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LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

TO: Dr. Monty Sullivan
LCTCS President

FROM: Dr. Paul Carlsen 
Chief Content Officer

Joe Marin 
Chief Operations Officer

SUBJECT: Fee Assessment for Duplicative WorkReady U Transcripts and Diplomas

DATE: 10/24/2016

FOR BOARD ACTION

Recommendation: Staff recommends that the Board authorize WorkReady U to charge fees of \$15.00 for duplicative transcripts and \$25.00 for duplicative diplomas. These fees may be waived at the discretion of the System President.

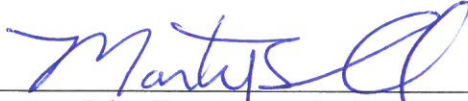
Background: All WorkReady U students who successfully earn a high school equivalency are provided an official transcript and diploma at no cost to the student. Duplicate transcripts and diplomas are also provided free of charge to requesting students or entities acting on behalf of those students (e.g., propriety colleges and employers). The majority of requests for duplicate transcripts are from entities acting on behalf of students. WorkReady U is proposing a fee schedule of \$15.00 per duplicate transcript and \$25.00 per duplicative diploma. All WorkReady U students will continue to receive their first transcript and diploma free of charge upon attainment of a high school equivalency.

There is currently no dedicated WorkReady U scholarship to support WorkReady U graduates who subsequently enroll in college. A small portion of the collected fees will be used to offset costs incurred by WorkReady U in providing duplicate transcripts and diplomas. The remaining portion of collected fees will be used to fund future scholarships for WorkReady U students who choose to pursue college credentials at LCTCS institutions.

Fiscal Impact: Approximately \$90,000 based on current requests for duplicate transcripts and diplomas. It is anticipated that requests will decline once a fee is assessed.

History of Prior Actions: N/A

Benefits to System: The majority of collected fees will be used to provide opportunities for WorkReady U students who earn a high school equivalency to enroll in college. This will result in more Louisiana citizens having the opportunity to attain a college credential.



Approved for Recommendation to the Board
Dr. Monty Sullivan, President

Date