

Articulated Credit

A student who earned college credit while in high school under Articulation agreements may petition for the credit through the Dean of Instruction.

Records

Academic Records and Transcripts

Academic records are in the permanent custody of the Admission and Records Office. Documents received by that office become the property of Lamar State College-Port Arthur and cannot be copied or returned. Transcripts of academic records may be secured by an

individual personally or will be released on the student's written authorization.

Chapter 675, Acts of the 61st Legislature (1969 Regular Session) provides that "no person may buy, sell, create, duplicate, alter, give or obtain a diploma, certificate, academic record, certificate of enrollment or other instrument which purports to signify merit or achievement conferred by an institution of education in this state with the intent to use fraudulently such document or to allow fraudulent use of such document.

"A person who violates this Act or who aids another in violating this Act is guilty of a misdemeanor and upon conviction is punishable by a fine of not more than \$1,000 and/or confinement in the county jail for a period not to exceed one year.

Graduation

Graduation Requirements

Level One Certificate

1. Satisfy all admission requirements to the college.
2. Satisfy all admission requirements specific to the program (if applicable).
3. Complete assessment and remediation if required.
4. Complete an approved degree plan.
5. Complete a minimum of 12 semester credit hours at LSCPA.
6. Attain at least an overall 2.0 grade point average on all work applied to the respective degree plan.
7. Make final application for graduation and pay all fees by the deadline.

Level Two Certificate

1. Satisfy all admission requirements to the College.
2. Satisfy all admission requirements specific to the program (if applicable).
3. Complete assessment and remediation if required.
4. Successfully complete all required developmental courses.
5. Attain at least a 2.0 grade point average on all work applied to the respective certificate plan.
6. Complete at least 15 semester credit hours of major course work at LSCPA.
7. Make final application for graduation and pay all fees by the deadline date as stated in the current catalog.



Associate of Arts Degree

1. Satisfy all admission conditions.
2. Successfully complete all required developmental courses.
3. At least 25 percent of the credit hours required for graduation must be earned at LSCPA.
4. Attain at least a 2.0 grade point average on all coursework required in the degree plan.
5. Complete the core curriculum.
6. Complete the program of study for one of the areas of emphasis as outlined in this catalog.
7. No more than a total of 15 semester credit hours of correspondence credit, and/or credit by examination combined may be applied toward an associate degree. No more than 9 hours may be correspondence courses.

8. Make final application for graduation with an Associate of Arts degree and pay all designated fees by the deadline as stated in the current catalog.

Associate of Arts Degree in Teaching

1. Satisfy all admission conditions.
2. Successfully complete all required developmental courses.
3. Meet the following minimum requirements:
4. Complete at least 25 percent of the semester credit hours required for graduation must be earned at LSCPA.
5. Attain a GPA of at least 2.0 on all work required by the respective degree plan.
6. Complete the prescribed core curriculum.
7. Complete the program of study for one of the areas of emphasis in the Associate of Arts in Teaching as outlined in this catalog.
8. No more than a total of 15 semester hours of correspondence credit, and/or credit by examination combined may be applied toward an associate degree. No more than nine hours may be correspondence courses.
9. Make final application for graduation with an Associate of Arts in Teaching degree and pay all designated fees by the deadline as stated in the current catalog.

Associate of Applied Science Degree

1. Satisfy all admission requirements.
2. Complete an approved degree plan.
3. Successfully complete all required developmental courses.
4. Have at least an overall 2.0 grade point average on all work applied to the respective degree plan.
5. At least 25 percent of the semester credit hours required for graduation must be earned at LSCPA.
6. Make final application for graduation and pay all fees by the deadline date as stated in the current catalog.

Catalog in Effect

A student graduates by satisfying the degree requirements in the catalog in effect at the time of the first completed semester of courses. The following exceptions apply:

1. A catalog more than seven years old shall not be used.

2. The College must currently offer the student's major that was included in the original catalog.
3. The program of a student who interrupts enrollment for reasons other than involuntary military service for more than one calendar year is governed by the catalog in effect at the time of the student's readmission to the College.

A student who interrupts enrollment for involuntary military service must re-enroll within one year from military service separation date to continue under the provisions of the original bulletin. For these purposes, enrollment is defined as "registration for and successful completion of at least one course during an academic term."

A student forced to withdraw for adequate cause before completing a course may petition for a waiver of this provision at withdrawal time. However, even in an instance of involuntary military service, a bulletin more than seven years old shall not be used.

The program of a student who first declares a major and then changes the major from one department to another shall be governed by the degree requirements in effect at the time the change of major becomes effective.

Second Associate Degree

When another associate degree is taken simultaneously, or previously was taken, the second associate degree may be granted upon completion of all required work for the second degree. A total of 15 semester hours above the number required for the degree having the greater semester credit hours requirement must be completed.

Apply for Graduation

Applications for graduation must be filed with the Admission and Records Office. The current catalog calendar contains exact dates for application deadlines.

Before applications are approved, the following documents must be submitted:

1. Statements showing reasonable expectation of completion of degree requirements by graduation time.
2. Transcripts that demonstrate a 2.0 GPA for all courses in the degree plan. A course is counted each time it is taken whether failed or passed, unless excluded by GPA adjustment.
3. A receipt showing payment of cap and gown fee and diploma fee.
4. Clearance of all financial and property matters to date.
5. Approval of the department sponsoring the student.

The application of a student lacking a grade point average of 2.0 on either overall or in the student's major

field will be removed from the graduation list at the beginning of the semester. If a student under such condition does complete all degree requirements, then the student may apply for a statement of that completion and appear for the next regularly scheduled graduation date.

The student is responsible for making the graduation application, for seeking the advice of an academic advisor about degree plans for the final two semesters, and for verifying compliance with all degree requirements.

Graduation Ceremony

Graduation ceremonies are scheduled in May, August, and December. To participate in the Graduation Ceremony, students must have completed the application for graduation and be eligible to graduate the current or following fall or spring semester. Participation in the Graduation Ceremony should not be considered evidence that the student has satisfied all graduation requirements.

Candidates for graduation are required to wear the graduation regalia designated by LIT during the commencement ceremonies.

Honors

Students that achieve academic excellence are recognized as honor graduates. Honor graduates are identified by meeting several criteria. The criteria include: 1) completion of at least thirty semester credit hours (30 SCH) at Lamar State College Port Arthur, and 2) have a minimum grade point average of 3.5 GPA for all courses that apply to the program of study.

There are three levels of honors. The levels are Summa Cum Laude (highest honors), Magna Cum Laude (high honors), and Cum Laude (honors). Students earn honor status based upon their Cumulative Grade Point Average.

Honor Category	Grade Point Range
Summa Cum Laude (highest honors)	3.80 to 4.00
Magna Cum Laude (high honors)	3.65 to 3.79
Cum Laude (honors)	3.50 to 3.64

Awards

Deans' List

Full time students that earn a grade point average of 3.60 or above at the end of each long semester are placed on the Dean's List. Developmental courses are not considered in the calculation.



President's List

Full time students that earn a grade point average of 4.0 at the end of each long semester are placed on the President's List. Developmental courses are not considered in the calculation

These students then are listed on the President's List which is published after each long semester.

Sydlise Fredeman Award

The Sydlise Fredeman Award is presented to the graduate with the highest grade point average receiving an Associate of Applied Science Degree and to the graduate with the highest GPA receiving a Level II certificate in a technical program requiring 30 or more credit hours other than in an Allied Health program.

The award includes \$200 cash and includes a commemorative certificate.

H.S. Anderson Award

The H.S. Anderson Award, which was inaugurated in 1982, is presented to the Allied Health graduate with the highest grade point average. The award includes \$100 cash and is presented with a commemorative certificate.

John C. Huval Memorial Award

The John C. Huval Memorial Award for Academic Excellence is awarded to the graduate who meets the following criteria:

1. Must graduate with an associate degree from the Academic Programs;
2. Must have the highest grade point average from among the eligible students;
3. Must have a minimum overall grade point average of 3.8;
4. Must be graduating Summa Cum Laude.

In the event of a tie, the award will be divided equally among eligible graduates. The award includes \$100 cash and a commemorative certificate.

If no graduate meets the requirements, the award will not be given.

North Port Arthur Rotary Club Memorial Award

The North Port Arthur Rotary Club Memorial Award is a cash award honoring Capt. Glen Tronstad, who served

in the U.S. Merchant Marines and later taught at the College. It is presented each year in memory of one of the club's deceased members.

Student Services

Dean: To be announced
Office: Student Center, Room 301B
Address: 1500 Procter Street, Port Arthur, TX 77641
Phone: (409) 984-6156
E-mail: To be announced

Student Services provides services and programs that enhance the general education and development of students, enrich the quality of student life and support the teaching, and service mission of the College.

The Student Services office provides admission advising, admission and records, financial aid, public information, recruiting, registration, security student activities, and student organizations.

Advising

The Admission Advising Office is located on the third floor of the Student Center. Advisors assist students in their admission to the College and answer questions about residency, and registration for the Texas Success Initiative. Advisors also counsel students about dropping courses and withdrawing from school. They also help with the selection of courses, completion of schedules and registering for class.

In addition to services provided through the centralized Advising Office, for additional program and course level assistance, students should contact their individual Department Chairs for the appropriate faculty mentor in their major field of study.

Bookstore

Barnes & Noble Bookstore operates a bookstore on campus for the convenience of faculty and students. Books and supplies may be purchased. Depending upon availability, a variety of rental books are provided for some courses. Used books which currently are approved may be sold to the bookstore. Books which must be discontinued are not purchased by the bookstore except at wholesale price. The bookstore reserves the right to require a seller to prove ownership of books.

Job Placement & Career Guidance

Current available positions with community employers is maintained in the Department of Business and Technology office (MMED 147). The list is posted on the college website. Office personnel will assist with computer searches of on-line job banks and job search techniques.

The Human Resources Office provides assistance to students seeking part-time positions on campus.

Student Center

The Student Center is the center for student services, organizations and activities.

The first floor includes Campus Security, the Information Desk, dining and lounging areas and the Snack Bar. The second floor has meeting rooms, classroom, reading/listening area, TV lounge, game room and the offices of Student Activities and Student Government.

The third floor houses Admission Advising, Financial Aid, Records, Registrar and the Vice President for Student Services. The top floor has 15 faculty offices, a faculty/staff workroom and a reception area with a panoramic view of Pleasure Island, the Sabine-Neches Waterway and Sabine Lake.

Students with Disabilities

Students with disabilities who need special accommodations must notify the Special Populations/Disabilities Coordinator at least two weeks before classes begin for the semester in which they will be enrolled. Students who need special assistance related to their program or registration should contact the College at the earliest time. Inquiries regarding special arrangements may be facilitated through the Special Populations and Disabilities coordinator, the Vice President for Student Services and respective Deans.