



PSEO Application

Fall 2019
Spring 2020

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.

Application Steps

- Step 1:** Complete the Century College ACCUPLACER Course Placement Test, ACT or SAT. Students must meet the minimum score requirements before moving on to step two.
- Step 2:** Complete and submit the application materials (see page 3). - ALL materials must be packaged and submitted together.
Return the application to:
Century College - Office of Admissions
3300 Century Avenue North
White Bear Lake, MN 55110
- Step 3:** Complete PSEO orientation process

Steps 1 & 2 must be completed before the following deadlines:

<u>Term</u>	<u>Deadline</u>	<u>Term begins</u>
Fall 2019	July 1, 2019	August 26, 2019
Spring 2020	December 1, 2019*	January 13, 2020

The deadline is absolute. There are no exceptions. Century College must have the application in the office on or before the due date. If you submit your application by mail, it is recommended to send it Registered Mail. We are not responsible for applications that get lost in the mail.

Questions? Contact Katy Melek at 651.779.3962 / katy.melek@century.edu.

*Since the Spring application deadline falls on a Sunday, applications will be accepted Monday, December 2nd if submitted in person to the Admissions Office by 6pm on Monday, 12/2. If mailing applications, applications must be post-marked by the deadline of December 1st.

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

Step 1 – Demonstrating college-level placement.

Step 1 – The ACCUPLACER Course Placement Test

Century College believes the best mechanism for measuring student readiness for college is our ACCUPLACER Course Placement Test in **reading comprehension and mathematics**. (For information about the ACT, please see section below.)

Taking ACCUPLACER: The ACCUPLACER Course Placement Test needs to be completed before the application deadline, and a copy of the ACCUPLACER score sheet must be submitted with the application.

Keep in mind that the test may only be taken twice in a 12 month period. In addition, students testing for the second time will be charged a \$10 retest fee. Accommodations for test takers can be provided through the Access Center. Please call 651.779.3354 to see if a student qualifies for accommodation services.

Students must bring a photo ID.

What are the required assessment test scores?

REQUIRED

Reading

- College-level placement on ACCUPLACER
OR
- 21 or higher in Reading on the ACT

OPTIONAL

Math

- College-level placement on ACCUPLACER- placement into Math 1025 or higher
OR
- 22 or higher in Math on the ACT

If a student meets the minimum ACT scores, taking ACCUPLACER is not required. Please submit a copy of your ACT score report with your PSEO application.

**If a student would like to take a math course at Century College through the PSEO Program, the student must meet one of the two qualifying options above which indicate college-level math skills.*

Please see the Testing Center website for information regarding SAT requirements.

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/DARS Office for evaluation. Questions on AP scores or submission? Please call 651.779.3908.

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.

Step 2 – Select Option A, B, OR C and Submit Your Materials

All materials listed for A, B, or C must be submitted together by the deadline. Incomplete applications will NOT be processed. Please select one option, either A, B, or C, and submit your application including the documentation as described under that option.

Step 2 – Students must meet ONE of the following options and submit the listed application materials:

A) Meet one of the following:

- Class Rank (Juniors - top third of class, Seniors - top half)
 - Decile (Juniors- 3rd decile or higher, Seniors – 5th decile or higher)
 - GPA (Juniors- 3.0 or higher, Seniors- 2.5 or higher)
1. Complete and submit page four of this application.
 2. Complete and submit the Notice of Student Registration form.
 3. Obtain and submit a copy of your high school transcript that **includes your class rank, decile or GPA.**
 4. Obtain and submit a copy of your ACCUPLACER or ACT score report.

B) If you meet the nationally standardized norm-referenced test requirement

- Juniors - at or above the 70th percentile on composite score
 - Seniors - at or above the 50th percentile on composite score
- *The MN or National percentile is acceptable.*
1. Complete and submit page four of this application.
 2. Complete and submit the Notice of Student Registration form.
 3. Obtain and submit a copy of your test results (PSAT, ACT or SAT).
 4. Obtain and submit a copy of your ACCUPLACER score report. *(If not using ACT scores for Step 1.)*

C) Students who do not meet Option A or Option B

1. Letter of recommendation from a high school counselor or a high school teacher. *(*If you are a homeschool student, please obtain a letter from a teacher or counselor outside of your family.)*
2. Written essay on *why you will benefit from PSEO and what you can contribute to Century College as a PSEO student.* The essay must be **two pages, typed, double-spaced, and in 12 pt. font.**
3. Complete and submit page four of this application.
4. Complete and submit the Notice of Student Registration form.
5. Obtain and submit a copy of your high school transcripts.
6. Obtain and submit a copy of your ACCUPLACER or ACT score report.

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

Step 3 – Complete the PSEO orientation process

If accepted, Century College will send an acceptance letter to students via the US postal service. Information about the orientation process will come to the student's email listed on page four of this application. 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 that involves both large and small group activities.

It is designed to prepare students for a successful start at Century College. On-campus orientation activities take approximately 2.5 hours.

→ The on-campus orientation activities 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 discussed.

→ The on-campus component of orientation includes students meeting with an Academic Advisor individually and are given the opportunity to register for courses. Students can ask Century staff 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 meet with their high school counselor prior to their on-campus orientation in order to confirm any courses they may be required to take at Century to fulfill any incomplete graduation requirements.

Don't forget to fill out the PSEO Application on page four.

PSEO Application Form

Name (Last, First, Middle) _____ Social Security Number _____ - _____ - _____

Date of Birth _____

*Social Security numbers are used for student identification on student records. Providing your SSN is voluntary. If you do not provide this number, your application will still be processed. This data is required for purposes of administration, program evaluation, and consumer and alumni data.

Street Address _____ City _____

State _____ Zip _____ County _____ Home Phone _____

Cell Phone _____ Student Email (REQUIRED) _____

High School _____

Anticipated Year of High School Graduation: _____

If home schooled, what high school would you normally attend? _____

Citizenship (check one): United States Permanent Resident Other:

Expected Start Date (check one): Fall 2019 Spring 2020

What is your current educational intent at this institution?

- Complete courses, but not a degree
- Earn associate (two-year) degree
- Earn associate (two-year) & transfer
- Earn occupational certificate/diploma
- Complete courses & transfer without a degree

Request for Confidential Information

The information requested below is voluntary and will assist Minnesota State Colleges and Universities in evaluating student recruitment and retention policies. It will **NOT** be used as a basis for admission or in a discriminatory manner. You will not be subjected to adverse treatment if you do not provide any of the requested information.

Gender: Female Male

Are you Hispanic or Latino (a person of Cuban, Mexican, Chicano, Puerto Rican, South or Central America, or other Spanish culture, regardless of race)? Yes No

Race and Ethnic Background (select any that apply)

- American Indian or Alaska Native - A person having origins in any of the original peoples in of North, Central or South America and who maintains tribal affiliation or community attachment
- Asian- A person having origins in any of the original peoples of 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 Other Pacific Islander- A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands
- White- A person having origins in any of the original peoples of Europe, the Middle East or North Africa

What is the highest level of education for your parent(s)/ guardian(s)? Please respond for the parent(s), step-parent(s), adoptive parent(s), or guardian(s) who raised you. Check only one box for each parent/guardian.

Parent/Guardian #1

Parent/ Guardian #2

- | | |
|--|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> No high school diploma <input type="checkbox"/> High school diploma <input type="checkbox"/> Some college <input type="checkbox"/> Two-year college degree/ diploma <input type="checkbox"/> Bachelor's degree or higher <input type="checkbox"/> Not sure/ don't know | <ul style="list-style-type: none"> <input type="checkbox"/> No high school diploma <input type="checkbox"/> High school diploma <input type="checkbox"/> Some college <input type="checkbox"/> Two Year college degree/ diploma <input type="checkbox"/> Bachelor's degree or higher <input type="checkbox"/> Not sure/ don't know |
|--|--|

Applicant Signature

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

Signature: _____ Date: _____