



High School Non-PSEO Enrollment Application Checklist

Admission and Outreach Office
North Hennepin Community College
7411 85th Avenue North
Brooklyn Park, MN 55445
Phone: 763-424-0702
Fax: 763-424-0929

**This form (and documents) must be submitted at least
2 weeks prior to the start of the class you wish you take.**

To be eligible for admission to North Hennepin Community College, high school students who wish to take classes without PSEO eligibility must demonstrate their ability to benefit from the education NHCC provides by obtaining qualifying scores on the Accuplacer Placement Test.

Last Name: _____ First Name: _____ MI: _____

Social Security Number: _____ Email: _____

1. Apply to NHCC, submit this form along with ALL required documents to admission@nhcc.edu:

- NHCC online admission application along with the \$20 application fee
- Official high school transcripts (in a sealed envelope or emailed directly from counselor)
- Written permission from a high school official stating that the student’s intended coursework at NHCC fits within their high school plan and/or progress towards graduation
- Signature and contact information of parent/guardian authorization below (see second page)

2. Schedule Accuplacer placement test AFTER notification of eligibility has been received.

- Schedule an appointment with the NHCC Testing Center by calling 763-424-0928
 - Applicants MUST present this form at the time of testing
 - Applicants may ONLY test one time
 - All sections must be passed regardless of intended coursework
- After testing, submit Accuplacer test scores to the Admissions and Outreach office for review. You will be notified of your admission status by email.

Results must show that you meet the Ability to Benefit guidelines

| Accuplacer Placement Test | Test Score |
|---------------------------------------|------------|
| Reading Comprehension (236 or higher) | |
| Arithmetic (38 or higher) | |

3. If scores meet criteria, you will be notified to do online orientation and a registration session.

- Students that have already done the D2L online orientation and/or a registration session will not need to repeat this
- Students will be notified if they need to complete this step or not

***If application is under 15 years of age, a meeting with student, guardian, and NHCC administration is required prior to official acceptance.**

See second page for required parent information/signature

Parent/Guardian Authorization:

I understand that I am responsible for payment of the full cost of tuition, fees, books, and supplies. Courses are not funded through the PSEO program or financial aid. I also understand that if payment is not made, I could be sent to collections and my student will not be able to register for future classes.

Parent Name: _____

Parent Social Security Number: _____ Parent Date of Birth: _____

Parent Address (if different from student): _____

Parent Signature: _____ Date: _____

FOR OFFICE USE ONLY:

- The test scores DO MEET the required High School Non-PSEO Enrollment guidelines
- The test scores DO NOT MEET the required High School Non-PSEO Enrollment guidelines

Authorized Signature: _____ Date: _____