

# Minnesota State University, Mankato University Policy

<b>Policy Name:</b> Post-Secondary Enrollment Options (PSEO)	<b>Effective Date of Last Review</b> July 1, 2019
<b>Custodian of Policy:</b> Provost and Senior Vice President for Academic Affairs	<b>Date of Last Review</b> September 2018
<b>Date of Adoption</b> August 2006	<b>Date of Next Review</b> September 2025

## Policy

The Post-Secondary Enrollment Options (PSEO) program offers an opportunity ~~for eligible to earn~~ high school ~~students to earn university and high school credits and university credit~~ simultaneously, ~~for eligible high school juniors and seniors.~~ Students must meet PSEO-University admissions requirements and eligibility requirements as noted in state statute 124d.09 to be eligible to participate in the PSEO program, ~~including concurrent enrollment courses; admissions requirements vary according to high school grade level, as well as whether the student attends a high school that measures class rank or cumulative GPA.~~ For detailed admission requirements please see the University Admissions policy.

~~**Seniors** – Must rank in the top one-half of their high school class (minimum ACT composite score of 15), or have a 3.0 GPA on a 4.0 scale (minimum ACT composite score of 15), or have an ACT composite score of 21 (or equivalent on a nationally normed college entrance exam). Students qualifying for admission based on ACT composite score must also have a minimum GPA of 2.7 on a 4.0 scale.~~

~~**Juniors** – Must rank in the top one-third of their high school class, or have a 3.3 GPA on a 4.0 scale, or have an ACT composite score of 24 (or equivalent score on a nationally normed college entrance exam). Students qualifying for admission based on ACT composite score must also have a minimum GPA of 2.7 on a 4.0 scale.~~

~~**Home schooled students** – Seniors must have an ACT composite score of 21 or above (or equivalent score on a nationally normed college entrance exam). Juniors must have an ACT composite score of 24 or above (or equivalent score on a nationally normed college entrance exam).~~

~~**9th and 10th grade high school** students are not eligible to participate in PSEO on campus.~~

PSEO students admitted to Minnesota State Mankato have the rights and responsibilities of university students except as noted below.

## Definitions

**PSEO student:** High school students earning university credits by registering with Minnesota State Mankato. These students are held to the requirements stated in state statute 124d.09.

**Traditional PSEO:** Students enrolled in courses taught by university faculty or adjunct professors.

Courses can be taken in person, online, or hybrid.

**Concurrent enrollment:** Students enrolled in courses taught at their high school, by qualified and approved high school instructors.

## Procedures

### General Limitations

1. The University reserves the right to restrict enrollment in any given year to ensure resources are available for degree seeking students who have graduated from high school. ~~regularly admitted University students.~~

— Students are eligible to participate in the PSEO program during the fall and spring semesters. Summer session courses are not eligible for PSEO funding. Students interested in enrolling in summer session courses should speak with their PSEO advisor. ~~can participate in the PSEO program during the fall and spring semesters only. Summersession classes are not eligible for the PSEO program. Students interested in enrolling in summersession courses should speak with the PSEO advisor.~~

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~~3.2.~~ PSEO students may enroll in courses that have additional course related costs or special fees up to \$100. Minnesota Statute 124D.09, Subd. 19 prohibits institutions from charging PSEO students for necessary costs of ~~a~~the course. ~~The student will not be responsible for these fees. The University will cover the cost of these fees.~~ PSEO students are not eligible for courses held off-campus with private facility fees ~~(ie Ski and snowboarding courses).~~

~~4.3.~~ The PSEO program reimburses a maximum of 18 credit hours per semester. ~~Students who register for additional credits will be responsible for the tuition and fees.~~

4. All textbooks purchased through the PSEO program are the property of Minnesota State Mankato and must be purchased from the designated bookstore at Minnesota State Mankato. Textbooks can be shipped directly to the student, at no cost.

5. All materials provided to the students must be and returned to the designated bookstore at Minnesota State Mankato upon completion of the course or immediately if a course is dropped or the student withdraws from Minnesota State Mankato. Any textbooks not returned, **by the due date**, will be charged to the student's account. The student will be responsible for the bill to campus and may be prevented from registering for future terms until the bill is paid in full. Students are responsible for shipping books and materials back, along with any shipping expenses. The PSEO Office will communicate to students regarding specific return dates for books. Students will be made aware of due dates through regular PSEO Office communications, including emails, newsletters, and the website.

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5.—~~PSEO students are not eligible to live in campus housing. Residence hall rooms are not available to PSEO students at Minnesota State Mankato.~~

6. PSEO students are eligible for campus employment if the university department/office is unable to find a tuition paying student to fill the position.

### Application and Admission

1. PSEO students must be admitted to campus before being eligible to enroll in courses. In order to be admitted all students must provide the following, some students may be asked to provide supplemental information:

- Application to campus
- High school transcripts
- Students participating in the traditional PSEO program will also need to submit a Notice of Student Registration form every semester. obtain and submit to Minnesota State Mankato a signed Notice of Student Registration form for each semester they intend to enroll. This form is provided by the Minnesota Department of Education. Forms may also be obtained from most high school counseling offices.

2. Priority A application deadlines for traditional PSEO participation students are:

- July-April 1<sup>st</sup> for Fall Semester and
- December-November 1<sup>st</sup> for Spring Semester.

### Academic Standards and Advising

1. All students in the PSEO program will be expected to meet the university Academic Standing for Undergraduate Students. ~~Students falling below minimum standards after one semester will be placed on academic warning and removed from the PSEO program. Failure to meet the academic requirements of this policy may result in suspension from the university and have financial aid implications after high school graduation.~~

- If, at any point, a student falls below the minimum requirements, they will be placed on academic warning. If a PSEO student is placed on academic warning, an

academic success plan will be ~~created~~created, and the student will be required to meet with the PSEO advisor throughout the semester they are on warning.

- ~~After a semester on academic warning, if a student fails to meet academic standards they will be suspended from the university (See Academic Standing for Undergraduate Students policy).~~
- ~~If a student is suspended from campus and would like to file for reinstatement~~reinstatement, please refer to the [Academic Standing for Undergraduate Students policy](#).

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~~4.2.~~ [Prior to registering for courses, all traditional](#) PSEO students will be required to meet with their campus PSEO advisor. ~~prior to registering for courses for the upcoming semester.~~

~~2.3.~~ All courses must be taken for a letter grade unless the course meets all PSEO standards and is available only as Pass/No Credit (P/N).

~~3.4.~~ PSEO students who require [accommodations for a documented disability a sign language interpreter and/or textbooks in alternative format, or have special needs because of a documented disability](#), should contact the Minnesota State Mankato's Office of Accessibility Resources to arrange early registration or to obtain needed services.

~~4.5.~~ All courses taken by PSEO students must be approved for PSEO students at the 100 and 200 levels. PSEO students are not allowed to register for courses numbered below 100, arranged courses, or independent study courses unless otherwise noted in this policy.

~~5.6.~~ PSEO students may register for upper-division courses if they meet the required pre-requisites and gain approval from the appropriate academic department.

~~6.7.~~ Credit by Exam or College Level Examination Program (CLEP) are not allowed to be taken for credit by PSEO students.

~~7.8.~~ PSEO is considered a space available program, therefore, PSEO students are not allowed to receive special permission to register from faculty or departments.

8.9. Advising regarding the use of university level credits to meet high school graduation requirements must be done by the high school counselor.

## **Rationale**

As stated in Minnesota Statute 124D.09, Subd. 2., the purpose of the Post-Secondary Enrollment Options (PSEO) program “is to promote rigorous academic pursuits and to provide a wider variety of options to high school pupils by encouraging and enabling secondary pupils to enroll full time or part time in nonsectarian courses or programs in eligible postsecondary institutions.” PSEO offers an opportunity for eligible high school juniors and seniors to earn high school and university credit simultaneously. While there is value for both students and the university in this program, this policy helps define the parameters to the program due to resource limitations and state law/ Minnesota State Colleges and Universities system policy. Classes can be taken at the Minnesota State Mankato campus or at an off-campus location. Tuition and required textbook costs are paid by the Minnesota Department of Education; therefore there is no cost to the PSEO student. This Post-Secondary Enrollment Options policy of Minnesota State Mankato is developed in accordance with the content of the Minnesota State Colleges & Universities Board of Trustees Policy 3.5 and Procedure 3.5.1. If a high school participates in Concurrent Enrollment with Minnesota State Mankato, the University class is taught in the high school.