Mid-State Technical College (MSTC) encourages you to use the following checklist to assist you with the Youth Options application process.

- Explore websites related to Wisconsin’s Youth Options Program (e.g. DPI and MSTC’s websites).

- Discuss this with your parent(s)/guardian(s). Together decide if the Youth Options Program would benefit you.

- Meet with your high school counselor to determine what MSTC course(s) to take and discuss how Youth Options will fit into your regularly scheduled high school courses.

- Complete the **Youth Options Program Plan and Report Form, PI-8700-A.** Complete the **Students with Disabilities Form**, if applicable.

- Submit the completed **Youth Options Program Plan and Report Form, PI-8700-A**, to your high school counselor or Youth Options district contact person for school board approval. Attach a copy of your high school transcript.

Your local school board must be notified by **March 1** for fall classes and by **October 1** for spring classes.

- Once approved, your local school district submits the completed **Youth Options Plan and Report Form, PI-8700-A**, along with a copy of your transcript to:

  Xiong Vang, High School Career Coach  
  Mid-State Technical College  
  500 32nd Street North  
  Wisconsin Rapids, WI 54494

- You will receive a letter notifying you if you are approved to take classes at MSTC, how to register for these classes, and how to pick up textbooks for these classes. Save this letter!

- After you complete the registration process a copy of your class schedule will be mailed to you.

- Report to the designated room number on the first day of class; refer to your class schedule. You are expected to follow MSTC guidelines with regard to attendance and conduct as stipulated in the MSTC Student Handbook. You also must abide by the MSTC school calendar. (NOTE: MSTC classes typically start before your high school classes start.)

- At the end of the semester a copy of your grade(s) will be mailed to you and to your high school counselor.

For more information regarding Youth Options, please visit our website at www.mstc.edu or contact:

  Xiong Vang, High School Career Coach  
  715.422.5521  
  xiong.vang@mstc.edu