



STUDENT POLICIES AND PROCEDURES

Policy Section: Student

ADMISSIONS

Mid-State maintains an open-door admissions policy in alignment with statutory requirements, Wisconsin Technical College System policies, and licensing and accrediting organizations.

Mid-State Technical College does not discriminate on the basis of race, color, national origin, sex, disability or age in its program, activity, or employment. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Vice President – Human Resources, 500 32nd Street N, Wisconsin Rapids, WI 54494, 715-422-5235, aaeo@mstc.edu

Degree-Seeking Students

High school graduation, completion of the GED or HSED, or demonstration of Ability to Benefit is required for admission to an academic program. Students pursuing the following programs are exempt from this requirement: Nursing Assistant, Emergency Medical Technician, and Stainless Steel Welding. Current high school students pursuing a program (other than the exceptions listed above) through dual credit, may be admitted with permission from the Vice President of Student Services and Enrollment Management. Current high school students are not eligible to receive federal financial aid.

Upon receipt of high school completion information, the financial aid staff confirms the information is valid. If there is reason to believe the information is inauthentic or granted by an ineligible post-secondary institution, further review may be necessary and further documentation may be requested.

Admission to the college does not automatically qualify a student for all courses of the college; some course offerings have special prerequisites and requirements. Certain programs require additional admission requirements which can be found in the program information guide for the program.

Individuals seeking admission to the College must submit an application for admission. The College reserves the right to waive the application fee under certain

circumstances. Students who are not enrolled in classes for three or more consecutive terms must submit a new application and application fee.

Additional admission criteria are required for international students. Review the [International Students admission requirements \(mstc.edu/international-students\)](https://mstc.edu/international-students).

Non Degree Students

Non-degree students are students who take classes without the intent to complete a diploma or degree. Non-degree students are not eligible for federal financial aid. Students wishing to take a class as a non-degree student should follow the [Take a Class registration steps \(mstc.edu/registration-and-records/take-class\)](https://mstc.edu/registration-and-records/take-class).