



**Title:** Full-Time Enrollment  
**Effective Date:** May 15, 2007  
**Date of Last Revision:** May 15, 2007  
**Review Date:**  
**Cancellation:**  
**Office:** Instructional Services (IS 100)

### *Full-Time Enrollment*

Louisiana Technical College (LTC) has outlined what constitutes full-time enrollment for various purposes. This policy applies to all LTC campuses and branches.

*Policy Reference:* LCTCS Policy # 1.027 Full Time/Part Time Classification

*Review Process:*

X	Reviewing Council/Entity	Review Date	Effective Date
X	Student Affairs Officers	11/29/06	
X	Academic Affairs Officers	11/29/06	
X	LTC Regional Directors	06/01/07	
X	Vice President for CTE	06/01/07	06/01/07

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James R. Sawtelle III  
Vice President for Career and Technical Education



*Full-time Enrollment*

Procedures and Specific Information

**147.1 SCOPE AND APPLICABILITY**

This policy affects all students enrolled in credit courses.

**147.2 DEFINITIONS**

**147.2.1** *Full-time student* – one who is taking at least 12 semester hours, or the equivalent of scheduled coursework, during a regular semester or at least six semester hours during a summer session.

**147.2.1.1** Twelve credit hours per semester constitutes full-time enrollment at Louisiana Technical College in the Fall and Spring Semesters.

**147.2.1.2** Six credit hours per summer session constitutes full-time enrollment at Louisiana Technical College during a Summer Term.

**147.2.2** *Part-time student* – one who is taking less than 12 semester hours during a regular semester or less than six semester hours during a summer session.

**147.3 TITLE IV (PELL) DETERMINATION**

**147.3.1** Full-time Status for Title IV (PELL) Determination - Full-time status for a Fall or Spring semester for PELL is 12 credit hours.

**147.3.2** Full-time status for a Summer session (9 weeks), for PELL is 7 credit hours (effective August 2004).

**147.4 AUDITED COURSES**

Audited courses are not counted as credit courses for reporting or enrollment verification purposes, and are not eligible for financial aid.

**147.5 TUITION CAP**

The maximum number of credit hours for which a student will be assessed tuition shall be 12 credit hours; regardless of the semester/session.

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