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Student Name

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High School

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Student Signature

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Mitchell Tech ID#

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Student Services Representative

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Registrar Signature

## **Mitchell Technical Institute Articulation**

Articulation is a cooperative effort between South Dakota's high schools, the Department of Education's Office of Curriculum, Career and Technical Education (OCCTE), and technical institutes. It links high schools with certificate, diploma, and associate degree programs and provides students with an opportunity to receive credit for skills previously learned. The courses listed below in the Health Science and Business, Management & Administration and Finance career clusters are currently articulated from OCCTE approved programs to the Medical Office Professional program at Mitchell Technical Institute.

### **Articulation Guidelines**

1. To receive articulated credit, the student must have completed the high school course within the last three years.
2. A minimum of a "B" in the course(s) to be articulated is required.
3. Tuition is not charged for the articulated credit(s).
4. Articulated courses will be honored by all post-secondary institutes for those course(s) that have common course names and numbers.
5. If the curriculum of the technical institute course changes, the terms of the agreement may also change.
6. All articulation agreements between secondary schools and the technical institutes reflect only the transfer ability of credit between these agencies and not with state universities.

## ***Medical Office Professional***

### **High School Health Science Cluster Courses**

14154 Medical Terminology

### **MTI Medical Office Professional Courses**

MA 101 – Medical Terminology (1 of 3 credits)

### **High School Business, Management & Administration and Finance Cluster Courses**

12104 Accounting I

12108 Accounting II

12109 Accounting III

### **MTI Medical Office Professional Courses**

BUS 110 – Accounting for Business I (1 of 4 credits)

BUS 110 – Accounting for Business I (2 of 4 credits)

BUS 110 – Accounting for Business I (3 of 4 credits)

### **Additional High School Courses**

Algebra II/Advanced Algebra

plus 20+ on ACT Math or

45+ on COMPASS Algebra or

25+ on TABE Algebra

### **MTI General Education Courses**

MATH 101 – Intermediate Algebra (3 of 3 credits)

MATH 104 – Technical Mathematics (3 of 3 credits)

Updated January 9, 2011

Questions or clarifications? Please contact Scott Fossum, Central Area Tech Prep Coordinator.  
605-995-3072; [scott.fossum@mitchelltech.edu](mailto:scott.fossum@mitchelltech.edu); MTI, 1800 E. Spruce St., Mitchell, SD 57301