POLICY

Category	Approval		
Series 900: Instruction	**Effective**	**Administration**	**Board**
	2/22/10	12/4/09	2/22/10
	Revised		For Review
	5/24/21		2025

GRADUATION REQUIREMENTS   MTC 991

Mitchell Technical College awards certificates, one-year diplomas, two-year diplomas, and Associate of Applied Science degrees. Specific program requirements and course sequences are set for each program. To secure a diploma or AAS degree, students must:

1. Complete the requirements of each program as specified in the current MTC Catalog and Student Handbook.

2. Achieve a minimum cumulative grade point average of 2.00 (C).

3. Have on file an official high school transcript or high school equivalency certificate as required by the S.D. Department of Education Administrative Rules.

4. File a Request to Graduate form with the Registrar's office.

5. Complete the General Education requirements as defined by the program of study's curriculum.

   A. Certificate
      No General Education requirements

   B. Diploma
      1. 3.0 credits in Communications
      2. 3.0 credits in Mathematics
      3. 1.0 credit in Student Success

   C. Associated of Applied Science Degree
      A minimum of 16.0 credits from a minimum of four of the following categories which must include 3.0 credits in Communications and 3.0 credits in Mathematics:
      1. Communications
      2. Computers
      3. Mathematics
      4. Social Sciences
      5. Arts & Humanities
      6. Natural Sciences
      7. Student Success (1 credit)

6. Complete at least 25% of coursework at Mitchell Technical College.

Students are required to fulfill all financial obligations to the College. Students shall not be permitted to receive their transcripts, diplomas, degrees, or certificates until the indebtedness is settled.

Students are required to comply with the policies and regulations of the MTC Catalog and the Student Handbook in the school years in which they attend.

Legal Reference: S.D. Legislative Administrative Rule 24:59:01:07

6/22/15 – Added certificates to awards offered at MTI. Added requirement for skills for student success.
6/26/17 – Changed English requirement to communications requirement to match SD Administrative Rule 24:10:43:03.
8/24/20 – Updated General Education requirements for graduation to align with SD Administrative Rule 24:59:01:07.
5/24/21 – Reference to General Catalog updated to MTC Catalog and Student Handbook.