

# OFFICE OF ADMISSIONS EARLY GRADUATION FORM



## TO BE COMPLETED BY STUDENT'S HIGH SCHOOL

This letter is to inform Midlands Technical College that \_\_\_\_\_  
(*student's full name and date of birth*) is scheduled to complete South Carolina's graduation requirements as of \_\_\_\_\_ from \_\_\_\_\_ High School.

Once the student has successfully completed these requirements, \_\_\_\_\_ High School will forward a letter from the high school principal to MTC, stating the student has completed all high school graduation requirements; along with the student's final high school transcript, which includes the student's final semester grades and final GPA (class ranking is not needed on this transcript). Transcript should not have "grades in progress." These documents should be received no later than February 8, 2021.

\_\_\_\_\_  
Principal's Signature

\_\_\_\_\_  
Date

In order to complete the admission process for the Spring Semester at MTC, please return this completed form, along with the Parental Permission Form (if student is 17 years of age or younger), to:

Midlands Technical College Office of Admissions  
Attn: Early Graduate  
Midlands Technical College  
PO Box 2408  
Columbia, SC 29202

For questions, please call or email:

Dylon Ligon | 803.738.7879 | [ligonj@midlandstech.edu](mailto:ligonj@midlandstech.edu)