

## PSEO: Post-Secondary Enrollment Options

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Students may wish to participate in the PSEO program in which a student would attend a post-secondary institution and take college credit. We recommend that students consider this option only if they are highly motivated, are self-paced, and demonstrate appropriate social skills.

### It is the student's responsibility to:

- Be in good academic standing as an MNCS student:
  - Complete and present all required grade level projects. The sophomore and junior projects are an important part of the project based learning and these are required for graduation.
  - Fulfill all academic standards required for graduation as determined by your Advisor and proposal team
  - Have earned at least 50 credits (juniors) or 60 credits (seniors)
- Register for the appropriate required placement test/s (ACT/SAT/Accuplacer etc.) on time.  
**NOTE: Registration and payment for these tests are the responsibility of the student/parent.**
- Notify your advisor or the PSEO coordinator if you need transcripts sent (*by May 15<sup>th</sup> for fall semester and by November 15<sup>th</sup> for spring semester*). MNCS will provide transcripts upon request.
- Receive standardized test scores (ACT, SAT, PSAT, Accuplacer) that meet the admissions requirements of the post-secondary institution the student wishes to attend for PSEO. Typically, this is an ACT score of 21 (for seniors) and 24 (for juniors).
- Meet deadlines for applications and forms required to apply for PSEO (ex. registration for test dates, applications to post-secondary institutions, deadline for submitting the required MDE form to MNCS).
- Submit to the MNCS PSEO Coordinator a completed MDE Postsecondary Enrollment Options Program, Notice of Student Registration form (link: <http://education.state.mn.us/MDE/fam/dual/pseo/>). This form must be signed by a parent if the student <18 years old) by:
  - May 30<sup>th</sup> - for fall PSEO admission
  - November 15<sup>th</sup> - for spring PSEO admission
- Receive approval for PSEO application from the PSEO Team and be accepted into the Postsecondary institution
- Share your course schedule with your Advisor and the MNCS PSEO Coordinator
- Conference with the PSEO Team at mid-term and again upon completion of courses
  - *Students receive credit for PSEO courses based on semester credits (a 3 credit class typically equals 1 MNCS project credit). Please save sample course work, tests or documentation of test scores to share with the PSEO Team.*
- Return all books and materials provided to the student to the post-secondary institution following course completion. It is the student's responsibility to turn their books in to the proper site
- Receive a "C" or higher grade in all PSEO coursework to obtain full credit.

# MNCS PSEO Checklist

		Jrs	Srs
<b>Credits at MNCS</b>	Seniors = 60 Juniors = 50		
<b>Grade Level Projects</b>	Sophomore Project Complete		
	Junior Project On Track/Complete		
	Senior Project On-Track to Graduate	<b>n/a</b>	
<b>Entrance Exams</b> <ul style="list-style-type: none"> <li>• Register and take any required entrance exams (ie. ACT, SAT, Accuplacer, MCA...)</li> <li>• Each institution has its own required exams and required scores for PSEO eligibility</li> </ul>	Registered/Taken/Have Current Scores From Appropriate Exams		
	Current Scores Meet Eligibility Requirements of the Institution <i>(see each institutions PSEO requirements for current eligibility information)</i>		
<b>Application for postsecondary institution (college/university) of choice completed and submitted on time</b>			
<b>PSEO Program Notice of Student Registration form completed and submitted on time (MDE form)</b>	<b>Fall Semester:</b> Due by May 15 the previous spring		
	<b>Spring Semester:</b> Due by November 15 the previous fall		
<b>Meet with MNCS PSEO Coordinator to request that your official MNCS Transcript and MDE for are sent to institution of choice</b>			
<b>Attend any orientation meetings held at the postsecondary school/college/university (if new to PSEO)</b>			
<b>Register for classes</b> <i>NOTE for New PSEO Students:</i> <i>MNCS recommends taking between 3 and 6 credits for the first semester of PSEO</i>			
<b>PSEO class schedule turned in after registration</b>	To your Advisor		
	To the MNCS PSEO coordinator		
<b>Midterm Grades turned in</b> <ul style="list-style-type: none"> <li>• Fall Semester – due October 15<sup>th</sup></li> <li>• Spring Semester – due March 15<sup>th</sup></li> </ul>	To your Advisor		
	To the MNCS PSEO coordinator		
<b>Final Grades turned in</b>	To your Advisor		
	To the MNCS PSEO coordinator		
<b>Books and supplies returned to the college bookstore</b>			