

TECHNICAL STANDARDS

Communication Essentials, University Transfer, University Transfer-Associate of Arts, University Transfer- Associate of Science

In this program grouping, students should be able to meet specific technical standards. These standards are the essential skills and abilities needed to be successful in a program, with or without reasonable accommodation. All Technical Standards documents are available for review on the Mid-State Technical College [website](#).

It is important to review and understand these technical standards before applying to the program.

Reasonable accommodations for persons with disabilities will be made to ensure access to academic programs, activities, services, and employment in accordance with Section 504 and 508 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990, as amended. If accommodation is needed, contact the Accessibility Services Coordinator at 888.575.6782, TTY 711, at least two weeks in advance of needed assistance. Services available are documented on the Mid-State Technical College [website](#).

For more information, please see Mid-State Technical College’s Equal Opportunity/Non-Discrimination [Policy](#).

TECHNICAL STANDARD	DEFINITION OF TECHNICAL STANDARD	EXAMPLES OF TECHNICAL STANDARD
Auditory Skills	<ul style="list-style-type: none"> Ability to actively listen. 	<ul style="list-style-type: none"> Practice listening to and following oral instructions or directions involving multiple steps, sequences or actions. Actively listen, ask questions, can summarize information, and make predictions to enhance comprehension and retention.
Behavioral Skills	<ul style="list-style-type: none"> Ability to assume responsibility/accountability for actions and maintain composure in stressful situations. 	<ul style="list-style-type: none"> Identify and manage their emotions effectively utilizing strategies such as deep breathing and mindfulness. Assess own stress levels and discuss coping methods. Investigate the impact of implicit bias on social relationships and practice skills to interpret bias. Follow safety procedures in the lab and be aware of surroundings.
Communication Skills	<ul style="list-style-type: none"> Ability to understand and use spoken and written language. 	<ul style="list-style-type: none"> Develop the ability to deliver presentations effectively. Learn to organize and articulate their thoughts clearly and cohesively. Organize thoughts effectively to prepare written documents that are correct in style, grammar, and mechanics.

Critical Thinking Skills	<ul style="list-style-type: none"> Ability to remember, understand, apply, analyze, and evaluate information. 	<ul style="list-style-type: none"> Brainstorming, creative writing, artistic expression, and design thinking exercises such as concept mapping and theory application. Interpret diagrams, tables, charts, & graphs. Interpret data and draw conclusions from findings.
Interpersonal Skills	<ul style="list-style-type: none"> Ability to work with others in a variety of settings and situations. Ability to actively listen. 	<ul style="list-style-type: none"> Practice summarizing and restating what others have said to demonstrate understanding. Ask clarifying questions to ensure they understand messages conveyed from instructors and/or peers. Demonstrate ability to work effectively in teams.
Mobility and Motor Skills	<ul style="list-style-type: none"> Ability to function in a classroom, laboratory, or online setting. 	<ul style="list-style-type: none"> Learn to manipulate various tools and utensils (dissections) to perform tasks with precision and control. Understand how to properly handle specimens.
Tactile Skills	<ul style="list-style-type: none"> Ability to handle classroom equipment. 	<ul style="list-style-type: none"> Use writing utensils, keyboards, computer controls. Use manipulatives and scientific equipment for experiments. Assess, examine, and interpret findings through touch. Safely use a variety of equipment in the lab setting.
Visual Skills	<ul style="list-style-type: none"> Ability to view printed and online materials and instruments specific to the course. 	<ul style="list-style-type: none"> Distinguish between different shapes, objects, and symbols which are critical for reading, math, science, and writing. Follow written lab procedures and written instructions. Take accurate measurements using various measuring devices.

Mid-State Technical College does not discriminate on the basis of race, color, national origin, religion, gender, disability, age, sexual orientation, or other applicable legislated categories, in its services, employment programs, and/or its educational programs and activities, including but not limited to admissions, treatment and access. Inquiries regarding this non-discrimination policy, Title VI, Title IX, and Section 504 should be directed to the Equal Opportunity Officer, 500 - 32nd Street North, Wisconsin Rapids, WI 54494, 715.422.5325 • AAEO@mstc.edu. Limited English proficiency shall not be a barrier to admission or participation in any college program or service. Mid-State complies with the American with Disabilities Act and provides reasonable accommodations to assist persons with disabilities upon request.