

Anoka Hennepin PSEO Agreement

Postsecondary Enrollment Options (PSEO) is a program that allows 10th-, 11th- and 12th-grade students to earn college credit tuition-free while still in high school, through enrollment in and successful completion of college courses. With traditional PSEO, these courses are generally offered on the campus of the postsecondary institution; some courses are offered online.

Most PSEO courses are only open to high school students during their 11th- and 12th-grade year, with each participating college and university setting their own requirements for enrollment into the PSEO courses and programs. Students may take PSEO courses on a full- or part-time basis. Students must meet the PSEO eligibility requirements and abide by participation limits outlined in the [Postsecondary Enrollment Options Act](#).

Postsecondary institutions must be located in Minnesota and approved by the Minnesota Department of Education to offer PSEO as defined by the PSEO statute. Students may enroll in more than one institution during the same term.

[Visit the Eligible Institutions and Courses page](#) to find out more about Minnesota campuses offering PSEO and what kinds of courses are PSEO-eligible by state statute and MDE policy.

Links can be found at <https://education.mn.gov/mde/fam/dual/pseo/index.htm>

1. **Graduation Requirements** - I understand I need a total of **27 high school credits** in specific areas. All successfully completed PSEO coursework will result in academic credit. The district curriculum team evaluates college courses to ensure alignment with state and local standards and identifies those that fulfill high school graduation requirements. It is my responsibility to keep track of my high school graduation requirements and enroll in required classes for graduation. If I do not pass/complete or register for a PSEO class, graduation could be impacted, resulting in not graduating on time. I am responsible for checking my email and the high school website for graduation information.

2. **Credits:** By participating in PSEO a permanent, official college transcript is being created. This transcript will follow you to future post-secondary institutions and may impact financial aid, GPA, and your ability to receive scholarships. Your high school will receive your college transcript at the end of each semester with final grades to be recorded on your high school transcript. PSEO classes/grades are all weighted on a 4.33 scale. Use the following formula when calculating credits for your high school transcript:

College SEMESTER Credit(s) = High School Credit(s)

1 credit = 0.25 2 credits = 0.50
3 credits = 0.75 4 credits = 1.00

3. **Withdrawals:** PSEO students who drop a college course must follow the college's protocol. The student must also notify their high school counselor about any course changes and concerns to discuss the impact on graduation and whether continuing with the PSEO program is appropriate. Withdrawing from a PSEO course is reported on the high school transcript, and may mean a student is ineligible to retake the course through the PSEO program. Withdrawing from multiple course can impact your ability to receive financial aid after graduation. The student should consult with the college regarding their practices before formally withdrawing from a PSEO course. If you fail a PSEO course or earn a low grade, you are unable to take the course over through PSEO.

4. **Communication:** Full-time PSEO students will need to send their high school counselor an official copy of their PSEO schedule. Part-time PSEO students will need to coordinate with their high school counselor to go over their High School and PSEO schedule. **Students will turn in a copy of their PSEO schedule to their high school counselor prior to the beginning of each semester.** Students will complete a new

Notice of Student Registration (NOSR) form each semester. Failure to provide a schedule in a timely manner can impact your schedule at the high school.

5. **Cost:** PSEO covers tuition, fees, & required textbooks to the student at no cost. Consumable supplies required for a class, such as art supplies and film, are also covered. General school supplies and housing are not covered. Books must be returned at the end of the course.

6. **Attendance:** Attendance at college courses is expected. The college will treat you like any other college student, i.e., your parents and high school counselor will not have access to your attendance record or your grades while in progress at college. Students who do not attend a college course for 10 consecutive classes will be withdrawn from the course by the college. Other attendance policies vary by college. High school attendance/tardy policies apply. Part-time PSEO students will not be allowed to arrive late for class or leave a class early to accommodate their college schedule.

7. **Staying Informed:** It is the student's responsibility to stay informed of information from the high school.

8. **Transportation:** Transportation is the responsibility of the family. Students can view the [Minnesota Department of Education website](#) or contact (Kelly Garvey: 651-582-8524) for information regarding transportation assistance for families at or below the federal government poverty level guidelines.

9. **Support:** Students and parents/guardians are encouraged to use available counseling, advising, and disability services at the postsecondary institution before the semester of enrollment to ensure that anticipated plans are appropriate.

10. **Time Management:** This is an opportunity to take college courses. The academic and social responsibilities are assumed by the student and parent/guardian. You will be expected to effectively manage your time, study outside of class, and meet deadlines and all other requirements without reminders. The college may have different policies surrounding grading, late/missing work, and retake practices. It is your responsibility to know and understand these practices.

11. **Expectations**—Whenever possible, we encourage students to take their PSEO classes in person. Data supports that students are more successful in person than online. If students elect to take classes online, we encourage them to complete their work at home, at a community library, or on the college campus. If needed, part-time PSEO students may work from school in the designated space provided.

12. **Technology**—Your high school provides a Chromebook. If this device does not meet your needs, Colleges may have computer labs or loan out laptops to students. High School technology may not be available until the first day of the high school calendar.

Signatures indicate that you have read, understand, and accept the information provided in this document, and agree to abide by these requirements.

I understand that in order to participate in PSEO, I must inform my High School Counselor of my intention to participate in PSEO by May 30th for fall semester and October 30th for spring semester AND receive student and family counseling on the risks and responsibilities of this programming.

Student Signature

Date

Parent Signature

Date

Student Name: _____ Student Email: _____ Student Cell: _____

Parent Name: _____ Parent Email: _____ Parent Cell: _____