

South Dakota Board of **Technical Education**

May 22, 2025

Lake Area Technical College
1201 Arrow Ave. NE
Watertown, SD 57201

RE: Academic Affairs – Approval of Non-Substantive Program Application(s)

To whom it may concern:

After review, the Executive Director of the South Dakota Board of Technical Education (SDBOTE) has approved the following application(s):

Diploma
Cosmetology

Per Board Policy 303.3, the receipt of this letter completes the SDBOTE's approval process, and the technical college may proceed with program implementation.

The SDBOTE's approval is valid for three years upon the date of this letter. If a technical college does not implement an approved program within three years, approval is terminated.

A technical college must update the program's profile in the SDBOTE's Academic Program Database by June 30 prior to the year in which students are first enrolled or at least 30 days prior to enrolling students, whichever is first.

Sincerely,

Scott DesLauriers
Deputy Director
South Dakota Board of Technical Education
800 Governors Drive
Pierre, SD 57006
Scott.DesLauriers@state.sd.us
(605) 295-7033

PROGRAM DESCRIPTION

Institution	Lake Area Technical College
Program Identifier Code (If applicable)	
Program Title	Cosmetology
Program Award Level:	<input type="checkbox"/> Short-Term Certificate <input type="checkbox"/> Long-Term Certificate <input checked="" type="checkbox"/> Diploma <input type="checkbox"/> Associate of Applied Science <input type="checkbox"/> Associate of Applied Science Option
CIP Code (6 Digit)	12.0401
Projected Implementation Date	8/25/2025
Approved Parent Program Title (If applicable)	
Approved Parent Program Identifier Code (If applicable)	
Location	<input checked="" type="checkbox"/> Main Campus <input type="checkbox"/> Other:

SUMMARY

Type of Non-Substantive Change	<input type="checkbox"/> Program created using subset of existing courses (B.1.1) <input type="checkbox"/> Creation of associate of applied science option (B.1.2) <input type="checkbox"/> Consolidation of existing programs (B.1.3) <input type="checkbox"/> Program award level change (B.1.4) <input checked="" type="checkbox"/> Other: Curriculum Changes
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Describe the change the institution is seeking approval of.

Lake Area Technical College seeks approval for significant curriculum modifications in its Cosmetology program. Presently, LATC has a 3-term (two semesters, plus one summer session), 1500-hour Diploma program which will be expanded to a 4-term (three semesters, plus one summer session), 1500-hour Diploma under the proposed curriculum update. The revised curriculum will provide an enhanced structure to allow students more time to incorporate theory content into practical learning experiences and decrease the wait time they currently experience in Clinical settings. The changes will also allow Cosmetology faculty more daily time for preparation and quicker responses to student work and ensure proper faculty to student ratios are met in every setting, per state regulations.

LATC has been training and educating Cosmetologists since 1965. The program has graduated 1,649 individuals over the last 60 years, supporting the styling industry in our state and beyond. LATC is proud of this program and the impact it has made; the program is well-established with strong retention and placement rates. Despite a strong history of success, the LATC Administration, Cosmetology faculty, and program advisory board recognize the need to reconfigure the program to meet students' needs and structure the schedule to maximize faculty workloads.

To address the issues wrought in LATC's current Cosmetology schedule and curriculum, the proposed changes in this application move the required 44 hours of class and clinical time per week to approximately 30 hours of student time per week. The total credits in the program will adjust from 39.5 credits to 41.5 credits. The LATC Cosmetology Advisory Board Members unanimously supported the suggested curriculum changes at the March, 2025 meeting. In the board minutes, members and faculty listed the following information as justification for the curriculum changes:

1. 75% of the present Cosmetology students voted in favor of lowering the weekly hours and adding a third semester for future cohorts.

2. Faculty members will now be provided with hours of daily preparation and planning to work on curriculum, form assessments, and practice new methods. The present weekly schedule does not provide that time.
3. Students will be able to focus and practice more intentionally during clinicals if they are following a more traditional collegiate schedule that allows time for reflection on learning and guidance to complete homework when faculty are available.
4. Faculty believe that the new schedule will improve clinical floor productivity and customer relationships as students can be more prepared.
5. The majority of LATC Cosmetology students also work 20+ hours each week to earn income for their educational expenses.
6. LATC Cosmetology Board member Mary Drevecky reported that she can “definitely see the difference between the students who work and don’t work during the week. The ones who work multiple hours, alongside going to school, are less enthusiastic, motivated, and outgoing.”
7. The changes will provide a more collegiate learning and campus atmosphere for the Cosmetology students, but retain a high-quality experience.

After a thorough discussion of the potential positive and negative impacts, LATC Advisory Board members supported the new weekly schedule, curriculum changes, and additional third semester for incoming Cosmetology students.

While the program is currently successful, the proposed changes will create a closer alignment between industry standards and system graduation credit requirements, and provide a more reasonable school/work/life balance for students. Further, modernizing the curriculum will address the styling needs of salons and customers. The proposed curriculum ensures that students will have enough time to meet all of the program outcomes and accreditation content/hours, while still becoming proficiently prepared for the South Dakota Cosmetology Commission Licensure Exam.

CRITERION 2: DEMAND

The program leads to meaningful employment, adequate student enrollment, and/or fulfills needs not being met by existing education and training providers.

- 2.1. The program leads to high-wage occupations that have an average/mean wage greater than the median wage across all occupations.
- 2.2. The program leads to high-demand occupations that have project annual openings (a measure of demand for workers) greater than the average across all occupations or is shown as an economic and/or labor market emerging field for the state of South Dakota and its regions.
- 2.3. The program's student enrollment is adequate to justify program existence.
- 2.4. The program fulfills a demand not being met by existing education and training providers in the region and/or state.

2.1. Describe the wage projections for occupations associated with the proposed program by completing Appendix 2.A.

2.2. Describe the demand projections for occupations associated with the proposed program.

A. Complete Appendix 2.A.

B. If an emerging field for the state of South Dakota, describe the field. Letter(s) of support, detailing demand, should be attached as appendices.

This program is not an emerging field in South Dakota. This application requests a review of our updated curriculum and, as such, no letters of support are required.

2.3. Describe projected student enrollment for the proposed program by completing Appendix 2.B.

2.4. Describe how the proposed program fulfills a demand not being met by existing education and training providers in the region and/or state.

A. Identify closely related program(s) that currently exist at other public higher education institutions in the system or state. If none, write "None."

Three other accredited schools providing a collegiate Cosmetology program exist in South Dakota:

1. Paul Mitchell The School in Rapid City
2. Stewart School in Sioux Falls
3. The Salon Professional Academy in Rapid City.

The combined yearly graduation rates of the three programs listed above, including the number of graduates from Lake Area Technical College, does not equal the statewide demand for new Cosmetologists in South Dakota. All four are accredited by the South Dakota Cosmetology Commission.

B. If applicable: Describe the ways in which the demand is not currently being met by the aforementioned program(s) and provide justification as to why the program should be approved by addressing the following conditions that warrant duplication ([BP 303.2](#)). Select all that apply.

☒ Unmet Demand (C.5.1.1)
☐ Industry Partnership (C.5.1.2)

☒ Increases Student Access (C.5.1.3)
☐ Other:

I. For each condition selected above, provide a brief justification.

1. Unmet Demand

The need for Cosmetologists in South Dakota is expected to increase. According to recent Lightcast data, in South Dakota the Hairdressers, Hairstylists and Cosmetologist field is projected to grow by almost 10% between 2023 and 2033. When only considering the counties within 90 miles of Watertown, the growth projection increases to 12.6%. Presently, there are 232 jobs available in this field with over 1,540 Cosmetologists employed in SD in 2022. Additionally, the average annual wage for Cosmetologists in South Dakota is \$40,890 (without tips). This salary provides an excellent return for the students who have invested their tuition dollars in a 41.5 credit Diploma program.

On a national level, over 80,000 employment positions are open in this field with a projected 6.5% projected growth. At present, over 571,000 Cosmetologists are employed nationwide. The national average annual wage is only slightly higher than in South Dakota.

Locally, the floor manager at Carousel Salon in Brookings, SD reported the need for 5 new stylists per year due to customer growth and projected retirements.

As the statistics show, the Cosmetology industry is growing. Consequently, LATC is preparing to serve a larger cohort of incoming Cosmetology students. The new 4-term curriculum model does not significantly add to our students' overall tuition costs. Since the Diploma only increased by 2 credits and the required state accreditation clock hours remained the same at 1500, the revised curriculum meets all Financial Aid eligibility, helps provide the yearly industry demand for new stylists in the state and region, and aligns with the length of other Cosmetology programs in South Dakota.

Overall, the LATC Cosmetology curriculum is the basis of a well-established and widely-recommended program and on target to supply highly-trained Cosmetologists to help fill the need in South Dakota and beyond.

2. Increases Student Access

By lowering the number of class and clinical hours from 44 to 30 per week, LATC will better serve our student's academic, fiscal and emotional well-being. Establishing a more reasonable school/work/life balance will offer our students an enriched learning environment, provide additional hours to seek employment for improving their financial circumstances, if needed, and allow instructors the time to initiate innovative styling techniques much desired by the industry and customers as a whole.

At the March, 2025 Advisory Board meeting, member Diane Pederson (owner of Salon 2000) was asked if the addition of a third semester would affect job placement in the industry, as this schedule would technically take students longer to graduate. Diane explained that "It would not affect anything. Salons are constantly changing, and it is a benefit that cosmetology has two different start dates." She added, "This change would help with having a more focused education, in that students have the ability to learn outside of the basics. They can walk into a salon and be seasoned in different techniques for hair coloring, etc."

Dr. Mitchell Chapel, a distinguished educator from Spearfish, SD and one of the State Directors of the SD Modernization and Restructuring program, wrote that in order for students to transfer their learning to Long Term Memory, a place where content is analyzed, comprehended and stored for future problem-solving, they will need to "linger over their learning." This proposed curriculum revision will provide the time and methodology for learning reflection and growth process to take place, cementing the knowledge and practice to produce seasoned Cosmetologists.

CRITERION 3: DESIGN

The program's learning assessment strategy, program of study, and delivery methods are designed to provide students with the necessary competencies, as demonstrated through program learning outcomes.

- 3.1. The program is aligned to competencies, as demonstrated through program learning outcomes, that are developed with and continually validated by relevant stakeholders.
- 3.2. The program has a learning assessment strategy to validate student mastery of the program learning outcomes.
- 3.3. The program has an integrated program of study designed to develop and reinforce the program learning outcomes.
- 3.4. The program, when appropriate, includes a work-based learning component that develops and reinforces the program learning outcomes.
- 3.5. The program, when appropriate, offers flexible delivery methods to increase student access.

3.0. Describe the proposed program's alignment with the program award level requirements established in [BP 301.1](#).

A. Does the program align with the requirements?

- ☐ Yes
☒ No (Requesting Exemption)

B. If no: Provide a detailed rationale for program exemption. Specify which requirement(s) in BP 301.1 are not met; cite specific policy sections (e.g., B.3.4), when appropriate. If external organizations are involved (accreditation, regulatory, licensure, etc.), reference the organization name(s), specific requirements (including citations), and a justification for why the exemption should be approved.

The LATC Cosmetology Diploma curriculum does not contain General Education courses as required by BP 301.1. The program was previously granted permanent exemption from the General Education course requirement by a Letter of Exemption from the SD Board of Technical Education. Please review the exemption letter attached with this application. However, the program does comply with all guidance, regulations and requirements of the South Dakota Cosmetology Commission in order to receive full accreditation.
<https://dlr.sd.gov/cosmetology/education.aspx>

3.1. Describe the program learning outcomes.

A. Provide a list of program learning outcomes for each proposed award level. Learning outcomes should be specific to the program.

1. Demonstrate competency with equipment and tools.
2. Show ability to correctly perform client services using proper techniques and performing to industry standards.
3. Utilize time management skills to complete work without constant supervision.
4. Follow prescribed safety and sanitation procedures.
5. Demonstrate professional skills (appearance, communication, assisting others).
6. Recall hair, skin and nail material.
7. Prepare for the types of ownership and employment opportunities.

B. Describe the how the program learning outcomes were developed and validated.

The program learning outcomes were developed and validated by LATC faculty and administrative staff. The outcomes were based on requirements for the Cosmetology State Board Licensure Exam. Advisory Board members also discussed and approved the Program Learning Outcomes in the March 2025 meeting.

3.2. Describe the program's learning assessment strategy.

- A. Describe how students will demonstrate mastery of the program learning outcomes. Description should be specific to the program's learning assessment plan vs. the institutional assessment plan.

All courses will contain assessment components. The assessments will be comprised of skills assessments, as well as formative and summative assessments both in the classroom and clinical environments.

All program courses leading to the degree will require a pass rate of at least 80% mastery. Post-graduation surveys conducted by employers and the college's placement report also help to determine the success of the program's graduates.

All LATC programs use SPOL assessment software to map curriculum and gather assessment data throughout the year. Annually, each department analyzes the assessment data. In addition, under the guidance of our Academics Department, each program creates an assessment and improvement plan annually.

- B. Is the program preparation for a professional licensure and/or certification examination?

- ☒ Yes (Detail in Appendix 4: Section 3)
☐ No

3.3. Describe the program of study by completing Appendix 3.

3.4. Describe the program's work-based learning component.

- A. Does the program have a work-based learning component? If so, select all that apply.

- | | |
|---|--|
| <input type="checkbox"/> None | <input checked="" type="checkbox"/> Clinical |
| <input type="checkbox"/> Apprenticeship | <input type="checkbox"/> Capstone |
| <input type="checkbox"/> Internship or Externship | <input type="checkbox"/> Other: |

- B. If none, describe why.

3.5. Describe the program's delivery methods.

- A. Select the program's primary delivery method(s)¹. Select all that apply.

- | | |
|---|---|
| <input checked="" type="checkbox"/> On Campus | <input type="checkbox"/> Apprenticeship |
| <input type="checkbox"/> Online | <input type="checkbox"/> Other: |
| <input type="checkbox"/> Blended | |

¹ **In Person:** 100 percent of courses are available in-person. **Online:** 100 percent of courses are available via distance learning. Delivery is only via the Internet. **Blended:** Delivery includes a required combination of both in-person and online courses. If a student has the option to take courses online, but is not required to do so, the program is not necessarily considered blended.

B. Describe how flexible delivery methods are being leveraged to increase student access.

The delivery method for this program will continue to be on campus. The Cosmetology training is highly hands-on and much of the skill training takes place during clinicals. The Cosmetology State Board requires students to be under direct supervision of a licensed instructor at all times to receive credit. Only 16 hours of their education is approved to be off-campus for mentoring a licensed cosmetologist in a licensed salon. For this reason, the program does not lend itself to an online or blended format.

CRITERION 4: ALIGNMENT

The program is vertically aligned to an education and training pathway.

- 4.1. The program is vertically aligned to an education and training pathway, reflecting efficient articulation of:
 - 4.1.1. Non-degree credential/industry certification
 - 4.1.2. Certificate to diploma
 - 4.1.3. Diploma to associate of applied science
 - 4.1.4. Associate of applied science to baccalaureate

4.1. Describe the alignment of the proposed program along an education and training pathway.

A. Complete Appendix 4.

B. Describe the projected alignment between the proposed program and existing academic programs within the technical college system.

Since the LATC Cosmetology program had previously received a Diploma Letter of Exemption from the SD BOTE, the diploma curriculum does not contain General Education courses. As the State Cosmetology Commission requires 1500 hours of theory and clinical experiences, the program does not include any overlapping or stackable courses. Consequently, the Cosmetology curriculum does not align with other programs at LATC.

C. As applicable: Insert any additional comments here.

SOUTH DAKOTA BOARD OF TECHNICAL EDUCATION
Appendix 2.A: Labor Market Information

Lake Area Technical College
Cosmetology

SOUTH DAKOTA								
SOC* CODE	SOC* TITLE	AVERAGE ANNUAL OPENINGS	2022 EMPLOYMENT	20332 EMPLOYMENT	NUMERIC CHANGE: 2018-2028	PERCENT CHANGE: 2018-2028	MEDIAN: ANNUAL WAGE (2020)	AVERAGE: ANNUAL WAGE (2020)
00-0000	Total, All Occupations	62,664	491,588	526,251	34,663	7.1	\$36,823	\$44,961
39-5012	Hairdressers, Hairstylists, Cosmetologists	232	1540	1686	146	9.48%	\$ 38,070.00	\$ 40,890.00
39-5092	Manicurists and Pedicurists	21	157	174	17	10.83%	\$ 39,100.00	\$ 41,490.00

NATIONAL								
SOC* CODE	SOC* TITLE	AVERAGE ANNUAL OPENINGS	2023 EMPLOYMENT	2033 EMPLOYMENT	NUMERIC CHANGE: 2023-2033	PERCENT CHANGE: 2019-2029	MEDIAN: ANNUAL WAGE (2023)	AVERAGE: ANNUAL WAGE (2023)
39-5012	Hairdressers, Hairstylists, Cosmetologists	80,000	571,100	611,400	40,300	6.50%	\$ 34,970.00	\$ 41,780.00
39-5092	Manicurists and Pedicurists	27,700	212,700	237,800	25,100	10.50%	\$ 34,250.00	\$ 36,480.00

SOURCE: South Dakota Department of Labor and Regulation, Labor Market Information Center (LMIC) (<https://dlr.sd.gov/lmic/>)
DATE: 03/10/2025

NOTES:

SOURCE: U.S. Bureau of Labor Statistics <https://www.bls.gov/oes/2023/may/oes395012.htm>
DATE: 03/10/2025

NOTES:

SOURCE: O*NET Online <https://www.onetonline.org/link/localtrends/39-5092.00>
DATE: 03/11/2025

NOTES:

SOUTH DAKOTA BOARD OF TECHNICAL EDUCATION

Appendix 2.B: Student Demand Projections

Lake Area Technical College

Cosmetology

	YEAR 1	YEAR 2	YEAR 3
Student Full-Time Equivalent (FTE)	59	68	78
Headcount: Full-Time	60	60	60
Headcount: Part-Time			
Headcount: Total	60	70	80
Total Program or Site Capacity	60	75	90

SOUTH DAKOTA BOARD OF TECHNICAL EDUCATION
Appendix 3: Program of Study

Lake Area Technical College
Cosmetology

MONTHS:	15.5
SEMESTERS:	3 semesters + 1 summer session
TOTAL CREDITS:	41.5

PREFIX AND NUMBER	TITLE	CREDITS	DESCRIPTION	EXISTING COURSE
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I. GENERAL EDUCATION CORE

CSS 100	Career Search Strategies	0.5	Students will gain crucial job seeking skills, including training and experience with resume writing, letters of application, interviews, career search, networking and more.	Y
SUBTOTAL OF GENERAL EDUCATION CREDITS:		0.5	TOTAL NEW COURSES:	0

II. PROGRAM CORE

COS 201	Foundations of Cosmetology	4	This is the beginner's course that introduces the student to the cosmetology program. Within this course, students will gain basic principle knowledge in safety standards, tools, and techniques in areas of hair skin and nails.	N
COS 204	Foundations of Cosmetology Lab	2.75	This course is for students' second level of their foundation. Students will focus on refining foundational skills with a deeper understanding and gaining more independence to prepare to perform all services on real clients on the clinic floor.	Y
COS 210	Clinical Floor I	1.5	Clinical Floor I prepares students with entry-level skills in the cosmetology career. They are available to work in the fully functioning salon and spa to gain the client interaction and hands-on experience that is crucial to learning and excelling in the industry.	Y
COS 216	Clinical Floor II	6	A continuation of Clinical Floor I	Y
COS 222	Clinical Floor III	2.5	A continuation of Clinical Floor II	Y
COS 231	Clinical Floor IV	5.5	A continuation of Clinical Floor III	Y
COS 207	Theory I	4	Core subjects of hair, skin, and nails are introduced during this course. Students will gain theoretical knowledge as applied to Sculpture/Cut for both women and men, draping, shampooing, and scalp massage which is also integrated with Hair Design and Long Hair Design. Other hair-related areas students will be gaining theoretical knowledge in is Perming and Hair Color. Students will also learn the theoretical knowledge as applied to nails to be able to perform a basic manicure and pedicure service. They will also learn the theory in skin to be able to perform basic facials.	Y
COS 213	Theory II	6.25	In this course students will continue to expand their theoretical knowledge in Science, Client Essentials, Wigs and Hair Additions, Chemical Relaxers and Artificial Nails.	Y
COS 228	Theory III	5	Students will study Cosmetology Business, Life Skills and South Dakota State Laws and Rules. The basics of cleaning, disinfecting, and following federal and state rules to safeguard a salon and clients is also covered. Students will schedule visits with prospective salons to witness salon operations.	Y
COS 219	Specialized Cosmetology Concepts	2.5	Students will learn advanced beauty techniques to expand their knowledge and performance of hands-on services in all areas of cosmetology. To add to their experience level, students will also learn some non-traditional techniques and current trends.	N
COS 225	Cosmetology Mastery Topics	1	In this course, the students will explore and perform mastery techniques, practice for final tests, and prepare for state board testing.	N
SUBTOTAL OF PROGRAM CREDITS:		41	TOTAL NEW COURSES:	3

SOUTH DAKOTA BOARD OF TECHNICAL EDUCATION
Appendix 4: Alignment Projection

Lake Area Technical College
Cosmetology

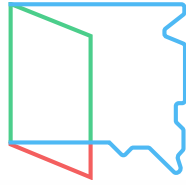
TOTAL CREDITS IN PROPOSED PROGRAM:
41.5

I. STACKABLE OPPORTUNITIES						
PROGRAM NAME		Short-term Certificate		Existing	If Forthcoming: Projected Timeline	Total Credits in Stackable Program
		Long-term Certificate		Forthcoming		How many PROPOSED PROGRAM credits are in this stackable program opportunity?
		Diploma				
		AAS				
PROGRAM NAME		Short-term Certificate		Existing	If Forthcoming: Projected Timeline	Total Credits in Stackable Program
		Long-term Certificate		Forthcoming		How many PROPOSED PROGRAM credits are in this stackable program opportunity?
		Diploma				
		AAS				
PROGRAM NAME		Short-term Certificate		Existing	If Forthcoming: Projected Timeline	Total Credits in Stackable Program
		Long-term Certificate		Forthcoming		How many PROPOSED PROGRAM credits are in this stackable program opportunity?
		Diploma				
		AAS				
PROGRAM NAME		Short-term Certificate		Existing	If Forthcoming: Projected Timeline	Total Credits in Stackable Program
		Long-term Certificate		Forthcoming		How many PROPOSED PROGRAM credits are in this stackable program opportunity?
		Diploma				
		AAS				

II. ARTICULATION AGREEMENTS (BACCALAUREATE)						
PROGRAM NAME	COLLEGE OR UNIVERSITY		Existing	If Forthcoming: Projected Timeline	Total Credits in Bachelor's Degree	How many PROPOSED PROGRAM credits are projected to be accepted in the articulation agreement?
			Forthcoming			
PROGRAM NAME	COLLEGE OR UNIVERSITY		Existing	If Forthcoming: Projected Timeline	Total Credits in Bachelor's Degree	How many PROPOSED PROGRAM credits are projected to be accepted in the articulation agreement?
			Forthcoming			
PROGRAM NAME	COLLEGE OR UNIVERSITY		Existing	If Forthcoming: Projected Timeline	Total Credits in Bachelor's Degree	How many PROPOSED PROGRAM credits are projected to be accepted in the articulation agreement?
			Forthcoming			

III. LICENSURE AND CERTIFICATION OPPORTUNITIES		
<i>The PROPOSED PROGRAM will qualify students to pursue the following licensure and/or certification opportunities:</i>		
LICENSURE/CERTIFICATION	OVERSIGHT ORGANIZATION	Will the licensure/certification require reporting per SDCL 13-1-61?
Cosmetology State Board Licensure Exam	South Dakota Cosmetology Commission	Yes
LICENSURE/CERTIFICATION	OVERSIGHT ORGANIZATION	Will the licensure/certification require reporting per SDCL 13-1-61?
LICENSURE/CERTIFICATION	OVERSIGHT ORGANIZATION	Will the licensure/certification require reporting per SDCL 13-1-61?

* As the State Cosmetology Board requires a 1500 hour diploma without any required General Education courses, the program does not allow for any stackable opportunities.



South Dakota Board of **Technical Education**

November 16, 2021

Lake Area Technical College
1201 Arrow Avenue NE
Watertown, SD 57201

RE: Review of Lake Area Technical College Request for Exemption from South Dakota Board of Technical Education Policy 301.1.

To whom it may concern:

Pursuant to the Memorandum of Understanding between the South Dakota Board of Technical Education and Lake Area Technical College (LATC) regarding Board Policy 301.1 (Program Award Level Definitions and Requirements), this letter provides written notification of the review and approval of LATC's requested exemptions.

The following exemptions from the requirements established in BP 301.1 are approved:

1. Diploma: Aviation Maintenance
Exemption from: Board Policy 301.1, Section B.3.3; Section B.3.4.
2. Diploma: Cosmetology
Exemption from: Board Policy 301.1, Section B.3.4.
3. Diploma: Dental Assisting
Exemption from: Board Policy 301.1, Section B.3.4.
4. Diploma: Paramedic
Exemption from: Board Policy 301.1, Section B.3.4.

Sincerely,

Scott DesLauriers
Deputy Director
South Dakota Board of Technical Education
800 Governors Drive
Pierre, SD 57006
Scott.DesLauriers@state.sd.us
(605) 295-7033

SOUTH DAKOTA BOARD OF TECHNICAL EDUCATION
 BP 301.1: Program Award Level Definitions and Requirements
 Transition and Request for Exemption Report

TECHNICAL COLLEGE Lake Area Technical College

TITLE OF PROGRAM	CIP	CURRENT AWARD LEVEL	NEW AWARD LEVEL*	DESCRIPTION OF NECESSARY CHANGES TO MEET NEW REQUIREMENTS	REQUESTING EXEMPTION	IF APPLICABLE: RATIONALE FOR EXEMPTION*	EXEMPTION APPROVAL STATUS
Dental Assisting	51.0601	DIPL	DIPL	Requires 4 credit hours of General Education	Yes	The program is aligned with the Commission on Dental Accreditation (CODA) accreditation standards and industry standards.	Approved.
Cosmetology	12.0401	DIPL	DIPL	Requires 0 credit hours of General Education	Yes	The program is aligned with the requirements for Cosmetology licensure through the South Dakota Cosmetology Commission. Adding general education requirements would increase the length and cost of the program. The curriculum meets industry standards.	Approved.
Med/Fire Rescue	51.0904	DIPL	DIPL	Requires 3 credit hours of General Education	Yes	The program is aligned with the Commission on Accreditation of Allied Health Education Programs (CAAHEP) and Commission on Accreditation of Educational Programs for the Emergency Medical Services Professions (COAEMSP) accreditation standards and meets the industry expectations for graduates.	Approved.
Aviation Maintenance Technology	47.0604	DIPL	AAS	Requires 0 credit hours of General Education and exceeds the credit hour maximum for a Diploma. <i>SD: The diploma requires 74 credits (as of Fall 2021).</i>	Yes	The program is aligned with the Federal Aviation Administration (FAA) Airframe (A) and Powerplant (P) certificates. The A&P Certificate is required to work as an aviation mechanic. The curriculum meets industry standards.	Approved.

*Column D, "New Award Level," represents the award the credential would be under the requirements established in BP 301.1. An institution may request an exemption (Column F).

REPORT PREPARED BY: Dr. Michael Butts
REPORT SUBMITTED ON: 8/18/21

EXEMPTION APPROVAL: Scott DesLauriers
EXEMPTION DATE: 11/16/21

August 18, 2021

Mr. Nick Wendell
Executive Director, State Board of Technical Education
800 Governors Drive
Pierre, SD 57501

Re: Request for Exemption from Academic Program Policy 301.1.

Mr. Wendell:

Pursuant to the Memorandum of Understanding Board on Policy 301.1., this letter is to provide the list of each program at Lake Area Technical College that does not meet requirements established by BP 301.1. and request exemptions.

Lake Area Technical College offers four diploma programs that do not meet the criteria outlined in the State Board of Technical Education Board Policy 301.1. Program Award Level Definitions and Requirements: Aviation Maintenance Diploma, Cosmetology Diploma, Dental Assisting Diploma, and Paramedic Diploma.

Lake Area Technical College requests permanent exemptions from the Section 3.4. General Education requirement for the Aviation Maintenance Diploma, Cosmetology Diploma, Dental Assisting Diploma, and Paramedic Diploma. All four diploma programs are approved by the Higher Learning Commission, Department of Education, and program-level accreditation or licensure organizations. The general education skills are incorporated into the program coursework in these programs. Adding general education course requirements to the diploma programs exceeds the standards established by the accreditation and/or licensure organizations and, more importantly, industry. Increasing the number of credits would unduly increase the overall cost of education for our students, impacting affordability and access to technical education.

In addition, the college requests an exemption from Section 3.3. Program Length requirement for the Aviation Maintenance diploma. This diploma program exceeds the maximum credits outlined for diploma programs. However, the curriculum is aligned with the Federal Aviation Administration (FAA) Airframe (A) and Powerplant (P) Certificate, a credential required to work in the profession.

The exemptions requested are outlined below with the date established and the program-level accreditation or licensure information:

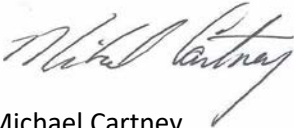
- a. **Aviation Maintenance Diploma** – Established in 1965
(Board Policy 301.1. Section 3.3. Program Length and Section 3.4. General Education)
Federal Aviation Administration (FAA) Airframe (A) and Powerplant (P) Certificate:
<https://www.faa.gov/mechanics/become/>



- b. **Cosmetology Diploma** – Established in 1965
(Board Policy 301.1. Section Section 3.4. General Education)
South Dakota Cosmetology Commission:
https://dlr.sd.gov/cosmetology/licensing_requirements.aspx
- c. **Dental Assisting Diploma** – Established in 1966
(Board Policy 301.1. Section Section 3.4. General Education)
Commission on Dental Accreditation: <https://www.ada.org/en>
- d. **Paramedic Diploma** – Established in 2010
(Board Policy 301.1. Section Section 3.4. General Education)
Commission on Accreditation of Allied Health Education Programs: <https://www.caahep.org/>
Commission on Accreditation of Educational Programs for the Emergency Medical Services
Professions: <https://coaemsp.org/>

Thank you for your time and consideration of the request for exemption.

Respectfully submitted,



Michael Cartney
President, Lake Area Technical College

