

LDCC General Education Requirement

The general education requirements below are to be used in conjunction with the Associate of Arts/Science Louisiana Transfer (AALT and ASLT) degrees, all of which go into effect for the fall 2010 semester. General education courses should be selected so that they meet the requirements of the associate degree being pursued as well as the requirements of the anticipated major at the university to which the student intends to transfer.

Students completing a Louisiana transfer degree must complete all general education courses, as well as all other courses for the transfer degree, with grades of “C” or better.
English Composition 6 hours

6 hours—Complete both courses.

- ENGL 101 - English Composition I
- ENGL 102 - English Composition

Humanities 9 Hours

9 hours including 3 in literature.

- ENGL 201 - English Literature
- ENGL 202 - English Literature
- ENGL 203 - American Literature I
- ENGL 204 - American Literature II
- ENGL 205 - World Literature
- ENGL 206 - World Literature
- ENGL 207 - Literature Of The Old Testament
- ENGL 208 - Literature Of The New Testament
- ENGL 211 - Survey Of Short Stories & Novels
- ENGL 215 - Introduction To Drama & Poetry
- FREN 101 - Elementary French I
- FREN 102 - Elementary French II
- FREN 201 - Intermediate French
- FREN 202 - Intermediate French
- HIST 101 - Western Civilization To 1650 A.D.
- HIST 102 - Western Civilization Since 1650 A.D.
- HIST 201 - History Of The United States 1492-1877
- HIST 202 - History Of The Us 1877-present
- PHIL 201 - Introduction To Philosophy
- SPCM 110 - Fundamentals Of Speech
- SPCM 120 - Intro To Public Speaking
- SPCM 130 - Interpersonal Communication
- SPAN 101 - Elementary Spanish I
- SPAN 102 - Elementary Spanish II
- SPAN 201 - Intermediate Spanish I
- SPAN 202 - Intermediate Spanish II

Fine Arts 3 Hours

- ARTS 120 - Art Appreciation
- ARTS 201 - Survey Of Art History I
- ARTS 202 - Survey Of Art History II
- MUSC 101 - Music Appreciation
THEA 190 - Theatre Appreciation

Natural Sciences 9 Hours

9 hours including a sequence

Students must complete a six-hour sequence in either the biological or physical sciences. The remaining three hours must be in the opposite area (i.e., both biological and physical sciences must be taken).

Biological Sciences Sequence Courses:

- BIOL 101 - General Biology I
- BIOL 102 - General Biology II
- BIOL 201 - Principles Of Biology I
- BIOL 202 - Principles Of Biology II
- BIOL 221 - Human Anatomy And Physiology I
- BIOL 222 - Human Anatomy & Physiology II

Physical Science Sequence Courses:

- CHEM 101 - General Chemistry
- CHEM 102 - General Chemistry II
- CHEM 110 - Chemistry I
- CHEM 120 - Chemistry II
- PHSC 100 - Physical Science I
- PHSC 120 - Physical Science II
- PHYS 210 - General Physics I
- PHYS 220 - General Physics II
- GEOL 101 - Physical Geology
- GEOL 102 - Historical Geology
- SCIE 101 - Introductory Earth Science I
- SCIE 102 - Introductory Earth Science II

Individual Biological Sciences Courses:

- BIOL 210 - General Microbiology
- BIOL 228 - Pathophysiology
- BIOL 230 - Principles Of Zoology
- SCIE 114 - Environmental Science & Lab
Individual Physical Science Courses:

- PHYS 110 - Foundations Of Astronomy

Math/Analytical Reasoning 6 Hours

6 hours specific to degree program

- MATH 105 - College Algebra (Expanded)
- MATH 110 - College Algebra
- MATH 111 - Plane Trigonometry
- MATH 117 - A Survey Of Mathematics
- MATH 120 - Precalculus
- MATH 201 - Business Calculus
- MATH 210 - Introduction To Statistics
- MATH 220 - Calculus I
- MATH 221 - Calculus II

Social/Behavioral Sciences 6 Hours

6 hours with at least 3 at the 200 level

- ECON 201 - Macroeconomics
- ECON 202 - Microeconomics
- GEOG 202 - Cultural Geography
- GEOG 205 - Physical Geography
- POLI 110 - American Government
- PSYC 201 - Introduction To Psychology
- PSYC 225 - Child Psychology
- PSYC 226 - Developmental Psychology
- PSYC 227 - Adolescent Psychology
- SOCL 201 - Introduction To Sociology
- SOCL 202 - Contemporary Social Problems

Nurse Assistant, T.C.A.

Program Type: Technical Competency Area (TCA)
Program Length: 5 Credit Hours/155 Clock Hours

Program Description

The Nurse Assistant Certificate Program prepares students for employment in long-term care facilities, home health agencies, and hospitals where basic bedside nursing care is needed. Classroom instruction includes an introduction to health care, essential
OBRA skills required for certification, body structure and function, and the job-seeking process, with an introduction to computer skills, as it relates to the health care industry. Students participate in clinical activities at approved facilities under the supervision of the instructor.

Upon successful completion of this program the student is qualified for universal certification and employment in the areas of long-term care, home health care, and acute care.

**Nurse Assistant Course Listing**

**TCA - Nurse Assistant**

- HNUR 1211 - Nursing Fundamentals I
- HCOR 1212 - Skills Application 1 hr./80 clock hrs.

Total: 5 hrs./155 clock hrs.

**Optional Electives:**

- CSRV 1000 - Customer Service

**May Not Be Substituted:**

The following courses may not be substituted for the above requirements.

- HCOR 2991 - Special Projects I 1 hr./30 clock hrs.
- HCOR 2993 - Special Projects II 2 hrs./60 clock hrs.
- HCOR 2995 - Special Projects III 3 hrs./90 clock hrs.
- HCOR 2996 - Special Projects IV 3 hrs./45 clock hrs.
- HCOR 2997 - Special Projects V 1 hr./15 clock hrs.

**Nursing, A.S.N.**

Students desiring admission to the Nursing Degree Program must first meet general admission requirements for Louisiana Delta Community College and must be unconditionally accepted for admission to the college. Students must subsequently make application to the Division of Nursing & Allied Health in order to be considered for admission to the Nursing Degree Program. Successful completion of the Degree of Associate of Science in Nursing will allow a graduate to apply to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN).
Program of Study

General Education Courses

English Composition 6 hours

• ENGL 101 - English Composition I
• ENGL 102 - English Composition

Mathematics 6 hours

• MATH 105 - College Algebra (Expanded) or
• MATH 110 - College Algebra and
• MATH 210 - Introduction To Statistics

Biology 12 hours

• BIOL 221 - Human Anatomy And Physiology I
• BIOL 223 - Human Anatomy & Physiology I Lab
• BIOL 222 - Human Anatomy & Physiology II
• BIOL 224 - Human Anatomy & Physiology II Lab
• BIOL 210 - General Microbiology and
• BIOL 211 - General Microbiology Lab

Academic Skills Seminar 1 hour

• ACSE 100 - Academic Seminar

Psychology 3 hours
- PSYC 201 - Introduction To Psychology

Fine Arts Elective 3 hours

Humanities Elective 3 hours

(SPCH 120 recommended)

- CINS 101 - Introduction To Computers or Computer Literacy Exam

Required Courses

- NURS 112 - Basics In Nursing
- NURS 115 - Pharmacology For Nursing
- NURS 122 - Nursing Of The Adult I
- NURS 219 - Parent-Child Nursing
- NURS 221 - Mental Health Nursing
- NURS 232 - Nursing Of The Adult II
- NURS 233 - Trends, Issues, And Management

Requirements for Admission

Admission to the Nursing Degree Program is on a selective basis. Selection recommendations are made by the Division of Nursing and Allied Health Selection Committee to the Division Head. The number of students selected each year will depend upon a number of factors including financial, personnel, and other resources available to the Nursing Program. Students must meet the following minimum criteria to be considered eligible for selection into the Nursing Program:

1. Meet the general admission requirements of the community college.
2. Submit to the Division of Nursing & Allied Health a completed Nursing Selection Form accompanied by all documents by the first Monday in October.
3. Complete the following prerequisite courses with a grade-point average of 2.5 or higher: Must have a “C” or better in each of these pre-requisites for enrollment into the college.

<table>
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<th>Courses</th>
<th>Sem. Hrs.</th>
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<tr>
<td>ENGL 101</td>
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<tr>
<td>MATH 105 or MATH 110</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 201</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 221/BIOL 223</td>
<td>3/1</td>
</tr>
</tbody>
</table>

4. Must have completed high school level chemistry, college chemistry, or PHSC 120 as pre-requisites to Biology 221/223.
5. CINS 101 or computer literacy exam is required
6. Science courses may not be more than five years old.
7. Students who have been awarded academic degrees at the Baccalaureate or Master’s level will be required to complete the same pre-requisite course work for the nursing curriculum.
8. Take the NLN-PAX RN exam within the last two years and have the results sent directly to the nursing program from NLN or previous school prior to the application deadline for the nursing program.
9. The student is able to meet the Core Performance Standards with or without accommodations.

Selection

Meeting the minimum criteria does not guarantee admission into the Nursing Program. Eligible applicants will be considered on a competitive basis. Selection decisions for the spring class will be made in October. If the number of qualified applicants exceeds available positions, the following selection criteria will be considered:

- GPA in Pre-Nursing Curriculum
- Score on NLN-PAX RN
- Previous LPN or healthcare experience with unencumbered license
- Delta student with a minimum of 9 credit hours
- Louisiana resident
- Grades on other non-nursing courses in curriculum

Once Admitted

The student admitted to the Nursing Program will receive an acceptance letter and additional information regarding the following admission requirements:

- Health History, Physical Examination, TB skin testing & Immunizations- completed health records must be submitted to the Nursing Division office by the date indicated in the acceptance letter. Cost for all health requirements will be incurred by the student.
- Urine Drug Screen- Urine drug screen results must be submitted to the Nursing Division office by the date indicated in the acceptance letter. Costs will be incurred by the student. A positive drug screen or any attempt to tamper with a specimen may subject applicant to disqualification of the application and/or dismissal from the Nursing Program.
- Criminal Background Check and Fingerprint Cards- The Louisiana State Board of Nursing (LSBN) requires persons who have been arrested, charged with, or convicted of any criminal offense in any state to petition the LSBN in writing for the right to practice as a student in Louisiana prior to enrolling in a clinical nursing course. All applicants must complete an Application for Approval to Enroll in a Clinical Nursing Course form and submit it for a criminal background check prior to enrollment in a clinical nursing course. Costs will be incurred by the student. Approval to enroll in clinical nursing courses is granted by the LSBN. If the LSBN denies or delays a student’s entrance into a nursing clinical course, the student will be dropped from the nursing program and must reapply when cleared by LSBN.
- CPR- All students accepted into the nursing program are required to have and maintain current CPR carding by the date indicated in the acceptance letter. Only American Heart Association CPR for Health Care Providers is accepted.
- Students who accept the invitation for admission to the nursing program must submit their confirmation letters by the date indicated in the acceptance letter.
- Students are required to attend a mandatory nursing orientation on the date and time to be announced.
- Students not accepted for admission should schedule an appointment for academic advisement with nursing faculty.
- Students are required to show proof of health insurance.
- Students are required to maintain nursing liability insurance coverage.

LPN to RN
Louisiana Delta Community College will make it possible for qualified LPN’s to apply to the Nursing Program using their previously earned credits and/or experience. This program is expected to begin in the summer or fall of 2010. For more information call (318) 345-9174.

Retention/Progression Guidelines

Acceptance into the Louisiana Delta Community College Nursing Program entitles the student to progress through the nursing curriculum along with the class to which he or she is admitted. In order for a student to be retained and to progress in the curriculum, a student must maintain an overall GPA of 2.0 or higher, complete all nursing courses with a grade of “C” or better and repeat any nursing course in which a grade of “D”, “F”, or “W” was earned. All non-nursing courses must be completed with a “C” no later than the semester reflected in the curriculum plan for the nursing program. A student must maintain current C.P.R. for Healthcare Providers and maintain health immunizations requirements.

Degree Requirements

Nursing students must meet all general requirements specified in this catalog. In addition all nursing students must pass all nursing courses with a “C” or better and pass all clinical components of the nursing courses. Students must participate in all course evaluations, program evaluations, and must participate to the best of their ability in selected achievement tests.

Degree Requirements for Associate of Science in Nursing

First Semester

- ACSE 100 - Academic Seminar
- BIOL 221 - Human Anatomy And Physiology I
- BIOL 223 - Human Anatomy & Physiology I Lab
- ENGL 101 - English Composition I
- MATH 105 - College Algebra (Expanded)
- MATH 110 - College Algebra
- PSYC 201 - Introduction To Psychology
- CINS 101 - Introduction To Computers or Computer Literacy Exam

Total: 14 hours

Second Semester

- ENGL 102 - English Composition
- NURS 112 - Basics In Nursing
- NURS 115 - Pharmacology For Nursing
Natural Science 4 hours

- BIOL 222 - Human Anatomy & Physiology II
- BIOL 224 - Human Anatomy & Physiology II Lab

Total: 15 hours

Third Semester

- BIOL 210 - General Microbiology
- BIOL 211 - General Microbiology Lab
- MATH 210 - Introduction To Statistics
- NURS 122 - Nursing Of The Adult I

Total: 15 hours

Fourth Semester

- NURS 219 - Parent-Child Nursing
- NURS 221 - Mental Health Nursing

Humanities Requirement

- SPCM 120 - Intro To Public Speaking (Recommended)

Total: 15 hours

Fifth Semester
- Fine Arts Requirement
- NURS 232 - Nursing Of The Adult II
- NURS 233 - Trends, Issues, And Management

Total Hours: 72 Credit Hours

**Paramedic Certification**

**Patient Care Technician, C.T.S.**

*Program Type:* Certificate of Technical Studies (CTS)  
*Program Length:* 27 Credit Hours/701 Clock Hours

**Program Description**

The Patient Care Technician certificate program prepares individuals for a variety of job opportunities in the health occupations areas and is generated to meet the need for cross training of employees in health care facilities. Graduates may find employment in long-term care facilities, hospitals, laboratories, and clinics where basic bedside nursing skills are required, as well as the skills of phlebotomy, performing electrocardiograms (EKG), stress testing, and holter monitoring procedures. All OBRA skill standards are included into this competency-based curriculum. The program consists of classroom/lab instruction and supervised/preceptor clinical activities. Prior to clinical, the student must present a current CPR card for Basic Life Support for Health Care Providers.

Upon successful completion of this competency-based program, students may be eligible to take certification exams in Phlebotomy, Nursing Assistant, Electrocardiogram (EKG) Technician, and/or Patient Care Technician.

**Patient Care Technician Course Listing**

TCA - CIP 511614 - Nurse Assistant

- HNUR 1211 - Nursing Fundamentals I
- HCOR 1212 - Skills Application 1 hr./ 80 clock hrs.

Total: 5 hrs./ 155 clock hrs.
TCA - EKG Skills

- HCOR 1120 - Basic Body Structure and Function 2 hrs./ 30 clock hrs.
- CPTR 1000 - Introduction To Computers
- MAST 1210 - Administrative Procedures I 4 hrs./ 60 clock hrs.
- HEKG 1011 - EKG Procedures 3 hrs./ 105 clock hrs.
- HMD T1170 - Medical Terminology 1 hr./ 15 clock hrs.

Total: 12 hrs./ 255 clock hrs.

TCA - Phlebotomy Skills

- HPHL 1011 - Phlebotomy Principles 3 hrs./ 75 clock hrs.
- HPHL 1022 - Phlebotomy Procedures/Skills 6 hrs./ 201 clock hrs.
- HCOR 1160 - Professionalism for Healthcare Providers 1 hr./ 15 clock hrs.

Total: 10 hrs./ 291 clock hrs.

CTS - Patient Care Technician

Total: 27 hrs./ 701 clock hrs.

Optional Elective:

- CSRV 1000 - Customer Service

May Be Substituted:

With approval from the Chief Academic officer/designee, the following courses may be substituted for the above course requirements

- HCOR 2991 - Special Projects I 1 hr./ 30 clock hrs.
- HCOR 2993 - Special Projects II 2 hrs./ 60 clock hrs.
• HCOR 2995 - Special Projects III 3 hrs./ 90 clock hrs.
• HCOR 2996 - Special Projects IV 3 hrs./ 45 clock hrs.
• HCOR 2997 - Special Projects V 1 hr./ 15 clock hrs.

Phlebotomy, T.C.A.

Physical Sciences Track Transfer Degree, A.S.L.T.

Requirements for the ASLT track in physical sciences are listed below. When more than one option for fulfilling a requirement is given, even if some of these options are listed as “recommended” or “electives,” students should select courses that are required for the major they intend to pursue at a university. Students transferring to a University of Louisiana System (ULS) institution should follow the appropriate ULS track.

Physical Sciences Track

English Composition & Literature (Humanity) 9 hours

Complete both:

• ENGL 101 - English Composition I
• ENGL 102 - English Composition

Choose one literature:

• ENGL 201 - English Literature
• ENGL 202 - English Literature
• ENGL 203 - American Literature I
• ENGL 204 - American Literature II
• ENGL 205 - World Literature
• ENGL 206 - World Literature
• ENGL 207 - Literature Of The Old Testament
• ENGL 208 - Literature Of The New Testament
• ENGL 211 - Survey Of Short Stories & Novels
• ENGL 215 - Introduction To Drama & Poetry

Social/Behavioral Sciences 6 hours (3 at 200 level)
• ECON 201 - Macroeconomics
• ECON 202 - Microeconomics
• GEOG 202 - Cultural Geography
• GEOG 205 - Physical Geography
• POLI 110 - American Government
• PSYC 201 - Introduction To Psychology
• PSYC 225 - Child Psychology
• PSYC 226 - Developmental Psychology
• PSYC 227 - Adolescent Psychology
• SOCL 201 - Introduction To Sociology
• SOCL 202 - Contemporary Social Problems

Math/A.R. 10 hours

• MATH 220 - Calculus I
• MATH 221 - Calculus II

Humanities 6 hours

Recommended: a history sequence, speech course, or foreign language series

• FREN 101 - Elementary French I
• FREN 102 - Elementary French II
• FREN 201 - Intermediate French
• FREN 202 - Intermediate French
• HIST 101 - Western Civilization To 1650 A.D.
• HIST 102 - Western Civilization Since 1650 A.D.
• HIST 201 - History Of The United States 1492-1877
• HIST 202 - History Of The Us 1877-present
• SPCM 110 - Fundamentals Of Speech
• SPCM 120 - Intro To Public Speaking
• SPCM 130 - Interpersonal Communication
• SPAN 101 - Elementary Spanish I
• SPAN 102 - Elementary Spanish II
• SPAN 201 - Intermediate Spanish I
• SPAN 202 - Intermediate Spanish II

Other options:

Choose other humanities course(s) from above list, literature list or from:

• PHIL 201 - Introduction To Philosophy
Fine Arts 3 hours

- ARTS 120 - Art Appreciation
- ARTS 201 - Survey Of Art History I
- ARTS 202 - Survey Of Art History II
- MUSC 101 - Music Appreciation
- THEA 190 - Theatre Appreciation

Natural Sciences 17 hours

Complete all 11 hours:

- CHEM 110 - Chemistry I
- CHEM 111 - Chemistry I Lab
- CHEM 120 - Chemistry II
- CHEM 121 - Chemistry II Lab
- BIOL 201 - Principles Of Biology I

Choose 6 hours f/list:

Recommended

If a corresponding lab is offered, it may be taken and applied toward this requirement or toward the Natural Science & Humanities Electives requirement.

- BIOL 202 - Principles Of Biology II
- Organic Chem I 3 hrs.
- Organic Chem II 3 hrs.
- GEOL 101 - Physical Geology
- GEOL 102 - Historical Geology
- PHYS 210 - General Physics I
- PHYS 220 - General Physics II

Other Options

If a corresponding lab is offered, it may be taken and applied toward this requirement or toward the Natural Science & Humanities Electives requirement.
Natural Science & Humanities Electives 9 hours

Choose from departments listed below. Taking courses recommended in previous natural science and humanities sections is encouraged, as are labs for previously recommended science lectures.

Natural Science Electives

- Atmospheric Science - ATMO
- Biological Sciences - BIOL
- Chemistry - CHEM
- Geology - GEOL
- Physical Science - PHSC
- Physics - PHYS
- Science - SCIE

Humanities

- English - ENGL
- Foreign Language - FREN or SPAN
- History - HIST
- Philosophy - PHIL
- Speech - SPCH

Other

- MATH 210 - MATH

Note(s):

Completion of the Associate of Arts/Science Louisiana Transfer (AALT, ASLT) degree guarantees that the student has met, in full, all lower division general education requirements at the receiving Louisiana public university. Graduates
Transferring with the transfer degree will have junior status. Courses or GPA requirements for specific majors, departments, or schools are not automatically satisfied by an AALT/ASLT degree.

Additional Information

Course Selection

1 Students who have completed an approved 3- to 4-credit hour equivalent of Calculus I must make up the missing hour(s) in the Natural Science & Humanities Electives section.

2 If a corresponding lab is offered, it may be taken and applied toward this requirement or toward the Natural Science & Humanities Electives requirement.

Completing an Associate of Arts/Science Louisiana Transfer Degree (AALT/ASLT) at LDCC

- A student’s placement in English and math courses will be determined by ACT, SAT, and/or COMPASS scores. As a result of these scores, some students may be required to take developmental classes in preparation for the English and math classes required for the transfer degree. Note: When appropriate, previous college work will be used to determined placement in these subject areas.
- A course may be applied only once for degree credit.
- Transfer coursework is unofficial until all official transcripts are evaluated and posted.
- To graduate with the AALT or ASLT, students must have LDCC and adjusted cumulative grade-point averages of 2.00.
- Students should refer to the LDCC General Catalog for a detailed explanation of graduation requirements.

Transferring to a University with an AALT or ASLT Degree

Advising and planning are key to a student’s success in maximizing the transfer experience. All students who might eventually transfer from one institution to another should develop, with an advisor’s assistance, a written degree plan of courses to take for the transfer associate degree. Whenever possible, students should use the transfer degree requirements to satisfy the admission requirements of the university to which they wish to transfer; the university’s senior college, departmental, and/or program admission requirements; and course requirements for the baccalaureate degree. Additionally, a student with coursework from multiple institutions may need to contact the Campus Transfer Ombudsman* at the transfer university for information regarding the applicability of non-LDCC coursework toward the intended major at the university.

Completion of the AALT or ASLT does not guarantee that a student will have the grade-point average necessary for admission to the university, senior college, department, program, etc, to which a student wishes to transfer. It is therefore essential that students find out these requirements* as early as possible.

*To identify the Campus Transfer Ombudsman (or designated contact person) or GPA requirements for the university to which you wish to transfer, visit the statewide articulation web site. Links to each participating institution’s articulation web site can be found here with other helpful academic resources.

Note(s):

Completion of the Associate of Arts/Science Louisiana Transfer (AALT, ASLT) degree guarantees that the student has met, in full, all lower division general education requirements at the receiving Louisiana public university. Graduates transferring with the transfer degree will have junior status. Courses or GPA requirements for specific majors, departments, or schools are not automatically satisfied by an AALT/ASLT degree.
Practical Nursing, T.D.

Program Type: Technical Diploma (TD)
Program Length: 58 Credit Hours/1535 Clock Hours

Program Description

The Practical Nursing program is designed to prepare the student to meet the licensure requirements for Licensed Practical Nurse (LPN), as established by the Louisiana State Board of Practical Nurse Examiners (LSBPNE). The program progresses from simple to complex and consists of classroom instruction, lab practicum and supervised clinical activities in accredited hospitals, nursing homes, and other health care agencies.

Students should note that some courses have prerequisites, which must be completed before enrolling into upper level courses and continuing in the program. Students must demonstrate basic computer skills prior to advancement into the acute care clinical component of the program. Practical Nursing Program Coordinators or their designees may assess a student’s basic computer skills by administering a competency exam or having the student successfully complete the CPTR 1000 or a comparable computer course.

Articulated courses are determined at the discretion of the Practical Nurse Program Coordinator and based upon individual evaluation as described in the 2005 Louisiana Nursing Education Articulation Model.

Each course in the PN program must be completed with a minimum score of 80%. Upon graduation, the student is awarded a diploma and is eligible to take the National Council of State Boards Licensure Examination for Practical Nurses (NCLEX-PN).

This is a limited enrollment program. Students must be admitted to the program to enroll in any of the PN courses. Students must meet or exceed entrance test scores as indicated in table below:

<table>
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<th>Type of test</th>
<th>Mathematics</th>
<th>Reading</th>
<th>Language</th>
<th>Science</th>
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<td>ACT (sub score)</td>
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<td>20-36</td>
<td>18-36</td>
<td>20</td>
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<tr>
<td>COMPASS</td>
<td>48-100</td>
<td>85-100</td>
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<td>ASSET</td>
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<td>N/A</td>
<td>N/A</td>
<td>55 or ↑</td>
</tr>
</tbody>
</table>

Students scoring below the scores noted above will be required to complete applicable developmental courses or pre-requisite allied health courses prior to acceptance into the PN program.

Admission Requirements:

Students must apply to the campus/program of their choice and meet the minimum admission standards, including:

- Ability to obtain CPR for Healthcare Providers certification prior to first clinical course – or as directed by program coordinator
- Official birth certificate
- Official HS or GED transcript
- Proof of current immunizations
- History and Physical exam
- TB skin test or Chest x-ray
- Fingerprints and $26 money order payable to Louisiana Department of Public Safety and Corrections
$50 money order payable to Louisiana State Board of Practical Nurse Examiners
Additional criminal background check required for clinical courses – check with the campus for specific information
Drug screening – check with the campus for specific information
Applicants must NOT be currently serving under any court-imposed order of supervised probation, work release, school release or parole in conjunction with any felony conviction(s) or plea agreement.
Students must demonstrate ability to meet following technical/performance standards while receiving the instruction as outlined in each course syllabus:
   a. Read and communicate orally and in writing using the English language.
   b. Hear with or without auditory aids to understand normal speaking voice without viewing the speakers face.
   c. Visually, with or without corrective lenses, observe changes in client’s condition and actively participate in learning process.
   d. Utilize stamina, strength and psychomotor coordination necessary to perform routine practical nursing procedures at floor or bed level.
   e. Demonstrate use of gross and fine motor skills necessary to provide independent, safe and effective practical nursing care.
   f. Solve problems and apply critical thinking skills while providing safe and efficient client care.
   g. Interact with individuals/families/groups from various socioeconomic and cultural backgrounds.
   h. Adapt and function in a multi stressor environment while adhering to legal/ethical guidelines of the school, Louisiana PN Nurse Practice Act and clinical agencies.

Practical Nursing Course Listing

Pre-requisite Courses:

Pre-requisite courses may be exempted based on entrance test scores or successful completion of previous college level courses.

- AHSC 1000 - Allied Health Science
- AHMA 1000 - Allied Health Math
- AHRE 1000 - Allied Health Reading
- AHEN 1000 - Allied Health English
- ORNT 1000 - Freshman Seminar

Required Practical Nursing Courses:

- HNUR 1211 - Nursing Fundamentals I
- HNUR 1212 - Geriatric Clinical

TCA - Health Aid

- HNUR 1270 - Pn Perspectives
- HNUR 1300 - Anatomy And Physiology For Healthcare Providers
- HNUR 1320 - Nutritional Aspects
- HNUR 1361 - Basic Pharmacology
- HNUR 1411 - Nursing Fundamentals II
- HNUR 1460 - Advanced Pharmacology
- HNUR 2113 - Medical/Surgical I
- HNUR 2123 - Medical/Surgical III
- HNUR 2133 - Medical/Surgical III
- HNUR 2523 - Mental Illness/Psychiatric Nursing
- HNUR 2611 - IV Therapy
- HNUR 2713 - Obstetrics
- HNUR 2723 - Pediatrics
- HNUR 2813 - Pn Leadership And Management

Total: 5 hrs./ 115 clock hrs.

TD - Practical Nursing

Program Coordinators have the option to substitute HNUR 2523, HNUR 2713, or HNUR 2723 with approved courses, if needed to avoid clinical scheduling conflicts.

Total: 58 hrs./ 1535

Optional Electives:

- CSRV 1000 - Customer Service
- CSRV 2000 - Customer Service
- ENTP 1000 - Entrepreneurship

May Not Be Substituted:

The following courses may not be substituted for the above course requirements

- HNUR 2991 - Special Projects I 1 hr./ 30 clock hrs.
- HNUR 2993 - Special Projects II 2 hrs./ 60 clock hrs.
- HNUR 2995 - Special Projects III 3 hrs./ 90 clock hrs.
- HNUR 2996 - Special Projects 3 hrs./ 45 clock hrs.

Pre-Respiratory Therapy (in conjunction with BPCC)
Process Technology, A.A.S.

Process technology operators control and monitor the systems that run industrial plants. Operators gather information using instrumentation and lab equipment to maintain safe work areas and keep plants in compliance with regulatory requirements. Operators work both indoors and outdoors alongside engineers, chemists and other professionals. Operators use knowledge of computers, math, physics and chemistry to keep industrial plants running safely and efficiently. They require strong communications skills – the ability to write, express views orally and listen – in order to succeed at their jobs.

The objectives of the AAS in Process Technology program are to prepare graduates to:

- work effectively in chemical, petrochemical, oil and gas production, energy, pulp and paper, and pharmaceutical industries.
- be aware of safety procedures, hazards, housekeeping, and appropriate cautions in industry.
- demonstrate up-to-date understanding of the technical aspects of process technology.

AAS in Process Technology - Program of Study

First Semester

- ACSE 100 - Academic Seminar
- ENGL 101 - English Composition I
- MATH 110 - College Algebra
- CINS 101 - Introduction To Computers
- PTEC 101 - Intro To Process Technology
- PTEC 131 - Process Instrumentation

Total: 16 Hours

Second Semester

- ENGL 102 - English Composition
- CHEM 101 - General Chemistry
- CHEM 103 - General Chemistry I Lab
- MATH 117 - A Survey Of Mathematics
- PTEC 132 - Process Instrumentation II
- PTEC 161 - Equipment
Total: 16 Hours

Third Semester

- PHSC 100 - Physical Science I
- PHSC 110 - Physical Science I Lab
- PTEC 203 - Safety Health And Environment
- PTEC 242 - Systems
- PTEC 243 - Operations/Capstone
- Social/Behavioral Science 3 hrs.

Total: 17 Hours

Fourth Semester

- Humanities 3 hrs.
- PTEC 207 - Quality
- PTEC 244 - Troubleshooting

PTEC Related Elective

- PTEC 263 - Fluid Mechanics or
- ENGL 220 - Technical Writing

(Fourth Semester-continued)

- PTEC 291 - Process Tech Internship
- SPCM 120 - Intro To Public Speaking

Total: 18 Hours
Note(s):

- † Humanities Elective: ENGL Literature courses, HIST, HUMN and PHIL
- † Fine Arts Elective: ARTS, MUSC, THEA
- ^ CDYC Elective must be approved by the student’s advisor and may be taken from the following: CDYC or EDUC
- * Students placing in any 095 developmental courses OR two or more developmental courses are required to take Academic Skills Seminar
  - ACSE 101, 3 credit hours.

Social Sciences Track Transfer Degree, A.A.L.T.

Requirements for the AALT track in social sciences are listed below. When more than one option for fulfilling a requirement is given, even if some of these options are listed as “recommended” or “electives,” students should select courses that are required for the major they intend to pursue at a university. Students transferring to a University of Louisiana System (ULS) institution should follow the appropriate ULS track.

Social Sciences Track

English Composition & Literature (Humanity) 9 hours

Complete both:

- ENGL 101 - English Composition I
- ENGL 102 - English Composition

Choose one literature:

- ENGL 201 - English Literature
- ENGL 202 - English Literature
- ENGL 203 - American Literature I
- ENGL 204 - American Literature II
- ENGL 205 - World Literature
- ENGL 206 - World Literature
- ENGL 207 - Literature Of The Old Testament
- ENGL 208 - Literature Of The New Testament
- ENGL 211 - Survey Of Short Stories & Novels
- ENGL 215 - Introduction To Drama & Poetry
Fine Arts 3 hours

- ARTS 120 - Art Appreciation
- ARTS 201 - Survey Of Art History I
- ARTS 202 - Survey Of Art History II
- MUSC 101 - Music Appreciation
- THEA 190 - Theatre Appreciation

Social/Behavioral Sciences 6 hours (3 at 200 level)

- ECON 201 - Macroeconomics
- ECON 202 - Microeconomics
- GEOG 202 - Cultural Geography
- GEOG 205 - Physical Geography
- POLI 110 - American Government
- PSYC 201 - Introduction To Psychology
- PSYC 225 - Child Psychology
- PSYC 226 - Developmental Psychology
- PSYC 227 - Adolescent Psychology
- SOCL 201 - Introduction To Sociology
- SOCL 202 - Contemporary Social Problems

Math/A.R. 6 hours

- MATH 110 - College Algebra
- GenEd Math/A.R. Elective 1 3hrs.

Natural Sciences 9 hours

Students must complete a six-hour sequence in either the biological or physical sciences. The remaining three hours must be in the opposite area (i.e., both biological and physical sciences must be taken).

Biological Sci. Sequences

- BIOL 101 - General Biology I
- BIOL 102 - General Biology II
• BIOL 201 - Principles Of Biology I
• BIOL 202 - Principles Of Biology II
• BIOL 221 - Human Anatomy And Physiology I
• BIOL 222 - Human Anatomy & Physiology II

Physical Sci. Sequences

• CHEM 101 - General Chemistry
• CHEM 102 - General Chemistry II
• CHEM 110 - Chemistry I
• CHEM 120 - Chemistry II
• GEOL 101 - Physical Geology
• GEOL 102 - Historical Geology
• PHSC 100 - Physical Science I
• PHSC 120 - Physical Science II
• PHYS 210 - General Physics I
• PHYS 220 - General Physics II
• SCIE 101 - Introductory Earth Science I
• SCIE 102 - Introductory Earth Science II

Individual Biological Sciences Courses

• BIOL 210 - General Microbiology
• BIOL 228 - Pathophysiology
• BIOL 230 - Principles Of Zoology
• SCIE 114 - Environmental Science & Lab

Individual Physical Science Courses

• PHYS 110 - Foundations Of Astronomy

Humanities 6 hours

Recommended:

Sequence in history or foreign language
- HIST 101 - Western Civilization To 1650 A.D.
- HIST 102 - Western Civilization Since 1650 A.D.
- HIST 201 - History Of The United States 1492-1877
- HIST 202 - History Of The Us 1877-present
- FREN 101 - Elementary French I
- FREN 102 - Elementary French II
- FREN 201 - Intermediate French
- FREN 202 - Intermediate French
- SPAN 101 - Elementary Spanish I
- SPAN 102 - Elementary Spanish II
- SPAN 201 - Intermediate Spanish I
- SPAN 202 - Intermediate Spanish II

Other options:

Choose other humanities from above list, literature list or from:

- PHIL 201 - Introduction To Philosophy
- SPCM 110 - Fundamentals Of Speech
- SPCM 120 - Intro To Public Speaking
- SPCM 130 - Interpersonal Communication

Social Science or Related Electives 9 hours

Choose from departments listed below.

- Economics - ECON
- Geography - GEOG
- Political Science - POLI
- Psychology - PSYC
- Sociology - SOCL

Other related electives approved by advisor

Social Science, Humanities, Lab, & Related Electives 12 hours

Choose from departments listed below.

Social Sciences:

- Economics - ECON
- Geography - GEOG
- Political Science - POLI
- Psychology - PSYC
- Sociology - SOCL

Foreign Language Series:
• French - FREN
• Spanish - SPAN

Humanities:

• English - ENGL
• History - HIST
• Philosophy - PHIL
• Speech - SPCH

Other:

Other related electives approved by advisor ²

Not more than one 1-hour science lab that corresponds with a natural science lecture used toward the fulfillment of the natural science requirement ³

Note(s):

Completion of the Associate of Arts/Science Louisiana Transfer (AALT, ASLT) degree guarantees that the student has met, in full, all lower division general education requirements at the receiving Louisiana public university. Graduates transferring with the transfer degree will have junior status. Courses or GPA requirements for specific majors, departments, or schools are not automatically satisfied by an AALT/ASLT degree.

Additional Information

Footnotes

¹ Students may take any course (assuming they have completed the appropriate prerequisites) from the list that follows to fulfill the general education math elective requirement: MATH 111, MATH 117, MATH 120, MATH 201, MATH 210, MATH 220, MATH 221

² This category, “other related electives approved by advisor,” is included to enable students to take courses that are not listed among the associate degree requirements but are required for the intended university major. Students should not take courses with the expectation that they will count as “other related electives” unless the courses have been approved by an advisor.

³ While no lab is required, students may opt to take a single one-credit hour lab that corresponds with one of the three lectures used toward the fulfillment of the natural sciences requirement.

Completing an Associate of Arts/Science Louisiana Transfer Degree (AALT/ASLT) at LDCC

• A student’s placement in English and math courses will be determined by ACT, SAT, and/or COMPASS scores. As a result of these scores, some students may be required to take developmental classes in preparation for the English and math classes required for the transfer degree. Note: When appropriate, previous college work will be used to determined placement in these subject areas.
• A course may be applied only once for degree credit.
• Transfer coursework is unofficial until all official transcripts are evaluated and posted.
To graduate with the AALT or ASLT, students must have LDCC and adjusted cumulative grade-point averages of 2.00. Students should refer to the LDCC General Catalog for a detailed explanation of graduation requirements.

Transferring to a University with an AALT or ASLT Degree

Advising and planning are key to a student’s success in maximizing the transfer experience. All students who might eventually transfer from one institution to another should develop, with an advisor’s assistance, a written degree plan of courses to take for the transfer associate degree. Whenever possible, students should use the transfer degree requirements to satisfy the admission requirements of the university to which they wish to transfer; the university’s senior college, departmental, and/or program admission requirements; and course requirements for the baccalaureate degree. Additionally, a student with coursework from multiple institutions may need to contact the Campus Transfer Ombudsman at the transfer university for information regarding the applicability of non-LDCC coursework toward the intended major at the university.

Completion of the AALT or ASLT does not guarantee that a student will have the grade-point average necessary for admission to the university, senior college, department, program, etc. to which a student wishes to transfer. It is therefore essential that students find out these requirements as early as possible.

*To identify the Campus Transfer Ombudsman (or designated contact person) or GPA requirements for the university to which you wish to transfer, visit the statewide articulation web site. Links to each participating institution’s articulation web site can be found here with other helpful academic resources.

Teaching: Grades 1-5, A.S.

The Associate of Science in Teaching (AST) degree is an innovative program that is designed to attract talented individuals looking for a flexible and cost-effective way to pursue a college degree and begin the path toward becoming certified elementary teachers (grades 1-5).

It is also beneficial to students that do not wish to continue to a 4 year full teaching degree. These students can opt to become highly qualified para-professionals employable by local districts.

All of the course credits earned in this program of study will transfer to a four-year elementary education program in Louisiana, enabling AST degree recipients to enter such a program at a Junior level.

In addition to general education courses, students will complete two professional education courses that include 37 hours of associated field experience and must pass two parts of the PRAXIS teacher certification exam before graduation. Candidates will also be encouraged to join or participate in a number of programs, clubs, etc. that are designed to further their professional development.

Degree Requirements for Associate of Science in Teaching Grades 1-5

First Semester

Also required during the first semester is ACSE 100 for 1 credit. ACSE is required for all LDCC degree majors.

- ACSE 100 - Academic Seminar
- ENGL 101 - English Composition I
- MATH 110 - College Algebra
- BIOL 101 - General Biology I
- BIOL 103 - General Biology I Lab
• HIST 102 - Western Civilization Since 1650 A.D.

Total: 14 hours

Second Semester

• MATH 203 - Elementary Number Structure
• BIOL 102 - General Biology II
• HIST 201 - History Of The United States 1492-1877
• ****Fine Arts Elective† 3 hrs.

Total: 15 hours

Third Semester

• ENGL 202 - English Literature
• MATH 204 - Conceptual Geometry
• PHSC 100 - Physical Science I
• PHSC 110 - Physical Science I Lab
• GEOG 202 - Cultural Geography
• TEAC 201 - Teaching And Learning In Diverse Settings I
• Diverse Settings I †

Total: 16 hours

Fourth Semester

• ENGL 204 - American Literature II
• MATH 210 - Introduction To Statistics
• PHSC 120 - Physical Science II
• PHSC 130 - Physical Science II Lab
• POLI 110 - American Government
• TEAC 203 - Teaching And Learning In Diverse Settings II
* in Diverse Settings II‡

Total: 16 hours

Total Hours: 61 Credit Hours

Note(s):

† Fine Arts Elective: ARTS, MUSC, THEA

*** Also required during the first semester is ACSE 100 for 1 credit. ACSE is required for all LDCC degree majors.

† Choose from ARTS 201, MUSC 101, or THEA 190.

‡ Instructor permission and admission pre-requisites required.

* Required Natural Science general education courses must come from a two-semester sequence of either physical or life science.

** PSYC 201 required as Social/Behavioral Science General Education Requirement.

Pre-requisites for TEAC classes

To be admitted to TEAC classes, you must:

- Be eligible for admission at LDCC.
- Complete all developmental coursework with a grade of “C” or better.
- Minimum accumulated GPA of 2.0 or higher in previously attempted course work.
- Submit an AST application, including letter of recommendation, résumé, and personal statement.
- Successfully complete the entrance interview.
- Complete and clear a background check before enrolling in TEAC classes.
- Instructor permission

Clubs and Organizations

An assortment of clubs and organizations will be offered as they are formed. The focus of all clubs and organizations is to promote teaching and professional development.

Planned groups include:

Associated Professional Educators of Louisiana (A+Pel) – student membership

Future Teachers of Louisiana (FTL)

Kappa Delta Pi
Welding, T.D.

**Program Type:** Technical Diploma (TD)
**Program Length:** 60 Credit Hours/1800 Clock Hours

**Program Description**

The purpose of the Welding Program is to prepare individuals for employment in the field of welding. Instruction is provided in various processes and techniques of welding including oxy-fuel cutting, carbon arc cutting, shielded metal arc welding, gas tungsten arc welding, flux-cored arc welding, gas metal arc welding, pipe-welding, plasma arc cutting, blueprint reading, weld symbols, and joints. After completion of this program, the student will have covered the skills designated by the AWS (American Welding Society) and will be prepared to take the AWS Entry Level Welder test.

**Welding Course Listing**

**Program Core:**

- WELD 1110 - Occupational Orientation & Safety
- WELD 1120 - Basic Blueprint, Metallurgy & Welding Symbols
- WELD 1130 - Welding Inspection & Testing
- WELD 1140 - Electrical Fundamentals
- WELD 1210 - Oxyfuel Systems
- WELD 1310 - Cutting Processes - CAC/PAC
- WELD 1410 - SMAW - Basic Beads
- WELD 1411 - SMAW - Fillet Weld
- WELD 1412 - SMAW - V-Groove Bu/Gouge
- WELD 2110 - FCAW - Basic Fillet Welds
- WELD 2111 - FCAW - Groove Welds
- WELD 2210 - GTAW - Multi-joint
- WELD 2230 - GTAW - Aluminum Multi-joint
- WELD 2310 - GMAW - Basic Fillet Weld
- WELD 2311 - GMAW - Groove Weld
- CPTR 1000 - Introduction To Computers
- JOBS 2450 - Job Seeking Skills

Total: 44 hrs./ 1320 clock hrs.

**Required Electives:**
SMAW Process

- WELD 1420 - SMAW - V-Groove Open
- WELD 1510 - SMAW - Pipe 2G
- WELD 1511 - SMAW - Pipe 5G
- WELD 1512 - SMAW - Pipe 6G
- WELD 1610 - SMAW Stainless Steel (SMAW-SS) Multi-joint
- WELD 1620 - SMAW Stainless Steel (SMAW-SS) 5G Pipe
- WELD 1621 - SMAW Stainless Steel (SMAW-SS) 2G Pipe
- WELD 1622 - Smaw Stainless Steel (SMAW-SS) 6G Pipe

FCAW Process

- WELD 2112 - FCAW - Pipe 5G
- WELD 2113 - FCAW - Pipe 2G
- WELD 2114 - FCAW - Pipe 6G

GTAW Process

- WELD 2220 - GTAW - Pipe 5G
- WELD 2221 - GTAW - Pipe 2G
- WELD 2222 - GTAW - Pipe 6G
- WELD 2240 - GTAW Low Alloy (GTAW-LA) 5G Pipe
- WELD 2241 - GTAW Low Alloy (GTAW-LA) 2G Pipe
- WELD 2242 - GTAW Low Alloy (GTAW-LA) 6G Pipe
- WELD 2250 - GTAW Stainless Steel (GTAW-SS) 5G Pipe
- WELD 2251 - GTAW Stainless Steel (GTAW-SS) 2G Pipe
- WELD 2252 - GTAW Stainless Steel (GTAW-SS) 6G Pipe
- WELD 2260 - GTAW Aluminum (GTAW-AL) 5G Pipe
- WELD 2261 - GTAW Aluminum (GTAW-AL) 2G Pipe
- WELD 2262 - GTAW Aluminum (GTAW-AL) 6G Pipe

GMAW Process

- WELD 2320 - GMAW - Pipe 2G
- WELD 2321 - GMAW - Pipe 5G
- WELD 2322 - GMAW - Pipe 6G
- WELD 2330 - GMAW - Aluminum Multi-joint
• WELD 2340 - GMAW Aluminum (GMA-W-AL) 5G Pipe
• WELD 2341 - GMAW Aluminum (GMA-W-AL) 2G Pipe
• WELD 2342 - GMAW Aluminum (GMA-W-AL) 6G Pipe

Advanced Procedures

• WELD 1121 - Advanced Blueprint Reading
• WELD 2410 - Automated Welding Processes
• WELD 2420 - Construction Procedures I
• WELD 2421 - Construction Procedures II
• WELD 2422 - Construction Procedures III
• WELD 2423 - Construction Procedures IV
• WELD 2430 - Maintenance Procedures I
• WELD 2431 - Maintenance Procedures II
• WELD 2432 - Maintenance Procedures III
• WELD 2433 - Maintenance Procedures IV
• WELD 2440 - Manufacturing Procedures I
• WELD 2441 - Manufacturing Procedures II
• WELD 2442 - Manufacturing Procedures III
• WELD 2443 - Manufacturing Procedures IV
• WELD 2450 - Marine Procedures I
• WELD 2451 - Marine Procedures II
• WELD 2452 - Marine Procedures III
• WELD 2453 - Marine Procedures IV
• WELD 2460 - Piping Procedures I
• WELD 2461 - Piping Procedures II
• WELD 2462 - Piping Procedures III
• WELD 2463 - Piping Procedures IV
• WELD 2470 - Pressure Vessel Procedures I
• WELD 2471 - Pressure Vessel Procedures II
• WELD 2472 - Pressure Vessel Procedures III
• WELD 2473 - Pressure Vessel Procedures IV
• WELD 2480 - Shipbuilding Procedures I
• WELD 2481 - Shipbuilding Procedures II
• WELD 2482 - Shipbuilding Procedures III
• WELD 2483 - Shipbuilding Procedures IV
• WELD 2490 - Structural Procedures I
• WELD 2491 - Structural Procedures II
• WELD 2492 - Structural Procedures III
• WELD 2493 - Structural Procedures IV

Approved Electives
- WELD 2883 - Basic Skills Evaluation
- WELD 2885 - Advanced Skills Evaluation
- WELD 2893 - SMAW Certification Preparation
- WELD 2895 - FCAW Certification Preparation
- WELD 2897 - GTAW Certification Preparation
- WELD 2899 - GMAW Certification Preparation
- WELD 2996 - Certification I
- WELD 2997 - Practicum
- WELD 2999 - Cooperative Education
- WELD 2991 - Special Projects I
- WELD 2993 - Special Projects II
- WELD 2995 - Special Projects III
- WELD 2992 - Special Projects IV
- WELD 2994 - Special Projects V
- WELD 2990 - Special Projects VI

Optional Elective

- CSRV 1000 - Customer Service

Total: 16 hrs./ 480 clock hrs.

TD - Welding

To meet the requirements to earn a diploma, students must complete the program core and select an additional minimum of 16 credits from ANY of the courses listed as "Required Electives."

Total: 60 hrs./ 1800 clock hrs.

Certificate Exit Levels are Below:

TCA - Welder Helper

- WELD 1110 - Occupational Orientation & Safety
- WELD 1140 - Electrical Fundamentals
Total: 5 hrs./ 105 clock hrs.

TCA - Thermal Cutter

- WELD 1110 - Occupational Orientation & Safety
- WELD 1210 - Oxyfuel Systems

Total: 5 hrs./ 120 clock hrs.

TCA - Arc Cutter

- WELD 1110 - Occupational Orientation & Safety
- WELD 1140 - Electrical Fundamentals
- WELD 1310 - Cutting Processes - CAC/PAC

Total: 7 hrs./ 150 clock hrs.

TCA - Arc Welder Skills Upgrade

- WELD 2883 - Basic Skills Evaluation or
- WELD 2885 - Advanced Skills Evaluation
- WELD 1110 - Occupational Orientation & Safety
- PLUS - A minimum of 4 credits from the list of Required Electives 4 hrs./ 120 clock hrs.

Total: 8 hrs./ 210 clock hrs.

TCA - Tack Welder/Fitter Helper
- WELD 1110 - Occupational Orientation & Safety
- WELD 1120 - Basic Blueprint, Metallurgy & Welding Symbols
- WELD 1210 - Oxyfuel Systems
- WELD 1410 - SMAW - Basic Beads

Total: 10 hrs./ 255 clock hrs.

TCA - Production Line Welder

- WELD 1110 - Occupational Orientation & Safety
- WELD 1140 - Electrical Fundamentals
- WELD 1210 - Oxyfuel Systems
- WELD 1410 - SMAW - Basic Beads

PLUS – Any ONE below (3 hrs./ 105 clock hrs.)

- WELD 1411 - SMAW - Fillet Weld
- WELD 2110 - FCAW - Basic Fillet Welds
- WELD 2210 - GTAW - Multi-joint
- WELD 2310 - GMAW - Basic Fillet Weld

Total: 12 hrs./ 330 clock hrs.

CTS - Production Line Welder II

- WELD 1110 - Occupational Orientation & Safety
- WELD 1140 - Electrical Fundamentals
- WELD 1210 - Oxyfuel Systems
- WELD 1310 - Cutting Processes - CAC/PAC
- WELD 1410 - SMAW - Basic Beads
- PLUS - Any ONE Advanced Procedures course 2 hrs./ 60 clock hrs.

PLUS - 12 credits from list below (12 hrs./ 420 clock hrs.)
- WELD 1411 - SMAW - Fillet Weld
- WELD 1412 - SMAW - V-Groove Bu/Gouge
- WELD 2110 - FCAW - Basic Fillet Welds
- WELD 2111 - FCAW - Groove Welds
- WELD 2210 - GTAW - Multi-joint
- WELD 2230 - GTAW - Aluminum Multi-joint
- WELD 2310 - GMAW - Basic Fillet Weld
- WELD 2311 - GMAW - Groove Weld

Total: 25 hrs./ 750 clock hrs.

CTS - Production Line Welder - Shipbuilding

- WELD 1110 - Occupational Orientation & Safety
- WELD 1140 - Electrical Fundamentals
- WELD 1210 - Oxyfuel Systems
- WELD 1410 - SMAW - Basic Beads
- WELD 2110 - FCAW - Basic Fillet Welds
- WELD 2480 - Shipbuilding Procedures I
- WELD 1130 - Welding Inspection & Testing
- WELD 1411 - SMAW - Fillet Weld
- WELD 1310 - Cutting Processes - CAC/PAC
- WELD 2111 - FCAW - Groove Welds
- WELD 2481 - Shipbuilding Procedures II

Total: 26 hrs./ 765 clock hrs.

CTS - Arc Welder - GTAW

- WELD 1110 - Occupational Orientation & Safety
- WELD 1140 - Electrical Fundamentals
- WELD 1210 - Oxyfuel Systems
- WELD 1310 - Cutting Processes - CAC/PAC
- WELD 2210 - GTAW - Multi-joint
- PLUS ANY 3 courses from the GTAW Required Electives 12 hrs./ 360 clock hrs.

Total: 24 hrs./ 675 clock hrs.
CTS - Arc Welder - GMAW

- WELD 1110 - Occupational Orientation & Safety
- WELD 1140 - Electrical Fundamentals
- WELD 1210 - Oxyfuel Systems
- WELD 1310 - Cutting Processes - CAC/PAC
- WELD 2310 - GMAW - Basic Fillet Weld
- WELD 2311 - GMAW - Groove Weld
- PLUS ANY 3 courses from the GMAW Required Electives 12 hrs./360 clock hrs.

Total: 27 hrs./780 clock hrs.

CTS - Arc Welder - FCAW

- WELD 1110 - Occupational Orientation & Safety
- WELD 1140 - Electrical Fundamentals
- WELD 1210 - Oxyfuel Systems
- WELD 1310 - Cutting Processes - CAC/PAC
- WELD 2110 - FCAW - Basic Fillet Welds
- WELD 2111 - FCAW - Groove Welds
- PLUS ANY 3 courses from the FCAW Required Electives 12 hrs./360 clock hrs.

Total: 27 hrs./780 clock hrs.

CTS - Arc Welder - SMAW

- WELD 1110 - Occupational Orientation & Safety
- WELD 1140 - Electrical Fundamentals
- WELD 1210 - Oxyfuel Systems
- WELD 1310 - Cutting Processes - CAC/PAC
- WELD 1410 - SMAW - Basic Beads
- WELD 1411 - SMAW - Fillet Weld
- WELD 1412 - SMAW - V-Groove Bu/Gouge
- WELD 1420 - SMAW - V-Groove Open
- PLUS ANY 3 courses from the SMAW Required Electives 12 hrs./360 clock hrs.
Programs by School

Louisiana Delta Community College

LDCC General Education Requirement

The general education requirements below are to be used in conjunction with the Associate of Arts/Science Louisiana Transfer (AALT and ASLT) degrees, all of which go into effect for the fall 2010 semester. General education courses should be selected so that they meet the requirements of the associate degree being pursued as well as the requirements of the anticipated major at the university to which the student intends to transfer.

Students completing a Louisiana transfer degree must complete all general education courses, as well as all other courses for the transfer degree, with grades of “C” or better.

English Composition 6 hours

6 hours—Complete both courses.

- ENGL 101 - English Composition I
- ENGL 102 - English Composition

Humanities 9 Hours

9 hours including 3 in literature.

- ENGL 201 - English Literature
- ENGL 202 - English Literature
- ENGL 203 - American Literature I
- ENGL 204 - American Literature II
- ENGL 205 - World Literature
- ENGL 206 - World Literature
- ENGL 207 - Literature Of The Old Testament
- ENGL 208 - Literature Of The New Testament
- ENGL 211 - Survey Of Short Stories & Novels
- ENGL 215 - Introduction To Drama & Poetry
- FREN 101 - Elementary French I
- FREN 102 - Elementary French II
- FREN 201 - Intermediate French
- FREN 202 - Intermediate French
- HIST 101 - Western Civilization To 1650 A.D.
- HIST 102 - Western Civilization Since 1650 A.D.
- HIST 201 - History Of The United States 1492-1877
- HIST 202 - History Of The Us 1877-present
- PHIL 201 - Introduction To Philosophy
- SPCM 110 - Fundamentals Of Speech
- SPCM 120 - Intro To Public Speaking
- SPCM 130 - Interpersonal Communication
- SPAN 101 - Elementary Spanish I
- SPAN 102 - Elementary Spanish II
- SPAN 201 - Intermediate Spanish I
- SPAN 202 - Intermediate Spanish II

Fine Arts 3 Hours

- ARTS 120 - Art Appreciation
- ARTS 201 - Survey Of Art History I
- ARTS 202 - Survey Of Art History II
- MUSC 101 - Music Appreciation
- THEA 190 - Theatre Appreciation

Natural Sciences 9 Hours

9 hours including a sequence

Students must complete a six-hour sequence in either the biological or physical sciences. The remaining three hours must be in the opposite area (i.e., both biological and physical sciences must be taken).

Biological Sciences Sequence Courses:

- BIOL 101 - General Biology I
- BIOL 102 - General Biology II
- BIOL 201 - Principles Of Biology I
- BIOL 202 - Principles Of Biology II
- BIOL 221 - Human Anatomy And Physiology I
- BIOL 222 - Human Anatomy & Physiology II
Physical Science Sequence Courses:

- CHEM 101 - General Chemistry
- CHEM 102 - General Chemistry II
- CHEM 110 - Chemistry I
- CHEM 120 - Chemistry II
- PHSC 100 - Physical Science I
- PHSC 120 - Physical Science II
- PHYS 210 - General Physics I
- PHYS 220 - General Physics II
- GEOL 101 - Physical Geology
- GEOL 102 - Historical Geology
- SCIE 101 - Introductory Earth Science I
- SCIE 102 - Introductory Earth Science II

Individual Biological Sciences Courses:

- BIOL 210 - General Microbiology
- BIOL 228 - Pathophysiology
- BIOL 230 - Principles Of Zoology
- SCIE 114 - Environmental Science & Lab

Individual Physical Science Courses:

- PHYS 110 - Foundations Of Astronomy

Math/Analytical Reasoning 6 Hours

6 hours specific to degree program

- MATH 105 - College Algebra (Expanded)
- MATH 110 - College Algebra
- MATH 111 - Plane Trigonometry
- MATH 117 - A Survey Of Mathematics
- MATH 120 - Precalculus
- MATH 201 - Business Calculus
- MATH 210 - Introduction To Statistics
- MATH 220 - Calculus I
- MATH 221 - Calculus II

Social/Behavioral Sciences 6 Hours

6 hours with at least 3 at the 200 level

- ECON 201 - Macroeconomics
- ECON 202 - Microeconomics
- GEOG 202 - Cultural Geography
- GEOG 205 - Physical Geography
- POLI 110 - American Government
- PSYC 201 - Introduction To Psychology
- PSYC 225 - Child Psychology
- PSYC 226 - Developmental Psychology
- PSYC 227 - Adolescent Psychology
- SOCL 201 - Introduction To Sociology
- SOCL 202 - Contemporary Social Problems

School of Business

Business and Technology, A.A.S.

The Associate of Applied Science in Business and Technology is designed for those students interested in obtaining a degree to enter the work force or continuing at a four-year institution to pursue a bachelor’s degree.

Program of Study

Core Courses

Students must earn a grade of C or better in all Core Courses.

- ACCT 201 - Intro To Financial Accounting
- BUSN 101 - Introduction To Business
- BUSN 201 - Principles Of Marketing
- BUSN 210 - Principles Of Management
- BUSN 231 - Business Law I
- CINS 203 - Spreadsheet Applications
- CINS 204 - Word Processing Applications
- CINS 205 - Database Applications
- Core Electives** 9 hrs.
Total: 33 hours

General Education Requirements

- ENGL 101 - English Composition I
- ENGL 102 - English Composition
- MATH 105 - College Algebra (Expanded) or MATH 110 - College Algebra
- MATH 114 - Business Mathematics or MATH 210 - Introduction To Statistics
- Natural Science 3 hrs.
- Humanities 3 hrs.
- Social/Behavioral Science 3 hrs.

Total: 21 hours

Required Related Courses

- CINS 101 - Introduction To Computers
- ACSE 100 - Academic Seminar
- BUSN 215 - Business Communication

Total: 7 hours

Total Hours: 60 Credit Hours

Note(s):

- ** Core Electives must be approved by the student’s advisor and may be taken from any of the following: ACCT, BUSN, CINS, ECON, or MGT.
Associate of Applied Science in Business and Technology

First Semester

- ACSE 100 - Academic Seminar ♯
- ENGL 101 - English Composition I
- MATH 105 - College Algebra (Expanded) or
  MATH 110 - College Algebra
- Natural Science (GER) 3 hrs.
- Humanities (GER) 3 hrs.
- CINS 101 - Introduction To Computers

Total: 16 hours

Second Semester

- ENGL 102 - English Composition
- BUSN 101 - Introduction To Business
- CINS 204 - Word Processing Applications
- Social/Behavioral Science (GER) 3 hrs.
- MATH 114 - Business Mathematics or
  MATH 210 - Introduction To Statistics

Total: 15 hours

Third Semester

- ACCT 201 - Intro To Financial Accounting
- BUSN 231 - Business Law I
- CINS 205 - Database Applications
- BUSN 210 - Principles Of Management
• Core Elective 3 hrs.

Total: 15 hours

Fourth Semester

• CINS 203 - Spreadsheet Applications
• BUSN 201 - Principles Of Marketing
• BUSN 215 - Business Communication
• Core Elective 6 hrs.

Total: 15 hours

Total: 60 Credit Hours

Note(s):

• * Students placing in any 095 developmental courses OR two or more developmental courses are required to take Academic Skills Seminar

Customer Service Technical Competency Area

This four-course sequence is designed to enhance students’ customer service skills and better prepare them for careers in industries such as business, hospitality, and tourism.

• BUSN 101 - Introduction To Business
• BUSN 215 - Business Communication
• BUSN 130 - Customer Service For Business Professionals
• CINS 101 - Introduction To Computers

Business Office Administration, A.A.S.

Program Type: Associate of Applied Science (AAS)
Program Length: 60 credit hours
Business Office Technology (General Office Concentration) 45 credit hours/870 clock hours
Business Office Technology (Computer Applications Concentration) 45 credit hours/855 clock hours
Business Office Technology (Accounting Concentration) 45 credit hours/885 clock hours
**Business Office Technology (Medical Office Concentration)** 45 credit hours/780 clock hours  
**Business Office Technology (Legal Office Concentration)** 45 credit hours/825 clock hours

**Program Description**  
This program will prepare individuals for office technology/support positions in both private and public agencies

**Business Office Administration Course Listing**

**Pre-requisite Courses**  
The following courses are Pre-requisite courses for all exit points.

- CPTR 1002 - Computer Literacy And Applications  
- KYBD 1010 - Basic Keyboarding

**TCA - General Clerk**  
Core Courses for all Concentration Areas

- ORNT 1000 - Freshman Seminar  
- CSRV 1000 - Customer Service  
- BUSE 1030 - Business English  
- KYBD 1111 - Introduction To Formatting  
- OSYS 1100 - Records Management

Total: 13 hrs./ 225 clock hrs.

**General Office Concentration**  
The TCA - General Clerk PLUS the following courses comprise the General Office Concentration

**CTS - Office Assistant Specialist**

- ACCT 1100 - Principles Of Accounting Part I  
- BUSM 1050 - Business Math  
- BUSE 1045 - Business Communication  
- CPTR 1320 - Spreadsheets  
- CPTR 1310 - Introduction To Database Management  
- ISYS 1440 - Word Processing  
- ACCT 1200 - Principles Of Accounting, Part II
Total: 34 hrs./ 690 clock hrs.

TD - Business Office Technology (General Office Concentration)

- ISYS 1650 - Desktop Publishing
- MACH 1350 - Machine Transcription
- OSYS 2530 - Office Procedures
- JOBS 2450 - Job Seeking Skills

Total: 45 hrs./ 870 clock hrs.

Computer Applications Concentration

The TCA - General Clerk PLUS the CTS - Office Assistant Specialist PLUS the following courses comprise the Computer Applications Concentration

TD - Business Office Technology (Computer Applications Concentration)

- CPTR 1200 - Introduction to Operating Systems 3 hrs./ 45 clock hrs.
- CPTR 1600 - Presentation Software 3 hrs./ 45 clock hrs.
- CPTR 1400 - Introduction to Networking Technologies 3 hrs./ 45 clock hrs.
- JOBS 2450 - Job Seeking Skills
- TD - Business Office Technology (Computer Applications Concentration) 45 hrs./ 855 clock hrs.

Total: 45 hrs./ 855 clock hrs.

Accounting Concentration

The TCA - General Clerk PLUS the following courses comprise the Accounting Concentration

CTS - Accounting Office Specialist

- ACCT 1100 - Principles Of Accounting Part I
- ACCT 1200 - Principles Of Accounting, Part II
- BUSM 1050 - Business Math
- BUSE 1045 - Business Communication
- CPTR 1320 - Spreadsheets
- ISYS 1440 - Word Processing
- ACCT 1250 - Payroll Accounting

Total: 34 hrs. / 675 clock hrs.

**TD - Business Office Technology (Accounting Concentration)**

- ACCT 1300 - Intermediate Accounting
- ACCT 1400 - Advanced Accounting
- ACCT 1500 - Computerized Accounting
- JOBS 2450 - Job Seeking Skills

Total: 45 hrs. / 885 clock hrs.

**Medical Office Concentration**

The TCA - General Clerk PLUS the following courses comprise the Medical Office Concentration

**CTS - Medical Office Specialist**

- BOTH 1300 - Medical Office Terminology
- BOTH 1120 - General Body Structure
- BOTH 1210 - Administrative Procedures For Medical Offices
- ACCT 1100 - Principles Of Accounting Part I
- BUSM 1050 - Business Math
- BUSE 1045 - Business Communication
- BOTH 2110 - Medical Office Transcription

Total: 34 hrs. / 585 clock hrs.

**TD - Business Office Technology (Medical Office Concentration)**
- BOTH 1230 - Insurance Billing
- BOTH 1240 - Coding
- ACCT 1200 - Principles Of Accounting, Part II or
  - BOTH 1250 - Advanced Coding
- JOBS 2450 - Job Seeking Skills

Total: 45 hrs./ 780 clock hrs.

Additional Exit Points:

TCA - Medical Records/Billing Clerk

- BOTH 1120 - General Body Structure
- BOTH 1300 - Medical Office Terminology
- BOTH 1230 - Insurance Billing
- BOTH 1240 - Coding
- BOTH 1250 - Advanced Coding

Total: 15 hrs./ 255 clock hrs.

CTS - Medical Records/Billing Specialist

- BOTH 1210 - Administrative Procedures For Medical Offices
- OSYS 1100 - Records Management
- BOTH 2110 - Medical Office Transcription

Total: 24 hrs./ 390 clock hrs.

Legal Office Concentration
The TCA - General Clerk PLUS the following courses comprise the Legal Office Concentration

**CTS - Legal Office Specialist**

- ACCT 1100 - Principles Of Accounting Part I
- ACCT 1200 - Principles Of Accounting, Part II
- BUSM 1050 - Business Math
- BUSI 1000 - Business Law 3 hrs./45 clock hrs.
- BUSE 1045 - Business Communication
- BOTL 1300 - Legal Terminology 3 hrs./45 clock hrs.
- BOTL 2110 - Legal Terminology 3 hrs./45 clock hrs.

Total: 34 hrs./615 clock hrs.

**TD - Business Office Technology (Legal Office Concentration)**

- CPTR 1320 - Spreadsheets
- ACCT 1500 - Computerized Accounting
- BOTH 1210 - Administrative Procedures For Medical Offices
- JOBS 2450 - Job Seeking Skills

Total: 45 hrs./825 clock hrs.

**Additional Exit Points:**

**TCA - Call Center Representative**

- ORNT 1000 - Freshman Seminar
- BUSE 1030 - Business English
- BUSE 1045 - Business Communication
- CSRV 1000 - Customer Service
- CCRV 1000 - Telephone Sales & Skills 3 hrs./45 clock hrs.
- CCRV 1100 - Call Center Procedures 3 hrs./45 clock hrs.
- JOBS 2450 - Job Seeking Skills
Total: 18 hrs./ 270 clock hrs.

TCA - Human Resource Specialist

- ORNT 1000 - Freshman Seminar
- KYBD 1111 - Introduction To Formatting
- HURM 1000 - Employment Law & Regulations 3 hrs./ 45 clock hrs
- HURM 1200 - Recruiting, Selecting & Personnel Planning 3 hrs./ 45 clock hrs.
- HURM 1300 - Compensation & Benefits 3 hrs./ 45 clock hrs.
- JOBS 2450 - Job Seeking Skills

Total: 18 hrs./ 300 clock hrs.

TCA - Bank Teller

- ORNT 1000 - Freshman Seminar
- BUSM 1050 - Business Math
- BTEL 1000 - Bank Teller Procedures 3 hrs./ 45 clock hrs.
- CSRV 1000 - Customer Service
- ACCT 1100 - Principles Of Accounting Part I
- JOBS 2450 - Job Seeking Skills

Total: 15 hrs./ 270 clock hrs.

AAS - Business Office Administration

Any TD concentration PLUS the following courses

- ENGL 1015 - English Composition I
- MATH 1015 - College Algebra
- PSYC 2015 - Introduction To Psychology
- PHSC 1015 - Physical Science I
- SPCH 1015 - Introduction To Public Speaking

Total: 60 hrs./ 1,095 clock hrs.
May Be Substituted:

With approval from the Chief Academic Officer/designee, the following courses may be substituted for course requirements.

- SPPR 2991 - Special Projects I 1 hr./30 clock hrs.
- SPPR 2993 - Special Projects II 2 hrs./60 clock hrs.
- SPPR 2995 - Special Projects III 3 hrs./90 clock hrs.
- SPPR 2996 - Special Projects IV 3 hrs./45 clock hrs.
- SPPR 2998 - Special Projects V 1 hr./15 clock hrs.
- SPPR 2997 - Practicum 3 hrs./135 clock hrs.
- SPPR 2999 - Cooperative Education 3 hrs./135 clock hrs.

Direct Support Professionals, T.C.A.

Louisiana Delta Community College offers a Technical Competency Area (TCA) for Direct Support Professionals (DSP). The DSP provides guidance and support to persons with disabilities who need help to be self-sufficient and to participate fully in family, work, community and social life. DSPs are found in many different work settings and have a variety of job titles including personal care assistant, supported living companion, respite care worker, and job coach/employment specialist.

Direct Support Professionals Program of Study

- HSCI 101 - First Aid & CPR/AED
- HEHS 101 - Intro Direct Support Profession
- HEHS 102 - Fundamentals Of Communication & Advocacy
- HEHS 103 - Teaching People With Disabilities
- HEHS 104 - Developing, Implementing, & Evaluating Individualized Supports
- HSCI 104 - Basic Care Skills
- HEHS 228 - Health/Human Services Practicum 3 hrs.

Total Hours: 19 Credit Hours

Information and Communication: Computer/Networking Support, A.A.S.

Program Type: Associate of Applied Science (AAS)
Program Length: AAS = 75 Credit Hours/1440 Clock Hours

Program Description
This program is divided into a basic core area and a specialty computer/networking area. The basic core courses of study will prepare individuals to troubleshoot, repair, and maintain computer systems and basic local area network problems. Students will also learn to operate a computer using current operating system software and use current application software for manipulating spreadsheets, databases, and word processing documents.

The specialty computer/networking area will prepare students to support end users and to successfully troubleshoot operating systems, user desktop environments, and/or local area and wide area networks. Electives are available to prepare students to assess the security needs of computer and network systems, recommend safeguard solutions, and manage the implementation and maintenance of security devices, systems, and procedures. Additional electives are provided to prepare students to manage computer operations and control the system configurations emanating from a specific site or network hub as well as low-level programming languages. The curriculum also includes instruction in computer hardware and software applications; local area (LAN) and wide area (WAN) networking.

The curriculum provides both knowledge acquisition and skills development for those who are currently working in the information technology field and would like to obtain industry-based certifications or for those who would like to prepare for employment in this field. The program is designed to prepare students to successfully pass national, industry-based exams such as: IC3, CompTIA’s A+, Network+, Server+, HTI+, iNet+, and Security+; Cisco System’s Cisco Certified Network Associate (CCNA), Cisco Certified Network Design (CCDA), and Cisco Certified Network Professional (CCNP); Microsoft’s Certified Desktop Technician (MCDST); as well as security certifications such as Security Certified Network Professional (SCNP) and Security Certified Network Architect (SCNA) where available.

Info Comm Technology: Computer/Networking Support Course Listing

**TCA - CIP 111001 - Computer Operator**

- ORNT 1000 - Freshman Seminar
- CPTR 1010 - IC3
- KYBD 1000 - Basic Keyboarding 2 hrs./45 clock hrs.
- INCT 1100 - Installation & Troubleshooting, Part I

Total: 10 hrs./225 clock hrs.

**CTS - CIP 111001 - Computer System Technician**

- INCT 1110 - Installation & Troubleshooting, Part II
- INCT 1200 - Operating Systems
- INCT 1210 - Introduction to Programming 3 hrs./75 clock hrs.
- INCT 2110 - Networking Technologies
- ICT Elective 3 hrs./75 clock hrs.
Total: 27 hrs./ 630 clock hrs.

Total ICT Core

- JOBS 2450 - Job Seeking Skills

Total: 29 hrs./ 660 clock hrs.

TD - ICT Computer/Networking Support

- INCT 1800 - Introduction To Unix/linux
- INCT 2902 - Internship 2 hrs./ 90 clock hrs.
- ICT Electives 26 hrs./ 390 clock hrs.

Total: 60 hrs./ 1215 clock hrs.

AAS - ICT Computer/Networking Support

Transferable General Education Courses Required for AAS

- ENGL 1015 - English Composition I
- MATH 1015 - College Algebra
- PSYC 2015 - Introduction To Psychology
- PHSC 1015 - Physical Science I
- SPCH 1015 - Introduction To Public Speaking

Total: 75 hrs./ 1440 clock hrs.

ICT Computer Support Electives:
- ACCT 1100 - Principles Of Accounting Part I
- ACCT 1500 - Computerized Accounting
- INCT 1320 - Introduction To Database Development
- INCT 2261 - Desktop Support 4 hrs./ 90 clock hrs.
- CPTR 2640 - Advanced Spreadsheet Applications 3 hrs./ 60 clock hrs.
- INCT 2650 - Advanced Database Development 3 hrs./ 75 clock hrs.
- CPTR 2650 - Advanced Database Application 3 hrs./ 60 clock hrs.
- CPTR 1860 - Programming Language I 3 hrs./ 75 clock hrs.
- CPTR 2860 - Programming Language II 3 hrs./ 75 clock hrs.

ICT Security Electives:

- INCT 2040 - Designing Security For A Client/Server Network
- INCT 2120 - Introduction To Basic Routers
- INCT 2545 - Network Security: Ethical Hacking
- INCT 2840 - Managing Network Security
- INCT 2855 - Firewall Technology
- INCT 2860 - Wireless Technologies

ICT Network Architecture Electives:

- INCT 2120 - Introduction To Basic Routers
- INCT 2130 - Intermediate Routing And Switching
- INCT 2140 - Wide Area Network Protocols
- INCT 2150 - Advanced Routing 3 hrs./ 75 clock hrs.
- INCT 2160 - Remote Access 3 hrs./ 75 clock hrs.
- INCT 2170 - Multilayer Switching 3 hrs./ 75 clock hrs.

ICT Electives:

- INCT 1120 - Installation & Troubleshooting Lab
- INCT 1250 - Project Management
- INCT 1300 - Internet Applications
- INCT 1330 - Introduction To Networking
- INCT 1900 - Web Page Design 3 hrs./ 75 clock hrs.
- INCT 2010 - Introduction To Client/Server Networking
- INCT 2180 - Designing Networks 3 hrs./ 75 clock hrs.
- INCT 2190 - Internetwork Support 3 hrs./ 75 clock hrs.
- INCT 2820 - Server Technology
• INCT 2830 - Cabling Infrastructure
• INCT 2850 - Emerging Technologies
• INCT 2890 - Entrepreneurial Venture
• INCT 2910 - Home Technology Integrator 3 hrs./ 75 clock hrs.
• INCT 2920 - Network Defense and Countermeasures 3 hrs./ 75 clock hrs.
• INCT 2925 - Hardening the Network Infrastructure 3 hrs./ 75 clock hrs.
• INCT 2930 - Enterprise Security Implementation 3 hrs./ 75 clock hrs.
• INCT 2935 - Advanced Security Implementation 3 hrs./ 75 clock hrs.
• INCT 1391 - Procedural Programming Language I 7 hrs./ 195 clock hrs.
• INCT 1451 - Basic Programming I 7 hrs./ 195 clock hrs.
• INCT 1461 - C++ Programming I 7 hrs./ 195 clock hrs.
• INCT 1470 - CL Programming 3 hrs./ 75 clock hrs.
• INCT 1491 - RPG Programming I 7 hrs./ 195 clock hrs.
• INCT 1500 - Internet Programming Language I 3 hrs./ 75 clock hrs.
• INCT 1801 - Java Programming I 7 hrs./ 195 clock hrs.
• INCT 2500 - Internet Programming Language II 3 hrs./ 75 clock hrs.

May Not Be Substituted:

The following courses may not be substituted for the above course requirements.

• INCT 2991 - Special Projects, I
• INCT 2993 - Special Projects, II
• INCT 2995 - Special Projects, III
• INCT 2996 - Special Projects, IV
• INCT 2997 - Practicum
• INCT 2999 - Cooperative Education

Non-Major Electives:

• CPTR 1000 - Introduction To Computers

Optional Elective:

• CSRV 1000 - Customer Service

Below are Certificate Exit Levels:
CTS - CIP 111001 - LAN Administrator

- INCT 1100 - Installation & Troubleshooting, Part I
- INCT 1110 - Installation & Troubleshooting, Part II
- CPTR 1010 - IC3
- KYBD 1000 - Basic Keyboarding 2 hrs./ 45 clock hrs.
- INCT 2110 - Networking Technologies
- INCT 1200 - Operating Systems
- INCT 2120 - Introduction To Basic Routers
- ICT Elective 3 hrs./ 75 clock hrs.

Total: 27 hrs./ 630 clock hrs.

CTS - CIP 111001 - Network Security Technician

- INCT 1100 - Installation & Troubleshooting, Part I
- INCT 1110 - Installation & Troubleshooting, Part II
- CPTR 1010 - IC3
- KYBD 1000 - Basic Keyboarding 2 hrs./ 45 clock hrs.
- INCT 1200 - Operating Systems
- INCT 2110 - Networking Technologies
- INCT 2120 - Introduction To Basic Routers
- INCT 2545 - Network Security: Ethical Hacking
- INCT 2840 - Managing Network Security
- INCT 2855 - Firewall Technology

Total: 33 hrs./ 735 clock hrs.

TCA - CIP 111001 - Computer Technician

- INCT 1100 - Installation & Troubleshooting, Part I
- INCT 1110 - Installation & Troubleshooting, Part II
- CPTR 1010 - IC3
- KYBD 1000 - Basic Keyboarding 2 hrs./ 45 clock hrs.

Total: 12 hrs./ 285 clock hrs.
TCA - CIP 111001 - Wide Area Network Technician

- INCT 2110 - Networking Technologies
- INCT 2120 - Introduction To Basic Routers
- INCT 2130 - Intermediate Routing And Switching
- INCT 2140 - Wide Area Network Protocols

Total: 16 hrs./ 360 clock hrs.

TCA - CIP 111001 - Wide Area Network Professional

- INCT 2150 - Advanced Routing 3 hrs./ 75 clock hrs.
- INCT 2160 - Remote Access 3 hrs./ 75 clock hrs.
- INCT 2170 - Multilayer Switching 3 hrs./ 75 clock hrs.
- INCT 2190 - Internetwork Support 3 hrs./ 75 clock hrs.

Total: 12 hrs./ 300 clock hrs.

ICT: Computer/Networking Support Associate of Applied Science

Available at These Campuses

- Delta Ouachita – West Monroe
- Northeast – Winnshoro

Prepare to Successfully Pass National and Industry-Based Exams Such as:

- IC3, Comp TIA’s A+, Network+
- Server+, HTI+, iNET+, Security+
- Cisco System’s Certified Network Associate
- Cisco Certified Network Design
- Cisco Certified Network Professional
- Microsoft’s Certified Desktop Technician

Credential Options:

- Associate of Applied Science (AAS)
  ICT Computer/Networking Support
75 Credits

- Technical Diploma (TD)
  ICT Computer/Networking Support
  60 Credits

- Certificate of Technical Studies (CTS)
  Network Security Technician
  33 Credits

- Certificate of Technical Studies (CTS)
  Computer System Technician
  LAN Administrator
  27 Credits

- Technical Competency Area (TCA)
  Computer Operator
  Computer Technician
  Wide Area Network Technician
  Wide Area Network Professional
  10 - 16 Credits

For more detailed program information, visit our website at www.myneltc.edu.

Program Description

This program is divided into a basic core area and a specialty computer/networking area. The basic core courses of study will prepare individuals to troubleshoot, repair, and maintain computer systems and basic local area network problems. Students will also learn to operate a computer using current operating system software and use current application software for manipulating spreadsheets, databases, and word processing documents.

<table>
<thead>
<tr>
<th>Industry Based Certifications Available through Training</th>
</tr>
</thead>
<tbody>
<tr>
<td>IC3</td>
</tr>
<tr>
<td>MOS 2007</td>
</tr>
<tr>
<td>NRF Customer Service</td>
</tr>
</tbody>
</table>

Admissions Procedure

- Must be at least 16 years of age.
- Complete admission application and pay $5 fee.
- Take the COMPASS exam at a cost of $15 (contact campus or view website for testing dates & times at each campus).
- High School Diploma or GED is required for unconditional entry into the AAS degree.

Financial Aid is Available

Northeast Louisiana Technical College participates in the following financial aid programs: Pell Grant, WIA, STEP, TOPS Tech, TOPS Tech Early Start, LEAP, Go Grant, Vocational Rehabilitation, Veterans Benefits, VA, and Voc. Rehab. Program requirements and inquiries should be directed to the Financial Aid Office.
Calendar of Operations

The academic calendar operates on fall and spring semesters, as well as a summer session, as follows:

<table>
<thead>
<tr>
<th>Time</th>
<th>Months</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td>August—December</td>
</tr>
<tr>
<td>Spring</td>
<td>January—May</td>
</tr>
<tr>
<td>Summer</td>
<td>June—August</td>
</tr>
</tbody>
</table>

Day Classes – 8 a.m. until 3 p.m.

Evening Classes – time varies

Grading Scale

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
<th>Rating</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90 – 100%</td>
<td>Excellent</td>
</tr>
<tr>
<td>B</td>
<td>80% - 89%</td>
<td>Above Average</td>
</tr>
<tr>
<td>C</td>
<td>70 – 79%</td>
<td>Average</td>
</tr>
<tr>
<td>D</td>
<td>60 – 69%</td>
<td>Below Average</td>
</tr>
<tr>
<td>F</td>
<td>59% or Below</td>
<td>Failure</td>
</tr>
</tbody>
</table>

Costs Associated with Program Enrollment

<table>
<thead>
<tr>
<th>Fee</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition per Credit Hour</td>
<td>$30.25 (maximum for 12 or more hours = $363)</td>
</tr>
<tr>
<td>Semester Registration</td>
<td>$5</td>
</tr>
<tr>
<td>Course Materials Fee</td>
<td>$5 per course</td>
</tr>
<tr>
<td>Academic Excellence Fee</td>
<td>$7 per credit hour (maximum fee of $84)</td>
</tr>
<tr>
<td>SGA Student Activity Fee</td>
<td>$10 per semester</td>
</tr>
<tr>
<td>Operational Fee</td>
<td>$2 per credit hour (maximum fee of $18)</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>$5 per credit hour (maximum fee of $60)</td>
</tr>
<tr>
<td>Data Base Fee</td>
<td>$16 per semester</td>
</tr>
<tr>
<td>Student I.D. Fee</td>
<td>$5</td>
</tr>
</tbody>
</table>
### Parking Decal Fee

| Parking Decal Fee | $5 per academic year |

*NOTE: Additional charge for books and supplies.*

*Tuition doubles for out-of-state students.*

Program Cost Sheets Available Upon Request

### Developmental Studies

Remedial assistance is available in reading, math, and/or English for students who have placement scores below program requirements.

### Institutional Mission

The mission of Northeast Louisiana Technical College is to prepare Louisiana’s citizens for improved quality of life, workforce success, and continued learning.

### Accreditation

Northeast Louisiana Technical College is accredited by the Council on Occupational Education. Contact COE at 7840 Roswell Road, Building 300, Suite 325, Atlanta, GA 30350 for questions about the accreditation status of Northeast Louisiana Technical College.

For additional information, please visit our web site:  
www.myneltc.edu

### Campus Locations & Contact Information

**NELTC, Delta Ouachita Main Campus**  
609 Vocational Parkway ♦ West Monroe, LA 71292  
Telephone: 318.397.6100 ♦ Fax: 318.397.6106

**NELTC, Bastrop Branch Campus**  
729 Kammell Street ♦ Bastrop, LA 71221-1120  
Telephone: 318.283.0836 ♦ Fax: 318.283.0871

**NELTC, Northeast Louisiana Branch Campus**  
1710 Warren Street ♦ Winnsboro, LA 71295  
Telephone: 318.435.2163 or 2164 ♦ Fax: 318.435.2166  
Toll Free: 1.888.320.6133

**NELTC, Ruston Branch Campus**  
1010 James Street ♦ Ruston, LA 71273-1070  
Telephone: 318.251.4145 ♦ Fax: 318.251.4159

**NELTC, Bastrop Airport Extension Campus**  
6376 Airport Road ♦ Bastrop, LA 71221-1120  
Telephone: 318.283.0836 ♦ Fax: 318.283.0871
Opportunity is Waiting For You!
www.myneltc.edu

Louisiana Transfer Degree, Business

Business Track, A.A.L.T.

School of Health Sciences

Nursing

Nursing, A.S.N.

Students desiring admission to the Nursing Degree Program must first meet general admission requirements for Louisiana Delta Community College and must be unconditionally accepted for admission to the college. Students must subsequently make application to the Division of Nursing & Allied Health in order to be considered for admission to the Nursing Degree Program. Successful completion of the Degree of Associate of Science in Nursing will allow a graduate to apply to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN).

Program of Study

General Education Courses

English Composition 6 hours
• ENGL 101 - English Composition I
• ENGL 102 - English Composition

Mathematics 6 hours

• MATH 105 - College Algebra (Expanded) or
• MATH 110 - College Algebra and
• MATH 210 - Introduction To Statistics

Biology 12 hours

• BIOL 221 - Human Anatomy And Physiology I
• BIOL 223 - Human Anatomy & Physiology I Lab
• BIOL 222 - Human Anatomy & Physiology II
• BIOL 224 - Human Anatomy & Physiology II Lab
• BIOL 210 - General Microbiology and
• BIOL 211 - General Microbiology Lab

Academic Skills Seminar 1 hour

• ACSE 100 - Academic Seminar

Psychology 3 hours

• PSYC 201 - Introduction To Psychology

Fine Arts Elective 3 hours

Humanities Elective 3 hours

(SPCH 120 recommended)

• CINS 101 - Introduction To Computers or Computer Literacy Exam
Required Courses

- NURS 112 - Basics In Nursing
- NURS 115 - Pharmacology For Nursing
- NURS 122 - Nursing Of The Adult I
- NURS 219 - Parent-Child Nursing
- NURS 221 - Mental Health Nursing
- NURS 232 - Nursing Of The Adult II
- NURS 233 - Trends, Issues, And Management

Requirements for Admission

Admission to the Nursing Degree Program is on a selective basis. Selection recommendations are made by the Division of Nursing and Allied Health Selection Committee to the Division Head. The number of students selected each year will depend upon a number of factors including financial, personnel, and other resources available to the Nursing Program. Students must meet the following minimum criteria to be considered eligible for selection into the Nursing Program:

1. Meet the general admission requirements of the community college.
2. Submit to the Division of Nursing & Allied Health a completed Nursing Selection Form accompanied by all documents by the first Monday in October.
3. Complete the following prerequisite courses with a grade-point average of 2.5 or higher: Must have a “C” or better in each of these pre-requisites for enrollment into the college.

<table>
<thead>
<tr>
<th>Courses</th>
<th>Sem. Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 101</td>
<td>3</td>
</tr>
<tr>
<td>MATH 105 or MATH 110</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 201</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 221/BIOL 223</td>
<td>3/1</td>
</tr>
</tbody>
</table>

4. Must have completed high school level chemistry, college chemistry, or PHSC 120 as pre-requisites to Biology 221/223.
5. CINS 101 or computer literacy exam is required
6. Science courses may not be more than five years old.
7. Students who have been awarded academic degrees at the Baccalaureate or Master’s level will be required to complete the same pre-requisite course work for the nursing curriculum.
8. Take the NLN-PAX RN exam within the last two years and have the results sent directly to the nursing program from NLN or previous school prior to the application deadline for the nursing program.
9. The student is able to meet the Core Performance Standards with or without accommodations.

Selection

Meeting the minimum criteria does not guarantee admission into the Nursing Program. Eligible applicants will be considered on a competitive basis. Selection decisions for the spring class will be made in October. If the number of qualified applicants exceeds available positions, the following selection criteria will be considered:
• GPA in Pre-Nursing Curriculum
• Score on NLN-PAX RN
• Previous LPN or healthcare experience with unencumbered license
• Delta student with a minimum of 9 credit hours
• Louisiana resident
• Grades on other non-nursing courses in curriculum

Once Admitted

The student admitted to the Nursing Program will receive an acceptance letter and additional information regarding the following admission requirements:

• Health History, Physical Examination, TB skin testing & Immunizations- completed health records must be submitted to the Nursing Division office by the date indicated in the acceptance letter. Cost for all health requirements will be incurred by the student.
• Urine Drug Screen- Urine drug screen results must be submitted to the Nursing Division office by the date indicated in the acceptance letter. Costs will be incurred by the student. A positive drug screen or any attempt to tamper with a specimen may subject applicant to disqualification of the application and/or dismissal from the Nursing Program.
• Criminal Background Check and Fingerprint Cards- The Louisiana State Board of Nursing (LSBN) requires persons who have been arrested, charged with, or convicted of any criminal offense in any state to petition the LSBN in writing for the right to practice as a student in Louisiana prior to enrolling in a clinical nursing course. All applicants must complete an Application for Approval to Enroll in a Clinical Nursing Course form and submit it for a criminal background check prior to enrollment in a clinical nursing course. Costs will be incurred by the student. Approval to enroll in clinical nursing courses is granted by the LSBN. If the LSBN denies or delays a student’s entrance into a nursing clinical course, the student will be dropped from the nursing program and must reapply when cleared by LSBN.
• CPR- All students accepted into the nursing program are required to have and maintain current CPR carding by the date indicated in the acceptance letter. Only American Heart Association CPR for Health Care Providers is accepted.
• Students who accept the invitation for admission to the nursing program must submit their confirmation letters by the date indicated in the acceptance letter.
• Students are required to attend a mandatory nursing orientation on the date and time to be announced.
• Students not accepted for admission should schedule an appointment for academic advisement with nursing faculty.
• Students are required to show proof of health insurance.
• Students are required to maintain nursing liability insurance coverage.

LPN to RN

Louisiana Delta Community College will make it possible for qualified LPN’s to apply to the Nursing Program using their previously earned credits and/or experience. This program is expected to begin in the summer or fall of 2010. For more information call (318) 345-9174.

Retention/Progression Guidelines

Acceptance into the Louisiana Delta Community College Nursing Program entitles the student to progress through the nursing curriculum along with the class to which he or she is admitted. In order for a student to be retained and to progress in the curriculum, a student must maintain an overall GPA of 2.0 or higher, complete all nursing courses with a grade of “C” or better and repeat any nursing course in which a grade of “D”, “F”, or “W” was earned. All non-nursing courses must be completed with a “C” no later than the semester reflected in the curriculum plan for the nursing program. A student must maintain current C.P.R. for Healthcare Providers and maintain health immunizations requirements.
Degree Requirements

Nursing students must meet all general requirements specified in this catalog. In addition all nursing students must pass all nursing courses with a “C” or better and pass all clinical components of the nursing courses. Students must participate in all course evaluations, program evaluations, and must participate to the best of their ability in selected achievement tests.

Degree Requirements for Associate of Science in Nursing

First Semester

- ACSE 100 - Academic Seminar
- BIOL 221 - Human Anatomy And Physiology I
- BIOL 223 - Human Anatomy & Physiology I Lab
- ENGL 101 - English Composition I
- MATH 105 - College Algebra (Expanded)
- MATH 110 - College Algebra
- PSYC 201 - Introduction To Psychology
- CINS 101 - Introduction To Computers or Computer Literacy Exam

Total: 14 hours

Second Semester

- ENGL 102 - English Composition
- NURS 112 - Basics In Nursing
- NURS 115 - Pharmacology For Nursing

Natural Science 4 hours

- BIOL 222 - Human Anatomy & Physiology II
- BIOL 224 - Human Anatomy & Physiology II Lab

Total: 15 hours
Third Semester

- BIOL 210 - General Microbiology
- BIOL 211 - General Microbiology Lab
- MATH 210 - Introduction To Statistics
- NURS 122 - Nursing Of The Adult I

Total: 15 hours

Fourth Semester

- NURS 219 - Parent-Child Nursing
- NURS 221 - Mental Health Nursing

Humanities Requirement

- SPCM 120 - Intro To Public Speaking (Recommended)

Total: 15 hours

Fifth Semester

- Fine Arts Requirement
- NURS 232 - Nursing Of The Adult II
- NURS 233 - Trends, Issues, And Management

Total Hours: 72 Credit Hours

Allied Health Programs
Emergency Medical Technician, T.C.A.

Program Type: Technical Competency Area (TCA)
Program Length: 8 Credit Hours/165 Clock Hours

Program Description

This program prepares students to give advanced pre-hospital/emergency care to victims of accidents or medical emergencies in pre-hospital environments. Skills taught in this program are at the EMT-Basic level, and meet the minimum standards as identified by the US Department of Transportation (DOT) National Standard Curriculum for Paramedic Education and the LA State Bureau of Emergency Medical Services (BEMS). The course is competency/outcome based and instruction includes supervised classroom/labs, preceptor clinical and field internship experiences with summative evaluations. Completion of this course of study allows the student to be eligible to take the written and practical National registry examinations for Louisiana State certification.

This is a limited enrollment program. Students must be admitted to enroll in any of the listed courses.

Emergency Medical Technician/Basic Course Listing

TCA - EMT Basic

- HEMS 1110 - Introduction to Basic EMT 1 hr./15 clock hrs.
- HEMS 1120 - Patient Assessment and Airway Management 2 hrs./45 clock hrs.
- HEMS 1140 - Medical/Behavioral Emergencies and Trauma Management 2 hrs./45 clock hrs.
- HEMS 1160 - Maternal Pediatric Management 1 hr./15 clock hrs.
- HEMS 1170 - EMT - Ambulance Operation 1 hr./15 clock hrs.
- HEMS 1172 - EMT - Basic Clinical 1 hr./30 clock hrs.

Total: 8 hrs./165 clock hrs.

Nurse Assistant, T.C.A.

Program Type: Technical Competency Area (TCA)
Program Length: 5 Credit Hours/155 Clock Hours

Program Description

The Nurse Assistant Certificate Program prepares students for employment in long-term care facilities, home health agencies, and hospitals where basic bedside nursing care is needed. Classroom instruction includes an introduction to health care, essential OBRA skills required for certification, body structure and function, and the job-seeking process, with an introduction to computer skills, as it relates to the health care industry. Students participate in clinical activities at approved facilities under the supervision of the instructor.

Upon successful completion of this program the student is qualified for universal certification and employment in the areas of long-term care, home health care, and acute care.
Nurse Assistant Course Listing

TCA - Nurse Assistant

- HNUR 1211 - Nursing Fundamentals I
- HCOR 1212 - Skills Application 1 hr./ 80 clock hrs.

Total: 5 hrs./ 155 clock hrs.

Optional Electives:

- CSRV 1000 - Customer Service

May Not Be Substituted:

The following courses may not be substituted for the above requirements.

- HCOR 2991 - Special Projects I 1 hr./ 30 clock hrs.
- HCOR 2993 - Special Projects II 2 hrs./ 60 clock hrs.
- HCOR 2995 - Special Projects III 3 hrs./ 90 clock hrs.
- HCOR 2996 - Special Projects IV 3 hrs./ 45 clock hrs.
- HCOR 2997 - Special Projects V 1 hr./ 15 clock hrs.

Paramedic Certification

Patient Care Technician, C.T.S.

Program Type: Certificate of Technical Studies (CTS)
Program Length: 27 Credit Hours/701 Clock Hours

Program Description

The Patient Care Technician certificate program prepares individuals for a variety of job opportunities in the health occupations areas and is generated to meet the need for cross training of employees in health care facilities. Graduates may find employment in long-term care facilities, hospitals, laboratories, and clinics where basic bedside nursing skills are required, as well as the skills of phlebotomy, performing electrocardiograms (EKG), stress testing, and holter monitoring procedures. All OBRA skill standards are included into this competency-based curriculum. The program consists of classroom/lab instruction and
supervised/preceptor clinical activities. Prior to clinical, the student must present a current CPR card for Basic Life Support for Health Care Providers.

Upon successful completion of this competency-based program, students may be eligible to take certification exams in Phlebotomy, Nursing Assistant, Electrocardiogram (EKG) Technician, and/or Patient Care Technician.

**Patient Care Technician Course Listing**

**TCA - CIP 511614 - Nurse Assistant**

- HNUR 1211 - Nursing Fundamentals I
- HCOR 1212 - Skills Application 1 hr./ 80 clock hrs.

Total: 5 hrs./155 clock hrs.

**TCA - EKG Skills**

- HCOR 1120 - Basic Body Structure and Function 2 hrs./30 clock hrs.
- CPTR 1000 - Introduction To Computers
- MAST 1210 - Administrative Procedures I 4 hrs./60 clock hrs.
- HEKG 1011 - EKG Procedures 3 hrs./105 clock hrs.
- HMD T1170 - Medical Terminology 1 hr./15 clock hrs.

Total: 12 hrs./255 clock hrs.

**TCA - Phlebotomy Skills**

- HPHL 1011 - Phlebotomy Principles 3 hrs./75 clock hrs.
- HPHL 1022 - Phlebotomy Procedures/Skills 6 hrs./201 clock hrs.
- HCOR 1160 - Professionalism for Healthcare Providers 1 hr./15 clock hrs.

Total: 10 hrs./291 clock hrs.

**CTS - Patient Care Technician**
Total: 27 hrs./ 701 clock hrs.

Optional Elective:

- CSRV 1000 - Customer Service

May Be Substituted:

With approval from the Chief Academic officer/designee, the following courses may be substituted for the above course requirements

- HCOR 2991 - Special Projects I 1 hr./ 30 clock hrs.
- HCOR 2993 - Special Projects II 2 hrs./ 60 clock hrs.
- HCOR 2995 - Special Projects III 3 hrs./ 90 clock hrs.
- HCOR 2996 - Special Projects IV 3 hrs./ 45 clock hrs.
- HCOR 2997 - Special Projects V 1 hr./ 15 clock hrs.

Phlebotomy, T.C.A.

Practical Nursing, T.D.

**Program Type:** Technical Diploma (TD)

**Program Length:** 58 Credit Hours/1535 Clock Hours

**Program Description**

The Practical Nursing program is designed to prepare the student to meet the licensure requirements for Licensed Practical Nurse (LPN), as established by the Louisiana State Board of Practical Nurse Examiners (LSBPNE). The program progresses from simple to complex and consists of classroom instruction, lab practicum and supervised clinical activities in accredited hospitals, nursing homes, and other health care agencies.

Students should note that some courses have prerequisites, which must be completed before enrolling into upper level courses and continuing in the program. Students must demonstrate basic computer skills prior to advancement into the acute care clinical component of the program. Practical Nursing Program Coordinators or their designees may assess a student’s basic computer skills by administering a competency exam or having the student successfully complete the CPTR 1000 or a comparable computer course.

Articulated courses are determined at the discretion of the Practical Nurse Program Coordinator and based upon individual evaluation as described in the 2005 Louisiana Nursing Education Articulation Model.

Each course in the PN program must be completed with a minimum score of 80%. Upon graduation, the student is awarded a diploma and is eligible to take the National Council of State Boards Licensure Examination for Practical Nurses (NCLEX-PN).
This is a limited enrollment program. Students must be admitted to the program to enroll in any of the PN courses. Students must meet or exceed entrance test scores as indicated in table below:

<table>
<thead>
<tr>
<th>Type of test</th>
<th>Mathematics</th>
<th>Reading</th>
<th>Language</th>
<th>Science</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACT (sub score)</td>
<td>18-36</td>
<td>20-36</td>
<td>18-36</td>
<td>20</td>
</tr>
<tr>
<td>COMPASS</td>
<td>48-100</td>
<td>85-100</td>
<td>68-100</td>
<td>N/A</td>
</tr>
<tr>
<td>ASSET</td>
<td>42-55</td>
<td>44-55</td>
<td>44-55</td>
<td>N/A</td>
</tr>
<tr>
<td>TEAS</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>55 or ↑</td>
</tr>
</tbody>
</table>

Students scoring below the scores noted above will be required to complete applicable developmental courses or pre-requisite allied health courses prior to acceptance into the PN program.

Admission Requirements:

Students must apply to the campus/program of their choice and meet the minimum admission standards, including:

- Ability to obtain CPR for Healthcare Providers certification prior to first clinical course – or as directed by program coordinator
- Official birth certificate
- Official HS or GED transcript
- Proof of current immunizations
- History and Physical exam
- TB skin test or Chest x-ray
- Fingerprints and $26 money order payable to Louisiana Department of Public Safety and Corrections
- $50 money order payable to Louisiana State Board of Practical Nurse Examiners
- Additional criminal background check required for clinical courses – check with the campus for specific information
- Drug screening – check with the campus for specific information
- Applicants must NOT be currently serving under any court-imposed order of supervised probation, work release, school release or parole in conjunction with any felony conviction(s) or plea agreement.
- Students must demonstrate ability to meet following technical/performance standards while receiving the instruction as outlined in each course syllabus:
  a. Read and communicate orally and in writing using the English language.
  b. Hear with or without auditory aids to understand normal speaking voice without viewing the speakers face.
  c. Visually, with or without corrective lenses, observe changes in client’s condition and actively participate in learning process.
  d. Utilize stamina, strength and psychomotor coordination necessary to perform routine practical nursing procedures at floor or bed level.
  e. Demonstrate use of gross and fine motor skills necessary to provide independent, safe and effective practical nursing care.
  f. Solve problems and apply critical thinking skills necessary while providing safe and efficient practical client care.
  g. Interact with individuals/families/groups from various socioeconomic and cultural backgrounds.
  h. Adapt and function in a multi stressor environment while adhering to legal/ethical guidelines of the school, Louisiana PN Nurse Practice Act and clinical agencies.

Practical Nursing Course Listing
Pre-requisite Courses:

Pre-requisite courses may be exempted based on entrance test scores or successful completion of previous college level courses.

- AHSC 1000 - Allied Health Science
- AHMA 1000 - Allied Health Math
- AHRE 1000 - Allied Health Reading
- AHEN 1000 - Allied Health English
- ORNT 1000 - Freshman Seminar

Required Practical Nursing Courses:

- HNUR 1211 - Nursing Fundamentals I
- HNUR 1212 - Geriatric Clinical

TCA - Health Aid

- HNUR 1270 - Pn Perspectives
- HNUR 1300 - Anatomy And Physiology For Healthcare Providers
- HNUR 1320 - Nutritional Aspects
- HNUR 1361 - Basic Pharmacology
- HNUR 1411 - Nursing Fundamentals II
- HNUR 1460 - Advanced Pharmacology
- HNUR 2113 - Medical/ Surgical I
- HNUR 2123 - Medical/ Surgical III
- HNUR 2133 - Medical/surgical III
- HNUR 2523 - Mental Illness/ Psychiatric Nursing
- HNUR 2611 - IV Therapy
- HNUR 2713 - Obstetrics
- HNUR 2723 - Pediatrics
- HNUR 2813 - Pn Leadership And Management

Total: 5 hrs./ 115 clock hrs.

TD - Practical Nursing

Program Coordinators have the option to substitute HNUR 2523, HNUR 2713, or HNUR 2723 with approved courses, if needed to avoid clinical scheduling conflicts.
Total: 58 hrs./ 1535

Optional Electives:

- CSRV 1000 - Customer Service
- CSRV 2000 - Customer Service
- ENTP 1000 - Entrepreneurship

May Not Be Substituted:

The following courses may not be substituted for the above course requirements

- HNUR 2991 - Special Projects I 1 hr./ 30 clock hrs.
- HNUR 2993 - Special Projects II 2 hrs./ 60 clock hrs.
- HNUR 2995 - Special Projects III 3 hrs./ 90 clock hrs.
- HNUR 2996 - Special Projects 3 hrs./ 45 clock hrs.

Pre-Respiratory Therapy (in conjunction with BPCC)

School of Technology

The Louisiana Transfer Associate Degree

The transfer associate degree is designed to provide students with an opportunity to complete the first 60 hours of work toward a baccalaureate degree at a two-year or community college. Students who successfully complete a designated transfer associate program are eligible to enter a four-year public university as a junior, with all 60 (non-developmental) credits transferring to the receiving university.

The Louisiana transfer associate degree consists of a 39-hour General Education (GenEd) block and a 21-hour block of additional course work. Students who enter a four-year public university with this degree in hand will have met the institution’s general education requirements and will be granted upper division (junior) status, with all of its concomitant rights and privileges. This guarantee applies to those who successfully complete the degree with a grade of “C” or better in each course.

Students may complete either an Associate of Arts/Louisiana Transfer (AA/LT) or Associate of Science/ Louisiana Transfer (AS/LT) degree, depending on interests and aspirations for further study toward the baccalaureate. Upon deciding on a prospective major, it is important that students do some research and seek advice about what the program’s prerequisite courses are so that they may be completed as a part of the AA or AS degree.

IN SUMMARY, the Louisiana Transfer Associate Degree* guarantees:

- Admission to a 4-year public university;
• Junior-level standing;
• Transfer of all 60 hours;
• Completion of General Education block requirements at any Louisiana public university;
• Equal opportunity to compete against ‘native’ students for admission to limited access programs.

* with grade requirement met

**The Louisiana Transfer Associate Degree does not guarantee:**

• Admission to every university or degree program: student must meet institutional or degree program admission requirements (e.g., GPA, specific course completions, etc);
• That the courses taken for the transfer degree will meet specified course requirements of the major.

**Advising**

Advising and planning are key to a student’s success in maximizing the transfer experience. All students who might be considering an eventual transfer from one institution to another should develop, with an advisor’s assistance, a written degree plan of courses to take for the transfer associate degree.

It is the student’s responsibility, with professional advice, to choose the array of courses that will optimize preparation for admission into specific senior colleges and timely completion of expected degree programs. Review of the degree plan will provide an opportunity to reflect on the qualifications conferred by the two-year transfer associate, which awards junior standing in a Louisiana public university.

**Grades**

Graduates of the designated Transfer Associate of Arts or Associate of Science degree programs must have achieved a grade of “C” or better in each course of the 60 hours applied toward the degree to qualify for block transfer guarantees. (Developmental courses do not apply to degree requirements.)

**Student Benefits & Responsibilities for the Transfer Associate Degree:**

1. The Louisiana Transfer Associate Degree guarantees admission to a Louisiana public 4-year university. However, admission to some high demand programs is competitive and can be based on grade point average and other academic requirements.

   It is the student’s responsibility to research and fulfill the admission requirements for such programs.

2. The Louisiana Transfer Associate Degree guarantees that transfer students will have an equal opportunity to compete with ‘native’ students to enter limited access programs at 4-year universities. It is the student’s responsibility to know the transfer admission requirements and to be as prepared as possible to compete for a place in the program.

3. The Louisiana Transfer Associate Degree guarantees that all 60 credits will transfer to the Louisiana public 4-year university.

   However, if a student transfers prior to completing the 60 credit associate transfer degree, s/he may find that some courses do not transfer or that s/he is required to take additional courses to meet the general education requirement at the receiving 4-year university.
4. Graduates of the designated transfer Associate of Arts or Associate of Science degree programs must have achieved a grade of “C” or better in each course of the 60 hours applied toward the degree to qualify for block transfer guarantees.

5. The Louisiana Transfer Associate is a two-year portable academic credential which awards junior standing in any Louisiana public university.

Advising and planning are key to success. All students who might be considering an eventual transfer from one campus to another should develop, with an advisor’s assistance, a written degree plan. It is the student’s responsibility to choose the array of courses that will optimize preparation for admission into specific senior colleges and timely completion of the expected baccalaureate major.

**Air Conditioning & Refrigeration, A.A.S.**

**Program Type:** Associate of Applied Science (AAS)  
**Program Length:** 60 credit hours/1575 clock hours  
**Residential Air Conditioning and Refrigeration Technician:** 45 credit hours/1350 clock hours  
**Commercial Air Conditioning and Refrigeration Technician:** 45 credit hours/1350 clock hours  
**Commercial Refrigeration Technician:** 45 credit hours/1350 clock hours  

**Program Description**

The purpose of this program is to provide specialized classroom instruction and practical shop experience to prepare students for employment in a variety of jobs in the field of heating, air conditioning, and refrigeration.

The Air Conditioning and Refrigeration program prepares individuals to install, diagnose, repair, and maintain the operating condition of domestic, residential, and commercial heating air conditioning, and refrigeration systems.

**NOTE:** Computer proficiency is required for enrollment in this program.

**Air Conditioning and Refrigeration Course Listing**

**TCA - Helper I**

- HACR 1150 - HVAC Introduction 3 hrs./ 90 clock hrs.
- HACR 1160 - Principles of Refrigeration I 3 hrs./ 90 clock hrs.
- HACR 1170 - Principles of Refrigeration II 3 hrs./ 90 clock hrs.
- HACR 1180 - Principles of Refrigeration III 3 hrs./ 90 clock hrs.

Total: 12 hrs./ 360 clock hrs.

**CTS - Helper II**

- HACR 1210 - Electrical Fundamentals 3 hrs./ 90 clock hrs.
- HACR 1220 - Electrical Components 3 hrs./ 90 clock hrs.
- HACR 1230 - Electric Motors 3 hrs./ 90 clock hrs.
- HACR 1240 - Applied Electricity and Troubleshooting 3 hrs./ 90 clock hrs.

Total: 24 hrs./ 720 clock hrs.

CTS - Domestic A/C & Refrigeration Technician

- HACR 1410 - Domestic Refrigeration 2 hrs./ 60 clock hrs.
- HACR 1420 - Room Air Conditioners 2 hrs./ 60 clock hrs.

Total: 28 hrs./ 840 clock hrs.

TD - Residential A/C & Refrigeration Technician

- HACR 2510 - Residential Central Air Conditioning I 3 hrs./ 90 clock hrs.
- HACR 2520 - Residential Central Air Conditioning II 2 hrs./ 75 clock hrs.
- HACR 2530 - Residential System Design 2 hrs./ 60 clock hrs.
- HACR 2540 - Residential Heating I 3 hrs./ 105 clock hrs.
- HACR 2550 - Residential Heating II 3 hrs./ 90 clock hrs.
- HACR 2560 - Residential Heat Pumps 2 hrs./ 60 clock hrs.
- JOBS 2450 - Job Seeking Skills

Total: 45 hrs./ 1350 clock hrs.

Successful completion of TCA Helper I, CTS Helper II, & CTS Domestic A/C Refrig Tech. In addition, successful completion of above seven courses.

TD - Commercial Refrigeration Technician

- HACR 2910 - Commercial Refrigeration I 6 hrs./ 210 clock hrs.
- HACR 2920 - Commercial Refrigeration Controls 7 hrs./ 210 clock hrs.
- HACR 2930 - Commercial Refrigeration II 6 hrs./ 180 clock hrs.

Total: 45 hrs./ 1350 clock hrs.

Successful Completion of TCA Helper I, CTS Helper II, JOBS 2450, and the above three courses.

AAS – Air Conditioning and Refrigeration Technology
- ENGL 1015 - English Composition I
- MATH 1015 - College Algebra
- PSYC 2015 - Introduction To Psychology
- SPCH 1015 - Introduction To Public Speaking
- PHSC 1015 - Physical Science I

Total: 60 hrs./1575 clock hrs.

May Be Substituted:

With Approval from the Chief Academic Officer/designee, the following courses may be substituted for the above course requirements:

- SPPR 2991 - Special Projects I 1 hr./30 clock hrs.
- SPPR 2993 - Special Projects II 2 hrs./60 clock hrs.
- SPPR 2995 - Special Projects III 3 hrs./90 clock hrs.
- SPPR 2996 - Special Projects IV 3 hrs./45 clock hrs.
- SPPR 2997 - Practicum 3 hrs./135 clock hrs.
- SPPR 2999 - Cooperative Education 3 hrs./135 clock hrs.

Optional Electives:

- CPTR 1000 - Introduction To Computers
- CSRV 1000 - Customer Service
- CSRV 2000 - Customer Service
- ENTP 1000 - Entrepreneurship
- SOLR 1000 - Solar Fundamentals 3 hrs./45 clock hrs.
- SOLR 1010 - PV Solar Applications 3 hrs./75 clock hrs.
- SOLR 1020 - Industrial Solar Applications 3 hrs./75 clock hrs.
- SOLR 1030 - Solar Thermal Applications 3 hrs./75 clock hrs.

Additional TCA Exit Point:

- SOLR 1000 - Solar Fundamentals 3 hrs./45 clock hrs.
- SOLR 1010 - PV Solar Applications 3 hrs./75 clock hrs.
- SOLR 1020 - Industrial Solar Applications 3 hrs./75 clock hrs.
- SOLR 1030 - Solar Thermal Applications 3 hrs./75 clock hrs.
- TCA—Solar Systems Installer

Automotive Technology, T.D.
Program Type: Technical Diploma (TD)
Program Length: 60 Credit Hours/1740 Clock Hours

Program Description

The purpose of this program is to provide specialized classroom instruction and practical shop experience to prepare individuals to engage in the servicing and maintenance of all types of automobiles at the entry level. The program prepares the individual to select, safely use, and maintain hand and power tools, jacks, and hoisting equipment. Instruction in the diagnosis of malfunctions and the repair of engines; fuel, electrical, cooling, and brake systems; drive train; and suspension systems is included. The competencies in the automotive technology program are directly correlated with the knowledge required to prepare an individual for the certification test given by the National Institute for Automotive Service Excellence (ASE). The content is organized into competency-based courses of instruction that specify occupational competencies the individual must successfully complete according to the priorities for tasks established by the National Automotive Technicians Education Foundation (NATEF).

Automotive Technology Course Listing

TCA - Engine Repair Technician

- ORNT 1000 - Freshman Seminar
- AUTO 1100 - General Engine Diagnosis And Repair
- AUTO 1110 - Cylinder Head & Valve Train Diagnosis And Repair
- AUTO 1120 - Engine Block Assembly Diagnosis And Repair
- AUTO 1130 - Lubrication And Cooling System Diagnosis And Repair

Total: 6 hrs./ 165 clock hrs.

TCA - Automatic Transmission & Transaxle Technician

- AUTO 1200 - General Transmission And Transaxle Diagnosis
- AUTO 1210 - Transmission And Transaxle Maintenance
- AUTO 1220 - In Vehicle Repair
- AUTO 1230 - Off-vehicle Transmission And Transaxle Repair I
- AUTO 1240 - Off-vehicle Transmission And Transaxle Repair II

Total: 5 hrs./ 150 clock hrs.

TCA - Manual Drive Train Technician
- AUTO 1300 - Drive Train And Clutch Diagnosis And Repair
- AUTO 1310 - Transmission And Transaxle Diagnosis And Repair
- AUTO 1320 - Drive And Half Shaft And Universal Joint Repair
- AUTO 1330 - Drive Axle Diagnosis And Repair
- AUTO 1340 - Four And All Wheel Drive Diagnosis And Repair

Total: 5 hrs./ 150 clock hrs.

TCA - Steering & Suspension Technician

- AUTO 1400 - General Steering And Suspension Diagnosis
- AUTO 1410 - Steering System Diagnosis And Repair
- AUTO 1420 - Suspension Systems Diagnosis And Repair
- AUTO 1430 - Wheel Alignment Diagnosis And Repair
- AUTO 1440 - Wheel And Tire Diagnosis And Repair

Total: 5 hrs./ 150 clock hrs.

TCA - Brake Technician

- AUTO 1500 - Hydraulic Systems Diagnosis And Repair
- AUTO 1510 - Drum Brake Diagnosis And Repair
- AUTO 1520 - Disk Brake Diagnosis And Repair
- AUTO 1530 - Power Assist Diagnosis And Repair
- AUTO 1540 - Antilock And Traction Control Diagnosis And Repair

Total: 5 hrs./ 150 clock hrs.

TCA - Electrical Technician

- AUTO 1600 - General Electrical System Diagnosis
• AUTO 1610 - Battery Diagnosis And Repair
• AUTO 1620 - Starting Systems Diagnosis And Repair
• AUTO 1630 - Charging Systems Diagnosis And Repair
• AUTO 1640 - Lighting Systems, Gauges, Warning Devices And Driver Information Diagnosis And Repair
• AUTO 1650 - Horn And Wiper/Washer Diagnosis And Repair
• AUTO 1660 - Electrical Accessories Diagnosis and Repair 1 hr./ 30 clock hrs.

Total: 10 hrs./ 300 clock hrs.

TCA - Heating and Air Conditioning Technician

• AUTO 1700 - Air Conditioning System Diagnosis And Repair
• AUTO 1710 - Refrigeration System Component Diagnosis And Repair
• AUTO 1720 - Heating And Ventilation Systems Diagnosis And Repair
• AUTO 1730 - Operating Systems And Related Controls
• AUTO 1740 - Refrigerant Recover, Recycling And Handling

Total: 5 hrs./ 150 clock hrs.

TCA - Engine Performance Technician

• AUTO 1800 - General Engine Diagnosis
• AUTO 1810 - Computerized Engine Controls Diagnosis And Repair
• AUTO 1820 - Ignition Systems Diagnosis And Repair
• AUTO 1830 - Fuel, Air Induction, And Exhaust Systems
• AUTO 1840 - Emissions Systems Diagnosis And Repair
• AUTO 1850 - Engine Related Services

Total: 15 hrs./ 450 clock hrs.

TD - Automotive Technician

• JOBS 2450 - Job Seeking Skills
Total: 60 hrs./ 1740 clock hrs.

Barber-Styling, T.D.

Program Type: Technical Diploma (TD)
Program Length: 53 Credit Hours/1605 Clock Hours

Program Description

The Barber-Styling diploma program is designed to prepare students to work efficiently in the industry of Barber-Styling. This competency-based program includes classroom instruction and practical/lab experience under supervision of the instructor.

Practical skills are developed through experience in a school-based, on-site shop which is equipped and managed according to industry standards by the students with instructor supervision. Upon completion of this program, which is approved by the LA State Board of Barber Examiners and meets the 1500-hour requirement, students are eligible to take the LA State Board of Barber Examiners licensure examination.

Barber-Styling Course Listing

TD - Barber Styling

- ORNT 1000 - Freshman Seminar
- BARB 1110 - History of Barbering and the Professional Image 2 hrs./ 30 clock hrs.
- CPTR 1000 - Introduction To Computers
- BARB 1120 - Sanitation, Bacteriology, Safety with Tools, Implements, and Equipment Theory and Practice 2 hrs./ 60 clock hrs.
- BARB 1131 - Sanitation, Bacteriology, Safety with Tools, Implements, and Equipment Lab 1 hrs./ 30 clock hrs.
- BARB 1160 - Men's/Women's Basic Haircutting/Styling Theory & Practice 2 hrs./ 60 clock hrs.
- BARB 1220 - Shaving, Mustaches, and Beards Theory & Practice 1 hrs./ 30 clock hrs.
- BARB 1211 - Barber-Styling Lab I 4 hrs./ 180 clock hrs.
- BARB 1410 - Electricity and Safety 1 hrs./ 15 clock hrs.
- BARB 1140 - Facial Massage and Treatments Theory & Practice 2 hrs./ 60 clock hrs.
- BARB 1150 - Properties/Disorders/Treatments of Skin, Scalp, & Hair Theory and Practice 2 hrs./ 60 clock hrs.
- BARB 1231 - Barber-Styling Lab II 2 hrs./ 90 clock hrs.
- BARB 1310 - Permanent Waving/Chemical Hair Relaxing Theory & Practice 3 hrs./ 90 clock hrs.
- BARB 1321 - Permanent Waving/Chemical Hair Relaxing Lab 2 hrs./ 60 clock hrs.
- BARB 1350 - Chemistry 2 hrs./ 30 clock hrs.
- BARB 1420 - Anatomy and Physiology 2 hrs./ 45 clock hrs.
- BARB 1430 - Men's Hairpieces Theory 1 hrs./ 30 clock hrs.
- BARB 1441 - Barber-Styling Lab III 5 hrs./ 225 clock hrs.
- BARB 2630 - Professionalism for Barber Styling 1 hrs./ 15 clock hrs.
- BARB 1330 - Hair Coloring Theory and Practice 2 hrs./ 60 clock hrs.
- BARB 1341 - Hair Coloring Lab 2 hrs./ 60 clock hrs.
- BARB 2111 - Barber-Styling Shop Management and Sales 2 hrs./ 60 clock hrs.
- BARB 2120 - LA State Barber Board Review Theory 3 hrs./ 45 clock hrs.
- BARB 2131 - LA State Barber Board Review Lab 4 hrs./ 180 clock hrs.
- JOBS 2450 - Job Seeking Skills

Total: 53 hrs./ 1605 clock hrs.

Optional Electives:

- CSRV 1000 - Customer Service

May Be Substituted:

With approval from the Chief Academic officer/designee, the following courses may be substituted for the above course requirements

- BARB 2991 - Special Projects I 1 hr./ 30 clock hrs.
- BARB 2993 - Special Projects II 2 hrs./ 60 clock hrs.
- BARB 2995 - Special Projects III 3 hrs./ 90 clock hrs.
- BARB 2996 - Special Projects IV 3 hrs./ 45 clock hrs.
- BARB 2997 - Practicum 3 hrs./ 135 clock hrs.
- BARB 2999 - Cooperative Education 3 hrs./ 135 clock hrs.

**Biomedical Equipment Technology, C.T.S**

**Computer Numerical Control Specialist, C.T.S.**

*Program Type:* Certificate of Technical Studies (CTS)

*Program Length:* 31 Credit Hours/630 Clock Hours

*Program Description*

The Certificate of Technical Studies in CNC Specialist involves two distinct components: (1) Technical Competency Area (TCA) ñ Certified Manufacturing Specialist (CMS), (2) Technical Competency Area (TCA) ñ Computer Numerical Controlled Machining (CNC). The CMS TCA produces skilled employees for manufacturing industries. Skills taught have been derived from typical business requirements for existing manufacturing employees and those entering the workforce. The CNC TCA prepares individuals to shape metal parts on Computer Numerical Controlled (CNC) machines programmed as lathes and milling machines.
CNC Operator Course Listing

TCA - Certified Manufacturing Specialist

- ORNT 1000 - Freshman Seminar
- CNCS 1000 - Manufacturing Organizational Principles 2 hrs./30 clock hrs.
- CNCS 1010 - Manufacturing Workforce Skills 2 hrs./30 clock hrs.
- CNCS 1020 - Manufacturing Production Requirements 2 hrs./30 clock hrs.
- CNCS 1030 - Automated Manufacturing Skills 2 hrs./30 clock hrs.
- CNCS 1040 - Representative Manufacturing Skills 2 hrs./45 clock hrs.

Total: 11 hrs./180 clock hrs.

TCA - CNC Operator

- CNCS 1100 - Introduction to CNC Machining 3 hrs./75 clock hrs.
- CNCS 1110 - Blueprint Reading for CNC Machinists 3 hrs./60 clock hrs.
- CNCS 1120 - Introduction to CNC Machine Tooling 2 hrs./45 clock hrs.
- CNCS 1130 - G&M Code Programming 2 hrs./45 clock hrs.
- CNCS 1140 - CNC Forming and Shaping 2 hrs./45 clock hrs.
- CNCS 1150 - CNC Mill Operations 3 hrs./75 clock hrs.
- CNCS 1160 - CNC Lathe Operations 3 hrs./75 clock hrs.
- JOBS 2450 - Job Seeking Skills

Total: 20 hrs./450 clock hrs.

CTS - CNC Operator

- CSRV 1000 - Customer Service
- CNCS 2991 - Special Projects I 1 hr./30 clock hrs.
- CNCS 2993 - Special Projects II 2 hrs./60 clock hrs.
- CNCS 2995 - Special Projects III 3 hrs./90 clock hrs.
- CNCS 2996 - Special Projects IV 3 hrs./45 clock hrs.
- CNCS 2997 - Special Projects V 1 hr./15 clock hrs.
Total: 31 hrs./ 630 clock hrs.

Diesel Powered Equipment Technology, T.D.

**Program Type:** Technical Diploma (TD)  
**Program Length:** 60 Credit Hours/1815

**Program Description**
To provide specialized classroom instruction and practical shop experience to prepare individuals to engage in the servicing and maintenance of all types of automobiles at the entry level. To prepare individuals to select, safety use, and maintain hand and power tools, jacks, and hoisting equipment. Instructions in the diagnostics of malfunctions and the repair of engines; fuel, electrical, cooling, HVAC systems, and brake systems, drive train and suspension systems included.

**Diesel Powered Equipment Technology**

**TCA - Air Condition Technician**

- ORNT 1000 - Freshman Seminar  
- DPET 1120 - Safety Skills & Introduction To Diesel  
- DPET 2220 - Air Conditioning

Total: 8 hrs./ 240 clock hrs.

**TCA - Steering and Suspension**

- DPET 2140 - Fundamentals Of Steering  
- DPET 2210 - Fundamentals Of Suspension

Total: 10 hrs./ 390 clock hrs.

**TCA - Brakes**
• DPET 2110 - Basic Hydraulics
• DPET 2130 - Brakes

Total: 10 hrs./ 600 clock hrs.

TCA - Diesel Engine Technician Apprentice

• DPET 1130 - Diesel Engine Parts Identification & Operating Principles
• DPET 1140 - Engines I

Total: 11 hrs.

TCA - Drive Train Technician

• DPET 1310 - Introduction To Power Trains
• DPET 1320 - Transmissions
• DPET 1330 - Differentials

Total: 12 hrs./ 1065 clock hrs.

CTS - Diesel Engine Technician

• DPET 1310 - Introduction To Power Trains
• DPET 1320 - Transmissions
• DPET 1330 - Differentials
• DPET 1130 - Diesel Engine Parts Identification & Operating Principles
• DPET 1140 - Engines I
• DPET 1141 - Engines II
• DPET 1240 - Diesel Engine Fuel Systems
• CPTR 1002 - Computer Literacy And Applications
• DPET 1210 - Basic Diesel Electrical Systems
Drafting & Design Technology, A.A.S.

Program Type: Associate of Applied Science (AAS)
Program Length: 60 Credit Hours/1575 Clock Hours

Program Description

The Drafting and Design Technology program is a two-year technical program designed to give the student essential knowledge and skills required for efficient and productive performance in the drafting field. Northeast Louisiana Technical College grants an Associate of Applied Science (AAS) to students upon satisfactory completion of the curriculum and assists in placing students in gainful employment. Certificates are also offered for those needing a background in drafting without gaining all of the skills required for employment as a drafter.
Drafting and Design Technology Course Listing

TCA – Engineering Aide I

- ORNT 1000 - Freshman Seminar
- DRFT 1110 - Drafting Fundamentals 2 hrs./45 clock hrs.
- DRFT 1120 - Geometric Construction 2 hrs./45 clock hrs.
- DRFT 1130 - Pictorial Drawing 2 hrs./45 clock hrs.
- DRFT 1145 - Machine & Section Drawing 3 hrs./105 clock hrs.
- DRFT 1161 - Dimensioning 2 hrs./45 clock hrs.

Total: 12 hrs./300 clock hrs.

CTS - Engineering Aide II

- MATH 1110 - Technical Math I 3 hrs./45 clock hrs. or
- DRFT 1160 - Drafting Math I 3 hrs./45 clock hrs.
- DRFT 1215 - Auxiliary Views/ Intersections & Development 3 hrs./105 clock hrs.
- DRFT 1230 - Fasteners 1 hr./30 clock hrs.
- CADD 1210 - Basic Computer Aided Drafting & Design 3 hrs./105 clock hrs.

Total: 22 hrs./585 clock hrs.

TD - Drafting and Design Technician

- CADD 1215 - Advanced Computer Aided Drafting & Design 3 hrs./105 clock hrs.
- DRFT 2310 - Discipline I - Introduction to Manufacturing/Electrical 3 hrs./105 clock hrs.
- DRFT 2320 - Discipline II - Introduction to Architectural/Civil/Structural 3 hrs./105 clock hrs.
- DRFT 2330 - Discipline III - Introduction to Piping/Marine 3 hrs./105 clock hrs.
- DRFT 2340 - Advanced Discipline I 3 hrs./105 clock hrs. *
- DRFT 2350 - Advanced Discipline II 3 hrs./105 clock hrs. *
- DRFT 2360 - Advanced Discipline III 3 hrs./105 clock hrs. *
- JOBS 2450 - Job Seeking Skills
Total: 45 hrs./ 1350 clock hrs.

* Advanced Disciplines: Architectural, Civil, Electronics, Manufacturing, Marine, Piping, Structural

AAS - Drafting and Design Technology

Required General Education Courses:

- ENGL 1015 - English Composition I
- MATH 1015 - College Algebra
- PSYC 2015 - Introduction To Psychology
- PHSC 1015 - Physical Science I
- SPCH 1015 - Introduction To Public Speaking

Total: 60 hrs./ 1575 clock hrs.

Optional Elective:

- CSRV 1000 - Customer Service
- CSRV 2000 - Customer Service
- ENTP 1000 - Entrepreneurship

May Be Substituted:

With approval from the Chief Academic Officer/designee, the following courses may be substituted for any of the above course requirements.

- SPPR 2991 - Special Projects I 1 hr./ 30 clock hrs.
- SPPR 2993 - Special Projects II 2 hrs./ 60 clock hrs.
- SPPR 2995 - Special Projects III 3 hrs./ 90 clock hrs.
- SPPR 2996 - Special Projects IV 3 hrs./ 45 clock hrs.
- SPPR 2998 - Special Projects V 1 hr./ 15 clock hrs.
- SPPR 2997 - Practicum 3 hrs./ 135 clock hrs.
- SPPR 2999 - Cooperative Education 3 hrs./ 135 clock hrs.

Electrician, T.D.

Program Type: Technical Diploma (TD)
Program Length: As follows
**Industrial Electrician:** 47 Credit Hours/1425 Clock Hours  
**Marine Electrician:** 50 Credit Hours/1530 Clock Hours  
**Commercial Wiring I:** 47 Credit Hours/1425 Clock Hours  
**Commercial Wiring II:** 45 Credit Hours/1365 Clock Hours

**Program Description**

The purpose of this program is to provide a basic core of specialized instruction and practical shop experience to prepare students for employment in electrical trades.

Students who complete the basic core may choose any of the specialty areas. Specialty areas prepare the graduate as an Industrial Electrician, Marine Electrician, or Commercial Electrician.

The Industrial Electrician course will prepare individuals to install, troubleshoot, and repair wiring, electrical equipment, and other electrical devices used in the industrial environment, such as motors (AC and DC drives), transformers, control systems, instruments, PLC’s, and lighting systems.

The Marine Electricity program prepares individuals to install and repair wiring fixtures, and equipment for electrical services aboard ships and in shipyard facilities. Marine wiring methods and equipment will also be covered.

The Commercial Electricity program generally prepares individuals to install, maintain, troubleshoot, and repair electrical devices, components, and equipment that are utilized in residential and commercial electrical systems. Students have two options to complete this diploma: by course work, or by employment in a work-based course with an electrical contractor.

All program specialties emphasize safe and efficient work practices, basic occupational skills, and are organized into competency-based courses that specify occupational competencies, which the student must successfully complete. Each area includes a study of all applicable codes and standards, blueprint reading, wiring diagrams, and installations which are appropriate to the area. All work is performed with an emphasis on shop and work safety.

**Electrician Course Listing**

**TCA - Electrician Helper**

- ORNT 1000 - Freshman Seminar
- ELEC 1120 - Basic Electricity 6 hrs./150 clock hrs.
- ELEC 1210 - Residential Wiring 6 hrs./150 clock hrs.

Total: 13 hrs./315 clock hrs.

**CTS - Residential Electrician**

**Basic Electrical Core**

- ELEC 2460 - Technical Mathematics for Electricians 2 hrs./45 clock hrs.
- ELEC 1220 - Electrical Raceways 3 hrs./90 clock hrs.
- ELEC 1230 - National Electrical Code 2 hrs./ 90 clock hrs.
- ELEC 1311 - Residential Wiring Installation 6 hrs./ 165 clock hrs.
- ELEC 1430 - Blueprint Interpretation 3 hrs./ 75 clock hrs.
- CPTR 1000 - Introduction To Computers
- JOBS 2450 - Job Seeking Skills

Total: 33 hrs./ 855 clock hrs.

Technical Diplomas

Technical Diplomas in specialized areas require the completion of the basic core courses.

Plus the completion of specialty courses listed in the following groups:

**TD - Industrial Electrician**

- ELEC 1330 - Generators/Motors and Transformer Operation 2 hrs./ 90 clock hrs.
- ELEC 1420 - Introduction to Motor Controls 2 hrs./ 90 clock hrs.
- ELEC 1440 - Motor Controls 3 hrs./ 135 clock hrs.
- ELEC 2520 - Solid State Theory 3 hrs./ 75 clock hrs.
- ELEC 2540 - Logic Functions 2 hrs./ 90 clock hrs.
- ELEC 2720 - Introduction to Programmable Logic Controllers 2 hrs./ 90 clock hrs.

Total: 47 hrs./ 1425 clock hrs.

**TD - Commercial Wiring**

- ELEC 1410 - Commercial Wiring 5 hrs./ 195 clock hrs.

Total: 45 hrs./ 1365 clock hrs.

Optional Elective:

- CSRV 1000 - Customer Service

May Be Substituted:
With approval from the Chief Academic officer/designee, the following courses may be substituted for the above course requirements

- ELEC 2991 - Special Projects I 1 hr./30 clock hrs.
- ELEC 2993 - Special Projects II 2 hrs./60 clock hrs.
- ELEC 2995 - Special Projects III 3 hrs./90 clock hrs.
- ELEC 2996 - Special Projects IV 3 hrs./45 clock hrs.
- ELEC 2997 - Practicum 3 hrs./135 clock hrs.
- ELEC 2999 - Cooperative Education 3 hrs./135 clock hrs.

**Industrial Electronics Technology, A.A.S.**

**Program Type:** Associate of Applied Science (AAS)

**Program Length:** 60 Credit Hours/1575 Clock Hours

**Program Description**

The Industrial Electronics Technology program generally prepares individuals to assemble, install, operate, maintain, and repair electrical/electronic equipment used in business and industry. This course includes instruction, on actual equipment or associated trainers, relating to power supplies, amplifiers, motors, digital and computer circuitry, programmable controllers, computer peripherals, general robotic applications, lasers, fiber optics, communication systems, and video systems.

**Industrial Electronics Technology Course Listing**

**TCA - Basic Electricity Technician**

- ORNT 1000 - Freshman Seminar
- ETRN 1000 - Occupational Safety 2 hrs./30 clock hrs.
- MATH 1110 - Technical Math I 3 hrs./45 clock hrs.
- ETRN 1125 - Basic Electricity (AC/DC Circuits) 4 hrs./150 clock hrs.

Total: 10 hrs./240 clock hrs.

**CTS - Basic Electronics Technician**

- ETRN 1215 - Basic Electronics (Semiconductors & Transistors) 4 hrs./150 clock hrs.
- ETRN 1235 - Digital Circuits I & II 4 hrs./150 clock hrs.
- JOBS 2450 - Job Seeking Skills
Total: 20 hrs./ 570 clock hrs.

TD - Industrial Electronics Technician

- ETRN 2110 - Introduction to Programmable Controllers 4 hrs./ 150 clock hrs.
- ETRN 2130 - Telecommunications 3 hrs./ 90 clock hrs.
- Electronics Elective 3 hrs./ 90 clock hrs.
- Electronics Elective 3 hrs./ 90 clock hrs.
- Electronics Elective 3 hrs./ 90 clock hrs.
- Electronics Elective 3 hrs./ 90 clock hrs.
- Electronics Elective 3 hrs./ 90 clock hrs.

Total: 45 hrs./ 1350 clock hrs.

AAS - Industrial Electronics Technology

Required General Education Courses:

- ENGL 1015 - English Composition I
- MATH 1015 - College Algebra
- PSYC 2015 - Introduction To Psychology
- PHSC 1015 - Physical Science I
- SPCH 1015 - Introduction To Public Speaking

Total: 60 hrs./ 1575 clock hrs.

Electronics Electives:

- CPTR 1000 - Introduction To Computers
- ETRN 1250 - Digital Electronics (Microprocessors) 3 hrs./ 90 clock hrs.
- ETRN 2120 - Communications Principles and Systems 3 hrs./ 90 clock hrs.
- ETRN 2140 - Computer Systems and Interfacing 3 hrs./ 90 clock hrs.
- ETRN 2520 - Video Principles and Systems 3 hrs./ 90 clock hrs.
- ETRN 2720 - Motors and Generators 3 hrs./ 90 clock hrs.
- ETRN 2800 - Electronic Troubleshooting I 3 hrs./ 90 clock hrs.
- ETRN 2700 - Generators and Transformers 2 hrs./ 90 clock hrs.
- ETRN 2600 - Motor Controls and Interlocks 2 hrs./90 clock hrs.
- ETRN 2710 - Introduction to Networking 3 hrs./90 clock hrs.
- ETRN 2620 - Introduction to Robotics 3 hrs./90 clock hrs.
- ETRN 2715 - Microwave Communications 3 hrs./90 clock hrs.
- ETRN 2725 - Computer Peripherals 3 hrs./90 clock hrs.
- ETRN 2830 - Voice and Data Cabling 4 hrs./90 clock hrs.
- ETRN 2840 - Electronic Troubleshooting II 3 hrs./90 clock hrs.
- ETRN 1100 - Computer Maintenance I 3 hrs./90 clock hrs.
- ETRN 1101 - Computer Maintenance Lab I 1 hr./30 clock hrs.
- ETRN 1110 - Computer Maintenance II 3 hrs./90 clock hrs.
- ETRN 1111 - Computer Maintenance Lab II 1 hr./30 clock hrs.
- ETRN 2730 - Advanced Networking 4 hrs./90 clock hrs.
- ETRN 2810 - Advanced Programmable Logic Controls 3 hrs./90 clock hrs.
- IPC Certification (2/2/4 crhrs/90 clock hrs)

Optional Elective:

- CSRV 1000 - Customer Service
- CSRV 2000 - Customer Service
- ENTP 1000 - Entrepreneurship

May Be Substituted:

With approval from the Chief Academic Officer/designee, the following courses may be substituted for any of the above course requirements.

- SPPR 2991 - Special Projects I 1 hr./30 clock hrs.
- SPPR 2993 - Special Projects II 2 hrs./60 clock hrs.
- SPPR 2995 - Special Projects III 3 hrs./90 clock hrs.
- SPPR 2996 - Special Projects IV 3 hrs./45 clock hrs.
- SPPR 2998 - Special Projects V 1 hr./15 clock hrs.
- SPPR 2997 - Practicum 3 hrs./135 clock hrs.
- SPPR 2999 - Cooperative Education 3 hrs./135 clock hrs.

Industrial Instrumentation Technology, A.A.S.

Program Type: Associate of Applied Science (AAS)
Program Length: 75 Credit Hours/1980 Clock Hours

Program Description

This program prepares individuals to maintain, adjust, install, calibrate, and repair industrial measuring and control instruments. The instruments measure and control things such as the flow rate, and pressure and temperature of liquids or gases in industrial processing plants.
Industrial Instrumentation Technology Course Listing

TCA - Basic Electronic Repair

- ORNT 1000 - Freshman Seminar
- ETRN 1120 - Fundamentals of Direct Current Circuits 3 hrs./ 75 clock hrs.
- ETRN 1130 - Fundamentals of Alternating Current Circuits 3 hrs./ 75 clock hrs.
- ETRN 1210 - Fundamentals of Semiconductors 3 hrs./ 75 clock hrs.
- ETRN 1220 - Transistor Circuits 3 hrs./ 75 clock hrs.
- JOBS 2450 - Job Seeking Skills

Total: 15 hrs./ 345 clock hrs.

CTS - Industrial Electronic Repair

- ETRN 1230 - Digital Circuits I 3 hrs./ 75 clock hrs.
- ETRN 1240 - Digital Circuits II 3 hrs./ 75 clock hrs.
- INST 2620 - Motor Controls, Circuitry 3 hrs./ 90 clock hrs.
- INST 2630 - Variable Speed Drives 2 hrs./ 90 clock hrs.
- CPTR 1000 - Introduction To Computers

Total: 28 hrs./ 720 clock hrs.

TD - Industrial Instrumentation Technician

- INST 1110 - Introduction to Industrial Instrumentation 2 hrs./ 90 clock hrs.
- INST 1310 - Pressure Measurement 2 hrs./ 90 clock hrs.
- INST 1320 - Level Measurement 2 hrs./ 90 clock hrs.
- INST 1410 - Flow Measurement 2 hrs./ 90 clock hrs.
- INST 1420 - Temperature Measurement 2 hrs./ 60 clock hrs.
- INST 2730 - Analytical Measurements 3 hrs./ 75 clock hrs.
- INST 1430 - Final Elements 3 hrs./ 75 clock hrs.
- INST 2610 - Controllers 3 hrs./ 90 clock hrs.
- INST 2720 - Introduction to Programmable Logic Controls 2 hrs./ 90 clock hrs.
- INST 2810 - Advanced Programmable Logic Controls 3 hrs./ 90 clock hrs.
- INST 2820 - Principles of Process Control 3 hrs./ 90 clock hrs.
- INST 2830 - Analog Control Systems 3 hrs./ 90 clock hrs.
- INST 2840 - Digital Control Systems 3 hrs./ 90 clock hrs.

Total: 60 hrs./ 1755 clock hrs.

AAS – Industrial Instrumentation Technology

- ENGL 1015 - English Composition I
- MATH 1015 - College Algebra
- PSYC 2015 - Introduction To Psychology
- PHSC 1015 - Physical Science I
- SPCH 1015 - Introduction To Public Speaking

Total: 75 hrs./ 1980 clock hrs.

**Industrial Maintenance Technology, T.D.**

**Program Type:** Technical Diploma (TD)

**Program Length:** 60 Credit Hours/1830 Clock Hours

**Program Description**

The purpose of this program is to provide specialized classroom instruction and practical shop experience to prepare students for employment in a variety of jobs in the industrial maintenance field.

The Industrial Maintenance Technology program prepares individuals to install, repair, and maintain industrial machinery and equipment such as pumps, motors, pneumatic and hydraulic systems, and production machinery. It includes instruction in testing, adjusting, and repairing pneumatic and hydraulic systems, attaching supplemental equipment such as hoses, valves, gates, mechanical, electrical, and electronic control devices. It also includes instruction in material handling equipment, pipefitting, welding, metal fabrication, and millwright.

**Industrial Maintenance Technology Course Listing**

**TCA - Fabrication Apprentice**

- ORNT 1000 - Freshman Seminar
- IMMT 1110 - Introduction to Industrial Maintenance Technology 1 hr./ 15 clock hrs.
- CPTR 1000 - Introduction To Computers
- IMMT 1111 - Welding I 3 hrs./135 clock hrs.
- IMMT 1112 - Welding II 2 hrs./90 clock hrs.
- IMMT 1120 - Blueprint Reading 2 hrs./30 clock hrs.
- IMMT 1121 - Metal Fabrication 3 hrs./105 clock hrs.

Total: 14 hrs./435 clock hrs.

The above TCA plus one of the four possible Sequences of courses shown below, results in the CTS as indicated.

CTS - Pneumatic Hydraulic Apprentice

Sequence A - Pneumatic Hydraulic Apprentice:

- IMMT 1210 - Material Handling 2 hrs./30 clock hrs.
- IMMT 1220 - Pneumatics 3 hrs./45 clock hrs.
- IMMT 1221 - Pneumatics Application 2 hrs./90 clock hrs.
- IMMT 1230 - Hydraulics 3 hrs./45 clock hrs.
- IMMT 1231 - Hydraulics Application 3 hrs./135 clock hrs.
- IMMT 1241 - Hydraulics Troubleshooting Projects 3 hrs./135 clock hrs.

Total: 16 hrs./480 clock hrs.

Total: 30 hrs./915 clock hrs.

CTS - Millwright Apprentice

Sequence B - Millwright Apprentice:

- IMMT 1311 - Pipefitting 2 hrs./60 clock hrs.
- IMMT 1320 - Millwright I 3 hrs./45 clock hrs.
- IMMT 1321 - Millwright I LAB 2 hrs./90 clock hrs.
- IMMT 1330 - Millwright II 2 hrs./30 clock hrs.
- IMMT 1331 - Millwright II Lab 3 hrs./135 clock hrs.

Total: 12 hrs./360 clock hrs.
Total: 26 hrs./ 795 clock hrs.

CTS - Electrical Maintenance

Sequence C - Electrical Maintenance:

- IMMT 1410 - Basic Electricity 1 hr./ 15 clock hrs.
- IMMT 1411 - Basic Electricity Lab 3 hrs./ 90 clock hrs.
- IMMT 1421 - Industrial Electricity 4 hrs./ 120 clock hrs.
- IMMT 1430 - Motor Controls 4 hrs./ 180 clock hrs.
- IMMT 1441 - Programmable Logic Controllers 4 hrs./ 120 clock hrs.

Total: 16 hrs./ 525 clock hrs.

Total: 30 hrs./ 960 clock hrs.

CTS - Petrochemical Maintenance

Sequence D - Petrochemical Maintenance:

- IMMT1410 - Basic Electricity 1 hr./ 15 clock hrs.
- IMMT1500 - Advanced Pipefitting 4 hrs./ 120 clock hrs.
- IMMT1501 - Preventive Maintenance 4 hrs./ 180 clock hrs.
- IMMT1502 - Rigging 4 hrs./ 120 clock hrs.
- IMMT1503 - Plant Equipment 3 hrs./ 90 clock hrs.

Total: 16 hrs./ 525 clock hrs.

Total: 30 hrs./ 960 clock hrs.

TD - Industrial Maintenance Technology
(composed of the TCA plus Sequence A, Sequence B, Sequence C or D, and JOB SEEKING SKILLS.)

The following courses may be available as multiple as one-hour courses on some LTC campuses: WELDING I, WELDING II, METAL FABRICATION, PNEUMATICS APPLICATION, HYDRAULICS APPLICATION, HYDRAULICS TROUBLESHOOTING, PIPEFITTING, MILLWRIGHT I LAB, MILLWRIGHT II LAB, BASIC ELECTRICITY LAB, INDUSTRIAL ELECTRICITY, MOTOR CONTROLS, & PROGRAMABLE LOGIC CONTROLLERS.

- JOBS 2450 - Job Seeking Skills

Total: 60 hrs./ 1830 clock hrs.

Optional Elective:

- CSRV 1000 - Customer Service
- CSRV 2000 - Customer Service
- ENTP 1000 - Entrepreneurship

May Be Substituted:

With approval from the Chief Academic Officer/designee, the following courses may be substituted for any of the above course requirements.

- IMMT 1131 - Advanced Metal Fabrication 3 hrs./ 135 clock hrs.
- IMMT 2991 - Special Projects I 1 hr./ 30 clock hrs.
- IMMT 2993 - Special Projects II 2 hrs./ 60 clock hrs.
- IMMT 2995 - Special Projects III 3 hrs./ 90 clock hrs.
- IMMT 2996 - Special Projects IV 3 hrs./ 45 clock hrs.
- IMMT 2997 - Practicum 3 hrs./ 135 clock hrs.
- IMMT 2999 - Cooperative Education 3 hrs./ 135 clock hrs.

Welding, T.D.

**Program Type:** Technical Diploma (TD)

**Program Length:** 60 Credit Hours/1800 Clock Hours

**Program Description**

The purpose of the Welding Program is to prepare individuals for employment in the field of welding. Instruction is provided in various processes and techniques of welding including oxy-fuel cutting, carbon arc cutting, shielded metal arc welding, gas tungsten arc welding, flux-cored arc welding, gas metal arc welding, pipe-welding, plasma arc cutting, blueprint reading, weld symbols, and joints. After completion of this program, the student will have covered the skills designated by the AWS (American Welding Society) and will be prepared to take the AWS Entry Level Welder test.

**Welding Course Listing**
Program Core:

- WELD 1110 - Occupational Orientation & Safety
- WELD 1120 - Basic Blueprint, Metallurgy & Welding Symbols
- WELD 1130 - Welding Inspection & Testing
- WELD 1140 - Electrical Fundamentals
- WELD 1210 - Oxyfuel Systems
- WELD 1310 - Cutting Processes - CAC/PAC
- WELD 1410 - SMAW - Basic Beads
- WELD 1411 - SMAW - Fillet Weld
- WELD 1412 - SMAW - V-Groove Bu/Gouge
- WELD 2110 - FCAW - Basic Fillet Welds
- WELD 2111 - FCAW - Groove Welds
- WELD 2210 - GTAW - Multi-joint
- WELD 2230 - GTAW - Aluminum Multi-joint
- WELD 2310 - GMAW - Basic Fillet Weld
- WELD 2311 - GMAW - Groove Weld
- CPTR 1000 - Introduction To Computers
- JOBS 2450 - Job Seeking Skills

Total: 44 hrs./ 1320 clock hrs.

Required Electives:

SMAW Process

- WELD 1420 - SMAW - V-Groove Open
- WELD 1510 - SMAW - Pipe 2G
- WELD 1511 - SMAW - Pipe 5G
- WELD 1512 - SMAW - Pipe 6G
- WELD 1610 - SMAW Stainless Steel (SMAW-SS) Multi-joint
- WELD 1620 - SMAW Stainless Steel (SMAW-SS) 5G Pipe
- WELD 1621 - SMAW Stainless Steel (SMAW-SS) 2G Pipe
- WELD 1622 - Smaw Stainless Steel (SMAW-SS) 6G Pipe

FCAW Process
- WELD 2112 - FCAW - Pipe 5G
- WELD 2113 - FCAW - Pipe 2G
- WELD 2114 - FCAW - Pipe 6G

GTAW Process

- WELD 2220 - GTAW - Pipe 5G
- WELD 2221 - GTAW - Pipe 2G
- WELD 2222 - GTAW - Pipe 6G
- WELD 2240 - GTAW Low Alloy (GTAW-LA) 5G Pipe
- WELD 2241 - GTAW Low Alloy (GTAW-LA) 2G Pipe
- WELD 2242 - GTAW Low Alloy (GTAW-LA) 6G Pipe
- WELD 2250 - GTAW Stainless Steel (GTAW-SS) 5G Pipe
- WELD 2251 - GTAW Stainless Steel (GTAW-SS) 2G Pipe
- WELD 2252 - GTAW Stainless Steel (GTAW-SS) 6G Pipe
- WELD 2260 - GTAW Aluminum (GTAW-AL) 5G Pipe
- WELD 2261 - GTAW Aluminum (GTAW-AL) 2G Pipe
- WELD 2262 - GTAW Aluminum (GTAW-AL) 6G Pipe

GMAW Process

- WELD 2320 - GMAW - Pipe 2G
- WELD 2321 - GMAW - Pipe 5G
- WELD 2322 - GMAW - Pipe 6G
- WELD 2330 - GMAW - Aluminum Multi-joint
- WELD 2340 - GMAW Aluminum (GMAW-AL) 5G Pipe
- WELD 2341 - GMAW Aluminum (GMAW-AL) 2G Pipe
- WELD 2342 - GMAW Aluminum (GMAW-AL) 6G Pipe

Advanced Procedures

- WELD 1121 - Advanced Blueprint Reading
- WELD 2410 - Automated Welding Processes
- WELD 2420 - Construction Procedures I
- WELD 2421 - Construction Procedures II
- WELD 2422 - Construction Procedures III
- WELD 2423 - Construction Procedures IV
- WELD 2430 - Maintenance Procedures I
- WELD 2431 - Maintenance Procedures II
- WELD 2432 - Maintenance Procedures III
- WELD 2433 - Maintenance Procedures IV
- WELD 2440 - Manufacturing Procedures I
- WELD 2441 - Manufacturing Procedures II
- WELD 2442 - Manufacturing Procedures III
- WELD 2443 - Manufacturing Procedures IV
- WELD 2450 - Marine Procedures I
- WELD 2451 - Marine Procedures II
- WELD 2452 - Marine Procedures III
- WELD 2453 - Marine Procedures IV
- WELD 2460 - Piping Procedures I
- WELD 2461 - Piping Procedures II
- WELD 2462 - Piping Procedures III
- WELD 2463 - Piping Procedures IV
- WELD 2470 - Pressure Vessel Procedures I
- WELD 2471 - Pressure Vessel Procedures II
- WELD 2472 - Pressure Vessel Procedures III
- WELD 2473 - Pressure Vessel Procedures IV
- WELD 2480 - Shipbuilding Procedures I
- WELD 2481 - Shipbuilding Procedures II
- WELD 2482 - Shipbuilding Procedures III
- WELD 2483 - Shipbuilding Procedures IV
- WELD 2490 - Structural Procedures I
- WELD 2491 - Structural Procedures II
- WELD 2492 - Structural Procedures III
- WELD 2493 - Structural Procedures IV

Approved Electives

- WELD 2883 - Basic Skills Evaluation
- WELD 2885 - Advanced Skills Evaluation
- WELD 2893 - SMAW Certification Preparation
- WELD 2895 - FCAW Certification Preparation
- WELD 2897 - GTAW Certification Preparation
- WELD 2899 - GMAW Certification Preparation
- WELD 2996 - Certification I
- WELD 2997 - Practicum
- WELD 2999 - Cooperative Education
- WELD 2991 - Special Projects I
- WELD 2993 - Special Projects II
- WELD 2995 - Special Projects III
- WELD 2992 - Special Projects IV
- WELD 2994 - Special Projects V
- WELD 2990 - Special Projects VI
Optional Elective

- CSRV 1000 - Customer Service

Total: 16 hrs./480 clock hrs.

TD - Welding

To meet the requirements to earn a diploma, students must complete the program core and select an additional minimum of 16 credits from ANY of the courses listed as "Required Electives."

Total: 60 hrs./1800 clock hrs.

Certificate Exit Levels are Below:

TCA - Welder Helper

- WELD 1110 - Occupational Orientation & Safety
- WELD 1140 - Electrical Fundamentals

Total: 5 hrs./105 clock hrs.

TCA - Thermal Cutter

- WELD 1110 - Occupational Orientation & Safety
- WELD 1210 - Oxyfuel Systems

Total: 5 hrs./120 clock hrs.
TCA - Arc Cutter

- WELD 1110 - Occupational Orientation & Safety
- WELD 1140 - Electrical Fundamentals
- WELD 1310 - Cutting Processes - CAC/PAC

Total: 7 hrs./ 150 clock hrs.

TCA - Arc Welder Skills Upgrade

- WELD 2883 - Basic Skills Evaluation or
- WELD 2885 - Advanced Skills Evaluation
- WELD 1110 - Occupational Orientation & Safety
- PLUS - A minimum of 4 credits from the list of Required Electives 4 hrs./ 120 clock hrs.

Total: 8 hrs./ 210 clock hrs.

TCA - Tack Welder/Fitter Helper

- WELD 1110 - Occupational Orientation & Safety
- WELD 1120 - Basic Blueprint, Metallurgy & Welding Symbols
- WELD 1210 - Oxyfuel Systems
- WELD 1410 - SMAW - Basic Beads

Total: 10 hrs./ 255 clock hrs.

TCA - Production Line Welder

- WELD 1110 - Occupational Orientation & Safety
- WELD 1140 - Electrical Fundamentals
- WELD 1210 - Oxyfuel Systems
• WELD 1410 - SMAW - Basic Beads

PLUS – Any ONE below (3 hrs./ 105 clock hrs.)

• WELD 1411 - SMAW - Fillet Weld
• WELD 2110 - FCAW - Basic Fillet Welds
• WELD 2210 - GTAW - Multi-joint
• WELD 2310 - GMAW - Basic Fillet Weld

Total: 12 hrs./ 330 clock hrs.

CTS - Production Line Welder II

• WELD 1110 - Occupational Orientation & Safety
• WELD 1140 - Electrical Fundamentals
• WELD 1210 - Oxyfuel Systems
• WELD 1310 - Cutting Processes - CAC/PAC
• WELD 1410 - SMAW - Basic Beads
• PLUS - Any ONE Advanced Procedures course 2 hrs./ 60 clock hrs.

PLUS - 12 credits from list below (12 hrs./ 420 clock hrs.)

• WELD 1411 - SMAW - Fillet Weld
• WELD 1412 - SMAW - V-Groove Bu/Gouge
• WELD 2110 - FCAW - Basic Fillet Welds
• WELD 2111 - FCAW - Groove Welds
• WELD 2210 - GTAW - Multi-joint
• WELD 2230 - GTAW - Aluminum Multi-joint
• WELD 2310 - GMAW - Basic Fillet Weld
• WELD 2311 - GMAW - Groove Weld

Total: 25 hrs./ 750 clock hrs.

CTS - Production Line Welder - Shipbuilding
- WELD 1110 - Occupational Orientation & Safety
- WELD 1140 - Electrical Fundamentals
- WELD 1210 - Oxyfuel Systems
- WELD 1410 - SMAW - Basic Beads
- WELD 2110 - FCAW - Basic Fillet Welds
- WELD 2480 - Shipbuilding Procedures I
- WELD 1130 - Welding Inspection & Testing
- WELD 1411 - SMAW - Fillet Weld
- WELD 1310 - Cutting Processes - CAC/PAC
- WELD 2111 - FCAW - Groove Welds
- WELD 2481 - Shipbuilding Procedures II

Total: 26 hrs./ 765 clock hrs.

**CTS - Arc Welder - GTAW**

- WELD 1110 - Occupational Orientation & Safety
- WELD 1140 - Electrical Fundamentals
- WELD 1210 - Oxyfuel Systems
- WELD 1310 - Cutting Processes - CAC/PAC
- WELD 2210 - GTAW - Multi-joint
- PLUS ANY 3 courses from the GTAW Required Electives 12 hrs./ 360 clock hrs.

Total: 24 hrs./ 675 clock hrs.

**CTS - Arc Welder - GMAW**

- WELD 1110 - Occupational Orientation & Safety
- WELD 1140 - Electrical Fundamentals
- WELD 1210 - Oxyfuel Systems
- WELD 1310 - Cutting Processes - CAC/PAC
- WELD 2310 - GMAW - Basic Fillet Weld
- WELD 2311 - GMAW - Groove Weld
- PLUS ANY 3 courses from the GMAW Required Electives 12 hrs./ 360 clock hrs.

Total: 27 hrs./ 780 clock hrs.
CTS - Arc Welder - FCAW

- WELD 1110 - Occupational Orientation & Safety
- WELD 1140 - Electrical Fundamentals
- WELD 1210 - Oxyfuel Systems
- WELD 1310 - Cutting Processes - CAC/PAC
- WELD 2110 - FCAW - Basic Fillet Welds
- WELD 2111 - FCAW - Groove Welds
- PLUS ANY 3 courses from the FCAW Required Electives 12 hrs./ 360 clock hrs.

Total: 27 hrs./ 780 clock hrs.

CTS - Arc Welder - SMAW

- WELD 1110 - Occupational Orientation & Safety
- WELD 1140 - Electrical Fundamentals
- WELD 1210 - Oxyfuel Systems
- WELD 1310 - Cutting Processes - CAC/PAC
- WELD 1410 - SMAW - Basic Beads
- WELD 1411 - SMAW - Fillet Weld
- WELD 1412 - SMAW - V-Groove Bu/Gouge
- WELD 1420 - SMAW - V-Groove Open
- PLUS ANY 3 courses from the SMAW Required Electives 12 hrs./ 360 clock hrs.

Total: 33 hrs./ 960 clock hrs.

 Louisiana Transfer Degree, Sciences

Biological Sciences Track Transfer Degree, A.S.L.T.

All courses applied to the degree must be passed with a C or better. Developmental courses may not be applied.

Requirements for the ASLT track in biological sciences are listed below. When more than one option for fulfilling a requirement is given, even if some of these options are listed as “recommended” or “electives,” students should select
courses that are required for the major they intend to pursue at a university. Students transferring to a University of Louisiana System (ULS) institution should follow the appropriate ULS track.

Biological Sciences Track

English Composition & Literature (Humanity) 9 hours

Complete both:

- ENGL 101 - English Composition I
- ENGL 102 - English Composition

Choose one literature:

- ENGL 102 - English Composition
- ENGL 201 - English Literature
- ENGL 202 - English Literature
- ENGL 203 - American Literature I
- ENGL 204 - American Literature II
- ENGL 205 - World Literature
- ENGL 206 - World Literature
- ENGL 207 - Literature Of The Old Testament
- ENGL 208 - Literature Of The New Testament
- ENGL 211 - Survey Of Short Stories & Novels
- ENGL 215 - Introduction To Drama & Poetry

Social/Behavioral Sciences 6 hours (3 at 200 level)

- ECON 201 - Macroeconomics
- ECON 202 - Microeconomics
- GEOG 202 - Cultural Geography
- GEOG 205 - Physical Geography
- POLI 110 - American Government
- PSYC 201 - Introduction To Psychology
- PSYC 225 - Child Psychology
- PSYC 226 - Developmental Psychology
• PSYC 227 - Adolescent Psychology
• SOCL 201 - Introduction To Sociology
• SOCL 202 - Contemporary Social Problems

Math/A.R. 6-11 hours

• MATH 110 - College Algebra
• MATH 111 - Plane Trigonometry
• Gen. Ed. Math/A.R.
• Elective

Note(s):

The math requirement may vary depending on the students intended major and transfer institution. Any of the following courses are acceptable for this requirement, MATH 111 (assuming it has not already been used), MATH 210, MATH 220.

Humanities 6 hours

Recommended: a history sequence, speech course, or foreign language series

• FREN 101 - Elementary French I
• FREN 102 - Elementary French II
• FREN 201 - Intermediate French
• FREN 202 - Intermediate French
• HIST 101 - Western Civilization To 1650 A.D.
• HIST 102 - Western Civilization Since 1650 A.D.
• HIST 201 - History Of The United States 1492-1877
• HIST 202 - History Of The Us 1877-present
• SPCM 110 - Fundamentals Of Speech
• SPCM 120 - Intro To Public Speaking
• SPCM 130 - Interpersonal Communication
• SPAN 101 - Elementary Spanish I
• SPAN 102 - Elementary Spanish II
• SPAN 201 - Intermediate Spanish I
• SPAN 202 - Intermediate Spanish II

Other options:

Choose other humanities course(s) from above list, literature list or from:

• PHIL 201 - Introduction To Philosophy
Fine Arts 3 hours

- ARTS 120 - Art Appreciation
- ARTS 201 - Survey Of Art History I
- ARTS 202 - Survey Of Art History II
- MUSC 101 - Music Appreciation
- THEA 190 - Theatre Appreciation

Natural Sciences 18 hours

Complete all 12 hours:

- BIOL 201 - Principles Of Biology I
- BIOL 203 - Principles Of Biology I Lab
- BIOL 202 - Principles Of Biology II
- BIOL 204 - Principles Of Biology II Lab
- CHEM 110 - Chemistry I
- CHEM 111 - Chemistry I Lab

Choose 6 hours f/list:

Recommended

If a corresponding lab is offered, it may be taken and applied toward this requirement or toward the Natural Science & Humanities Electives requirement.

- BIOL 210 - General Microbiology
- CHEM 120 - Chemistry II
- Organic Chem I 3hrs.
- Organic Chem II 3hrs.

Other Options

If a corresponding lab is offered, it may be taken and applied toward this requirement or toward the Natural Science & Humanities Electives requirement.

- ATMO 101 - Intro To Weather & Climate I
• ATMO 102 - Intro To Weather & Climate I
• BIOL 221 - Human Anatomy And Physiology I
• BIOL 222 - Human Anatomy & Physiology II
• BIOL 228 - Pathophysiology
• BIOL 230 - Principles Of Zoology
• GEOL 101 - Physical Geology
• GEOL 102 - Historical Geology
• PHSC 100 - Physical Science I
• PHSC 120 - Physical Science II
• PHYS 210 - General Physics I
• PHYS 211 - General Physics I Lab
• SCIE 101 - Introductory Earth Science I
• SCIE 102 - Introductory Earth Science II
• SCIE 114 - Environmental Science & Lab

Or other natural sciences approved by advisor

Natural Science & Humanities Electives 7-12 hours

Choose from departments listed below. Taking courses recommended in previous natural science and humanities sections is encouraged, as are labs for previously recommended science lectures.

Natural Science Electives

• Biological Sciences - BIOL
• Chemistry - CHEM
• Geology - GEOL
• Physical Science - PHSC
• Physics - PHYS

Humanities

• English - ENGL
• History - HIST
• Philosophy - PHIL
• Speech - SPCH

Other

• MATH 210 - MATH

Note(s):

Completion of the Associate of Arts/Science Louisiana Transfer (AALT, ASLT) degree guarantees that the student has met, in full, all lower division general education requirements at the receiving Louisiana public university. Graduates
transferring with the transfer degree will have junior status. Courses or GPA requirements for specific majors, departments, or schools are not automatically satisfied by an AALT/ASLT degree.

Additional Information

Course Selection

1 The math requirement may vary depending on the students intended major and transfer institution. Any of the following courses are acceptable for this requirement, MATH 111 (assuming it has not already been used), MATH 210, MATH 220.

2 If a corresponding lab is offered, it may be taken and applied toward this requirement or toward the Natural Science & Humanities Electives requirement.

Completing an Associate of Arts/Science Louisiana Transfer Degree (AALT/ASLT) at LDCC

- A student’s placement in English and math courses will be determined by ACT, SAT, and/or COMPASS scores. As a result of these scores, some students may be required to take developmental classes in preparation for the English and math classes required for the transfer degree. Note: When appropriate, previous college work will be used to determined placement in these subject areas.
- A course may be applied only once for degree credit.
- Transfer coursework is unofficial until all official transcripts are evaluated and posted.
- To graduate with the AALT or ASLT, students must have LDCC and adjusted cumulative grade-point averages of 2.00.
- Students should refer to the LDCC General Catalog for a detailed explanation of graduation requirements.

Transferring to a University with an AALT or ASLT Degree

Advising and planning are key to a student’s success in maximizing the transfer experience. All students who might eventually transfer from one institution to another should develop, with an advisor’s assistance, a written degree plan of courses to take for the transfer associate degree. Whenever possible, students should use the transfer degree requirements to satisfy the admission requirements of the university to which they wish to transfer; the university’s senior college, departmental, and/or program admission requirements; and course requirements for the baccalaureate degree. Additionally, a student with coursework from multiple institutions may need to contact the Campus Transfer Ombudsman* at the transfer university for information regarding the applicability of non-LDCC coursework toward the intended major at the university.

Completion of the AALT or ASLT does not guarantee that a student will have the grade-point average necessary for admission to the university, senior college, department, program, etc, to which a student wishes to transfer. It is therefore essential that students find out these requirements* as early as possible.

*To identify the Campus Transfer Ombudsman (or designated contact person) or GPA requirements for the university to which you wish to transfer, visit the statewide articulation web site. Links to each participating institution’s articulation web site can be found here with other helpful academic resources.

Note(s):

Completion of the Associate of Arts/Science Louisiana Transfer (AALT, ASLT) degree guarantees that the student has met, in full, all lower division general education requirements at the receiving Louisiana public university. Graduates transferring with the transfer degree will have junior status. Courses or GPA requirements for specific majors, departments, or schools are not automatically satisfied by an AALT/ASLT degree.
Physical Sciences Track Transfer Degree, A.S.L.T.

Requirements for the ASLT track in physical sciences are listed below. When more than one option for fulfilling a requirement is given, even if some of these options are listed as “recommended” or “electives,” students should select courses that are required for the major they intend to pursue at a university. Students transferring to a University of Louisiana System (ULS) institution should follow the appropriate ULS track.

Physical Sciences Track

English Composition & Literature (Humanity) 9 hours

Complete both:

- ENGL 101 - English Composition I
- ENGL 102 - English Composition

Choose one literature:

- ENGL 201 - English Literature
- ENGL 202 - English Literature
- ENGL 203 - American Literature I
- ENGL 204 - American Literature II
- ENGL 205 - World Literature
- ENGL 206 - World Literature
- ENGL 207 - Literature Of The Old Testament
- ENGL 208 - Literature Of The New Testament
- ENGL 211 - Survey Of Short Stories & Novels
- ENGL 215 - Introduction To Drama & Poetry

Social/Behavioral Sciences 6 hours (3 at 200 level)

- ECON 201 - Macroeconomics
- ECON 202 - Microeconomics
- GEOG 202 - Cultural Geography
- GEOG 205 - Physical Geography
- POLI 110 - American Government
• PSYC 201 - Introduction To Psychology
• PSYC 225 - Child Psychology
• PSYC 226 - Developmental Psychology
• PSYC 227 - Adolescent Psychology
• SOCL 201 - Introduction To Sociology
• SOCL 202 - Contemporary Social Problems

Math/A.R. 10 hours

• MATH 220 - Calculus I
• MATH 221 - Calculus II

Humanities 6 hours

Recommended: a history sequence, speech course, or foreign language series

• FREN 101 - Elementary French I
• FREN 102 - Elementary French II
• FREN 201 - Intermediate French
• FREN 202 - Intermediate French
• HIST 101 - Western Civilization To 1650 A.D.
• HIST 102 - Western Civilization Since 1650 A.D.
• HIST 201 - History Of The United States 1492-1877
• HIST 202 - History Of The Us 1877-present
• SPCM 110 - Fundamentals Of Speech
• SPCM 120 - Intro To Public Speaking
• SPCM 130 - Interpersonal Communication
• SPAN 101 - Elementary Spanish I
• SPAN 102 - Elementary Spanish II
• SPAN 201 - Intermediate Spanish I
• SPAN 202 - Intermediate Spanish II

Other options:

Choose other humanities course(s) from above list, literature list or from:

• PHIL 201 - Introduction To Philosophy

Fine Arts 3 hours

• ARTS 120 - Art Appreciation
• ARTS 201 - Survey Of Art History I
• ARTS 202 - Survey Of Art History II
• MUSC 101 - Music Appreciation
• THEA 190 - Theatre Appreciation

Natural Sciences 17 hours

Complete all 11 hours:

• CHEM 110 - Chemistry I
• CHEM 111 - Chemistry I Lab
• CHEM 120 - Chemistry II
• CHEM 121 - Chemistry II Lab
• BIOL 201 - Principles Of Biology I

Choose 6 hours f/list:

Recommended

If a corresponding lab is offered, it may be taken and applied toward this requirement or toward the Natural Science & Humanities Electives requirement.

• BIOL 202 - Principles Of Biology II
• Organic Chem I 3 hrs.
• Organic Chem II 3 hrs.
• GEOL 101 - Physical Geology
• GEOL 102 - Historical Geology
• PHYS 210 - General Physics I
• PHYS 220 - General Physics II

Other Options

If a corresponding lab is offered, it may be taken and applied toward this requirement or toward the Natural Science & Humanities Electives requirement.

• ATMO 101 - Intro To Weather & Climate I
• ATMO 102 - Intro To Weather & Climate I
• BIOL 210 - General Microbiology
• BIOL 221 - Human Anatomy And Physiology I
• BIOL 222 - Human Anatomy & Physiology II
• BIOL 228 - Pathophysiology
• BIOL 230 - Principles Of Zoology
• PHSC 100 - Physical Science I
• PHSC 120 - Physical Science II
• SCIE 101 - Introductory Earth Science I
• SCIE 102 - Introductory Earth Science II
• SCIE 114 - Environmental Science & Lab
• or other natural sciences approved by advisor

Natural Science & Humanities Electives 9 hours

Choose from departments listed below. Taking courses recommended in previous natural science and humanities sections is encouraged, as are labs for previously recommended science lectures.

Natural Science Electives

• Atmospheric Science - ATMO
• Biological Sciences - BIOL
• Chemistry - CHEM
• Geology - GEOL
• Physical Science - PHSC
• Physics - PHYS
• Science - SCIE

Humanities

• English - ENGL
• Foreign Language - FREN or SPAN
• History - HIST
• Philosophy - PHIL
• Speech - SPCH

Other

• MATH 210 - MATH

Note(s):

Completion of the Associate of Arts/Science Louisiana Transfer (AALT, ASLT) degree guarantees that the student has met, in full, all lower division general education requirements at the receiving Louisiana public university. Graduates transferring with the transfer degree will have junior status. Courses or GPA requirements for specific majors, departments, or schools are not automatically satisfied by an AALT/ASLT degree.

Additional Information
Course Selection

1 Students who have completed an approved 3- to 4-credit hour equivalent of Calculus I must make up the missing hour(s) in the Natural Science & Humanities Electives section.

2 If a corresponding lab is offered, it may be taken and applied toward this requirement or toward the Natural Science & Humanities Electives requirement.

Completing an Associate of Arts/Science Louisiana Transfer Degree (AALT/ASLT) at LDCC

- A student’s placement in English and math courses will be determined by ACT, SAT, and/or COMPASS scores. As a result of these scores, some students may be required to take developmental classes in preparation for the English and math classes required for the transfer degree. Note: When appropriate, previous college work will be used to determine placement in these subject areas.
- A course may be applied only once for degree credit.
- Transfer coursework is unofficial until all official transcripts are evaluated and posted.
- To graduate with the AALT or ASLT, students must have LDCC and adjusted cumulative grade-point averages of 2.00.
- Students should refer to the LDCC General Catalog for a detailed explanation of graduation requirements.

Transferring to a University with an AALT or ASLT Degree

Advising and planning are key to a student’s success in maximizing the transfer experience. All students who might eventually transfer from one institution to another should develop, with an advisor’s assistance, a written degree plan of courses to take for the transfer associate degree. Whenever possible, students should use the transfer degree requirements to satisfy the admission requirements of the university to which they wish to transfer; the university’s senior college, departmental, and/or program admission requirements; and course requirements for the baccalaureate degree. Additionally, a student with coursework from multiple institutions may need to contact the Campus Transfer Ombudsman* at the transfer university for information regarding the applicability of non-LDCC coursework toward the intended major at the university.

Completion of the AALT or ASLT does not guarantee that a student will have the grade-point average necessary for admission to the university, senior college, department, program, etc, to which a student wishes to transfer. It is therefore essential that students find out these requirements* as early as possible.

*To identify the Campus Transfer Ombudsman (or designated contact person) or GPA requirements for the university to which you wish to transfer, visit the statewide articulation web site. Links to each participating institution’s articulation web site can be found here with other helpful academic resources.

Note(s):

Completion of the Associate of Arts/Science Louisiana Transfer (AALT, ASLT) degree guarantees that the student has met, in full, all lower division general education requirements at the receiving Louisiana public university. Graduates transferring with the transfer degree will have junior status. Courses or GPA requirements for specific majors, departments, or schools are not automatically satisfied by an AALT/ASLT degree.

Process Technology

Process Technology, A.A.S.
Process technology operators control and monitor the systems that run industrial plants. Operators gather information using instrumentation and lab equipment to maintain safe work areas and keep plants in compliance with regulatory requirements. Operators work both indoors and outdoors alongside engineers, chemists and other professionals. Operators use knowledge of computers, math, physics and chemistry to keep industrial plants running safely and efficiently. They require strong communications skills – the ability to write, express views orally and listen – in order to succeed at their jobs.

The objectives of the AAS in Process Technology program are to prepare graduates to:

- work effectively in chemical, petrochemical, oil and gas production, energy, pulp and paper, and pharmaceutical industries.
- be aware of safety procedures, hazards, housekeeping, and appropriate cautions in industry.
- demonstrate up-to-date understanding of the technical aspects of process technology.

AAS in Process Technology - Program of Study

First Semester

- ACSE 100 - Academic Seminar
- ENGL 101 - English Composition I
- MATH 110 - College Algebra
- CINS 101 - Introduction To Computers
- PTEC 101 - Intro To Process Technology
- PTEC 131 - Process Instrumentation

Total: 16 Hours

Second Semester

- ENGL 102 - English Composition
- CHEM 101 - General Chemistry
- CHEM 103 - General Chemistry I Lab
- MATH 117 - A Survey Of Mathematics
- PTEC 132 - Process Instrumentation II
- PTEC 161 - Equipment

Total: 16 Hours
Third Semester

- PHSC 100 - Physical Science I
- PHSC 110 - Physical Science I Lab
- PTEC 203 - Safety Health And Environment
- PTEC 242 - Systems
- PTEC 243 - Operations/Capstone
- Social/Behavioral Science 3 hrs.

Total: 17 Hours

Fourth Semester

- Humanities 3 hrs.
- PTEC 207 - Quality
- PTEC 244 - Troubleshooting

PTEC Related Elective

- PTEC 263 - Fluid Mechanics or
- ENGL 220 - Technical Writing

(Fourth Semester-continued)

- PTEC 291 - Process Tech Internship
- SPCM 120 - Intro To Public Speaking

Total: 18 Hours

Note(s):

- ‡ Humanities Elective: ENGL Literature courses, HIST, HUMN and PHIL
School of Liberal Arts

The Louisiana Transfer Associate Degree

The transfer associate degree is designed to provide students with an opportunity to complete the first 60 hours of work toward a baccalaureate degree at a two-year or community college. Students who successfully complete a designated transfer associate program are eligible to enter a four-year public university as a junior, with all 60 (non-developmental) credits transferring to the receiving university.

The Louisiana transfer associate degree consists of a 39-hour General Education (GenEd) block and a 21-hour block of additional course work. Students who enter a four-year public university with this degree in hand will have met the institution’s general education requirements and will be granted upper division (junior) status, with all of its concomitant rights and privileges. This guarantee applies to those who successfully complete the degree with a grade of “C” or better in each course.

Students may complete either an Associate of Arts/Louisiana Transfer (AA/LT) or Associate of Science/ Louisiana Transfer (AS/LT) degree, depending on interests and aspirations for further study toward the baccalaureate. Upon deciding on a prospective major, it is important that students do some research and seek advice about what the program’s prerequisite courses are so that they may be completed as a part of the AA or AS degree.

IN SUMMARY, the Louisiana Transfer Associate Degree* guarantees:

- Admission to a 4-year public university;
- Junior-level standing;
- Transfer of all 60 hours;
- Completion of General Education block requirements at any Louisiana public university;
- Equal opportunity to compete against ‘native’ students for admission to limited access programs.

* with grade requirement met

The Louisiana Transfer Associate Degree does not guarantee:

- Admission to every university or degree program: student must meet institutional or degree program admission requirements (e.g., GPA, specific course completions, etc);
- That the courses taken for the transfer degree will meet specified course requirements of the major.

Advising

Advising and planning are key to a student’s success in maximizing the transfer experience. All students who might be considering an eventual transfer from one institution to another should develop, with an advisor’s assistance, a written degree plan of courses to take for the transfer associate degree. It is the student’s responsibility, with professional advice, to choose the array of courses that will optimize preparation for admission into specific senior colleges and timely completion of expected degree programs. Review of the degree plan will
provide an opportunity to reflect on the qualifications conferred by the two-year transfer associate, which awards junior standing in a Louisiana public university.

**Grades**

Graduates of the designated Transfer Associate of Arts or Associate of Science degree programs must have achieved a grade of “C” or better in each course of the 60 hours applied toward the degree to qualify for block transfer guarantees. (Developmental courses do not apply to degree requirements.)

**Student Benefits & Responsibilities for the Transfer Associate Degree:**

1. The Louisiana Transfer Associate Degree guarantees admission to a Louisiana public 4-year university. However, admission to some high demand programs is competitive and can be based on grade point average and other academic requirements.

   It is the student’s responsibility to research and fulfill the admission requirements for such programs.

2. The Louisiana Transfer Associate Degree guarantees that transfer students will have an equal opportunity to compete with ‘native’ students to enter limited access programs at 4-year universities. It is the student’s responsibility to know the transfer admission requirements and to be as prepared as possible to compete for a place in the program.

3. The Louisiana Transfer Associate Degree guarantees that all 60 credits will transfer to the Louisiana public 4-year university.

   However, if a student transfers prior to completing the 60 credit associate transfer degree, s/he may find that some courses do not transfer or that s/he is required to take additional courses to meet the general education requirement at the receiving 4-year university.

4. Graduates of the designated transfer Associate of Arts or Associate of Science degree programs must have achieved a grade of “C” or better in each course of the 60 hours applied toward the degree to qualify for block transfer guarantees.

5. The Louisiana Transfer Associate is a two-year portable academic credential which awards junior standing in any Louisiana public university.

   Advising and planning are key to success. All students who might be considering an eventual transfer from one campus to another should develop, with an advisor’s assistance, a written degree plan. It is the student’s responsibility to choose the array of courses that will optimize preparation for admission into specific senior colleges and timely completion of the expected baccalaureate major.

**General Studies and Behavioral/Social Sciences**

**Associate of General Studies, A.G.S.**

The Associate of General Studies is designed to allow students greater flexibility to develop a degree program tailored to their individual needs, whether students intend to earn a degree and begin work or continue at a fouryear institution to pursue a bachelor’s degree. The degree provides a strong academic skill foundation through eight courses in general education, and offers
students an opportunity to explore other careers or areas of study through a major (six courses) and minor (three courses) concentration. To be awarded this degree, students must have a cumulative GPA of 2.00 or better in all credits toward the degree, minimum of 18 credit hours in major thematic concentration with a 2.00 in each course, a minimum of 9 credit hours in minor concentration with a 2.00 GPA, and complete the following course work:

Program of Study

- **Major Concentration Area** 18 hrs.
- **Minor Concentration Area** 9 hrs.

Total: 27 hours

General Education Requirements (GER)

- English Composition 6 hrs.
- Mathematics 3 hrs.
- Natural Science 6 hrs.
- Fine Arts 3 hrs.
- Humanities 3 hrs.
- Social/Behavioral Science 6 hrs.

Total: 27 hours

Required Related Courses

- Speech Communication 3 hrs.
- Introduction to Computers 3 hrs.
- Academic Seminar 1 hr.

Total: 7 hours

Total Hours: 61 Credit Hours

Concentration Areas
Group 1 (Art & Humanities)
- Art
- English
- Foreign Language
- History
- Humanities
- Mass Communication
- Music
- Speech
- Theater

Group II (Natural Sciences)
- Biology
- Chemistry
- Earth Science
- Geology
- Physical Science
- Physics

Group III (Behavioral/Social Sciences)
- Anthropology
- Criminal Justice
- Economics
- Education
- Geography
- Government/Public Administration
- Kinesiology
- Psychology
- Social Work
- Sociology

Group IV (Business)
- Accounting
- Business
- Computer Information System
- Finance
- Management
- Marketing

Group V (Applied Sciences)
- Agriculture
• Agronomy
• Animal Science
• Computer Science
• Engineering
• Family & Consumer Science
• Health Science/Nursing
• Mathematics
• Process Technology

Associate of General Studies

First Semester

• ACSE 100 - Academic Seminar *
• ENGL 101 - English Composition I (GER)
• MATH 110 - College Algebra (GER)
• Natural Science (GER) 3 hrs.
• Social/Behavioral (GER) 3 hrs.
• Concentration Area 3 hrs.

Total: 16 hours

Second Semester

• ENGL 102 - English Composition (GER)
• Natural Science (GER) 3 hrs.
• Social/Behavioral Science (GER) 3 hrs.
• Concentration Area 3 hrs.
• Concentration Area 3 hrs.

Total: 15 hours

Third Semester
- Concentration Area 3 hrs.
  - SPCM 110 - Fundamentals Of Speech (GER) or
  - SPCM 120 - Intro To Public Speaking (GER)
- CINS 101 - Introduction To Computers
- Concentration Area 3 hrs.

Fine Arts (3 hours)

- ARTS 120 - Art Appreciation (GER) or
- MUSC 101 - Music Appreciation (GER) or
- THEA 190 - Theatre Appreciation (GER)

Total: 15 hours

Fourth Semester

- Concentration Area 12 hrs.
  - Humanities Course (GER) 3 hrs.

Total: 15 hours

Total Hours: 61 Credit hours

Note(s):

* Students placing in any 095 developmental courses OR two or more developmental courses are required to take Academic Skills Seminar- ACSE 101, 3 cr. hours.

Certificate of General Studies, C.G.S.

The Certificate of General Studies (CGS) is designed to provide a foundation of fundamental academic skills in English, math, natural science, arts, humanities, and social and behavioral sciences. The CGS allows students to explore career opportunities and prepare for collegiate studies. The curriculum also provides students with general skills that will enhance employment opportunities. The flexible CGS framework allows students that plan to transfer to other two-year and four-year colleges and universities to select courses which will meet admission requirements or programmatic requirements at receiving institutions.
Louisiana universities with selective admission require the completion of between 12-24 credit hours of college-level coursework.

The CGS curriculum consists of 30 credit hours of freshman-level courses. The courses will fulfill general education requirements at most two-year and four-year institutions in Louisiana and the nation. Eight courses (24 credit hours) are to be selected from courses listed on the Louisiana Board of Regents General Education Matrix, which assures transferability to other colleges and universities in the state of Louisiana.

Program of Study: Certificate of General Studies

General Education Requirements

- Mathematics (College Algebra) 3 hrs.
- Fine Arts 3 hrs.
- Humanities 3 hrs.
- Natural Science 3 hrs.
- Social/Behavioral Science 3 hrs.

English Composition

- ENGL 101 - English Composition I
- ENGL 102 - English Composition

General Education Elective

- Humanities, Mathematics, Natural Science 3 hrs. or
- Behavioral/Social Science

Certificate Elective Area of Choice

- Two 3-credit hour courses 6 hrs.

Total Hours: 30 Credit Hours

Care and Development of Young Children

Care and Development of Young Children, A.A.S.
The Associate of Applied Science in Care and Development of Young Children is designed as a degree program to meet the needs of those pursuing a career in early childhood development and the new guidelines established by the United States Department of Education as a part of the No Child Left Behind (NCLB) legislation. To be awarded this degree, students must have a cumulative GPA of 2.00 or better in all credits toward the degree and complete the following course work:

Program of Study

Core Courses

- CDYC 101 - Foundations Of Early Childhood Development
- CDYC 103 - The Learning Environment
- CDYC 165 - Language & Literacy In Early Childhood
- CDYC 211 - Child Guidance
- CDYC 240 - Observation And Participation
- CDYC 273 - Developmental Curriculum And Materials In Early Childhood
- CDYC 298 - Practica In Early Childhood Development
- CDYC Electives 6 hrs.

Total: 30 hours

General Education Courses (GER)

- ENGL 101 - English Composition I and
- ENGL 102 - English Composition

- MATH 110 - College Algebra
- Natural Science 3 hrs.
- Fine Arts 3 hrs.
- Humanities 3 hrs.
- Social/Behavioral Science*** 3 hrs.

Total: 21 hours

Required Related Courses
- CINS 101 - Introduction To Computers
- ACSE 100 - Academic Seminar
- SPCM 120 - Intro To Public Speaking

- PSYC 225 - Child Psychology or
- PSYC 226 - Developmental Psychology

- HSCI 102 - Community First Aid With CPR

Total: 11 hours

Total Hours: 62 Credit Hours

Note(s):

**Psychology 201 required as Social/Behavioral Science General Education Requirement.

Associate of Applied Science in Care and Development of Young Children

First Semester

- ACSE 100 - Academic Seminar
- ENGL 101 - English Composition I
- CDYC 101 - Foundations Of Early Childhood Development
- MATH 110 - College Algebra (F07)
- PSYC 201 - Introduction To Psychology (F07)
- CDYC 103 - The Learning Environment

Total: 16 hours

Second Semester

- ENGL 102 - English Composition
• Natural Science 3 hrs.

• Speech 120 3 hrs. or
• Speech 110 3 hrs.

• CDYC 211 - Child Guidance
• CDYC 165 - Language & Literacy In Early Childhood

Total: 15 hours

Third Semester

• PSYC 226 - Developmental Psychology
• CDYC 240 - Observation And Participation
• CDYC 273 - Developmental Curriculum And Materials In Early Childhood
• HSCI 102 - Community First Aid With CPR
• CDYC Elective^ 3 hrs.
• CINS 101 - Introduction To Computers

Total: 16 hours

Fourth Semester

• Fine Arts † 3 hrs.
• CDYC Elective^ 3 hrs.
• CDYC 298 - Practica In Early Childhood Development
• Humanities Elective‡ 3 hrs.

Total: 15 hours

Total Hours: 62 Credit Hours

Note(s):
Care and Development of Young Children, C.T.S.

First Semester

- ENGL 101 - English Composition I
- Fine Arts† 3 hrs.
- CDYC 101 - Foundations Of Early Childhood Development
- CDYC 103 - The Learning Environment *
- Selected Elective‡ 3 hrs.

Total: 15 hours

Second Semester

- PSYC 201 - Introduction To Psychology
- CDYC 165 - Language & Literacy In Early Childhood
- CDYC 211 - Child Guidance
- CDYC Elective^ 3 hrs.
- Selected Elective‡ 3 hrs.

Total: 15 hours

Total Hours: 30 Credit Hours
Care and Development of Young Children, T.C.A

Required Courses

- CDYC 101 - Foundations Of Early Childhood Development
- CDYC 103 - The Learning Environment
- CDYC 211 - Child Guidance

Total Hours: 9 Credit Hours

Care and Development of Young Children, T.D.

Program Type: Technical Diploma (TD)
Program Length: 60 Credit Hours/1410 Clock Hours

Program Description

The Care and Development of Young Children program prepares individuals for various levels of employment in child care centers, nursery schools, recreation centers, public school settings, head start programs, or other areas where caring for young children is the principal function. This program focuses on cognitive, physical, emotional, and social growth and development. Developmentally appropriate play activities, curriculum, nutrition, guidance, health/safety, children with special needs, and approaches for teaching as suggested by the National Association for the Education of Young Children (NAEYC) are included.

Care and Development of Young Children Course Listing Course

TCA - Basic Caregiver I

- CDYC 1110 - Introduction to Care and Development of Young Children 3 hrs./45 clock hrs.
Total: 3 hrs./ 45 clock hrs.

TCA – Basic Caregiver II

- ORNT 1000 - Freshman Seminar
- CDYC 1120 - Child Health, First Aid and Safety 2 hrs./ 45 clock hrs.
- CDYC 1130 - Child Guidance and Behaviors 3 hrs./ 45 clock hrs.
- CYDC 1151 - Observation/Participation Lab/Work Based Learning 3 hrs./ 135 clock hrs.

Total: 9 hrs./ 240 clock hrs.

CTS - Child Care Teacher

(Includes TCA-Basic Caregiver I & II and TCA-Basic Infant/Toddler Caregiver)

- CYDC 1210 - Infant/Toddler Growth and Development 3 hrs./ 45 clock hrs.
- CDYC 1220 - Infant/Toddler Care and Curriculum 3 hrs./ 45 clock hrs.
- CDYC 1241 - Infant/Toddler Lab/Work Based Learning 3 hrs./ 135 clock hrs.
- CDYC 1140 - Nutrition for Children 3 hrs./ 45 clock hrs.
- TCA – Basic Infant/Toddler Caregiver 12 hrs./ 270 clock hrs.

Total: 24 hrs./ 555 clock hrs.

TCA - Basic Preschool Caregiver

- CDYC 1310 - Preschool Growth and Development 2 hrs./ 30 clock hrs.
- CDYC 1320 - Preschool Curriculum 3 hrs./ 45 clock hrs.
- CDYC 1341 - Preschool Lab/Work Based Learning 3 hrs./ 135 clock hrs.
- CDYC 1410 - Children With Special Needs/Lab 3 hrs./ 60 clock hrs.

Total: 11 hrs./ 270 clock hrs.

CTS - Child Care Teacher II

(Includes TCA-Basic Preschool Caregiver and TCA-Basic Preschool Teacher)
- CDYC 1330 - Literature/Language Methods 3 hrs./ 45 clock hrs.
- CDYC 1332 - Math/Science Methods 3 hrs./ 45 clock hrs.
- CDYC 1333 - Social Studies/The Arts Methods 3 hrs./ 45 clock hrs.
- TCA – Basic Preschool Teacher 9 hrs./ 135 clock hours

Total: 20 hrs./ 405 clock hrs.

TCA - Care and Development Specialist

- CDYC 1420 - Organization and Administration of Care and Development of Young Children/Lab 3 hrs./ 60 clock hrs.
- CDYC 2211 - Practicum in Care and Development of Young Children 6 hrs./ 270 clock hrs.
- CDYC 1230 - Family Relationships and Issues 3 hrs./ 45 clock hrs.

Total: 12 hrs./ 375 clock hrs.

TD - Care and Development of Young Children

- CPTR 1000 - Introduction To Computers
- JOBS 2450 - Job Seeking Skills

Total: 60 hrs./ 1410 clock hrs.

**Childcare Administration, T.C.A**

**Required Courses**

- CDYC 101 - Foundations Of Early Childhood Development
- CDYC 280 - Administration Of Early Childhood Programs
- BUSN 190 - Small Business Management

Total Hours: 9 Credit Hours
Associate of Science in Teaching Program

Teaching: Grades 1-5, A.S.

The Associate of Science in Teaching (AST) degree is an innovative program that is designed to attract talented individuals looking for a flexible and cost-effective way to pursue a college degree and begin the path toward becoming certified elementary teachers (grades 1-5).

It is also beneficial to students that do not wish to continue to a 4 year full teaching degree. These students can opt to become highly qualified para-professionals employable by local districts.

All of the course credits earned in this program of study will transfer to a four-year elementary education program in Louisiana, enabling AST degree recipients to enter such a program at a Junior level.

In addition to general education courses, students will complete two professional education courses that include 37 hours of associated field experience and must pass two parts of the PRAXIS teacher certification exam before graduation. Candidates will also be encouraged to join or participate in a number of programs, clubs, etc. that are designed to further their professional development.

Degree Requirements for Associate of Science in Teaching Grades 1-5

First Semester

Also required during the first semester is ACSE 100 for 1 credit. ACSE is required for all LDCC degree majors.

- ACSE 100 - Academic Seminar
- ENGL 101 - English Composition I
- MATH 110 - College Algebra
- BIOL 101 - General Biology I
- BIOL 103 - General Biology I Lab
- HIST 102 - Western Civilization Since 1650 A.D.

Total: 14 hours

Second Semester

- MATH 203 - Elementary Number Structure
- BIOL 102 - General Biology II
- HIST 201 - History Of The United States 1492-1877
• ****Fine Arts Elective† 3 hrs.

Total: 15 hours

Third Semester

• ENGL 202 - English Literature
• MATH 204 - Conceptual Geometry
• PHSC 100 - Physical Science I
• PHSC 110 - Physical Science I Lab
• GEOG 202 - Cultural Geography
• TEAC 201 - Teaching And Learning In Diverse Settings I
• Diverse Settings I ‡

Total: 16 hours

Fourth Semester

• ENGL 204 - American Literature II
• MATH 210 - Introduction To Statistics
• PHSC 120 - Physical Science II
• PHSC 130 - Physical Science II Lab
• POLI 110 - American Government
• TEAC 203 - Teaching And Learning In Diverse Settings II
• in Diverse Settings II‡

Total: 16 hours

Total Hours: 61 Credit Hours

Note(s):
† Fine Arts Elective: ARTS, MUSC, THEA

*** Also required during the first semester is ACSE 100 for 1 credit. ACSE is required for all LDCC degree majors.

† Choose from ARTS 201, MUSC 101, or THEA 190.

‡ Instructor permission and admission pre-requisites required.

* Required Natural Science general education courses must come from a two-semester sequence of either physical or life science.

** PSYC 201 required as Social/Behavioral Science General Education Requirement.

### Pre-requisites for TEAC classes

To be admitted to TEAC classes, you must:

- Be eligible for admission at LDCC.
- Complete all developmental coursework with a grade of “C” or better.
- Minimum accumulated GPA of 2.0 or higher in previously attempted course work.
- Submit an AST application, including letter of recommendation, résumé, and personal statement.
- Successfully complete the entrance interview.
- Complete and clear a background check before enrolling in TEAC classes.
- Instructor permission

### Clubs and Organizations

An assortment of clubs and organizations will be offered as they are formed. The focus of all clubs and organizations is to promote teaching and professional development.

Planned groups include:

- Associated Professional Educators of Louisiana (A+Pel)– student membership
- Future Teachers of Louisiana (FTL)
- Kappa Delta Pi

### Louisiana Transfer Degree, Liberal Arts

### Arts Track Transfer Degree, A.A.L.T.

All courses applied to the degree must be passed with a C or better. Developmental courses may not be applied to the degree.

Requirements for the AALT track in social sciences are listed below. When more than one option for fulfilling a requirement is given, even if some of these options are listed as “recommended” or “electives,” students should select courses that are required for the major they intend to pursue at a university. Students transferring to a University of Louisiana System (ULS) institution should follow the appropriate ULS track.
English Composition & Literature (Humanity) 9 Hours

Complete both:

- ENGL 101 - English Composition I
- ENGL 102 - English Composition

Choose one literature:

- ENGL 201 - English Literature
- ENGL 202 - English Literature
- ENGL 203 - American Literature I
- ENGL 204 - American Literature II
- ENGL 205 - World Literature
- ENGL 206 - World Literature
- ENGL 207 - Literature Of The Old Testament
- ENGL 208 - Literature Of The New Testament
- ENGL 211 - Survey Of Short Stories & Novels
- ENGL 215 - Introduction To Drama & Poetry

Fine Arts 3 Hours

- ARTS 110 - Crafts
- ARTS 201 - Survey Of Art History I
- ARTS 202 - Survey Of Art History II
- MUSC 101 - Music Appreciation
- THEA 190 - Theatre Appreciation

Social/Behavioral Sciences 6 Hours

6 hours (3 at 200 level)

- ECON 201 - Macroeconomics
- ECON 202 - Microeconomics
- GEOG 202 - Cultural Geography
- GEOG 205 - Physical Geography
- POLI 110 - American Government
- PSYC 201 - Introduction To Psychology
- PSYC 225 - Child Psychology
- PSYC 226 - Developmental Psychology
- PSYC 227 - Adolescent Psychology
- SOCL 201 - Introduction To Sociology
- SOCL 202 - Contemporary Social Problems

Math/A.R. 6 Hours

- MATH 110 - College Algebra
- GenEd Math/A.R. Elective ¹ 3 hrs.

Natural Sciences 9 Hours

Students must complete a six-hour sequence in either the biological or physical sciences. The remaining three hours must be in the opposite area (i.e., both biological and physical sciences must be taken).

Biological Sci. Sequences:

- BIOL 101 - General Biology I
- BIOL 102 - General Biology II
- BIOL 201 - Principles Of Biology I
- BIOL 202 - Principles Of Biology II
- BIOL 221 - Human Anatomy And Physiology I
- BIOL 222 - Human Anatomy & Physiology II

Physical Sci. Sequences:

- CHEM 101 - General Chemistry
- CHEM 102 - General Chemistry II
- CHEM 110 - Chemistry I
- CHEM 120 - Chemistry II
- GEOL 101 - Physical Geology
- GEOL 102 - Historical Geology
- PHSC 100 - Physical Science I
- PHSC 120 - Physical Science II
- PHYS 210 - General Physics I
- PHYS 220 - General Physics II
- SCIE 101 - Introductory Earth Science I
• SCIE 102 - Introductory Earth Science II

Individual Biological Sciences Courses

• BIOL 210 - General Microbiology
• BIOL 228 - Pathophysiology
• BIOL 230 - Principles Of Zoology
• SCIE 114 - Environmental Science & Lab
• PHYS 110 - Foundations Of Astronomy

Humanities 6 Hours

Recommended:

Sequence in history or foreign language

• HIST 101 - Western Civilization To 1650 A.D.
• HIST 102 - Western Civilization Since 1650 A.D.
• HIST 201 - History Of The United States 1492-1877
• HIST 202 - History Of The Us 1877-present
• FREN 101 - Elementary French I
• FREN 102 - Elementary French II
• FREN 201 - Intermediate French
• FREN 202 - Intermediate French
• SPAN 101 - Elementary Spanish I
• SPAN 102 - Elementary Spanish II
• SPAN 201 - Intermediate Spanish I
• SPAN 202 - Intermediate Spanish II

Other options:

Choose other humanities from above list, literature list or from:

• PHIL 201 - Introduction To Philosophy
• SPCM 110 - Fundamentals Of Speech
• SPCM 120 - Intro To Public Speaking
• SPCM 130 - Interpersonal Communication

Arts Related Electives 12 Hours
Choose from areas listed below, including one course from at least three of the areas below.

- Arts History (e.g., Art, Architecture, Design, Music, Theatre)
- Arts Appreciation (e.g., Art, Drama, Music)
- Arts Theory (e.g., Color, Composition, Design)
- Basic Skills (e.g., Drawing, Keyboard, Painting, Performance)

**Arts, Social Science, Humanities, Lab, & Related Electives 9 Hours**

Choose from departments listed below.

**Arts:**

Choose from the Arts related electives previously listed.

**Social Sciences:**

- Economics - ECON
- Geography - GEOG
- Political Science - POLI
- Psychology - PSYC
- Sociology - SOCL

**Foreign Language Series:**

- French - FREN
- Spanish - SPAN

**Humanities:**

- English - ENGL
- History - HIST
- Philosophy - PHIL
- Speech - SPCH

**Other:**

Other related electives approved by advisor

Not more than one 1-hour science lab that corresponds with a natural science lecture used toward the fulfillment of the natural science requirement

**Note(s):**

Completion of the Associate of Arts/Science Louisiana Transfer (AALT, ASLT) degree guarantees that the student has met, in full, all lower division general education requirements at the receiving Louisiana public university. Graduates transferring with
the transfer degree will have junior status. Courses or GPA requirements for specific majors, departments, or schools are not automatically satisfied by an AALT/ASLT degree.

**Additional Information:**

**Footnotes**

1 Students may take any course (assuming they have completed the appropriate prerequisites) from the list that follows to fulfill the general education math elective requirement: MATH 111, MATH 117, MATH 120, MATH 201, MATH 210, MATH 220, MATH 221

2 This category, “other related electives approved by advisor,” is included to enable students to take courses that are not listed among the associate degree requirements but are required for the intended university major. Students should not take courses with the expectation that they will count as “other related electives” unless the courses have been approved by an advisor.

3 While no lab is required, students may opt to take a single one-credit hour lab that corresponds with one of the three lectures used toward the fulfillment of the natural sciences requirement.

**Completing an Associate of Arts/Science Louisiana Transfer Degree (AALT/ASLT) at LDCC**

- A student’s placement in English and math courses will be determined by ACT, SAT, and/or COMPASS scores. As a result of these scores, some students may be required to take developmental classes in preparation for the English and math classes required for the transfer degree. Note: When appropriate, previous college work will be used to determined placement in these subject areas.
- A course may be applied only once for degree credit.
- Transfer coursework is unofficial until all official transcripts are evaluated and posted.
- To graduate with the AALT or ASLT, students must have LDCC and adjusted cumulative grade-point averages of 2.00.
- Students should refer to the LDCC General Catalog for a detailed explanation of graduation requirements.

**Transferring to a University with an AALT or ASLT Degree**

Advising and planning are key to a student’s success in maximizing the transfer experience. All students who might eventually transfer from one institution to another should develop, with an advisor’s assistance, a written degree plan of courses to take for the transfer associate degree. Whenever possible, students should use the transfer degree requirements to satisfy the admission requirements of the university to which they wish to transfer; the university’s senior college, departmental, and/or program admission requirements; and course requirements for the baccalaureate degree. Additionally, a student with coursework from multiple institutions may need to contact the Campus Transfer Ombudsman at the transfer university for information regarding the applicability of non-LDCC coursework toward the intended major at the university.

Completion of the AALT or ASLT does not guarantee that a student will have the grade-point average necessary for admission to the university, senior college, department, program, etc, to which a student wishes to transfer. It is therefore essential that students find out these requirements as early as possible.

*To identify the Campus Transfer Ombudsman (or designated contact person) or GPA requirements for the university to which you wish to transfer, visit the statewide articulation web site. Links to each participating institution’s articulation web site can be found here with other helpful academic resources.*
Note(s):

Completion of the Associate of Arts/Science Louisiana Transfer (AALT, ASLT) degree guarantees that the student has met, in full, all lower division general education requirements at the receiving Louisiana public university. Graduates transferring with the transfer degree will have junior status. Courses or GPA requirements for specific majors, departments, or schools are not automatically satisfied by an AALT/ASLT degree.

Humanities Track Transfer Degree, A.A.L.T.

All courses applied to the degree must be passed with a C or better. Developmental courses may not be applied to the degree.

Requirements for the AALT track in humanities are listed below. When more than one option for fulfilling a requirement is given, even if some of these options are listed as “recommended” or “electives,” students should select courses that are required for the major they intend to pursue at a university. Students transferring to a University of Louisiana System (ULS) institution should follow the appropriate ULS track.

English Composition & Literature (Humanity) 9 Hours

Complete both:

- ENGL 101 - English Composition I
- ENGL 102 - English Composition

Choose one literature:

- ENGL 201 - English Literature
- ENGL 202 - English Literature
- ENGL 203 - American Literature I
- ENGL 204 - American Literature II
- ENGL 205 - World Literature
- ENGL 206 - World Literature
- ENGL 207 - Literature Of The Old Testament
- ENGL 208 - Literature Of The New Testament
- ENGL 211 - Survey Of Short Stories & Novels
- ENGL 215 - Introduction To Drama & Poetry

Fine Arts 3 Hours
• ARTS 120 - Art Appreciation
• ARTS 201 - Survey Of Art History I
• ARTS 202 - Survey Of Art History II
• MUSC 101 - Music Appreciation
• THEA 190 - Theatre Appreciation

Social/Behavioral Sciences 6 Hours

6 hours (3 at 200 level)

• ECON 201 - Macroeconomics
• ECON 202 - Microeconomics
• GEOG 202 - Cultural Geography
• GEOG 205 - Physical Geography
• POLI 110 - American Government
• PSYC 201 - Introduction To Psychology
• PSYC 225 - Child Psychology
• PSYC 226 - Developmental Psychology
• PSYC 227 - Adolescent Psychology
• SOCL 201 - Introduction To Sociology
• SOCL 202 - Contemporary Social Problems

Math/A.R. 6 Hours

• MATH 110 - College Algebra
• GenEd Math/A.R. Elective 1 3 hrs.

Natural Sciences 9 Hours

Students must complete a six-hour sequence in either the biological or physical sciences. The remaining three hours must be in the opposite area (i.e., both biological and physical sciences must be taken).

Biological Sci. Sequences:

While no lab is required, students may opt to take a single one-credit hour lab that corresponds with one of the three lectures used toward the fulfillment of the natural sciences requirement.

• BIOL 101 - General Biology I
• BIOL 102 - General Biology II
• BIOL 201 - Principles Of Biology I
• BIOL 202 - Principles Of Biology II
• BIOL 221 - Human Anatomy And Physiology I
• BIOL 222 - Human Anatomy & Physiology II
Physical Sci. Sequences:

While no lab is required, students may opt to take a single one-credit hour lab that corresponds with one of the three lectures used toward the fulfillment of the natural sciences requirement.

- CHEM 101 - General Chemistry
- CHEM 102 - General Chemistry II
- CHEM 110 - Chemistry I
- CHEM 120 - Chemistry II
- GEOL 101 - Physical Geology
- GEOL 102 - Historical Geology
- PHSC 100 - Physical Science I
- PHSC 120 - Physical Science II
- PHYS 210 - General Physics I
- PHYS 220 - General Physics II
- SCIE 101 - Introductory Earth Science I
- SCIE 102 - Introductory Earth Science II

Individual Biological Sciences Courses:

While no lab is required, students may opt to take a single one-credit hour lab that corresponds with one of the three lectures used toward the fulfillment of the natural sciences requirement.

- BIOL 210 - General Microbiology
- BIOL 228 - Pathophysiology
- BIOL 230 - Principles Of Zoology
- SCIE 114 - Environmental Science & Lab
- PHYS 110 - Foundations Of Astronomy

Humanities 6 Hours

Recommended:

Sequence in history or foreign language

- HIST 101 - Western Civilization To 1650 A.D.
- HIST 102 - Western Civilization Since 1650 A.D.
- HIST 201 - History Of The United States 1492-1877
- HIST 202 - History Of The Us 1877-present
- FREN 101 - Elementary French I
- FREN 102 - Elementary French II
- FREN 201 - Intermediate French
- FREN 202 - Intermediate French
• SPAN 101 - Elementary Spanish I
• SPAN 102 - Elementary Spanish II
• SPAN 201 - Intermediate Spanish I
• SPAN 202 - Intermediate Spanish II

Other options:

Choose other humanities from above list, literature list or from:

• PHIL 201 - Introduction To Philosophy
• SPCM 110 - Fundamentals Of Speech
• SPCM 120 - Intro To Public Speaking
• SPCM 130 - Interpersonal Communication

Foreign Language Series and/or Humanities Electives 15 Hours

Foreign language series:

• French - FREN
• Spanish - SPAN

Humanities:

• English - ENGL
• History - HIST
• Philosophy - PHIL
• Speech - SPCH

Humanities, Social Science, & Lab Electives 6 Hours

Choose from departments listed below.

Social Sciences:

• Economics - ECON
• Geography - GEOG
• Political Science - POLI
• Psychology - PSYC
• Sociology - SOCL

Humanities:
See list of humanities departments in section above.

Other:

Not more than one 1-hour science lab that corresponds with a natural science lecture used toward the fulfillment of the natural science requirement.

Note(s):

Completion of the Associate of Arts/Science Louisiana Transfer (AALT, ASLT) degree guarantees that the student has met, in full, all lower division general education requirements at the receiving Louisiana public university. Graduates transferring with the transfer degree will have junior status. Courses or GPA requirements for specific majors, departments, or schools are not automatically satisfied by an AALT/ASLT degree.

Additional Information:

Footnotes

1 Students may take any course (assuming they have completed the appropriate prerequisites) from the list that follows to fulfill the general education math elective requirement: MATH 111, MATH 117, MATH 120, MATH 201, MATH 210, MATH 220, and MATH 221.

2 While no lab is required, students may opt to take a single one-credit hour lab that corresponds with one of the three lectures used toward the fulfillment of the natural sciences requirement.

Completing an Associate of Arts/Science Louisiana Transfer Degree (AALT/ASLT) at LDCC

- A student’s placement in English and math courses will be determined by ACT, SAT, and/or COMPASS scores. As a result of these scores, some students may be required to take developmental classes in preparation for the English and math classes required for the transfer degree. Note: When appropriate, previous college work will be used to determine placement in these subject areas.
- A course may be applied only once for degree credit.
- Transfer coursework is unofficial until all official transcripts are evaluated and posted.
- To graduate with the AALT or ASLT, students must have LDCC and adjusted cumulative grade-point averages of 2.00.
- Students should refer to the LDCC General Catalog for a detailed explanation of graduation requirements.

Transferring to a University with an AALT or ASLT Degree

Advising and planning are key to a student’s success in maximizing the transfer experience. All students who might eventually transfer from one institution to another should develop, with an advisor’s assistance, a written degree plan of courses to take for the transfer associate degree. Whenever possible, students should use the transfer degree requirements to satisfy the admission requirements of the university to which they wish to transfer; the university’s senior college, departmental, and/or program admission requirements; and course requirements for the baccalaureate degree. Additionally, a student with coursework from multiple institutions may need to contact the Campus Transfer Ombudsman® at the transfer university for information regarding the applicability of non-LDCC coursework toward the intended major at the university.
Completion of the AALT or ASLT does not guarantee that a student will have the grade-point average necessary for admission to the university, senior college, department, program, etc., to which a student wishes to transfer. It is therefore essential that students find out these requirements* as early as possible.

* To identify the Campus Transfer Ombudsman (or designated contact person) or GPA requirements for the university to which you wish to transfer, visit the statewide articulation web site. Links to each participating institution’s articulation web site can be found here with other helpful academic resources.

**Note(s):**

Completion of the Associate of Arts/Science Louisiana Transfer (AALT, ASLT) degree guarantees that the student has met, in full, all lower division general education requirements at the receiving Louisiana public university. Graduates transferring with the transfer degree will have junior status. Courses or GPA requirements for specific majors, departments, or schools are not automatically satisfied by an AALT/ASLT degree.

**Social Sciences Track Transfer Degree, A.A.L.T.**

Requirements for the AALT track in social sciences are listed below. When more than one option for fulfilling a requirement is given, even if some of these options are listed as “recommended” or “electives,” students should select courses that are required for the major they intend to pursue at a university. Students transferring to a University of Louisiana System (ULS) institution should follow the appropriate ULS track.

**Social Sciences Track**

**English Composition & Literature (Humanity) 9 hours**

Complete both:

- ENGL 101 - English Composition I
- ENGL 102 - English Composition

Choose one literature:

- ENGL 201 - English Literature
- ENGL 202 - English Literature
- ENGL 203 - American Literature I
- ENGL 204 - American Literature II
- ENGL 205 - World Literature
- ENGL 206 - World Literature
• ENGL 207 - Literature Of The Old Testament
• ENGL 208 - Literature Of The New Testament
• ENGL 211 - Survey Of Short Stories & Novels
• ENGL 215 - Introduction To Drama & Poetry

Fine Arts 3 hours

• ARTS 120 - Art Appreciation
• ARTS 201 - Survey Of Art History I
• ARTS 202 - Survey Of Art History II
• MUSC 101 - Music Appreciation
• THEA 190 - Theatre Appreciation

Social/Behavioral Sciences 6 hours (3 at 200 level)

• ECON 201 - Macroeconomics
• ECON 202 - Microeconomics
• GEOG 202 - Cultural Geography
• GEOG 205 - Physical Geography
• POLI 110 - American Government
• PSYC 201 - Introduction To Psychology
• PSYC 225 - Child Psychology
• PSYC 226 - Developmental Psychology
• PSYC 227 - Adolescent Psychology
• SOCL 201 - Introduction To Sociology
• SOCL 202 - Contemporary Social Problems

Math/A.R. 6 hours

• MATH 110 - College Algebra
• GenEd Math/A.R. Elective¹ 3hrs.

Natural Sciences 9 hours

Students must complete a six-hour sequence in either the biological or physical sciences. The remaining three hours must be in the opposite area (i.e., both biological and physical sciences must be taken).

Biological Sci. Sequences
• BIOL 101 - General Biology I
• BIOL 102 - General Biology II
• BIOL 201 - Principles Of Biology I
• BIOL 202 - Principles Of Biology II
• BIOL 221 - Human Anatomy And Physiology I
• BIOL 222 - Human Anatomy & Physiology II

Physical Sci. Sequences

• CHEM 101 - General Chemistry
• CHEM 102 - General Chemistry II
• CHEM 110 - Chemistry I
• CHEM 120 - Chemistry II
• GEOL 101 - Physical Geology
• GEOL 102 - Historical Geology
• PHSC 100 - Physical Science I
• PHSC 120 - Physical Science II
• PHYS 210 - General Physics I
• PHYS 220 - General Physics II
• SCIE 101 - Introductory Earth Science I
• SCIE 102 - Introductory Earth Science II

Individual Biological Sciences Courses

• BIOL 210 - General Microbiology
• BIOL 228 - Pathophysiology
• BIOL 230 - Principles Of Zoology
• SCIE 114 - Environmental Science & Lab

Individual Physical Science Courses

• PHYS 110 - Foundations Of Astronomy

Humanities 6 hours
Recommended:

Sequence in history or foreign language

- HIST 101 - Western Civilization To 1650 A.D.
- HIST 102 - Western Civilization Since 1650 A.D.
- HIST 201 - History Of The United States 1492-1877
- HIST 202 - History Of The Us 1877-present
- FREN 101 - Elementary French I
- FREN 102 - Elementary French II
- FREN 201 - Intermediate French
- FREN 202 - Intermediate French
- SPAN 101 - Elementary Spanish I
- SPAN 102 - Elementary Spanish II
- SPAN 201 - Intermediate Spanish I
- SPAN 202 - Intermediate Spanish II

Other options:

Choose other humanities from above list, literature list or from:

- PHIL 201 - Introduction To Philosophy
- SPCM 110 - Fundamentals Of Speech
- SPCM 120 - Intro To Public Speaking
- SPCM 130 - Interpersonal Communication

Social Science or Related Electives 9 hours

Choose from departments listed below.

- Economics - ECON
- Geography - GEOG
- Political Science - POLI
- Psychology - PSYC
- Sociology - SOCL

Other related electives approved by advisor

Social Science, Humanities, Lab, & Related Electives 12 hours

Choose from departments listed below.

Social Sciences:

- Economics - ECON
- Geography - GEOG
- Political Science - POLI
- Psychology - PSYC
- Sociology - SOCL

Foreign Language Series:
- French - FREN
- Spanish - SPAN

Humanities:
- English - ENGL
- History - HIST
- Philosophy - PHIL
- Speech - SPCH

Other:
Other related electives approved by advisor ²

Not more than one 1-hour science lab that corresponds with a natural science lecture used toward the fulfillment of the natural science requirement ³

Note(s):
Completion of the Associate of Arts/Science Louisiana Transfer (AALT, ASLT) degree guarantees that the student has met, in full, all lower division general education requirements at the receiving Louisiana public university. Graduates transferring with the transfer degree will have junior status. Courses or GPA requirements for specific majors, departments, or schools are not automatically satisfied by an AALT/ASLT degree.

Additional Information

Footnotes

¹ Students may take any course (assuming they have completed the appropriate prerequisites) from the list that follows to fulfill the general education math elective requirement: MATH 111, MATH 117, MATH 120, MATH 201, MATH 210, MATH 220, MATH 221

² This category, “other related electives approved by advisor,” is included to enable students to take courses that are not listed among the associate degree requirements but are required for the intended university major. Students should not take courses with the expectation that they will count as “other related electives” unless the courses have been approved by an advisor.

³ While no lab is required, students may opt to take a single one-credit hour lab that corresponds with one of the three lectures used toward the fulfillment of the natural sciences requirement.

Completing an Associate of Arts/Science Louisiana Transfer Degree (AALT/ASLT) at LDCC
A student’s placement in English and math courses will be determined by ACT, SAT, and/or COMPASS scores. As a result of these scores, some students may be required to take developmental classes in preparation for the English and math classes required for the transfer degree. Note: When appropriate, previous college work will be used to determine placement in these subject areas.

- A course may be applied only once for degree credit.
- Transfer coursework is unofficial until all official transcripts are evaluated and posted.
- To graduate with the AALT or ASLT, students must have LDCC and adjusted cumulative grade-point averages of 2.00.
- Students should refer to the LDCC General Catalog for a detailed explanation of graduation requirements.

Transferring to a University with an AALT or ASLT Degree

Advising and planning are key to a student’s success in maximizing the transfer experience. All students who might eventually transfer from one institution to another should develop, with an advisor’s assistance, a written degree plan of courses to take for the transfer associate degree. Whenever possible, students should use the transfer degree requirements to satisfy the admission requirements of the university to which they wish to transfer; the university’s senior college, departmental, and/or program admission requirements; and course requirements for the baccalaureate degree. Additionally, a student with coursework from multiple institutions may need to contact the Campus Transfer Ombudsman* at the transfer university for information regarding the applicability of non-LDCC coursework toward the intended major at the university.

Completion of the AALT or ASLT does not guarantee that a student will have the grade-point average necessary for admission to the university, senior college, department, program, etc. to which a student wishes to transfer. It is therefore essential that students find out these requirements* as early as possible.

*To identify the Campus Transfer Ombudsman (or designated contact person) or GPA requirements for the university to which you wish to transfer, visit the statewide articulation web site. Links to each participating institution’s articulation web site can be found here with other helpful academic resources.

School of Technology - Non-Credit

Commercial Vehicle Operations

Commercial Vehicle Operations prepares individuals for employment as professional tractor-trailer drivers with a combination of classroom and actual driving experience. The program is a short-term training course (240 clock hours) designed to prepare students to enter the truck driving industry. The program content includes instruction in operating diesel powered tractor trailer rigs, identifying common vehicle components, defensive driving skills, actual driving on rural, urban and interstate highways, handling cargo, backing and maneuvering tractor trailers, documentation and verification of loads, logging and the performance of vehicle inspections.

Training includes classroom instruction, as well as operating vehicles in the city, on the interstate and on two-lane highways. Students will develop skill in safe and professional driving, driver maintenance, map reading, human relations and employability. Training includes:

- The FMCSA Subpart E-Entry-level training requirements
- Map Reading and Trip Planning
- Commercial Vehicle Inspections
- Commercial Vehicle Basic Skills
- Driving a Commercial Vehicle in on-the-road operations
To qualify students must be at least 18 years of age, have a current valid driver's license, be legally eligible to work in the United States, pass a DOT physical and drug screen, provide a current Motor Vehicle Report from the Office of Motor Vehicles, be able to read and speak the English language sufficiently to understand highway signs and respond to official inquiries.

**Student Life**

Successful students are involved in their education both in and out of the classroom. Research has shown that involved students have a better chance of reaching their academic and personal goals. At Louisiana Delta Community College, there are a variety of ways that students can be involved. Supported by the Student Life Fee collected from every student’s tuition, The Office of Student Services provides vents, lectures, concerts, clubs, multicultural programs, leadership opportunities and more.

- **Amphitheater:** Concerts, theatrical performances, SpringFest, and other events are held at the Amphitheater which is located on the grounds of the college.
- **Clubs and Organizations:** A number of chartered student organizations are available to students. All College policies and the Student Code of Conduct will be adhered to while members are participating in any student activity or organization. Student organizations are open to all students without regard to race, color, national origin, gender, age, religion, qualified disability, marital status, veteran’s status, or sexual orientation.
- **Delta Coffee Shop:** Breakfast, lunch and snack items are available for students to purchase. There is a sitting area with wireless internet services.
- **Delta Theater:** The Delta Theater is located on the third floor of the Louisiana Purchase Building, room 315. Theatrical and musical performances are held throughout the year, such as the SGA sponsored Black History Program and the FOCUS sponsored Celebration of the Arts.
- **Delta’s Children Lab School:** Delta’s Children Lab School is open to children ages 3 and 4 years old. Applications are available at the operator’s desk or contact Ms. Donna Guice at dguice@ladelta.edu.
- **Student Commons Area:** The college offers a student lounge area that includes snack machines, TV screens and wireless internet access.
- **Student Government Association:** The Student Government Association (SGA) is elected to represent and to execute the student will and to promote the general welfare of all students. Through the SGA, students are encouraged to provide input into the decision-making process of the College. The SGA office is located on the first floor of the Louisiana Purchase Building, room 156.

**Course Descriptions**

Click here to view the Common Course Numbering Changes.

**ACCT 201 - Intro To Financial Accounting**

**ACCT 202 - Intro To Managerial Accounting**

**ACCT 214 - Tax Accounting**
ACCT 218 - Fundamentals Of Income Tax Prep

ACCT 1100 - Principles Of Accounting Part I

ACCT 1200 - Principles Of Accounting, Part II

ACCT 1250 - Payroll Accounting

ACCT 1300 - Intermediate Accounting

ACCT 1400 - Advanced Accounting

ACCT 1500 - Computerized Accounting

ACSE 100 - Academic Seminar

ACSE 101 - Academic Skills Seminar

AHEN 1000 - Allied Health English

AHMA 1000 - Allied Health Math

AHRE 1000 - Allied Health Reading
AHSC 1000 - Allied Health Science

ARTS 103 - Drawing I

ARTS 104 - Figure Drawing

ARTS 105 - Design Fundamentals

ARTS 106 - Color Theory

ARTS 107 - Three-dimensional Design

ARTS 110 - Crafts

ARTS 120 - Art Appreciation

ARTS 201 - Survey Of Art History I

ARTS 202 - Survey Of Art History II

ARTS 203 - Ceramics, Handbuilding

ARTS 204 - Wheelthrown Ceramics
ARTS 207 - Beginning Oil Painting

ATMO 101 - Intro To Weather & Climate I

ATMO 102 - Intro To Weather & Climate I

AUTO 1100 - General Engine Diagnosis And Repair

AUTO 1110 - Cylinder Head & Valve Train Diagnosis And Repair

AUTO 1120 - Engine Block Assembly Diagnosis And Repair

AUTO 1130 - Lubrication And Cooling System Diagnosis And Repair

AUTO 1200 - General Transmission And Transaxle Diagnosis

AUTO 1210 - Transmission And Transaxle Maintenance

AUTO 1220 - In Vehicle Repair

AUTO 1230 - Off-vehicle Transmission And Transaxle Repair I

AUTO 1240 - Off-vehicle Transmission And Transaxle Repair II
AUTO 1300 - Drive Train And Clutch Diagnosis And Repair

AUTO 1310 - Transmission And Transaxle Diagnosis And Repair

AUTO 1320 - Drive And Half Shaft And Universal Joint Repair

AUTO 1330 - Drive Axle Diagnosis And Repair

AUTO 1340 - Four And All Wheel Drive Diagnosis And Repair

AUTO 1400 - General Steering And Suspension Diagnosis

AUTO 1410 - Steering System Diagnosis And Repair

AUTO 1420 - Suspension Systems Diagnosis And Repair

AUTO 1430 - Wheel Alignment Diagnosis And Repair

AUTO 1440 - Wheel And Tire Diagnosis And Repair

AUTO 1500 - Hydraulic Systems Diagnosis And Repair

AUTO 1510 - Drum Brake Diagnosis And Repair
AUTO 1520 - Disk Brake Diagnosis And Repair

AUTO 1530 - Power Assist Diagnosis And Repair

AUTO 1540 - Antilock And Traction Control Diagnosis And Repair

AUTO 1600 - General Electrical System Diagnosis

AUTO 1610 - Battery Diagnosis And Repair

AUTO 1620 - Starting Systems Diagnosis And Repair

AUTO 1630 - Charging Systems Diagnosis And Repair

AUTO 1640 - Lighting Systems, Gauges, Warning Devices And Driver Information Diagnosis And Repair

AUTO 1650 - Horn And Wiper/Washer Diagnosis And Repair

AUTO 1700 - Air Conditioning System Diagnosis And Repair

AUTO 1710 - Refrigeration System Component Diagnosis And Repair
AUTO 1720 - Heating And Ventilation Systems Diagnosis And Repair

AUTO 1730 - Operating Systems And Related Controls

AUTO 1740 - Refrigerant Recover, Recycling And Handling

AUTO 1800 - General Engine Diagnosis

AUTO 1810 - Computerized Engine Controls Diagnosis And Repair

AUTO 1820 - Ignition Systems Diagnosis And Repair

AUTO 1830 - Fuel, Air Induction, And Exhaust Systems

AUTO 1840 - Emissions Systems Diagnosis And Repair

AUTO 1850 - Engine Related Services

AUTO 2991 - Special Projects, I

AUTO 2993 - Special Projects, II

AUTO 2995 - Special Projects, III
AUTO 2996 - Special Projects, IV

AUTO 2997 - Practicum

AUTO 2999 - Cooperative Education

BIOL 101 - General Biology I

BIOL 102 - General Biology II

BIOL 103 - General Biology I Lab

BIOL 104 - General Biology II Lab

BIOL 110 - Intro Human Anatomy & Physiology

BIOL 111 - Intro Human Anat. & Physiology Lab

BIOL 115 - Survey Of Microbiology

BIOL 201 - Principles Of Biology I

BIOL 202 - Principles Of Biology II
BIOL 203 - Principles Of Biology I Lab

BIOL 204 - Principles Of Biology II Lab

BIOL 210 - General Microbiology

BIOL 211 - General Microbiology Lab

BIOL 221 - Human Anatomy And Physiology I

BIOL 222 - Human Anatomy & Physiology II

BIOL 223 - Human Anatomy & Physiology I Lab

BIOL 224 - Human Anatomy & Physiology II Lab

BIOL 228 - Pathophysiology

BIOL 230 - Principles Of Zoology

BIOL 231 - Principles Of Zoology Lab

BOTH 1120 - General Body Structure
BOTH 1210 - Administrative Procedures For Medical Offices

BOTH 1230 - Insurance Billing

BOTH 1240 - Coding

BOTH 1250 - Advanced Coding

BOTH 1300 - Medical Office Terminology

BOTH 2110 - Medical Office Transcription

BUSE 1030 - Business English

BUSE 1045 - Business Communication

BUSM 1050 - Business Math

BUSN 101 - Introduction To Business

BUSN 130 - Customer Service For Business Professionals

BUSN 131 - Principles Of Human Resource Management
BUSN 140 - Personal Finance

BUSN 180 - Notary Public

BUSN 190 - Small Business Management

BUSN 201 - Principles Of Marketing

BUSN 210 - Principles Of Management

BUSN 211 - Supervision

BUSN 215 - Business Communication

BUSN 231 - Business Law I

BUSN 232 - Business Law II

CDYC 101 - Foundations Of Early Childhood Development

CDYC 103 - The Learning Environment

CDYC 141 - Creative Expression In Early Childhood Development
CDYC 165 - Language & Literacy In Early Childhood

CDYC 211 - Child Guidance

CDYC 213 - Planning Infant & Toddler Curriculum

CDYC 240 - Observation And Participation

CDYC 261 - Parents In The Educational Process

CDYC 265 - Early Childhood Special Education Methods And Approach

CDYC 273 - Developmental Curriculum And Materials In Early Childhood

CDYC 280 - Administration Of Early Childhood Programs

CDYC 298 - Practica In Early Childhood Development

CHEM 101 - General Chemistry

CHEM 102 - General Chemistry II

CHEM 103 - General Chemistry I Lab
CHEM 104 - General Chemistry II Lab

CHEM 110 - Chemistry I

CHEM 111 - Chemistry I Lab

CHEM 120 - Chemistry II

CHEM 121 - Chemistry II Lab

CINS 101 - Introduction To Computers

CINS 195 - Intro To Computer User Support

CINS 201 - Microcomputer Applications

CINS 202 - Presentation Application

CINS 203 - Spreadsheet Applications

CINS 204 - Word Processing Applications

CINS 205 - Database Applications
CINS 206 - Intro To Internet Technologies

CINS 207 - Intermediate Web-page Design

CINS 208 - Desktop Publishing Applications

CINS 209 - Advanced Microsoft Office

CJUS 101 - Introduction To Criminal Justice

CJUS 201 - Criminal Law

CJUS 202 - Law Enforcement

CPTR 1000 - Introduction To Computers

CPTR 1002 - Computer Literacy And Applications

CPTR 1010 - IC3

CPTR 1310 - Introduction To Database Management

CPTR 1320 - Spreadsheets
CSRV 1000 - Customer Service

CSRV 2000 - Customer Service

DPET 1120 - Safety Skills & Introduction To Diesel

DPET 1130 - Diesel Engine Parts Identification & Operating Principles

DPET 1140 - Engines I

DPET 1141 - Engines II

DPET 1150 - General Engine Diagnosis

DPET 1210 - Basic Diesel Electrical Systems

DPET 1220 - Advanced Diesel Electrical Systems

DPET 1231 - Diesel Engine Control Systems

DPET 1240 - Diesel Engine Fuel Systems

DPET 1251 - Alternative Fuel Systems
DPET 2995 - Special Projects III

DPET 2996 - Special Projects IV

DPET 2999 - Cooperative Education

ECON 201 - Macroeconomics

ECON 202 - Microeconomics

EDUC 101 - Introduction To Education

EDUC 131 - Intro To Special Education

EDUC 181 - Children’s Literature

ENGL 95 - Grammar & Composition I

ENGL 99 - Grammar & Composition II

ENGL 101 - English Composition I

ENGL 102 - English Composition
ENGL 201 - English Literature

ENGL 202 - English Literature

ENGL 203 - American Literature I

ENGL 204 - American Literature II

ENGL 205 - World Literature

ENGL 206 - World Literature

ENGL 207 - Literature Of The Old Testament

ENGL 208 - Literature Of The New Testament

ENGL 211 - Survey Of Short Stories & Novels

ENGL 215 - Introduction To Drama & Poetry

ENGL 220 - Technical Writing

ENGL 250 - Special Topics
ENGL 1015 - English Composition I

ENTP 1000 - Entrepreneurship

FREN 101 - Elementary French I

FREN 102 - Elementary French II

FREN 201 - Intermediate French

FREN 202 - Intermediate French

GEOG 202 - Cultural Geography

GEOG 205 - Physical Geography

GEOL 101 - Physical Geology

GEOL 102 - Historical Geology

GEOL 110 - Age Of Dinosaurs

HEHS 101 - Intro Direct Support Profession
HEHS 102 - Fundamentals Of Communication & Advocacy

HEHS 103 - Teaching People With Disabilities

HEHS 104 - Developing, Implementing, & Evaluating Individualized Supports

HEHS 105 - Health And Human Service Practicum

HIST 101 - Western Civilization To 1650 A.D.

HIST 102 - Western Civilization Since 1650 A.D.

HIST 201 - History Of The United States 1492-1877

HIST 202 - History Of The Us 1877-present

HIST 210 - Louisiana History

HNUR 1211 - Nursing Fundamentals I

HNUR 1212 - Geriatric Clinical

HNUR 1270 - Pn Perspectives
HNUR 1300 - Anatomy And Physiology For Healthcare Providers

HNUR 1320 - Nutritional Aspects

HNUR 1361 - Basic Pharmacology

HNUR 1411 - Nursing Fundamentals II

HNUR 1460 - Advanced Pharmacology

HNUR 2113 - Medical/ Surgical I

HNUR 2123 - Medical/ Surgical III

HNUR 2133 - Medical/surgical III

HNUR 2523 - Mental Illness/ Psychiatric Nursing

HNUR 2611 - IV Therapy

HNUR 2713 - Obstetrics

HNUR 2723 - Pediatrics
HNUR 2813 - Pn Leadership And Management

HPER 101 - Aerobic Dance

HPER 103 - Archery

HPER 105 - Badminton

HPER 107 - Basketball

HPER 109 - Bowling

HPER 111 - Bicycling

HPER 113 - Aerobic Conditioning

HPER 115 - Dance

HPER 117 - Racquetball

HPER 119 - Beginning Scuba Diving

HPER 125 - Tennis
HPER 127 - Volleyball

HPER 129 - Weight Training

HSCI 101 - First Aid & CPR/AED

HSCI 102 - Community First Aid With CPR

HSCI 103 - Personal & Community Health

HSCI 104 - Basic Care Skills

HSCI 105 - Medical Ethics & Law

HSCI 110 - Medical Terminology

HSCI 115 - Pharmacology For Health Careers

HUMN 201 - Survey Of Humanities I

HUMN 202 - Survey Of Humanities II

HUMN 250 - Special Topics
INCT 1100 - Installation & Troubleshooting, Part I

INCT 1110 - Installation & Troubleshooting, Part II

INCT 1120 - Installation & Troubleshooting Lab

INCT 1200 - Operating Systems

INCT 1250 - Project Management

INCT 1300 - Internet Applications

INCT 1320 - Introduction To Database Development

INCT 1330 - Introduction To Networking

INCT 1800 - Introduction To Unix/linux

INCT 2010 - Introduction To Client/Server Networking

INCT 2040 - Designing Security For A Client/Server Network

INCT 2110 - Networking Technologies
INCT 2120 - Introduction To Basic Routers

INCT 2130 - Intermediate Routing And Switching

INCT 2140 - Wide Area Network Protocols

INCT 2545 - Network Security: Ethical Hacking

INCT 2820 - Server Technology

INCT 2830 - Cabling Infrastructure

INCT 2840 - Managing Network Security

INCT 2850 - Emerging Technologies

INCT 2855 - Firewall Technology

INCT 2860 - Wireless Technologies

INCT 2890 - Entrepreneurial Venture

INCT 2991 - Special Projects, I
INCT 2993 - Special Projects, II

INCT 2995 - Special Projects, III

INCT 2996 - Special Projects, IV

INCT 2997 - Practicum

INCT 2999 - Cooperative Education

ISYS 1440 - Word Processing

ISYS 1650 - Desktop Publishing

JJSP 101 - Introduction To Juvenile Justice

JJSP 102 - Basic Fundamentals Of Technical Reporting

JJSP 103 - Social Ethics In Criminal Justice

JJSP 104 - Basic Fundamentals Of Maladaptive Behavior

JJSP 105 - Crisis Intervention
JJSP 106 - Basic Fundamentals Of Youth, Drugs And Juvenile Programs

JJSP 107 - Basic Fundamentals Of Working With Mentally Ill Youth

JJSP 108 - Cooperative Work Experience

JOBS 2450 - Job Seeking Skills

KYBD 1010 - Basic Keyboarding

KYBD 1111 - Introduction To Formatting

MACH 1350 - Machine Transcription

MATH 95 - Fundamentals Of Mathematics

MATH 99 - Elementary Algebra

MATH 105 - College Algebra (Expanded)

MATH 110 - College Algebra

MATH 111 - Plane Trigonometry
MATH 114 - Business Mathematics

MATH 115 - Plane Geometry

MATH 116 - Math For Health Professionals

MATH 117 - A Survey Of Mathematics

MATH 120 - Precalculus

MATH 201 - Business Calculus

MATH 203 - Elementary Number Structure

MATH 204 - Conceptual Geometry

MATH 210 - Introduction To Statistics

MATH 212 - Quantitative Analysis & Quality Control

MATH 220 - Calculus I

MATH 221 - Calculus II
MATH 298 - Special Topics In Mathematics

MATH 1015 - College Algebra

MGMT 211 - Supervision & Team Building

MILS 101 - Introduction To Military Science Leadership

MILS 102 - Introduction To Military Science Leadership

MSCM 101 - Intro To Mass Communications

MSCM 102 - Writing In The Media

MSCM 201 - Intro To Public Relations

MUSC 101 - Music Appreciation

MUSC 102 - Choir

NURS 112 - Basics In Nursing

NURS 115 - Pharmacology For Nursing
NURS 122 - Nursing Of The Adult I

NURS 132 - LPN To RN Transition

NURS 219 - Parent-Child Nursing

NURS 221 - Mental Health Nursing

NURS 232 - Nursing Of The Adult II

NURS 233 - Trends, Issues, And Management

ORNT 1000 - Freshman Seminar

OSYS 1100 - Records Management

OSYS 1250 - Business Calculators

OSYS 2530 - Office Procedures

PHIL 201 - Introduction To Philosophy

PHSC 100 - Physical Science I
PHSC 110 - Physical Science I Lab

PHSC 120 - Physical Science II

PHSC 130 - Physical Science II Lab

PHSC 1015 - Physical Science I

PHYS 110 - Foundations Of Astronomy

PHYS 210 - General Physics I

PHYS 211 - General Physics I Lab

PHYS 220 - General Physics II

PHYS 221 - General Physics II Lab

POLI 110 - American Government

PSYC 201 - Introduction To Psychology

PSYC 210 - Educational Psychology
PSYC 225 - Child Psychology

PSYC 226 - Developmental Psychology

PSYC 227 - Adolescent Psychology

PSYC 228 - Psychology Practicum

PSYC 229 - Industrial Psychology

PSYC 2015 - Introduction To Psychology

PTEC 101 - Intro To Process Technology

PTEC 131 - Process Instrumentation

PTEC 132 - Process Instrumentation II

PTEC 161 - Equipment

PTEC 203 - Safety Health And Environment

PTEC 207 - Quality
PTEC 242 - Systems

PTEC 243 - Operations/Capstone

PTEC 244 - Troubleshooting

PTEC 263 - Fluid Mechanics

PTEC 291 - Process Tech Internship

READ 95 - Reading I

READ 99 - Reading II

SCIE 101 - Introductory Earth Science I

SCIE 102 - Introductory Earth Science II

SCIE 114 - Environmental Science & Lab

SCIE 124 - Environmental Science Lab

SCIE 201 - Dendrology & Lab
SCIE 202 - Soils & Lab

SOCL 110 - Introduction To Aging

SOCL 201 - Introduction To Sociology

SOCL 202 - Contemporary Social Problems

SPAN 101 - Elementary Spanish I

SPAN 102 - Elementary Spanish II

SPAN 201 - Intermediate Spanish I

SPAN 202 - Intermediate Spanish II

SPCH 1015 - Introduction To Public Speaking

SPCM 110 - Fundamentals Of Speech

SPCM 120 - Intro To Public Speaking

SPCM 130 - Interpersonal Communication
TEAC 201 - Teaching And Learning In Diverse Settings I

TEAC 203 - Teaching And Learning In Diverse Settings II

THEA 105 - Theatre Production Laboratory

THEA 190 - Theatre Appreciation

THEA 221 - Beginning Acting

WELD 1110 - Occupational Orientation & Safety

WELD 1120 - Basic Blueprint, Metallurgy & Welding Symbols

WELD 1121 - Advanced Blueprint Reading

WELD 1130 - Welding Inspection & Testing

WELD 1140 - Electrical Fundamentals

WELD 1210 - Oxyfuel Systems

WELD 1310 - Cutting Processes - CAC/PAC
WELD 1410 - SMAW - Basic Beads

WELD 1411 - SMAW - Fillet Weld

WELD 1412 - SMAW - V-Groove Bu/Gouge

WELD 1420 - SMAW - V-Groove Open

WELD 1510 - SMAW - Pipe 2G

WELD 1511 - SMAW - Pipe 5G

WELD 1512 - SMAW - Pipe 6G

WELD 1610 - SMAW Stainless Steel (SMAW-SS) Multi-joint

WELD 1620 - SMAW Stainless Steel (SMAW-SS) 5G Pipe

WELD 1621 - SMAW Stainless Steel (SMAW-SS) 2G Pipe

WELD 1622 - Smaw Stainless Steel (SMAW-SS) 6G Pipe

WELD 2110 - FCAW - Basic Fillet Welds
WELD 2111 - FCAW - Groove Welds

WELD 2112 - FCAW - Pipe 5G

WELD 2113 - FCAW - Pipe 2G

WELD 2114 - FCAW - Pipe 6G

WELD 2210 - GTAW - Multi-joint

WELD 2220 - GTAW - Pipe 5G

WELD 2221 - GTAW - Pipe 2G

WELD 2222 - GTAW - Pipe 6G

WELD 2230 - GTAW - Aluminum Multi-joint

WELD 2240 - GTAW Low Alloy (GTAW-LA) 5G Pipe

WELD 2241 - GTAW Low Alloy (GTAW-LA) 2G Pipe

WELD 2242 - GTAW Low Alloy (GTAW-LA) 6G Pipe
WELD 2250 - GTAW Stainless Steel (GTAW-SS) 5G Pipe

WELD 2251 - GTAW Stainless Steel (GTAW-SS) 2G Pipe

WELD 2252 - GTAW Stainless Steel (GTAW-SS) 6G Pipe

WELD 2260 - GTAW Aluminum (GTAW-AL) 5G Pipe

WELD 2261 - GTAW Aluminum (GTAW-AL) 2G Pipe

WELD 2262 - GTAW Aluminum (GTAW-AL) 6G Pipe

WELD 2310 - GMAW - Basic Fillet Weld

WELD 2311 - GMAW - Groove Weld

WELD 2320 - GMAW - Pipe 2G

WELD 2321 - GMAW - Pipe 5G

WELD 2322 - GMAW - Pipe 6G

WELD 2330 - GMAW - Aluminum Multi-joint
WELD 2340 - GMAW Aluminum (GMAW-AL) 5G Pipe

WELD 2341 - GMAW Aluminum (GMAW-AL) 2G Pipe

WELD 2342 - GMAW Aluminum (GMAW-AL) 6G Pipe

WELD 2410 - Automated Welding Processes

WELD 2420 - Construction Procedures I

WELD 2421 - Construction Procedures II

WELD 2422 - Construction Procedures III

WELD 2423 - Construction Procedures IV

WELD 2430 - Maintenance Procedures I

WELD 2431 - Maintenance Procedures II

WELD 2432 - Maintenance Procedures III

WELD 2433 - Maintenance Procedures IV
WELD 2440 - Manufacturing Procedures I

WELD 2441 - Manufacturing Procedures II

WELD 2442 - Manufacturing Procedures III

WELD 2443 - Manufacturing Procedures IV

WELD 2450 - Marine Procedures I

WELD 2451 - Marine Procedures II

WELD 2452 - Marine Procedures III

WELD 2453 - Marine Procedures IV

WELD 2460 - Piping Procedures I

WELD 2461 - Piping Procedures II

WELD 2462 - Piping Procedures III

WELD 2463 - Piping Procedures IV
WELD 2470 - Pressure Vessel Procedures I

WELD 2471 - Pressure Vessel Procedures II

WELD 2472 - Pressure Vessel Procedures III

WELD 2473 - Pressure Vessel Procedures IV

WELD 2480 - Shipbuilding Procedures I

WELD 2481 - Shipbuilding Procedures II

WELD 2482 - Shipbuilding Procedures III

WELD 2483 - Shipbuilding Procedures IV

WELD 2490 - Structural Procedures I

WELD 2491 - Structural Procedures II

WELD 2492 - Structural Procedures III

WELD 2493 - Structural Procedures IV
WELD 2883 - Basic Skills Evaluation

WELD 2885 - Advanced Skills Evaluation

WELD 2893 - SMAW Certification Preparation

WELD 2895 - FCAW Certification Preparation

WELD 2897 - GTAW Certification Preparation

WELD 2899 - GMAW Certification Preparation

WELD 2990 - Special Projects VI

WELD 2991 - Special Projects I

WELD 2992 - Special Projects IV

WELD 2993 - Special Projects II

WELD 2994 - Special Projects V

WELD 2995 - Special Projects III
WELD 2996 - Certification I

WELD 2997 - Practicum

WELD 2999 - Cooperative Education

Glossary of Terms

A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q | R | S | T | U | V | W | X | Y | Z

Academic Advisor–An instructor in an academic program or a counselor who advise students concerning academic programs and class schedules.

Academic Renewal–Offers an opportunity for students who have a past history of less than satisfactory work to start college over with a new GPA.

Academic Calendar–The days of each semester set aside as class holidays, and days marking special events.

Academic Year–The period of time generally extending from August to May, usually equaling two semesters (fall and spring).

Accreditation–Institutional accreditation is a recognized approval given by one of the U.S. Department of Education’s recognized regional accreditors (i.e. Southern Association of Colleges and Schools).

Adjunct Faculty–The instructors serving in a temporary or part-time capacity to teach specific courses on a course by-course basis.

Alumni–Delta graduates.

Applicant–A student who has filed an application for entrance into the college or into a program but who has not yet registered.

Articulation–Agreement made with other colleges and universities to make the transfer of credits easier.

Arts and Humanities–Includes courses from art, literature, foreign languages, history, philosophy, and speech communications.

Auditing–Attending a course without receiving credit.

Behavioral/Social Sciences–Includes courses from anthropology, criminal justice, economics, education, geography, government, kinesiology, political science, psychology, social work and sociology.

Catalog–Contains information on such matters as admissions, registration, student organizations, programs offered, academic requirements, and courses of study.

Census Date–The 14th day of class in a fall or spring semester and the 7th day of class in a summer session are designated as the official census reporting date for Louisiana Institutions of Higher Education.

Closed Sections–A section of a class for which it is no longer possible to register. This section has no more space.
**Concurrent Enrollment**–When a college student is enrolled at two or more postsecondary institutions outside of a formal class enrollment agreement.

**Continuing Education**–The division of the college that offers courses that are not applicable toward a degree or certificate. Also called non-credit courses.

**Corequisite**–A course that must be taken at the same time or prior to another course.

**Credit Hours**–The amount of work a student completes is referred to as credit hours. Each completed course is worth an established number of credits. To receive a degree or certificate, a specified number of credits is required.

**Cross Enrollment**–When a college student is enrolled at two postsecondary institutions under a formal agreement that designates one institution as the home institution and the other as the host.

**Credit by Examination**–Available to students who feel they have sufficient knowledge of a particular course. Credit is awarded upon passing the examination.

**Curriculum**–Course requirements and electives for a Degree or Certificate Program.

**Degree or Certificate Program**–Any grouping of campus-approved courses which, when satisfactorily completed, will entitle a student to a degree or certificate.

**Degree Designation**–is the rank and title of the degree awarded by an institution of higher education to a student who has successfully completed a Degree Program.

**Degree Subject Area**–is the primary discipline which constitutes the focus of a Degree Program. When a student satisfactorily completes a Degree Program, he/she will be entitled to a degree in the appropriate subject area.

**Degree Title**–is the complete label of a Degree Program, (e.g. Associate of Arts in Liberal Arts).

**Developmental Courses**–Course which are designed to increase student knowledge to a level at which the student can continue with success in an academic program. Developmental courses do not apply toward the completion of a degree or certificate but are required for students who place into them.

**Division**–The separation of the College’s academic program. Delta currently has two academic divisions: Arts and Humanities and Natural Sciences.

**Division Chair**–Each academic division is headed by an administrator who is designated as a division chair. The division chairs provide educational and administrative leadership for the divisions.

**Dual Enrollment**–When a secondary student is also enrolled at a postsecondary institution.

**Early Registration**–Registration which occurs prior to open registration. Currently enrolled students are allowed to participate in early registration.

**General Education Requirements**–The group of courses, including English composition, mathematics, social sciences, arts and humanities, natural sciences, computer literacy, and oral communication, that must be completed in order to earn an associates degree or other approved credential.

**Grade Point**–Numerical values assigned to letter grades. Example: an A has a value of 4. The total grade points for receiving an A is determined by multiplying the grade points (4) times the number of credit hours earned in that course.

**Grade-Point Average (GPA)**–A system of measuring students’ average grades.

**Graduation Audit**–This is the process by which an academic advisor, Division Chair, and Registrar determine if a student who has applied for graduation has met the requirements of the student’s academic program as well as all other specified requirements.
Major—That part of a degree program which consists of a specialized group of courses in a particular discipline or field and which usually is consistent with the Dean Subject Area. A major usually consists of 25% or more of total hours in a curriculum. Major courses must be completed with a grade of ‘C’ or higher to fulfill graduation requirements.

Matriculation—Official enrollment of a student in a degree or certificate program.

Natural Sciences—Courses in biology, chemistry, earth science, geology, physical science and physics.

Non-Matriculating Student—A student who is attending college but is not working toward completion of a degree or certificate. Such students are usually not eligible for most forms of financial aid.

Overall Good Standing—The status of a student when he or she is in good academic standing, has no debts with the college, and has no discipline file in the Student Services Office.

Placement Testing—An examination process that determines a student’s entry-level into college courses.

Post-secondary Education Institution—An institution which has as one of its main missions the provision of a formal instructional program whose curriculum is designed primarily for students who are beyond high school age.

Prerequisite—A course which must be completed before enrolling in another course.

Probation—A warning signal which indicates poor academic performance.

Registration—The process of officially enrolling in and paying for specific courses in a given semester or session.

Sequence Number—The unique eight character identification code that is associated with each class (e.g. 30831101).

Scantron—A test sheet that is purchased from the bookstore and graded by computer.

Schedule of Classes—A publication which includes the semester calendar, times the courses will meet, room numbers, instructors, and other information for a particular enrollment period.

Suspension—A period of time in which a student is not permitted to attend college due to below satisfactory academic performance or for disciplinary reasons.

Syllabus—A sequential outline of topics to be covered by the instructor during a course. It should include the instructor’s grading policy, attendance regulations, course requirements, learning objectives, and instructor’s office hours.

Transcript—Official record of all academic work attempted by a student. It contains course numbers, titles of each course taken, the grades received, degrees/certificates received and academic status (probation/ suspension).

Common Course Numbering Changes