In this program grouping, students should be able to meet specific technical standards, which are the essential skills and abilities needed to be successful in a program, with or without reasonable accommodation. It is important to review and understand these standards before applying to the program. All Technical Standards documents are available for review on the Mid-State Technical College website. (Go to https://www.mstc.edu/programs and select the program.)

This document should be reviewed prior to 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 accommodations are needed, contact the Disability Services coordinator at 888.575.6782, TTY 711, at least two weeks in advance of needed assistance. Services available are documented at https://www.mstc.edu/student-services/disability-services.

For more information, please see Mid-State Technical College's Equal Opportunity/Non-Discrimination Policy.

STANDARD	DEFINITION OF STANDARD	EXAMPLE(S) OF TECHNICAL STANDARD
Critical Thinking Skills	• Ability to problem-solve.	• Analyze and use data to evaluate problems and prioritize solutions.
Mobility/Motor Skills	• Ability to perform office functions such as sitting for prolonged periods, navigating workstations, and office settings. • Ability to use computer keyboard and mobile communication technologies.	• Use of various workplace software programs such as Inventor, Outlook, MS Excel, MS Word and MS PowerPoint.
Tactile Skills	• Ability to use a computer keyboard.	• Wearing proper safety equipment and recognizing workplace hazards. • Utilizing computers for various workplace purposes.
Auditory Skills	• Ability to listen and respond to customer and employee needs. • Ability to interact in the work environment to generate group decisions and processes.	• Active listening to understand instructions and communicate within teams.
Visual Skills	• Ability to tolerate viewing a computer screen. • Ability to view diagrams, process maps, or other drawings.	• Use diagrams and other tools to visually interpret parts or processes.

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TECHNICAL STANDARDS
Process Improvement

Communication Skills	• Ability to communicate orally and in writing. • Ability to comprehend and understand spoken and written language.	• Convey information, instructions and results through presentations and written work demonstrated through assignments.
Interpersonal Skills	• Ability to effectively communicate and work with individuals and teams to resolve conflicts.	• Teamwork on projects and communicate ideas and results effectively.
Behavioral Skills	• Ability to maintain hygiene and dress requirements for a professional setting. • Ability to adapt to changing environments and work-related challenges. • Ability to use safe work practices in industrial environments.	• Dress appropriately and follow safety rules in industrial environments.

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