

Advanced Standing Process for High School Students

To request Advanced Standing at Mid-State Technical College (MSTC) for a course(s), you must:

1. Complete the admissions process for Mid-State Technical College.
 - Complete an Application for Admission (you must have completed your junior year in high school). Visit your high school guidance counselor, or contact any MSTC campus for an application. To apply via the web visit Wisconsin Technical College On-Line Application at <http://www.witechcolleges.com/apply.htm>.
 - Attach to your application a \$30 non-refundable application fee payable to MSTC.
 - Submit an official copy of your high school transcript or HSED/GED scores.
 - Complete an Accuplacer entrance exam. You may not be required to take this exam if you are a transfer student with acceptable grades or have met satisfactory scores on other college entrance exams such as the ACT.
 - Submit other college/university official transcripts to apply for transfer credit.

Certain programs have additional admission requirements. Applicants to these programs will be advised accordingly.

2. Provide your *Certificate of Advanced Standing* to your MSTC counselor at the time your application process is initiated. If application to MSTC is made prior to receipt of the *Certificate of Advanced Standing*, the certificate **must** be provided to the MSTC counselor as soon as you receive it.
3. Once the application process is initiated and the *Certificate of Advanced Standing* is provided to the MSTC counselor:
 - a MSTC Advanced Standing Request will be completed by the MSTC counselor and forwarded to the appropriate Division Dean;
 - the Division Dean will evaluate the Advanced Standing Request;
 - Student Affairs will notify you in writing, regarding the results of the evaluation.
4. If Advanced Standing is granted, the credits will be entered on to your permanent Mid-State Technical College transcript record as an 'AC' (Articulated Credit) course.

The Advanced Standing course credit can then be used to fulfill program course requirements. Advanced Standing credit will not be included in calculating your MSTC grade point average.