

**REQUEST FOR
ADVANCED STANDING**

For consideration for the following school year, this form must be returned by: May 1,
To: Nikki Kiss or Sara Greenwood, LTC

HIGH SCHOOL REQUEST FOR CURRICULUM REVIEW DATE: _____

To be completed by High School Teacher

High School: _____

High School Course Title: _____

Discipline: _____

High School Teacher Name

Phone: _____ Email: _____

To be completed by LTC Faculty (content area curriculum specialist) and returned to Nikki Kiss or Sara Greenwood within two weeks from the above date

Reviewed by: _____

Do you approve the high school course for advanced standing with:

_____ LTC Course Title _____ LTC State Course Number _____ Credit(s)

Yes: _____ No: _____ If **no**, please share what changes need to be made to the high school course in the space below.

_____ LTC Faculty Reviewer's Signature _____ Date

Changes needed to be made in order to have an advanced standing agreement:

Guide for Advanced Standing

Advanced Standing-Curriculum Matching

GUIDELINES AND DIRECTIONS

Revised: 2/1/08

Purpose and Benefits:

1. To provide a method to deliver seamless transition instruction.
2. To provide high school students the opportunity to become eligible to receive advanced standing at the college, saving time and money.

Definition and Requirements:

1. The course is a high school course or combination of related courses that meet 80% of the competencies of the LTC course.
2. The course is taught by a high school teacher
3. The LTC course is a Wisconsin Technical College System (WTCS) approved associate degree or technical diploma course.
4. The agreement between LTC and the high school will provide eligibility for acceptance of the high school educational effort **upon** student enrollment at LTC.
 - a. Students must achieve a B or above for competencies mastered.
 - b. Students must apply for an associate degree or a technical diploma at LTC.
5. Credits awarded through an advanced standing do not result in FTE's in the technical college system.
6. Classes approved for advanced standing reflect no grade on the college transcript or count towards the GPA.
7. No fees are charged for the course when an official Advanced Standing Agreement is in place.
8. Advanced Standing Agreements must be reviewed every three years or if/when course content and expected outcomes change or new teacher is involved.
9. The approved advanced standing course may be accepted as credit toward completion of a comparable course at all other technical colleges.