



# PSEO Application Information Packet 2024-25

## What is PSEO?

The Minnesota Legislature created the Post-Secondary Enrollment Options program, or PSEO, in 1985. Under PSEO, high school juniors and seniors enrolled in a school (including public, private, home, and charter schools) and/or American Indian controlled tribal contract or grant school can attend colleges and universities and receive both college and high school credit. The State of Minnesota pays for tuition and books. The purpose of PSEO is to enhance the high school experience by promoting "rigorous academic pursuits by encouraging and enabling secondary pupils to enroll full-time or part-time in nonsectarian courses (Minnesota Statutes 124D.09)."

The Legislature left selection criteria and implementation of the program up to the individual college. It is important to note that Century College follows the Minnesota State guidelines for PSEO. **PSEO is NOT an open enrollment program**; students must meet minimum criteria in order to be eligible for the program and courses are offered on a space-available basis only. All of the PSEO qualifications are clearly listed in this PSEO application.

You will need to notify your high school that you are interested in participating in the PSEO program by May 30<sup>th</sup> each year. Failure to alert your high school by this deadline could result in the inability to participate in PSEO for the following school year. Century College cannot override a school district's decision to prohibit participation in PSEO if the May 30<sup>th</sup> deadline is not met.

## Application Deadline

Term	Deadline	Term Begins
Fall 2024	July 1, 2024	August 19, 2024
Spring 2025	December 1, 2024	January 6, 2025

Applications submitted by July 1st with all required materials completed in full are guaranteed review and admission by the start of Fall Term. *Any applications determined incomplete after the application deadline are not guaranteed admission for Fall Term.*

Application materials must be submitted electronically as outlined in this document and on the PSEO website.  
*Century College will provide reasonable accommodations for all qualified students with disabilities.*

Questions? Contact [pseo@century.edu](mailto:pseo@century.edu) or 651-779-3962.

## Step 1 - Demonstrating college-level Reading & English placement

### Option 1: High School GPA

**GPA of 2.6 or higher**

\*Cumulative GPA

\***GPA** must be from a high school transcript only. GPA from middle school coursework only cannot be used for placement.

## Option 2: ACT Scores

### Reading

- 21 or higher in Reading on the ACT

### English

- 18 or higher in English on the ACT

\*Please see the Testing Center website for information regarding SAT and MCA requirements. *\*MCA results can only be used for Math placement.*

## Option 3: Course Placement Forms

At any time, students can complete the Reading Course Placement Form. The form is typically utilized by students who do not meet Option 1 or 2 but would still like to demonstrate their college-level Reading and English skills. Please refer to the [Testing Center](#) website for more information about the [Reading/English](#) Course Placement forms.

## Additional Placement Information

### ➤ Math Placement

If a student would like to take a Math course at Century College through the PSEO Program, the student must demonstrate college-level placement in Math. Please visit the [Testing Center](#) website for details on how to demonstrate college-level skills in Math.

### ➤ Advanced Placement (AP)

If a student would like to submit AP scores in order to register for more advanced Century College courses, please send official score reports to the Transfer Student Services/OARS Office for evaluation. Questions on AP scores or submission? Please call 651.779.3908.

Please see next page for additional admission requirements.

**Step 2- Meet state legislated eligibility requirement \*Students only need to meet 1 of the options below**

**OPTION A: High School Transcript**

GPA (Juniors 3.0+, Seniors 2.5+)

Class Rank (Juniors- top 1/3 of class, Seniors- top 1/2)

**OPTION B: Nationally Standardized Norm-Referenced Test (ACT, SAT, PSAT or Pre-ACT only)**

Juniors- at or above the 70<sup>th</sup> percentile on composite score

Seniors- at or above the 50<sup>th</sup> percentile on composite score

\*The MN or National percentile is acceptable.

**OPTION C: Appeal Process**

Letter of Recommendation from a high school counselor or core course teacher (If you are a home school student, please obtain a letter from a teacher or counselor outside of your family.)

Written essay on *Why you will benefit from PSEO and what you can contribute to Century College as a PSEO student.*

- Roughly two pages in length
- Double-spaced
- 12 pt. font

Submit a copy of your high school transcript

\*Decisions regarding Option C are made according to a point system. Submission of PSEO materials under Option C does NOT guarantee admission into the PSEO program.

**Step 3- Submit the Notice of Student Registration Form**

The [Notice of Student Registration](#) form is required for all applicants to the PSEO program. Only Sections 1 and 2 are required to be completed upon submission. They must be completed on the same document.

**Step 4- Complete the online application.**

Complete the [online general application](#) to the PSEO program at Century College.

**\*\*Important information before you begin the online application:**

- a. Save your StarID and password! You will use your StarID during the entire admissions process.
- b. Only items with the **red asterisk\*** are required.
- c. Date of Birth is required (even though there is no red asterisk\*)
- d. When selecting Application Type during Step 6, select Post Secondary Enrollment Options (PSEO) Student

## **Step 5- Complete the PSEO Application Materials Submission eForm**

The [PSEO Application Materials Submission eForm](#) is where students will upload and submit the required documentation discussed in steps 1-3 of this packet. All documentation is required to be submitted together, so partial submission of application materials will not be processed.

Students will be required to enter their StarID that is created during Step 4.

## **Step 6- Complete the PSEO orientation process**

If accepted, Century College will send an acceptance email to students. Information about the orientation process will be included in the acceptance email. Applicants will receive email communication at the email address included on the PSEO Application Materials Submissions eForm. Students who are unable to participate in the orientation process may automatically forfeit their spot in the PSEO program.

- The orientation process is a MANDATORY activity. It is designed to prepare students for a successful start at Century College. Orientation will cover all services, programs, and activities available to Century students. It is our attempt to inform students about everything that is available to them at Century. Critically important college policies are also reviewed.
- After completion of orientation, students are given the opportunity to register for courses or schedule an advising appointment with an Academic Advisor. Students can ask Academic Advisors about the best way to set up a course schedule in light of overall college goals or demands such as work, high school extracurricular activities, transfer to four-year colleges, etc. Students should connect with their high school counselor prior to registering for Century College courses in order to confirm any courses they may be required to take at Century to fulfill graduation requirements.

***Please Note: Information on this application is subject to change without notice.***

*Century College is a member of the Minnesota State system. We are an affirmative action, equal opportunity employer and educator. This document can be available in alternative formats to individuals with disabilities by calling 651.779.3354 or 1.800.228.1978 x 3354.*

### **NOTICE OF ANNUAL SECURITY REPORT AWA/LAB/Liff**

*Century College is committed to assisting all members of our community in providing for their own safety and security. The Annual Security Report contains crime statistics for the previous 3 calendar years, as well as information and policies regarding campus security and personal safety on campus. The Annual Security Report is available on the Century College Department of Public Safety website at <https://www.century.edu/home/public-safety>*

*If you would like to receive a paper copy of the Annual Security Report which contains this information, you can contact the Century College Department of Public Safety on East Campus room E/411 or by calling (651) 747-4000*

*This information is required by law and is provided by the Century College Department of Public Safety*