

# Application for Admission

BE  
THE  
BEST.



[mitchelltech.edu](http://mitchelltech.edu)

## HOW TO APPLY

To be considered for acceptance into an Associate Degree or Diploma program at Mitchell Tech, you must do the following:

1. Complete this application form or apply online.
2. Request official transcripts from high school, colleges, and/or technical schools attended or GED scores.
3. Request scores from schools or agencies for any of the following tests you have taken: ACT, Accuplacer, SAT, or Compass.
4. If above testing was not completed or scores do not meet program standards, complete an admissions test at Mitchell Tech.

*Upon successful completion of the application process, the prospective student will be asked to submit a non-refundable \$60 matriculation fee to be accepted into the program of interest.*

## NEED FINANCIAL AID?

To apply for financial aid, you must first apply for admission to Mitchell Tech in the particular program/major you are interested in.

The student (and his or her parent[s] if financially dependent) will use the tax return information from 2 years prior to the enrollment year. For example, if you are enrolling in 2020-2021, you will use 2018 federal tax information. You will not have to manually enter your tax information; instead you will "link to IRS" and your tax information will be transferred to your FAFSA.

To complete the FAFSA please go to [studentaid.ed.gov/sa/fafsa](https://studentaid.ed.gov/sa/fafsa). You (the student) and a parent will need to create a FSA ID and you can accomplish that at <https://fsaid.ed.gov/>

Mitchell Tech's Title IV code number is: **008284**. Financial aid is available on an annual basis and your eligibility is determined each year with a new application. Students must meet satisfactory progress requirements to continue eligibility for financial aid.

## OTHER INFORMATION

If you would like additional information about financial aid or would like to set up an appointment to discuss programs available, contact the Financial Aid Office at (605) 995-3052 or toll-free nationwide (800) 684-1969.

**Please note:** Financial aid policies are set by the federal government and are subject to change. Information in this brochure may be updated at any time. For the most current information, contact the Financial Aid Office.

**Career Counseling & Testing:** Counseling is available at Mitchell Tech to assist you in choosing and enrolling in a program/major.

**When to Apply:** Class enrollments are limited so early application is to your advantage. Mitchell Tech semesters begin in August and January. Check with the Admissions Office.

**Tuition Deposits:** Tuition deposits will be required once a program is full. The tuition deposit of \$150 will be applied to the student's tuition the first semester of class. In case a student opts not to attend, the tuition deposit is non-refundable.

## HOW TO REACH US

**Write to:**  
Admissions Office  
Mitchell Technical College  
1800 E. Spruce St.  
Mitchell, SD 57301

**Call:**  
(605) 995-3025 or  
1-800-684-1969

**Visit:**  
1800 E. Spruce Street  
Mitchell, SD

**Fax:**  
(605) 995-3067

**E-mail:**  
[admissions@mitchelltech.edu](mailto:admissions@mitchelltech.edu)

**Website:**  
[www.mitchelltech.edu](http://www.mitchelltech.edu)

**Online Application Form:**  
[www.mitchelltech.edu/apply](http://www.mitchelltech.edu/apply)

PLEASE PRINT CLEARLY

FULL NAME

\_\_\_\_\_
Last First Middle Maiden

Preferred First Name \_\_\_\_\_

Please list all other names that may appear on your academic records \_\_\_\_\_

Social Security Number \_\_\_\_\_

Are you older than 16 years of age?

Yes

No

Date of Birth \_\_\_\_\_

PERMANENT ADDRESS

\_\_\_\_\_
Street or Box Number City State Zip Code

Would you like your mail directed to another address? \_\_\_\_\_

Yes

No

If you marked "yes", then please complete the following information below.

Current Address \_\_\_\_\_

\_\_\_\_\_
Street or Box Number City State Zip Code

How long is the current address valid? \_\_\_\_\_

CONTACT PHONE

\_\_\_\_\_
Home Phone Cell Phone

Can we text you? \_\_\_\_\_

Yes

No

E-MAIL ADDRESS

\_\_\_\_\_

CONTACT PREFERENCE

What is the best way to contact you:

Home Phone

Cell Phone

Text

Email

DEMOGRAPHIC INFORMATION

The following information is regarded as VOLUNTARY. The statistical data helps us maintain accurate records and provides accurate demographic information to various funding and governmental entities, but does not affect acceptance into Mitchell Technical College.

Gender:  Male  Female

Are you Hispanic/Latino?:  Yes  No

Race (check more than one box, if applicable):  American Indian or Alaska Native

Asian

Black or African American

White

Native Hawaiian or Other Pacific Islander

Marital status:  Single  Married  Divorced  Widowed

Do you have children under 18 years of age?:  Yes  No

U.S. military veteran:  Yes  No If "Yes," branch of service: \_\_\_\_\_

Turn Page and Complete Second Part ►

# PLEASE PRINT CLEARLY

## PROGRAM / MAJOR

For what term are you enrolling at Mitchell Tech? (please check a box and add a year)

Fall 20 \_\_\_\_\_  Spring 20 \_\_\_\_\_

Have you previously applied to Mitchell Tech?

Yes \_\_\_\_\_ No \_\_\_\_\_

If so, when? \_\_\_\_\_ What program? \_\_\_\_\_

## EDUCATION

High School from which you will or did graduate

\_\_\_\_\_  
Name City State

Date of high school graduation

\_\_\_\_\_  
Month / Year

Have you taken or do you plan to take the ACT? \_\_\_\_\_  
Yes No

Was a GED taken to earn high school equivalency?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, provide the year it was completed: \_\_\_\_\_

Name on school records if different than above

\_\_\_\_\_  
Last First Middle Maiden

List previous technical, college or military schooling including Mitchell Tech

\_\_\_\_\_  
Name of School City / State Course Start / Finish Date

\_\_\_\_\_  
Name of School City / State Course Start / Finish Date

## OTHER INFORMATION

What is the relationship to this person (please circle one)?

PARENT GUARDIAN SPOUSE

Parent/Guardian Address

\_\_\_\_\_  
Street or Box Number City State Zip Code

## CITIZENSHIP

\_\_\_\_\_  
USA \_\_\_\_\_ Permanent Resident Alien \_\_\_\_\_ Refugee / Asylee

\_\_\_\_\_  
Other (specify) \_\_\_\_\_

## REFERRAL INFORMATION

How did you hear about Mitchell Tech? (please circle your selections)

Family Member	E-mail Newsletter	Radio	High School Visit
A Friend	Search Engine	Alumnus	College Fair
High School Counselor	Business/Industry Contact	Facebook	Tech Camp
Mitchell Tech Instructor	TV Ad	Exploration Day Visit	Career Expo
Mitchell Tech Website	Web Ad	High School Teacher	Twitter

If referred to Mitchell Tech by **an individual**, please share the name and address of the person that referred you.

\_\_\_\_\_  
Last First

His or her address

\_\_\_\_\_  
Street or Box Number City State Zip Code