



**Title:** Placement Exams  
**Effective Date:** 09/13/2007  
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**Review Date:** 08/07/2007  
**Cancellation:**  
**Office:** Instructional Services (IS 100)

### *Placement Exams*

Louisiana Technical College (LTC) defines placement exam requirements.

*Policy Reference:* Louisiana State Board of Regents  
LTC Policy #IS1930.106 Acceptance of Transfer Credit  
LTC Policy #IS1930.139 Developmental Education  
LTC Policy #SA1930.254 Admission of First-Time Freshmen  
LTC Policy #SA1930.255 Admission of Transfer and Re-Entry Students

*Review Process:*

X	Reviewing Council/Entity	Review Date	Effective Date
X	Student Affairs Officers	08/07/07	
X	Academic Affairs Officers	08/07/07	
X	LTC Regional Directors	09/10/07	
X	Vice President for CTE	09/10/07	09/13/07

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*Hard Copy Distribution to Regional Directors*

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**PLACEMENT EXAMS**  
**Procedures and Specific Information**

**173.1 SCOPE**

The purpose of placement exams is to measure a student's academic levels in order to determine a student's need for developmental education course(s). These courses are designed to enhance the student's success in his/her chosen program.

**173.2 PLACEMENT EXAM REQUIREMENTS & PROCEDURES**

**173.2.1** All applicants of the following certificate, diploma, and degree programs are required to take a placement test or to provide the campus Office of Student Affairs with an official record of previously achieved appropriate test scores:

- Associate of Applied Science (AAS)
- Technical Diploma (TD)
- Certificate of Technical Studies (CTS)

**173.2.2** Placement exam scores accepted by Louisiana Technical College are ACT, SAT, ACT COMPASS, and ACT ASSET taken within the last 3 years. The ACT ASSET will be administered in cases where special accommodations or extenuating circumstances exist.

**173.2.3** An applicant may retest for program placement after a waiting period of 15 calendar days. However, there is a 30-calendar day waiting period for the ASSET if only one form is administered. Additionally, applicants may be limited by the number of times a placement test may be retaken prior to program admission/enrollment.

**173.2.4** Students who do not meet the required Louisiana Technical College placement scores for AAS, TD, or CTS programs must enroll in Developmental Education (English, Math and and/or Reading) as per LTC Developmental Education Policy IS1930.139.

**173.2.5** Non-Degree seeking students requesting to enroll in general education course(s) that require specific academic competencies are required to take a placement exam, have appropriate scores, or have approved transfer credit.

**173.2.6** Transfer in students whose official transcripts prove the successful completion (minimum of "C") in required college level transferable general education courses are exempt from taking the placement test, unless otherwise required for program entry by an accrediting agency; i.e., Louisiana State Board of Practical Nurse Examiners.


**173.2.7** Transfer students who need general education courses or transfer students who must meet requirements of a regulatory agency for program entry must take the placement exam.

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