Advanced Standing Process

Once a signed articulation agreement exists between a high school and Mid-State Technical College (MSTC), adhering to the following responsibilities will ensure Advanced Standing credit is awarded upon program entry at MSTC:

**High School Student Responsibility**
1. To receive advanced standing for an MSTC course for which an Advanced Standing agreement exists, the student must receive a B or better grade in the corresponding High School course(s).
2. The student must initiate the process by meeting with a New Student Counselor and request for the Advanced Standing credit.

**High School Teacher(s) Responsibility**
1. The teacher(s) must ensure that all course competencies agreed upon are being taught.
2. The teacher(s) must verify the student can perform all course competencies as agreed upon when signing the contract.
3. The teacher(s) will inform the student that if he/she wants the AS credit, the student needs to request for it at Mid-State Technical College.

**High School Principal Responsibility**
1. The principal must ensure that “AS” is documented next to the course on the student’s high school transcript.

**High School Counselor Responsibility**
1. The counselor must ensure that “AS” is documented next to the course on the student’s high school transcript.
2. The counselor will inform students interested in the AS class that a “B” or better must be obtain in order to earn the credit at Mid-State. In some cases, there may be additional requirements for awarding of credits. For example, in order to earn credits for Written Communication, in addition to earning a “B” or higher, the student must score a “20” or better on the ACT or “85” or better on the Accuplacer.
3. The counselor will inform the student that in order to receive the AS credits, the student will need to request for it through Mid-State Technical College.