



Post-Secondary Enrollment Options (PSEO) APPLICATION INSTRUCTIONS

Application Deadlines

All deadlines will be adjusted to the next business day if the date below falls on a weekend. Any applications or supplemental documents received after the deadline will not be considered.

Fall Semester	Spring Semester
Priority Deadline - April 15 th Final Deadline – July 1 st	Final Deadline – December 1 st

PSEO Requirements for Accuplacer Test Eligibility*

High School Juniors: Rank in the top one-third or 66th percentile of their graduating class OR Place into the top 1/3 on a nationally standardized test (ACT, SAT, PLAN, etc.).	High School Seniors: Rank in the top half or 50th percentile of their graduating class OR Place into the top 1/2 on a nationally standardized test (ACT, SAT, PLAN, etc.).
*All Students: After the above eligibility requirements have been met, students will be notified that they are eligible to take the Accuplacer Test. Admission will be granted only to students testing at college level on the reading portion of the test.	

Checklist for Applying to the PSEO Program: Complete and submit ALL required forms together.

Before applying to the PSEO program, talk with your parents and high school counselor to determine if PSEO is a good fit for you. Your counselor will also be able to help you determine if you're eligible for PSEO and choose courses that will meet both your high school and college goals. Before submitting your application, make sure that you have included all of the required documents. Incomplete applications will result in a delay of processing to determine eligibility and next steps.

- NHCC PSEO Application** (PSEO students do not pay an application fee)
- Agreement of Understanding**
- MN Department of Education [Notice of Student Registration \(Mn State form\)](#)** (with signatures from student, parent/guardian and high school official.)
- Official High School Transcripts** (in the sealed envelope from the school). Transcripts must include the most recent semester grades.
- Official standardized test scores** are also required if you attend homeschool, charter or alternative schools, and if no class rank is indicated on your official transcript. The test results must be no more than 12 months old at the time of submitting your application. Test scores indicated on an official high school transcript are not acceptable.

After Notification of Eligibility has been received:

- Take the Accuplacer Test** to determine if admission into the PSEO program will be granted. Students are responsible for submitting the results to the Admissions Office prior to the application deadline. *Admission will be granted only to students testing at college level on the reading portion of the test.*

PSEO Enrollment

- Complete a PSEO Orientation
- Research website for course selections. Courses numbered below the 1000 level and courses with supplemental fees are not covered by the PSEO program.
- Register for courses
- Pick up books from the NHCC Bookstore during the scheduled times.



North Hennepin
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Post-Secondary Enrollment Options (PSEO) APPLICATION FORM

Date _____ Social Security Number _____ (optional)

Providing your Social Security number is voluntary. If you choose not to provide the number, your application will still be processed. Providing your Social Security number is required if you are seeking financial aid, veteran's benefits or if you plan to deduct your educational expenses from your federal taxes. Your Social Security number is also used as your initial personal identification number (PIN) for various computer resources such as class registration. Failure to provide your Social Security number may prevent you from having access to these resources. The number is also requested for purposes of administration, program evaluation, and consumer and alumni data.

PERSONAL DATA (Please print)

Full Name _____

Address _____

Email Address _____ Home Phone _____ Cell Phone _____

Are you a resident of MN? Yes No If yes, how long? ____ years ____ months

If no, what state are you a resident of? _____ (If you are not a resident of MN, you are unable to participate in the program)

Are you a US Citizen? Yes No

If no, do you have a status as: ____ Resident Alien ____ Refugee ____ Temporary Protected Status ____ None of these

ADMISSIONS DATA

Major: Liberal Arts / General Studies Other (Be Specific): _____

What term do you intend to begin taking courses: Fall Spring Year _____

Do you plan to attend: Full time Part time

What is your current educational intent?

____ Complete courses, no degree ____ Earn occupational certificate/diploma ____ Earn Associates degree

____ Earn Associates degree and transfer ____ Complete courses and transfer w/out degree

Have you attended this college before: Yes No If yes, last date of attendance: _____

EDUCATIONAL DATA

High School (current) _____ City _____ State _____

Graduation month /year _____ Have you attended any college or university previously? Yes No

List all colleges/universities previously attended below. Have these official transcripts sent to NHCC.

NAME OF INSTITUTION	LAST DATE OF ATTENDANCE

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CONFIDENTIAL INFORMATION

The following information is used for reporting and compliance purposes only. While providing this information is voluntary, it facilitates processes related to your enrollment including assessment testing, creation of your student record, financial aid, veteran's benefits, and tax purposes.

Gender: Female Male

Are you Hispanic or Latino? Yes No

(A person of Cuban, Mexican, Chicano, Puerto Rican, South or Central American or other Spanish culture, regard-less of race)

Race and ethnic background - Please select all that apply:

___ American Indian or Alaska Native *(A person having origins in any of the original peoples of North & South America)*

___ Asian *(A person having origins in any of the original peoples 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 Pacific Islander *(A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other)*

___ White *(A person having origins in any of the ordinal peoples of Europe, the Middle East or North Africa)*

___ Two or More Races

Signature

I certify that the information I have provided on this application form and in all other admission application materials is complete, accurate and true to the best of my knowledge.

Signature: _____ Date: _____

Access to Student Records

Required The college will not permit access to or the release of personally identifiable information contained in student educational records without the written consent of the student to any third party, except as authorized by the MGDPA and FERPA or other applicable law. A copy of the Release of Private Educational Data form is available in Student Services offices, academic areas, and the college Information Drive. A written consent is valid if it: 1) specifies the records that may be disclosed; 2) states the purpose of the disclosure; 3) identifies the person(s) to whom the disclosure may be made; and 4) is signed and dated by the student. If the release is for disclosure to an insurer or its representative, the release must also include an expiration date no later than one year from the original authorization, or two years for a life insurance application. If the student requests, the school shall provide him or her with a copy of the records released pursuant to the informed consent.

*NHCC is a member of the Minnesota State Colleges and Universities System and an Equal Opportunity Educator and Employer.
For disability accommodations call 763-493-0555. Minnesota Relay users may call 1-800-627-3529.*



North Hennepin
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Post-Secondary Enrollment Options (PSEO) AGREEMENT OF UNDERSTANDING

North Hennepin Community College welcomes you as a high school student in the Post-Secondary Enrollment Option! This document outlines our expectations for Post-Secondary Enrollment Options students and important details for you to remember. *Read each point carefully so you understand your responsibilities while attending NHCC.*

1. I understand that my PSEO application documents will be used to determine program eligibility only. Admission will only be granted to students who test at college level on the reading portion of the ACCUPLACER test.
2. I understand that students are responsible for submitting the results from the Accuplacer test to the Admissions Office prior to the application deadline in order to be considered for admission into the program.
3. I understand that PSEO enrollment does not cover registration in certain classes including courses numbered below 1000 or for courses which have additional special instructional fees. I will be financially responsible for these courses.
4. I understand that The Minnesota Department of Education will only cover PSEO expenses billed by the institution(s) to which PSEO students have been admitted. PSEO students will be responsible for any tuition, fees, and supplies at any institution(s) to which they are not admitted.
5. I understand that PSEO students are not able to register for more than 16 credits per semester.
6. I understand that The MN Department of Education will only cover PSEO expenses billed by the institution(s) to which I have applied and been admitted. I will be responsible for any tuition, fees, and supplies at any institution(s) to which I have not been admitted.
7. I understand that if I register for a class and decide not to take the class, I must officially withdraw from the class by the deadline or I will receive an "F" grade.
8. I understand that college classes are more academically challenging and my college GPA will affect my NHCC transcript as well as my high school transcript.
9. I understand that as a PSEO student, I am able to take advantage of all available college resources, such as library services, tutoring services, and career planning.
10. I understand that I have the responsibility for attending my college classes during those days my high school is not in session. The college and high school calendars differ. High school activities may not excuse me from the attendance requirements for college classes.
11. I understand that PSEO students are expected to adhere to all college policies outlined in the college handbook and to perform at a satisfactory level. Students are expected to maintain a cumulative grade point average of 2.0 and complete at least 67% of the courses they register for.
12. I understand that NHCC is unable to communicate any information regarding my application, admission status or academic record with anyone but myself without having a signed release form from me on file.

In signing this agreement of understanding, I acknowledge that I have read and thoroughly understand each of the items listed above.

Student Signature: _____ **Date:** _____

Parent Signature: _____ **Date:** _____

(Required for students under 18 years of age)