

PSEO OFF-CAMPUS OR ONLINE CHECKLIST

- Research PSEO options and qualifications for specific colleges. Find a list of participating colleges on the MDE website <http://education.state.mn.us/MDE/fam/dual/pseo/040787>. Each college has different qualification requirements. If interested in a college other than Anoka-Ramsey Community College, please submit a copy of qualification requirements to the Guidance Office.
Typical requirements to qualify for PSEO:

12th grade- <ul style="list-style-type: none"> ● top ½ of class ● 50th percentile on a standardized test ● 3.0 cumulative GPA 	11th grade- <ul style="list-style-type: none"> ● top ⅓ of class ● 70th percentile on a standardized test ● 3.5 cumulative GPA
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- Attend a PSEO information session at the college being considered.**
- Complete PSEO application for college planning to attending.**
- Submit wish list for PSEO college courses**, include course number and name (example: ART 1100 Introduction to Art) to the Guidance Office with PSEO state form.
- Submit the required state “Postsecondary Enrollment Options Program Notice of Student Registration” (PSEO) form** to the Guidance Office.
- Note deadline for Submissions of PSEO paperwork to SHS Guidance office.** (Paperwork must be submitted by noted deadlines to ensure enough time for SHS and the college to process paperwork and still meet the college’s registration deadlines.)
 - **Fall Semester Deadline Mid-March**
 - **Spring Semester Mid-October**
- Make an appointment to discuss courses/credits** needed to fulfill SHS graduation requirements with SHS guidance office (*Credit Balance Sheet for Full-Time PSEO Students*).
- Complete placement testing** if needed and **submit copy** of test results to SHS guidance office.
 - Examples of placement testing
 - Accuplacer (Anoka-Ramsey Community College)
 - World Language
- Complete college orientation/registration** process as directed by college.
- Submit copy of schedule** to SHS guidance department each semester.
- Pick up books from college** for online or off campus.
 - Check the policy at the college for picking up books for PSEO students
- Submit copy of grades** to SHS guidance department each semester.
- Submit copy of DARS** report (ARCC students only) with grade report each semester and as requested by the guidance office.
- Return books to college bookstore.**
 - Check the policy at the college for returning books for PSEO students
 - Failure to return books by due date may result in student covering the cost of the book.