

### Associate in Technical Studies Degree (A.T.S.)

The Associate in Technical Studies (A.T.S.) is a two year Career and Technical Education (CTE) degree, consisting of at least 60 credits, that provides students with skills and competencies for gainful employment. This degree:

1. must be customized by using courses from two or more existing approved programs and is intended to target emerging career areas which cross traditional boundaries;
2. must have student learning outcomes that are clearly defined by business and industry and/or employers with near immediate needs for specialized training for a limited number of employees;
3. must include 3 credits each of mathematics and English, and 9 credits of social science, humanities, and science;
4. will be awarded only to specific students who remain at MCC without a break in enrollment and who complete course work with a 2.0 GPA;
5. must have advanced approval and cannot be requested based upon previously completed course work; and
6. must be pre-approved by the Vice Chancellor of Academic Affairs after a review by the Department Chairs.

Students must complete an Application for Graduation form obtained from Student Services. *See Academic Calendar on page 144 for deadline.*

Students interested in the A.T.S. degree should contact a counselor or a CTE program coordinator for assistance in developing a program plan.

The College takes the following steps to review the proposed individual A.T.S. programs.

1. Students, with assistance from counselors and/or program coordinators, develop a plan of study. Appropriate employers are consulted, as degree requirements are developed, to assure employability. The plan of study includes:
  - a. a statement of career objective(s);
  - b. a statement of jobs for which the degree will prepare the student;
  - c. statements of clearly defined student learning outcomes to be achieved;
  - d. 3 credits each of mathematics and English;
  - e. 9 credits of social science, humanities, and science;
  - f. a list of the specific courses from the most current catalog that will be completed for the degree;
  - g. requirements which are in conformance with the General Education learning outcomes specified by the Associate in Science degree task force;
  - h. a minimum of 30 of the 60 credits required for the degree must be taken after the A.T.S. degree proposal is approved.
2. The plan is submitted to the Vice Chancellor of Academic Affairs.
3. The Vice Chancellor of Academic Affairs forwards the plan to the Department Chairs for recommendation.
4. The Vice Chancellor of Academic Affairs reviews the plan and the Department Chair recommendation. The Vice Chancellor of Academic Affairs may approve the plan.
5. The Vice Chancellor of Academic Affairs returns the signed original to the lead program coordinator/counselor and keeps a copy.

6. The A.T.S. program coordinator maintains students' files until students graduate or leave the College. Changes in the plan are done to meet the needs of students.
7. Once students graduate or leave the College, the original and modified plans are sent to the office of the Vice Chancellor of Academic Affairs.
8. A report is issued by the Vice Chancellor of Academic Affairs each academic year, listing the status of each A.T.S. degree.

