MCTC Administrative Procedure

Student Holds

The Marshall Community and Technical College (MCTC) Dean of Student Services has complete authority for placing or removing a hold on an MCTC student record with the following exceptions:

Financial Holds including:
- AR  Accounts Receivable Hold
- FO  Financial Obligation
- LF  Library Hold
- PH  Parking Hold

International Holds including:
- IF  International Full-Time
- IN  International Student Insurance
- IO  International Student Obligation

Academic Holds:
- RA  Records Audit
- AO  Academic Hold, as it relates to 4-Year Programs

Social Obligation Holds:
- SO  Social Obligation (Resolution will be between the Dean of Students (4-Year) and Dean of Student Services (2-Year).

This procedure supersedes all existing procedures related to MCTC students.

MCTC staff will coordinate its processes with the appropriate MU staff and the Transition Oversight Committee.

Effective Date: September 1, 2008
Revised Effective Date: October 1, 2008

Approved by: Keith Cotroneo, MCTC President

[Signature]  10/20/08  [Date]