



BELLE PLAINE

**PSEO/CONCURRENT
ENROLLMENT**

CHOOSING WISELY : CHOOSING WELL

Parent/Student



HighSchool

Post Secondary
Institution

Parent/Student Information

Parents and Student: Please sign and date the last page of this document and return to Sara Geller

PSEO

If you are a 10th, 11th, or 12th grade public school student, the **Post Secondary Enrollment Options Program** provides you with an opportunity to take classes at eligible post secondary institutions. These institutions include community colleges, technical colleges, state universities, the University of Minnesota and its branches, and some private colleges and universities. The purpose of the program is to promote rigorous academic pursuits and to provide a wider variety of options to high school students.

This guide is designed to answer questions you and your parents may have about this program. For more help in deciding whether this opportunity is right for you, please connect with Mrs. Geller at Belle Plaine High School.

Advantages/Benefits of the Program:

- You have the opportunity to take courses that may not be offered at your high school.
- You have an opportunity to experience “college life”, while still enrolled in high school.
- You can take classes which academically challenge you or which cover areas of particular interest to you.
- You can earn post secondary credits that may transfer to a 2-year program, 4-year college, or university after high school.

10th Graders and PSEO:

Legislation allows public and nonpublic 10th grade students to enroll initially in ONE Career and Technical Education (CTE) course as identified by a Minnesota State College or University on the postsecondary campus when MDE makes payment directly to the postsecondary institution. One of the following must apply:

1. The student must have received a passing score (proficiency level of “meets or exceeds”) on the 8th grade Minnesota Comprehensive Assessment (MCA) in reading.
 2. If the student did not take the 8th grade MCA, another reading assessment can be substituted if accepted by the enrolling post secondary institution.
 3. Additionally, the student must also meet the specific course requirements and prerequisites of the CTE course in which they wish to enroll. A student who is refused by a Minnesota State College or University may apply to an eligible institution offering a career or technical education course. If the student earns a “C” or higher grade in this first course, they are eligible to take additional CTE courses while in 10th grade.
- Examples of classes include: Principles of Nutrition, Intro to Hospitality & Tourism, Intro to Business, Financial Accounting, Health Professions Terminology.

11th and 12th Graders

If you are an 11th grader you can enroll in PSEO for a total of 4 semesters, or the equivalent of 2 academic years. If you are a 12th grader you can enroll for 2 semesters, or the equivalent of 1 academic year.

You must be accepted by an eligible post secondary institution. The post secondary institution you want to attend may have special entrance requirements which you must meet before you can take courses there.

Belle Plaine High School RECOMMENDS juniors and seniors rank in the top third of their class and have a GPA of 3.5 or higher to enroll in PSEO.

Grading

- The grade you receive in your PSEO course will be transferred exactly to your high school transcript AND factor into your GPA the same way a Belle Plaine course would.
- If you fail a PSEO course you will receive an “F” on your college transcript and the “F” will be added to your high school transcript as well.
- **If you Withdraw from a PSEO course you will receive a “W” on your college transcript. A WF (Withdraw/Fail) will be recorded on your high school transcript and calculated as a “0” towards your GPA, and no credit received.**
- PSEO classes are **NOT** weighted.
- Belle Plaine High School staff does not have access to any students’ PSEO grades until after they are final and posted on their college transcript. **Students are responsible for monitoring their grades.**
- **Activity Eligibility**
 - A student participating in a MSHSL or in Belle Plaine extracurricular activities must be in good academic standing.
 - A student who fails the first semester is ineligible until the first grade check of the second semester. A student who fails second semester is ineligible for the next.
- **Honors Eligibility**
 - Honor Roll - **Starting the 24-25 School year**, BPHS and PSEO grades are both considered for HONOR roll.
 - If you need proof of A or B honor roll for the “Good Student Discount”, please inform the office and we’ll provide you with documentation.

Graduation Requirements

- Even as a PSEO student, you are still required to meet all of Belle Plaine High School graduation requirements.
 - **1 PSEO credit = .5 Belle Plaine Credits**
- You can replace your Belle Plaine required classes with an approved PSEO course.
 - Example: Belle Plaine World History course replaced by PSEO History of World Civilizations course.
- Students must send a screenshot of their PSEO course registration page to your BPHS counselor immediately after registration. If a student does not do this, BPHS can't clarify that all graduation requirements are being met and you will be given a full-time BPHS schedule.
- Students must communicate any PSEO course changes immediately with your BPHS counselor.

Scheduling

You can attend a post secondary institution either full time or part time. Your counselor can assist in planning your schedule.

- A 2 and 3 credit PSEO class = 1 Hour at BPHS
- Part time PSEO students cannot register for PSEO course(s) that conflict with their scheduled BPHS courses.
- BPHS and college semester calendars are not the same and will have weeks that overlap. Students must account for this when registering for PSEO course(s).
- High school courses always take precedence over PSEO courses and cannot be excused from high school classes because of PSEO.
- At the start of each semester students must choose to be in the high school building for their PSEO hours or completely off campus.
 - If a student chooses to stay in the high school, they will be assigned a study hall and attendance will be taken as normal.
 - A student can select to be in study halls certain periods and off campus during others. This must be communicated to the BPHS counselor prior to the start of the semester.

Technology/Materials

As a participant in the PSEO program, the cost of tuition, textbooks, materials, and fees are covered under the PSEO programs.

- PSEO textbooks must be returned to the college at the end of every semester.
- You will always pick up books in person at your PSEO college's bookstore (Do not use the online textbook purchasing service).
- If you have trouble obtaining any of your PSEO course materials you must contact their bookstore. BPHS staff does not handle PSEO course materials.

Deciding to Participate

Before you decide to participate in the program, you and your parents should consider these points:

1. **Future Plans-** If you plan well, this program can assist you in making future education and career decisions as well as exploring post secondary education.
2. **High School Graduation-** If you participate in this program, you still must meet your high school graduation requirements in order to earn a high school diploma. Review the requirements with your high school counselor. Make sure that the number and types of courses you take will meet BPHS graduation requirements. You need to keep in mind that the grades you earn in PSEO will affect your grade point average and may affect eligibility to graduate.
3. **Scheduling-** Participating in PSEO on a part time basis means that you must schedule classes at the high school and at your post secondary institution. Yearly schedules and vacation times usually are different between the two schools. It may be difficult to take the courses you want at both schools because of scheduling conflicts. High school courses always take precedence over PSEO courses and you cannot be excused from high school classes because of PSEO.
4. **College Level Work-** You may find college level classes to be more accelerated and academically challenging than high school courses. You need to be able to work without supervision and have self-discipline both academically and socially. Be sure you are ready for these responsibilities. **For better or for worse, students are treated as true college students.**
5. **Support Services-** If you need help with your classes, you have access to student support services and an advisor at your post secondary institution. It is your responsibility to contact student support and make arrangements for support.
6. **Transportation-** If you attend classes at both a high school and post secondary institution, you need to think about transportation between the schools if your classes are not online. Be sure to make arrangements to get to classes on time.

If you decide PSEO is for you, follow these next steps:

1. Attend the mandatory PSEO parent and student meeting.
2. Find a PSEO College that fits your needs. Do your research! The majority of Belle Plaine Students attend PSEO through Normandale Community College. However, many have found more support with Mankato State University, Crown College, or the University of MN (much more difficult to be accepted).
3. Discuss your options with your parents.
4. Set up a meeting with Mrs. Geller to discuss the program and how it might fit with your educational and personal goals. The NOSR Form will be given to you during your meeting.

5. Complete the application process for the school you have chosen for PSEO with your parents. Send in your NOSR Form, and email Mrs. Geller to send HS transcript to your chosen PSEO institution.
6. If you have been accepted, set up a meeting with Mrs. Geller to review classes, graduation requirements, schedule, and credits.
7. Register for classes and send a screenshot of your schedule to Mrs. Geller before May 31st. The U of M has a late acceptance date, so you will need to notify her of your plans during the summer.
8. Continue to check your email throughout the summer to receive updates on PSEO, from your chosen institute, start times and materials needed for classes. Again, your PSEO classes usually start before school starts at the high school.

**Scan the QR Codes Below for PSEO Information directly
from the Universities**

**University of Minnesota
Informational Sessions:**

- **Feb. 21st 5:30-6:30/March 27th 5:30-6:30**



**Mankato State University
Informational Sessions:**

- **Feb. 29th 6:30-7:30/March 19th 6:30-7:30**



**Normandale
Informational Sessions:**

- **Feb. 20th 4:00-5:00/March 21st 4:00-5:00/March 28th 4:00-5:00**



Concurrent Enrollment

What is Concurrent Enrollment?

In Minnesota, concurrent enrollment courses are college courses offered at the high school, usually taught by a trained high school teacher. These are offered in partnership with a college or university. Students who successfully complete these courses generate both high school and college credit from the partnering postsecondary institution. Many people refer to these courses as College in Schools. There is no cost to the student to participate in these courses. Students need to meet specific eligibility requirements in order to be enrolled.

Benefits to Concurrent Enrollment

1. Classes are taken at the high school and your teachers are available for you to connect with throughout the day. Unlike, PSEO where professors have limited hours of availability to meet and you need to set-up appointments ahead of time.
2. Your Concurrent Enrollment classes have the same schedule as your other high school classes. PSEO classes follow the college schedule, so you often start sooner than your high school classes, and don't follow the same breaks as we have.
3. You have the opportunity to earn 30 college credits without ever stepping onto a college campus!
4. **Challenge Yourself!** Concurrent enrollment classes are more challenging than the average high school course. Enrolling in concurrent courses is a great way to get a head start on college while developing the skills necessary to succeed in college.

Concurrent Enrollment Courses Offered at Belle Plaine High School

University of Minnesota, Twin Cities

Courses Offered (Eligibility Requirements listed under each course)

- **MATH 1371 - Calculus**
 - Eligibility: Junior or Senior who have successfully completed a full year of Pre-Calculus and scored an A- or higher.
 - 2 HS Credits and 4.0 College Credits
 - Full Year Course
- **EPSY 3264 - College Basic & Applied Statistics**
 - Eligibility: Juniors or Seniors who have successfully completed a full year of Algebra 2 or Advanced Algebra 2 and scored a B+ or higher.
 - 2 HS Credits and 3 College Credits
 - Full Year Course

- **College Algebra (CI 1806)**
 - Eligibility: Juniors and Seniors who have successfully completed a full year of Algebra II, Advanced Algebra II, or Pre-Calc. (C+ or higher) & Instructor Approves, top 50% of class.
 - 2 HS Credits and 3 College Credits
 - Full Year Course
- **WRIT 1301- University Writing**
 - Eligibility: Students must be in the top 20% of their class or have teacher permission to participate.
 - 1 HS Credit and 4 College Credits
 - Offered Semester 1
- **PHYSICS BY INQUIRY (CI 1563)**
 - Eligibility: Algebra II (or more advanced math) Must apply and be accepted into a post-secondary institution. Juniors should be in the top 20% of their class rank and seniors in the top 50% of their class rank.
 - **Corequisite (taken at the same time):** Pre-Calculus or Calculus
 - Full Year / 2 Credits & 4 College Credits

Minnesota State University, Mankato

Student Eligibility Requirements

Students registering for these college courses must complete a MSU application and meet the following admission criteria:

- Seniors must have a 3.0 GPA (on a 4.0 scale) OR rank in the top 1/2 of their high school class OR have an ACT composite score of 21 or higher.
- Juniors must have a 3.3 GPA (on a 4.0 scale) OR rank in the top 1/3 of their high school class OR have an ACT composite score of 24 or higher.

Courses Offered

- **CMST 102 - Communication Studies- Public Speaking**
 - 1 HS Credit and 3 College Credits
 - Offered 2nd Semester
- **POL 111 - United States Government**
 - 1 HS Credit and 3 College Credits
 - Offered 2nd Semester
- **Biology 100 - Our Natural World**
 - 1 HS Credit and 4 College Credits
 - Offered 1st Semester

Southwest Minnesota State University

Student Eligibility Requirements

Students registering for these college courses must complete a SMSU application and meet the following admission criteria:

- Seniors must have a 3.0 GPA (on a 4.0 scale) OR rank in the top 1/2 of their high school class.
- Juniors must have a 3.3 GPA (on a 4.0 scale) OR rank in the top 1/3 of their high school class.

Courses Offered

- **LIT 100 - Literature: Human Diversity**
 - 1 HS Credit and 3 College Credits
 - Offered 1st Semester
- **LIT 150 - Literature: Global Perspective**
 - 1 HS Credit and 3 College Credits
 - Offered 2nd Semester
- **MUS 339 - Concert Band**
 - 1 HS Credit and 2 College Credits
 - Transfers as a Music Elective Credit
 - Full Year Course
- **General Chemistry 231/231L**
 - 2 HS Credit and 4 College Credits
 - Offered 1st semester
- **General Chemistry 232/232L**
 - 2 HS Credit and 4 College Credits
 - Offered 2nd semester
- **Introductory Physics 120**
 - Corequisite (taken at the same time): Pre-Calculus or Calculus
 - 2 HS Credits and 4 College Credits
 - Full Year Course



General PSEO Checklist for Students and Parents

- Step 1: Attend the mandatory PSEO student and parent meeting. Parents and students sign the Belle Plaine PSEO Agreement Form.**
- Step 2: Research PSEO institutions with your parents. Visit college websites and reach out to advisors at the college to see if it will be a good fit for you.**
- Step 3: Set up a meeting with Mrs. Geller to discuss the program and how it might fit with your educational and personal goals. The NOSR Form will be given to you during your meeting.**
- Step 4: Complete the application process for the school you have chosen for PSEO with your parents by the colleges deadline. (Most are end of April) Any questions you have about the registration process should be directed to the registrar's office of the PSEO institution you are applying to. Send in your NOSR Form, and email Mrs. Geller to send HS transcript to your chosen PSEO institution.**
- Step 5: Submit all information to the college before the deadline date.**
- Step 6: If you have been accepted, set up a meeting with Mrs. Geller to review classes, graduation requirements, schedule, and credits.**
- Step 7: Register for classes and send a screenshot of your schedule to Mrs. Geller before May 31st. The U of M has a late acceptance date, so you will need to notify her of your plans during the summer. MSU also has a late registration.**
- Step 8: Continue to check your email throughout the summer to receive updates on PSEO, from your chosen institute, start times and materials needed for classes. Again, your PSEO classes usually start before school starts at the high school.**

Belle Plaine PSEO Agreement Form

Name: _____

Email: _____

Cell Phone #: _____

Home #: _____

1. Graduation Requirements- I understand I need a total of 46 credits in specific areas to graduate. I will keep track of my high school graduation requirements and will enroll in required classes for graduation. If I do not pass/complete a PSEO class, graduation could be impacted, resulting in not graduating on time.
2. By participating in PSEO a permanent, official transcript is being created. Your high school will receive your college transcript (either from you or the University) at the end of each semester with final grades, to be recorded on your high school transcript. PSEO classes/grades are not weighted. **1 PSEO credit = .5 Belle Plaine credit**
3. PSEO students who drop a college course must follow the college's protocol. College courses dropped after the 5th day of the post-secondary term will result in a **W/F** on your high school transcript, regardless of what appears on the college transcript. **A W/F calculates as a 0 towards your GPA.** 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. If a PSEO class is dropped, you will need to enroll in a HS class to obtain a full schedule.
4. PSEO students need to schedule an appointment with their high school counselor prior to each semester to discuss PSEO course options and planning. Students will complete a new Notice of Student Registration form each semester and submit it to their University. **I will turn in a copy of my PSEO schedule to my high school counselor prior to the beginning of each semester.**
5. Attendance at college courses is expected. The college will treat you like any other college student. Your parents and high school counselor will not have access to your attendance record or your grades while in progress at college.
6. It is the responsibility of the student to keep informed about activities at the high school. You will need to utilize your high school email and Schoology, as well as your college email.
7. Unless pre-approved by your school counselor, teacher, and administration, the school's Attendance/Tardy policy applies. Part-time PSEO students will not be allowed to arrive late for class or leave a class early to accommodate their college schedule.
8. Students and parents/guardians are encouraged to use available counseling and advising services at the post secondary institution before the semester of enrollment to ensure that anticipated plans are appropriate.

Signatures indicate that you have read, understand, accept, and have been provided information contained in this document and agree to abide by these requirements for the PSEO program in Belle Plaine's school district. I understand I must inform my High School Counselor of my intention to participate in PSEO by May 31, 2024.

Student Signature

Date

Parent Signature

Date

