



## **South Washington County Schools PSEO Information Packet**

### **What is PSEO (Post-Secondary Enrollment Options)?**

PSEO allows students in grades 11 or 12 to take courses, full-time or part-time, at a post-secondary institution. There are also *limited* courses available for students in grade 10. Students who are successful in these courses receive both high school and college credit. The program provides students with a greater variety of class offerings and the opportunity to pursue more challenging coursework.

### **Who is eligible?**

Students who are enrolled in high school in grades 11 or 12 (and grade 10 students for limited courses) and meet the admissions requirements of the postsecondary institution they wish to attend, are eligible. Each college or university will determine eligibility.

### **Which colleges offer PSEO?**

Eligible institutions include the University of Minnesota and its branches, all state universities, community colleges, technical colleges, and some private colleges. The Minnesota Department of Education (MDE) has a [full list](#) of institutions that offer PSEO.

### **How much does it cost?**

The school district covers the cost of tuition, books, and lab fees as part of the student's high school education. The books are to be returned to the college directly. Failure to return books may result in a fine/fee or withholding of your transcript by the college. Transportation costs are not covered; however, a family may qualify for reimbursement with an income at or below the federal poverty guidelines.

### **How does grading work?**

Grades are usually sent directly to the student's high school from the college after the completion of the course. However, students are ultimately responsible for making sure the high school receives their PSEO grades. All grades must be reported. The grades reported by the college (including an F for class failure or a W for a class withdrawal) are the grades placed on the student's high school transcript. Grades are not weighted, and no adjustments will be made to the grade.

### **Do parents have access to their student's grades?**

Under federal and state privacy laws, students at colleges or universities have the legal right to control access to information about them, no matter the age of the student. Grades and class schedules are private data. Parents need their child's *written permission* to access private data about them from the college. The high school will only receive a final semester grade to be entered onto the high school transcript. Contact the college's registrar to obtain more information on the college's data privacy policies.

## Successful PSEO Students

PSEO courses are college courses, which are more rigorous than most general high school courses. Students who will be successful in PSEO are responsible students, self-starters, and have good organizational skills. They manage their time, study outside of class, and meet deadlines without reminders.

The PSEO process is student and family-driven. School counselors are a resource for information about the process.

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## Important things to know

- Colleges do have the right to restrict the number and kinds of courses PSEO students may take.
- Once a student has registered for a PSEO course, that student has started a college transcript. The GPA earned will follow the student in college and can impact admissions, scholarships, and financial aid.
- Students **must** meet high school graduation requirements. Students should work with their school counselor to understand and confirm the credits accumulated and needed for graduation.
- If a student is experiencing difficulty in a PSEO course, it is important for the student to seek out their college instructor and their high school counselor to discuss concerns and create a plan.
- All courses dropped **must be first approved** by the student's high school counselor. Colleges have designated drop/withdrawal periods, and **failure to comply may** result in a grade of "F" on your high school **and** college transcripts.
- If the class you are taking through PSEO is *also* a required course for high school graduation (e.g., American Government [Political Science], English courses, U.S. History), and you fail the course, you will have to either take the course again and pass the course, take and pass the high school equivalency of the course, or take and pass the course through credit recovery.
- Grades earned at the college are **not** weighted. The grade on the college transcript is the grade that is entered on the high school transcript.
- Each college credit is equal to .75 high school credit. Example: a 4 credit college course equals 3 high school credits ( $4 \times .75 = 3$ ).

## **Follow These Steps**

### **THE PSEO PROCESS IS STUDENT-DRIVEN. YOU ARE RESPONSIBLE FOR YOUR APPLICATION AND MATERIALS.**

You must notify your school in writing of your intent to enroll in PSEO **by May 30**. This can be done via the PSEO Contract or Notice of Student Registration form.

- Talk to your family about PSEO. *You must provide your own transportation* (based on income guidelines created by the state of MN - eligible families may apply for mileage reimbursement).
- Follow your high school's process for getting information about PSEO.
- Return the signed PSEO contract to your high school counselor. See page 5.
- Gather information about the schools you are considering.
- Look at the college's website and note the **application deadline**.
- Complete the college's PSEO application.
- You are responsible for submitting your unofficial transcript (found in Infinite Campus) to the college.
- The PSEO Notice of Student Registration form is required. The student and parent/guardian fill out part 1, and the high school counselor completes part 2. You are responsible for submitting this to the college. **This is required every semester.**
- Submit your application materials to the college by the deadline communicated by the college.
- If you have a 504, IEP, or health plan, you must work with the college to access supports on your plan.
- Email a copy of your PSEO schedule to your high school counselor each semester.** This must include the course number, name, and number of credits. You must provide your counselor with a copy of your college schedule every semester.
- While taking your PSEO classes, check Schoology, your SoWashCo email, and your high school's website on a regular basis. You are responsible for keeping yourself informed about activities at the high school.

***PSEO Requirements for South Washington County Schools (SoWashCo)***

SoWashCo High School Requirements	College Courses needed to fulfill SoWashCo Requirements	# of College Credits
<b><i>English Requirements (only required if not completed at the high school)</i></b>		
English 11 A/B/C (3 credits)	English Course	4
English 12 A/B/C (3 credits)	English Course (Composition or Writing Intensive)	4
<b><i>Social Studies Requirements (only required if not completed at the high school)</i></b>		
U.S. History A/B/C (3 credits)	U.S. History Course	4
U.S. Government (1 credit)	U.S. Government Course	2
Economics (1 credit)	Economics Course	2
<b><i>Math Requirements (only required if not completed at the high school)</i></b>		
Math - (9 credits), must include Intermediate Algebra, Geometry, and Algebra 2	May not be remedial math and will be dependent on college placement.	
<b><i>Science Requirements (only required if not completed at the high school)</i></b>		
Science - (9 credits), must include Biology and Chemistry or Physics. (Class of 2027 and beyond include Earth and Space Science)	Please review district science requirements and see your counselor.	
<b><i>Arts Requirements (only required if not completed at the high school)</i></b>		
Fine Arts (2 credits)	Art Course(s)	3
<b><i>Phy. Ed./Health Requirements (only required if not completed at the high school)</i></b>		
Physical Education (1 credit)	Physical Education Course	2
Embedded Health 11th (.25 credit)	Health Course	1
Embedded Health 12th (.25 credit)		

## **PSEO Contract**

**PLEASE RETURN THIS FORM TO YOUR HIGH SCHOOL COUNSELOR**

**Student Name** \_\_\_\_\_ **Grade** \_\_\_\_\_

**Student Phone #** \_\_\_\_\_ **Student Email** \_\_\_\_\_

**College(s) applying to** \_\_\_\_\_

**Student and Parent/Guardian** - Please initial each line and sign below

\_\_\_\_\_ I understand I am responsible for my own transportation to and from college.

\_\_\_\_\_ I will provide my counselor with an official course schedule from the college I am attending prior to the start of each semester.

\_\_\_\_\_ I will notify my counselor before making any changes (including withdrawing from a class) to my schedule because these changes could prevent me from graduating.

\_\_\_\_\_ I understand my counselor does **NOT** have access to my PSEO grades until they are finalized. Therefore, if I am in danger of failing a course, I will notify my counselor immediately.

\_\_\_\_\_ I understand that by enrolling in PSEO, I will be treated as a college student; my parents will not have access to my grades, and my ultimate success or failure in PSEO is my responsibility. I understand my PSEO grades may impact my college GPA.

\_\_\_\_\_ I understand it is my responsibility to keep current with information at my high school. I will check Schoology and my SoWashCo email on a regular basis.

\_\_\_\_\_ I understand that one college credit is equal to .75 high school credit.

\_\_\_\_\_ I understand PSEO grades are **NOT** weighted.

\_\_\_\_\_ I will complete the MDE Notice of Student Registration Form each semester.

**Student Signature** \_\_\_\_\_

**Parent Signature** \_\_\_\_\_

**Date** \_\_\_\_\_