

DEADLINE to turn in LEAP Credit Request for
 _____ (Semester/ Session)
 _____ (Year) is _____.

PLEASE TYPE OR PRINT CLEARLY



APPLICATION FOR LEAP CREDIT
 Office of the Registrar

Part 1

To: Division Dean

Date: _____

From:

Name of Student

Stud. ID # or SSN

Yes or No

Division

Major

Program Degree

Veterans Benefits?

I request that my portfolio (other documentation) be reviewed for LEAP credit in:

Course No.

Descriptive Title

Hrs. Credit

This application is based upon the following training, experience or non-credit coursework:

_____ I am presently enrolled at Delgado.

My official academic record indicates that I have never registered for this/these course(s) for credit in any college or university and I have never received Academic Amnesty after completing this course with a grade of "C" or higher. I understand that fees paid are non-refundable and that the amount of credit awarded may be less than what is requested.

_____ Student's Signature

_____ Approved: Division Dean – Student's Major

Part 2

Fee Payment. Fee of \$20 per credit hour must be paid after initial committee meeting and before portfolio is reviewed by LEAP Committee. If credit is not awarded, fees are non-refundable.

FEE PAID: _____
 Cashier

_____ Date

_____ Total Hours to be Pursued

Part 3

Student's LEAP portfolio and/or competencies have been reviewed and approval ("P" grade) has been granted for:

_____ **Course No.** _____ **Descriptive Title** _____ **Hrs. Credit**

APPROVED: Division Dean—Course: _____ Date: _____

_____ **Course No.** _____ **Descriptive Title** _____ **Hrs. Credit**

APPROVED: Division Dean—Course: _____ Date: _____

_____ **Course No.** _____ **Descriptive Title** _____ **Hrs. Credit**

APPROVED: Division Dean—Course: _____ Date: _____

Part 4

Total Hours Awarded: _____

Additional Fee Paid: \$ _____

Approved/Received: Registrar _____

Date: _____