



OFFICE OF THE REGISTRAR
366 Luna Drive • Las Vegas, NM 87701
 (505) 454-5314 • (800) 588-7232 ext. 1224 • FAX (505) 454-5348 •

Transfer of Credit Complaint Form

Policy: Luna Community College accepts academic credits for transfer from regionally accredited or institutions who are candidates for regional accreditation. All coursework with an acceptable grade (C or better) and are appropriate toward the student's degree will be accepted. For specific information please refer to the current LCC catalog.

Complaint Procedure: Any student that feels that appropriate coursework was not accepted and has already met with the Registrar for discussion may complete this form to file an official complaint.

Student Name: _____ LCC Student ID#: _____

Address _____

City _____ State _____ Zip Code _____

Daytime phone number _____ email address _____

Courses Not Accepted

College/University where credit was earned

Student Signature _____ Date _____

Must be presented with a valid photo ID to
The Office of the Registrar,
Luna Community College
Student Services Building
Las Vegas, NM 87701/505-454-5314

Office Use Only:
 Date Request Received: _____
 Review Date: _____
 Reviewed by: _____
 Response to complaint: _____

