

College Visit Guidelines

Colleges are welcome to host a table at Mid-State Technical College if they meet the following criteria:

- Colleges may request a visit using our online College Visit Request Form.
- Tables may be scheduled from 9 am – 7 pm on Monday through Thursday.
- Table reservations need to be made at least two weeks in advance and visits must not fall within the first 2 weeks or the last 2 weeks of the term. As a result, table reservations will not be accepted during Winterim.
- Tables may be set up in the following areas:
 - Wisconsin Rapids – Cafeteria, A building student lounge, E building student lounge, or in the T building.
 - Marshfield – Student lounge area.
 - Downtown Stevens Point – Front lobby area.
 - AMETA Center – Student lounge area.
- Mid-State will provide one table with two chairs. We suggest you bring a tablecloth.
 - Students appreciate having items to pick up such as business cards, brochures, etc. so please plan accordingly.
- Parking is free at all Mid-State campus locations.
- Please check in with our College Experience Specialist at the Student Services and Information Center.
- Classroom visits may be coordinated through Chelsea Martin if appropriate for the course/program. Her contact information is listed below.
- Colleges that have an articulation agreement with Mid-State will be given first priority when requesting a table.
- Colleges that request a table are expected to make every effort to attend the Transfer Fairs and other transfer events that Mid-State holds each year.
- There is no cost for this service, but the right to participate may be revoked at any time if deemed necessary by an authorized college representative.
- Your point of contact at the college is Chelsea Martin. She may be contacted via e-mail at chelsea.martin@mstc.edu or by phone at (715) 295-1274.