



## LTC Money-Back Guarantee Program

Locklin Technical College (LTC) offers a money back guarantee for students who are unable to find employment in their field of study within 6 months of completion in the following programs:

- **Welding Technology Advanced**
- **Practical Nursing**
- **Electricity**

**Students are only eligible for a refund for out-of-pocket expenses (excluding curriculum costs and registration fees).** Students must meet **ALL** the requirements listed below to be eligible for a refund:

- **Student attendance** - Student must have attended 90% or more scheduled hours for the entirety of the program.
- **Student program performance** - Student must have earned a B+ (87-89) or above on all coursework.
- **Industry Certification** - Student must have earned at least one industry certification recognized on the Master Credential List for the program of enrollment.
- **Job search documentation** - Student must show documentation that they have applied for a minimum of 5 jobs and have scheduled interviews within the 6 months after completion of the program.
- **Development of a student career plan with the institution's career services department- Student must have done the following:**
  - Met with the LTC Career Specialist at least once during enrollment
  - Earned a Ready to Work Credential
  - Submitted an updated resume (on file)
  - Completed the LTC exit survey
  - Met all other requirements for exit process



Student name: \_\_\_\_\_

Date: \_\_\_\_\_

Program Title: \_\_\_\_\_

Date completed: \_\_\_\_\_

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Requirements

Documentation

<b>Student attendance</b> - Student must attend 90% or more scheduled hours for the entirety of the program.	
<b>Student program performance</b> - Student must have a B+ (87-89) or higher on all coursework.	
<b>Industry Certification</b> - Student must have earned at least one certification recognized on the Master Credential List for the program of enrollment.	
<b>Job search documentation</b> - Student must show documentation that they have applied for a minimum of 5 jobs and have scheduled interviews within 6 months of completion.	
<b>Met with the Career Specialist at least once.</b>	
<b>Earned a Ready to Work Credential.</b>	
<b>Submitted an updated resume.</b>	
<b>Completed the LTC Exit Interview Process.</b>	

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Financial Aid Counselor Signature

\_\_\_\_\_  
Director Signature

\_\_\_\_\_  
Guidance Counselor Signature

Refund awarded: Yes \_\_\_\_\_ No \_\_\_\_\_

Amount \_\_\_\_\_