

PSEO - Post-Secondary Enrollment Options Admission Instructions

Please read and follow instructions carefully. Incomplete applications will be returned.

Step 1: APPLICATION

Section 1: *Applicant Information* portion to be completed by the **student**.

Section 2: *Parent/Guardian Support and Acknowledgement* portion to be completed by **parent/guardian**.

Step 2: MEET WITH HIGH SCHOOL

Section 3: *High School/Homeschool* portion to be completed by your **high school counselor/contact**.

- Obtain high school transcript
- Minnesota Statutes, section 124D.09, subdivision 7, requires public school students to inform the district by May 30 of each year of the pupil's intent to enroll in postsecondary courses during the following school year to assist the district in planning. A pupil is bound by notifying or not notifying the district by May 30.

Note: *Homeschool students - Bring application to your home school contact (usually a parent) to complete this portion.*

Step 3: SCHEDULE ACCUPLACER (New Student Assessment Test)

- **Please do not submit any PSEO application materials prior to testing appointment.**
- Schedule your Accuplacer by contacting your intended Ridgewater campus.
 - Willmar Campus: 320-222-5982
 - Hutchinson Campus: 320-234-8595
 - Or go to www.ridgewater.edu/accuplacer to schedule your testing session and for practice tests

Note: *If you have qualifying ACT or SAT scores - please skip step 3 and submit PSEO application to Ridgewater College as stated in step 4 below. This can be submitted in person, by email or by mail with a copy of test scores – see more info on bottom of page 2.*

Step 4: SUBMIT APPLICATION

Please bring the following to your testing appointment:

- | | |
|---|--|
| <input type="checkbox"/> Photo ID | <input type="checkbox"/> High School transcript |
| <input type="checkbox"/> Completed PSEO application | <input type="checkbox"/> Completed MDE billing form (Notice of Student Registration form included in Ridgewater's PSEO application packet) |

Note: *If you do not have the above material completed, you will not be allowed to sit for the assessment and will be asked to reschedule.*

Step 5: ADMISSION DECISION

After submission of all application materials, you will receive written notification of the admission decision via U.S. Postal service.

Step 6: ORIENTATION

All accepted students must complete a MANDATORY orientation.

- Orientation session will cover all services, programs and activities available to Ridgewater College students.
- Students will then meet with an academic advisor individually to register for courses.

If you have questions, please contact:

Stacy Griffey

Director of Equity, Inclusion, and Student Success/Diversity Officer
stacy.griffey@ridgewater.edu
 320-222-5980 or 1-800-722-1151

Recommended application deadlines:

May 1 for FALL semester and December 1 for SPRING semester

Students applying for technical degrees or courses: Applications will be accepted after Feb. 1 for the FALL semester and after Oct. 1 for the SPRING semester, on a space-available basis.

Post-Secondary Enrollment Options (PSEO) FAQ's

What is Post-Secondary Enrollment Options? Post-Secondary Enrollment Options (PSEO) is a program that offers high school students the opportunity to take college-level courses. The credits earned can apply towards both high school graduation and college degree requirements. This program was created to provide rigorous academic challenges to qualified students. District dollars cover the cost of tuition, fees, and required books.

Note: The PSEO program does not pay for developmental courses (those numbered below 1000), test outs, food, housing, uniforms, tools, special fees, or travel abroad fees.

What should students consider before applying? Attending College is an important life decision and should be considered carefully. PSEO students are afforded the same rights and responsibilities as all college students, and must be able to:

- Take full responsibility for managing time and assignments
- Make room for more study time outside of class, with fewer instructions on how and what to study.
- Handle multiple deadlines without reminders
- Take initiative to seek help when needed

Students who try to work or participate in extracurricular activities more than 20 hours per week tend to have great difficulty keeping up with the faster pace of college. In fact, students can expect to spend two hours outside of class in preparation for every one hour of classroom lecture. Social maturity is also important in working with older students and in handling the academic challenge of college.

What are the eligibility requirements? PSEO is available to juniors and seniors enrolled through any Minnesota public school, private school, home school, or alternative learning center who present evidence of the ability to perform college work. Such evidence includes the following:

Liberal Arts - General Education/Transfer	CTE – Career and Technical Education
<ul style="list-style-type: none">• Juniors:<ul style="list-style-type: none">○ HS class rank – upper 1/3 of their class, OR○ HS GPA – 3.0 cumulative GPA• Seniors:<ul style="list-style-type: none">○ HS class rank – upper 1/2 of their class, OR○ HS GPA – 2.5 cumulative GPA• Students must also score college level scores in either the Accuplacer, ACT, or SAT placement tests to be placed into college level courses.	<p>Students seeking PSEO in a technical program must demonstrate the ability to successfully complete coursework at a “C” level or higher.</p> <p>The student’s academic record, GPA, class rank, and standardized test results are reviewed to determine admission eligibility.</p>

How do I apply? The PSEO application materials are included in this packet. Please read over the packet carefully and follow all instructions. You will need signatures of high school personnel and parents, so plan ahead and apply early. Doing this will ensure timely consideration of your application.

I have taken the ACT or SAT; do I still need to take the Accuplacer placement test? If you have qualifying scores on either the ACT or SAT, you can have one or both (Math and Reading) portions of the Accuplacer waived. Include a copy of your test scores with your application.

ACT Scores: Reading 21 or higher, Math 22 or higher

SAT Scores: ERW 480 or higher, Math 530 or higher

If you have qualifying ACT/SAT scores, please submit your completed application packet, MDE Billing Form, HS Transcript, and test scores to:

Willmar Campus

In Person: Ridgewater Student Services front desk

Email: linda.duering@ridgewater.edu

Mail: Ridgewater College

2101 15th Ave NW

Willmar, MN 56201

Attn: Linda D

Hutchinson Campus

In Person: Ridgewater Student Services front desk

Email: beth.podratz@ridgewater.edu

Mail: Ridgewater College

2 Century Ave SE

Hutchinson, MN 55350

Attn: Beth P

Section 1: Applicant Information (To be filled out by student – please use blue or black ink)

Personal Information

Print Full Legal Name (Last, First, Middle Initial) _____

Social Security Number* _____ - _____ - _____ Date of Birth _____

*Many colleges/universities use Social Security numbers for student identification purposes on student records. Providing your Social Security number is voluntary. If you do not provide this number, your application will still be processed. This data is requested for purposes of administration, program evaluation and consumer and alumni data. Your number also may be used to create summary information about system programs through data matches with other state agencies.

Permanent Address _____

City _____ State _____ Zip _____ County _____

Home/Permanent Phone: () _____ Student Cell Phone: () _____

Student Email Address _____

High School Currently Attending _____

HS Graduation Year _____ Grade Level for 2020-21 school year ☐ Junior ☐ Senior

Are you a resident of Minnesota? ☐ Yes ☐ No

If yes, how long _____ Years _____ Months If no, what state are you a resident of? _____

Academic Information

Ridgewater Campus you are applying to ☐ Hutchinson ☐ Willmar

Indicate start term for 2020-21 school year ☐ Fall Semester (August 2020 – December 2020) ☐ Spring Semester (January 2021 – May 2021)

*****SELECT ONE:**

Note: If you want to take *Concurrent/College in the Schools* classes **at your high school** for the 2020-21 school year (available at some high schools), please complete the "*Concurrent/College in the Schools Only*" application (Please see your high school counselor for this application)

☐ I have remaining **General Education** high school requirements that I want to complete **on-campus/online** at Ridgewater (Math, English, Science, Social Studies, etc.)

☐ I want to take courses in a **Career and Technical Program** to complete high school elective credits at Ridgewater (Welding, Sales and Marketing, Cosmetology, Computer Programmer, etc.)

If you selected this option, please indicate which technical program you are applying to: _____

If attending on-campus/online, do you plan to attend Ridgewater classes ☐ full-time? ☐ part-time?

If part-time, is there a specific course you are planning to register for? If yes, please include here: _____

What is your current educational intent at Ridgewater College?

- ☐ Complete course/s but not a degree (technical or general education)
- ☐ Earn associate (two-year) degree
- ☐ Earn associate (two-year) degree and transfer

- ☐ Earn technical certificate/diploma
- ☐ Complete course/s and transfer without a degree

If known, name of College/University you plan to transfer to after Ridgewater College _____

Have you taken courses through any other colleges (this can include PSEO, College in the Schools/CIS, or CollegeNow)?

If YES, which college was the course/s offered through? (please list all) _____

Request for Confidential Information

**Providing the following information is voluntary. This information will assist Minnesota State Colleges and Universities in evaluating student recruitment and retention policies; it will not be used as a basis for admission.*

Gender: ☐ Male ☐ Female ☐ Prefer not to disclose ☐ Other _____

Are you Hispanic or Latino (a person of Cuban, Mexican, Chicano, Puerto Rican, or Central American, or other Spanish culture regardless of race)? ☐ Yes ☐ No

Race and ethnic background (select any that apply)

- ☐ **American Indian or Alaskan Native** (a person having origins in any of the original peoples of North, Central or South America and maintains tribal affiliation or community attachment)
- ☐ **Asian** (a person having origins in any of the original people of the Far East, Southeast Asia or the Indian subcontinent)
- ☐ **Black or African American** (a person having origins in any of the black racial groups of Africa)
- ☐ **Native Hawaiian or Other Pacific Islander** (a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands)
- ☐ **White** (a person having origins in any of the original peoples of Europe, the Middle East or North Africa)

What is the highest level of education for your parent(s)/guardians(s)?

Please respond for the parent(s), step-parents(s), adoptive parent(s) or guardians(s) who raised you.

Check only one box per parent/guardian

Parent/Guardian #1

- | | |
|---|--|
| <input type="checkbox"/> No high school diploma | <input type="checkbox"/> Two-year college degree/diploma |
| <input type="checkbox"/> High school diploma | <input type="checkbox"/> Bachelor's degree or higher |
| <input type="checkbox"/> Some College | <input type="checkbox"/> Not sure/Don't know College |

Parent/Guardian #2

- | | |
|---|--|
| <input type="checkbox"/> No high school diploma | <input type="checkbox"/> Two-year college degree/diploma |
| <input type="checkbox"/> High school diploma | <input type="checkbox"/> Bachelor's degree or higher |
| <input type="checkbox"/> Some College | <input type="checkbox"/> Not sure/Don't know College |

Section 2: Parent/Guardian Support and Acknowledgement (To be filled out by Parent/Guardian)

Voluntary Release of Information

Family Educational Rights and Privacy Act (FERPA)

PSEO Students are a protected class under the Family Educational Rights and Privacy Act (FERPA). If an "Authorization to Release Student Information" form is not on file, information regarding a PSEO student can only be shared with the student's high school/alternative learning school. Forms/authorizations are valid until cancelled by the student. This form can be located on the Ridgewater website under "Student Forms", is completed by the student, and does not need to be completed until the time of PSEO orientation.

Note: This Parental Information Release is not required for consideration in the PSEO program.

Parent/Guardian Support

I understand and support my child's participation in the Post-Secondary Enrollment Options (PSEO) program. As parents or guardians, we assume the responsibility for transportation and liability to and from the college. We are also aware that there will be social and academic difference from the high school setting.

By my signature below, I acknowledge that I am informed that the college cannot release to me private data from my child's education records unless he/she has voluntarily signed a release or such disclosure is authorized by law.

Signature of Parent/Guardian _____ Date _____

Section 3: High School / Home School Information (To be filled out by school contact)

Name of Secondary School _____ District Number _____

School Classification ☐ Public ☐ Nonpublic/Private ☐ HomeStudent Class Rank: _____ out of _____ Student's Grade level for 2020-21 school year ☐ Junior ☐ SeniorHigh school yearly schedule is by ☐ Quarters ☐ Semesters ☐ Trimesters ☐ Home SchoolDoes student receive special education services at the high school? ☐ Yes ☐ No

Credit conversion: _____ high school/ home school credits is equal to _____ college credits

High School/Home School Courses Student Needs to Graduate High School	Amount of College Credit	Plans to take courses at		
		High School		Ridgewater (PSEO)
		HS course	(CIS)	

Additional Notes/Information: _____

Printed Name of Secondary School Contact Person_____
Title_____
Phone_____
Signature of Secondary School Contact Person_____
Date_____
Email Address

Note: The college/university is asking you to provide information that includes private and/or confidential information under state and federal law. The college/university is asking for this information in order to process your application. You are not legally required to provide the information the college/university is requesting; however, the college/university may not be able to effectively process your application if you do not provide sufficient information. With some exceptions, unless you consent to further release of private information, access to this information will be limited to school officials, including faculty who have legitimate education interest in the information. Under circumstances, federal and state laws authorize release of private information without your consent:

- To other schools in which you seek or intend to enroll, and/or are enrolled, if you are first notified of the release
- To federal, state, or local officials for purposes of program compliance, audit, or evaluation
- As appropriate in connection with your application for, or receipt of financial aid
- To your parents, if your parents claim you as a dependent student for tax purposes
- If the information is sought with a subpoena, court order, or otherwise permitted by other state or federal law
- To an organization engaged in education research or an accrediting agency

Minnesota State abides by the provisions of Title IX and other federal and state laws forbidding discrimination on the basis of sex, race, color, national origin, or handicap and all other state and federal laws regarding equal opportunity. This document can be made available in alternate formats upon request by calling 800-722-1151 or through your preferred Telecommunications relay Service.

Notice to Student Regarding Possible Impact of Criminal Records: If you have been arrested, charged or convicted of any criminal offense, you should investigate the impact that the arrest, charge or conviction may have on your chances of employment in the field you intend to study or on your chances to obtain federal, state, and other high education financial aid.

Please note that concealment of facts or untruthful statements may cause you to be subject to denial of admission and/or dismissal from Ridgewater College.

All applicants must complete and sign this section:

By my signature, I certify that the information I have provided about my academic history, personal information, and residency is accurate and complete. Failure to disclose any required information could result in the denial of admission or retroactive administrative withdrawal from Ridgewater College without refund (if applicable) or course credits. I understand that it is my responsibility to submit a completed application. Failure to do so may result in my application being withdrawn without review.

Applicant's signature: _____ Date: _____

Ridgewater College Post-Secondary Education Syllabus

This document serves as an agreement of understanding for PSEO rights/responsibilities.

Hutchinson Campus: 320-234-8595 Willmar Campus: 320-222-5982 General Line: 320-222-5971

PSEO Schedule: It is the student's responsibility to review each course he/she registers for and know attendance policy and expectations of each course. If there are scheduling conflicts, it is the student's responsibility to arrange around these conflicts. Students should note that it is the instructor's right to mark a "conflict" and missed day as unexcused. It is the student's responsibility to attend college during those days in which your high school is not in session.

Pre-College/Developmental Courses: Students will not be enrolled in Pre-College/Developmental courses that are not covered by PSEO unless the student indicates that he or she wants to be placed in a developmental course. By indicating this request, a PSEO student acknowledges that he/she is responsible for the PSEO EXEMPT course and all fees associated with that course.

PSEO Exempt courses: If a student enrolls in a PSEO exempt course, the student will be responsible for the payment of all costs associated with their enrollment including tuition, student fees, books, and supplies. The list of exempt courses is subject to change without notice and can be found at:
www.ridgewater.edu/pseo found under "Cost".

Satisfactory Academic Progress: PSEO Students are recognized as Ridgewater students. Students begin their official college record and will be held to Ridgewater College Satisfactory Academic Progress standards of a minimum GPA of 2.0 and minimum course completion rate of 66.67% passing.

Responsibilities: It is the student's responsibility to know course syllabus rules/expectations/policies for each class. It is the student's responsibility to understand and comply with important college policies as outlined in the catalog and handbook (i.e. refund policy, satisfactory academic progress, registration, etc.).

It is the student's responsibility to know his/her high school requirements, communicate the schedule and any changes to the schedule between the high school and college. Students are responsible for knowing who their academic advisor is and scheduling regular advising/registration appointments.

PSEO Costs Covered: The State of Minnesota covers PSEO student's tuition, fees, required books, and parking permit. The student is responsible for purchasing all supplies that become personal possessions (tools, calculators, CPR kits, etc.) PSEO students **MUST RETURN ALL BOOKS & MATERIALS** to the college bookstore by the **Friday of the student's final exams (each semester)**. Books that are late will be charged at a 75% rate. Books that are not returned will be charged full price and a hold will be placed on the student's record prohibiting registration and obtaining official transcripts.

Authorization to Release: PSEO Students are a protected class under the Family Educational Rights and Privacy Act (FERPA). If an "Authorization to Release Information" form is not on file, information regarding a PSEO student can only be shared with the student's high school/alternative learning school. Forms/authorizations are valid until cancelled by the student and can be found under "Student Forms" on the college website.

Bookstore Guidelines

What does PSEO cover? PSEO program will pay for all required materials that are not going to be kept by the student. Approved materials include but are not limited to: Art kits, required textbooks, periodic table and composition book (chemistry). **Do not remove the shrink-wrap from new books until you decide to stay in the course.** Students who drop a course then go to return a new book that is not shrink-wrapped will be charged for the material if it is for a dropped course.

Optional or recommended textbooks are not covered by PSEO (including study guides – the list of EXEMPT materials is subject to change). Tool kits (cosmetology, welding, etc.) safety glasses and first aid kits are not covered by PSEO. Any developmental pre-college course that a PSEO student registers for **will be at the expense of the student.** No course below 1000 will be covered by PSEO.

How do I get my books?

- Must have a photo ID present (ex: Student ID or State Driver's License)
- Bring a copy of your official schedule
- Once books are selected, students will complete an authorization charging form in the bookstore acknowledging they will be charged if they do not turn in books.
- Books can be ordered online at www.ridgewaterbookstore.com
 - When completing online order, you will need to provide a credit card/bank card. During checkout indicate Charge/Financial Aid payment option and type in PSEO. Only items not covered by PSEO will be charged to the credit card. **Shipping is not covered by the PSEO program.**

What if I drop a class?

A student who drops a course within the first 5 days of the semester (unless otherwise noted) **MUST RETURN** the books in the same condition they were picked up (ex: no scratches, pen/pencil marks, and shrink-wrapped, if new). A student **MUST** have the receipt (original or copy) present. Students who drop a course and do not return the material will be sent a bill.

What if I add a class?

Students who add a class may charge the required books/material at the bookstore.

What do I do with my books at the end of the semester?

All books must be returned to the bookstore by the last day of the semester to avoid a charge. If a student needs to keep a book for the continuation of a class (example: science or math may do this) then the student **MUST** notify the bookstore or the student will be charged. Students who do not return their books or pay the fine for the books will have a hold put on their account. A hold will stop the student from registering for future classes. Further, official transcripts/grades will not be released until books are returned and fines are paid.

Student Signature (sign)

Date

Upon signing this form – PSEO Students acknowledge that the student will share this information with their parent/guardian and acknowledges the rights, responsibilities, and policies of Ridgewater College that the student will be held accountable to.



Postsecondary Enrollment Options (PSEO) Program Notice of Student Registration 2020-21

ED-001763-21

2020-21

Instructions: Complete an enrollment form for each instructional term and postsecondary institution the student attends. Once Sections 1 and 2 are **completely** filled out, the next step is to work with the enrolling postsecondary institution to complete Section 3. Note: Only postsecondary institutions submit this form to the Minnesota Department of Education (MDE).

College Student ID Number: _____

1. To be Completed and Signed by the Student and Parent/Guardian

Student Name (Last, First, M.I.) M F Gender Date of Birth (MM/DD/YYYY)

Address City ZIP Code Phone Number

Postsecondary Institution This Term Parent/Guardian Name Address (if different than above)

Public School Students: Minnesota Statutes, section 124D.09, subdivision 7, requires public school students to inform the district by May 30 of each year of the pupil's intent to enroll in postsecondary courses during the following school year to assist the district in planning. A pupil is bound by notifying or not notifying the district by May 30.

Date I/we notified the public school of the intent to participate in PSEO for either semester of the 2020-21 school year.

My signature(s) below indicates that I/we are aware that if I/we have not notified the enrolling district by May 30, 2020, and the enrolling district has not waived the deadline, I/we may be responsible for the postsecondary costs.

All Students: Minnesota Statutes, section 124D.09, subdivision 6, requires students and parent/guardian sign a statement indicating they have received PSEO information, are aware counseling services are available and understand PSEO course responsibilities. We have received the information required under Minnesota Statutes, section 124D.09, and are aware the student above is enrolling in postsecondary courses.

Student Signature Student Email

Parent/Guardian Signature (if student is under age 18) Date

Upon completion of Section 1, pass this form to the pupil's secondary school for completion of Section 2.

2. To be Completed by Secondary/Nonpublic/Home School

Secondary/Nonpublic/Home School Name Public Nonpublic Home School School Type (Select one) Public School Student's MARSS* Number

Attending School District Name Attending School District Number

Select student's grade level during the 2020-21 school year. (Select only one): Grade 10 Grade 11 Grade 12

Note: High school graduates and 21-year-olds are not eligible.

Students may not enroll in PSEO courses in addition to a full high school class load. Does this student have at least one free class period during the high school day? (Select one) Yes No

Is the above student eligible for program application? (See Page 3 for requirements) (Select one) Yes No

My signature below certifies the student identified in Section 1 meets the eligibility requirements outlined on Page 3 for participation in the PSEO program this term, and the information in Section 2 is accurate and applicable. The public school student has notified the enrolling public school district of intent to enroll by May 30, 2020, or the public school district has waived the deadline requirements.

Secondary School Contact Name Contact Signature Email Phone Date

Student Name (Last, First, M.I.)

Date of Birth (MM/DD/YYYY) College Student ID Number

3. To be Completed by the Postsecondary Institution

Name of Postsecondary Institution (PSI)		PSI Number		City of Postsecondary Institution		
Term of planned attendance (Select one)	Semester 1	Semester 2	Quarter (Qtr) 1	Qtr 2	Qtr 3	
Postsecondary Institution Contact Name		Email		Telephone		
Courses Taken for Secondary Credit		Course Number		Course Credits		
Course #1						
Course #2						
Course #3						
Course #4						
Course #5						
Course #6						

Minnesota Statutes, section 124D.09, subdivision 7, requires public school students to inform the district by May 30 of each year of the pupil's intent to enroll in postsecondary courses during the following school year to assist the district in planning. A pupil is bound by notifying or not notifying the district by May 30, unless the public school district has waived the deadline as indicated in Section 2. A public school student who has not met this requirement is not eligible for PSEO funding.

Minnesota Statutes, section 124D.09, subdivision 5, requires the institution to send written notice to the student and the student's school or district. The notice must indicate the course and hours of enrollment of that pupil.

My signature indicates that the student identified in Section 1 is registered this term for the courses indicated above, all courses are nonsectarian in content and are not remedial or developmental. Tenth grade students during their first semester of PSEO participation may take only one Career or Technical Education (CTE) course. The student has indicated to me the courses are to be taken for secondary credit and fulfill the student's high school graduation requirements.

Signature – Postsecondary Institution Contact

Title

Date

*MARSS stands for Minnesota Automated Reporting Student System

Postsecondary Enrollment Options (PSEO) Student Eligibility

Minnesota Statutes, sections 124D.68 and 124D.09

Public School Student Eligibility – 11th or 12th Grade Pupil, Minnesota Statutes, section 124D.09, subdivision 5.

An 11th or 12th grade pupil enrolled in a Minnesota public, nonpublic, home school or American Indian-controlled tribal contract or grant school eligible for aid under section 124D.83, except a foreign exchange pupil enrolled in a district under a cultural exchange program, may apply to an eligible postsecondary institution (PSI) to enroll in nonsectarian courses.

Public School Student Eligibility – 9th or 10th Grade Pupil, Minnesota Statutes, section 124D.09, subdivision 5(b).

A 9th or 10th grade pupil enrolled in a district or an American Indian-controlled tribal contract or grant school eligible for aid under section 124D.83, except a foreign exchange pupil enrolled in a district under a cultural exchange program, may apply to enroll in nonsectarian courses offered under 124D.83, subdivision 10 courses according to agreements, if:

1. The school district and the eligible PSI providing the course agree to the student's enrollment; or
2. The course is a world language course currently available to 11th and 12th grade students, and consistent with section 120B.022 governing world language standards, certificates, and seals.

Nonpublic/Home School Student, Alternative Pupil Eligibility – 10th, 11th or 12th Grade Pupil, Minnesota Statutes, section 124D.09, subdivision 4.

Alternative pupil means a 10th (Career or Technical Education (CTE) only), 11th, or 12th grade student who is not enrolled in a public school district and includes students attending nonpublic schools and students who are home schooled. An alternative pupil must register with the commissioner of education before participating in the PSEO program.

A 10th grade student qualifies as an alternative pupil if the student: (1) is enrolled in a career or technical education course offered by an eligible institution; and (2) received a passing score on the 8th grade Minnesota Comprehensive Assessment, or another reading assessment accepted by the enrolling postsecondary institution. A career or technical education course must meet the requirements under subdivision 5a. If an alternative pupil in 10th grade receives a grade of "C" or better in the career or technical education course taken under this subdivision, the postsecondary institution must allow the student to take additional postsecondary courses for credit at that institution, not to exceed the limits in subdivision 8.

Public School Student CTE Eligibility – 10th, 11th or 12th Grade, Minnesota Statutes, section 124D.09, subdivision 5(a).

A 10th, 11th or 12th grade pupil enrolled in a district or an American Indian-controlled tribal contract or grant school eligible for aid under section 124D.83, except a foreign exchange pupil enrolled in a district under a cultural exchange program, may enroll in a CTE course offered by a Minnesota state college or university. A 10th grade pupil applying to a CTE course must have received a passing score on the 8th grade Minnesota Comprehensive Assessment (MCA) in reading as a condition of enrollment. A current 10th grade pupil who did not take the 8th grade MCA in reading may substitute another reading assessment accepted by the enrolling PSI.

Limit on Participation, Minnesota Statutes, section 124D.09, subdivision 8.

1. A pupil who first enrolls in grade 9 may not enroll in PSEO courses for more than the equivalent of four academic years.
2. A pupil who first enrolls in grade 10 may not enroll in PSEO courses for more than the equivalent of three academic years.
3. A pupil who first enrolls in grade 11 may not enroll in PSEO courses for more than the equivalent of two academic years.
4. A pupil who first enrolls in grade 12 may not enroll in PSEO courses for more than the equivalent of one academic year.
5. If a pupil in grade 9, 10, 11, or 12 first enrolls in PSEO during the school year, participation shall be reduced proportionately.
6. If a pupil is in a learning year or other year-round program and begins each grade in the summer session, summer sessions shall not be counted against the time of participation.
7. If a school district determines a pupil is not on track to graduate, the limit on participation does not apply to that pupil.
8. A pupil who has graduated from high school cannot participate in a program under this section.
9. A pupil who has completed requirements for graduation but who has not received a diploma may participate in the program.

Academic Year

For purposes of determining PSEO eligibility, an academic year is equivalent to a school year and is defined as July 1 through June 30.

Early Middle College Program – Minnesota Statutes, section 124D.09, subdivision 9(b).

An institution must not enroll secondary pupils, for PSEO purposes, in remedial, developmental, or other courses that are not college level except when a student eligible to participate and enrolled in the graduation incentives program under section 124D.68 enrolls full time in a middle or early college program designed with a well-defined pathway to allow the student to earn a certificate or degree.

Fees; Textbooks; Materials – Minnesota Statutes, section 124D.09, subdivision 20.

All textbooks and equipment provided to a pupil, and paid for by the department, are the property of the pupil's PSI. Each pupil is required to return all textbooks and equipment to the PSI after the course has ended.

Participation in High School Activities – Minnesota Statutes, section 124D.09, subdivision 11(a).

A school district must allow a student enrolled in a course under this section to remain at the school site during regular school hours.

Access to Building and Technology – Minnesota Statutes, section 124D.09, subdivisions 11(a) and 11(b).

A school district must allow a student enrolled in a PSEO course to remain at the school site during regular school hours. A school district must adopt a policy that provides a student enrolled in PSEO with reasonable access during regular school hours to a computer and other technology resources the student needs to complete coursework for a PSEO course.