



POLICY STATEMENT

NO. 7.03.00
(formerly 4.12.01)

Coordinated By: Admissions & Records

Effective: 08/01/2017

Revised: 11/22/2019

Subject: Criminal History Policy

I. PURPOSE

The policy defines the procedure prospective LSUS students should follow during the application process to report involvement with the criminal justice system.

II. POLICY

As stated by HB 688, all public postsecondary institutions in the state of Louisiana are forbidden to inquire about a prospective student's criminal history on their college admissions application. The only exceptions to HB 688 include inquiries associated with convictions for stalking, cyberstalking, rape, and sexual battery. The prospective student's admissions decision cannot be affected by their criminal history unless related to one of the aforementioned convictions. Students have the right to appeal a "denied" admissions decision based on any such conviction after the institution notifies the student of their denial.


III. OPERATING PROCEDURES

Students will be asked about convictions for stalking, cyberstalking, rape, and sexual battery on their application for admission to LSUS. If a student selects "yes," any of the aforementioned crimes, the student is asked to submit court documentation related to the offense. These documents are reviewed by the Director of Admissions to determine if the offense is within the scope of HB 688, if no, the criminal history hold on the student's account is immediately removed. If the court documents submitted are associated with convictions related to HB 688, the court documents are sent to the Associate Vice Chancellor of Student Affairs and the Admissions Review Committee. Once the Associate Vice Chancellor and the Admissions Review Committee assess the student's documents, they will send their acceptance or denial decision to the Director of Admissions who will then notify the student.

IV. IMPLEMENTATION

The statewide implementation of HB 688 was August 1, 2017. LSUS has followed the new law since August 1, 2017.

AUTHORIZED BY:



11/25/19
Date

APPROVED BY:



Lawrence Clark, Chancellor

12/21/19
Date

This policy was written, approved, and published in accordance with LSU Shreveport General Policy 1.01.01. Policy Manual published at <https://www.lsus.edu/Documents/Offices%20and%20Services/PoliciesAndManuals/1.01.01.pdf>