



Southeastern Oklahoma
State University

High School Concurrent Student Admission Procedures

Step 1: Complete an online SE Application for Admission at www.se.edu. Pay your one time, \$30 enrollment fee. You will receive a confirmation email and can sign up with your SE academic advisor to complete enrollment.

Step 2: Complete the Concurrent Student Permission Form (initiated/signed by the student, parent/legal guardian, and high school counselor.) Please give completed form to Ms. Kane and Durant High School will send this form to SE.

Step 3: Go to the Infinite Campus message center and request your transcript/ACT scores be sent to SE.

Step 4: Meet with your college academic advisor and enroll in your college course(s). Once enrolled, provide Ms. Kane with a copy of your college schedule.

Step 5: Your high school schedule will be created based on your SE schedule. If there is a conflict Ms. Kane will contact you to find a solution.

Cost & Tuition Waiver Program

Eligible students will receive a tuition waiver through the OK State Regents for the following:

- Juniors-up to 9 credit hours beginning the summer semester prior to the junior year.
- Seniors-up to 18 credit hours beginning the summer semester prior to the senior year.

Students are responsible for all fees, textbooks or other cost associated with the college course.



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Student Contract

Student Name _____ Date _____

Please carefully read and initial the following acknowledgements:

Parent / Student COST

_____ I understand that I am responsible for the purchase and expense of textbooks, software, or other required course materials.

_____ I understand that I will be responsible for all fees associated with my enrollment and any tuition costs that exceed the tuition waiver limit of 9 credits for juniors and 18 credits for seniors.

ATTENDANCE & GRADES

_____ I understand that in order to continue enrollment as a high school concurrent student, a minimum 2.0 college GPA must be maintained.

_____ I agree to adhere to the classroom and attendance policies outlined in each course syllabus. I agree to notify my instructor, in advanced writing, of any school-related absences.

_____ I understand in order to receive the 5 extra points on my advanced coursework average I just either request a signed letter in a sealed envelope from my professor or ask my professor to email Ms. Kane my exact number grade.

WITHDRAWAL

_____ I understand that course withdrawal can carry consequences for concurrent students. If the course is being taken for dual credit, it may affect high school graduation. Withdrawal may also affect federal, state, and Oklahoma's Promise financial aid eligibility.

_____ I will consult with my high school counselor and/or principal prior to withdrawing from college courses.



Concurrent Student Permission Form

Semester: _____

SE ID: _____

This is to certify that _____ is classified as a Junior Senior.

Number of high school classes currently enrolled in: _____ at _____ High School.

The student will be eligible to satisfy high school graduation requirements, including curricular requirements for college admission, by spring of their senior year.

(NOTE: Do not include concurrent college classes in the 'number of high school classes' (above). SE multiplies each high school class by 3 to equate to college hours. Concurrent students may enroll in a maximum of 18 combined college and equated high school hours. Non-Academic High School courses are also not included.)

This student has my permission to participate in concurrent enrollment at Southeastern Oklahoma State University.

X

Signature: High School Principal or Counselor

Date

X

Signature: Parent or Guardian

Date

To be eligible for concurrent admission, a high school student must have participated in the ACT or SAT and meet one of the following requirements:

- Juniors and Seniors: 20 composite ACT or equivalent SAT score -OR- 3.00 GPA & top 50% class rank

In order to enroll, an ACT subject score of 19 is needed in English/Math/Science to take classes in those areas (SAT does not test in Science; therefore, students presenting SAT scores are not eligible to enroll in Science classes). A 19 ACT Reading subject score is needed to enroll in any other collegiate course (outside the subjects of English/Math/Science). College Placement Testing (CPT) is an option if you do not meet the 19 score requirement. In addition, concurrent students cannot enroll in zero-level courses.

A new Concurrent Student Permission Form is required each semester of concurrent enrollment. To be eligible for pre-enrollment, concurrent students enrolled at Southeastern must provide this form for the requested semester of enrollment, a current high school transcript, and class schedule. If the concurrent student fails to maintain a 2.00 GPA for the enrolled semester, they will no longer be eligible for concurrent enrollment and their pre-enrollment for the next semester as a concurrent student will be canceled.

I authorize Southeastern to release my academic records including class schedules, enrollment status, and final grades to my high school while I am a concurrent student. I also understand that I must meet Southeastern's retention standards, including 1.70 Retention/Graduation GPA to be eligible for regular admission to Southeastern after high school graduation.

I authorize the release of my official Southeastern transcript to my high school upon completion of the semester.

X

Signature: Student

Date