

Postsecondary Enrollment Options (PSEO) Program Notice of Student Registration 2019-20

ED-01763-20

2019-20

Note: Complete an enrollment form for each instructional term and postsecondary institution the student attends. Once Sections 1 and 2 are completely filled out, mail the enrollment form to the postsecondary institution. Do not mail this form to the Minnesota Department of Education (MDE).

Secondary School Contact Name

Colleg	e Student ID Number:							
1.	To be Completed and S	Signed by the	Student	and Pa	rent/	Guar	dian	
					M	F		
Stude	nt Name (Last, First, M.I.)			G	ender	Dat	e of Birth) (MM/DD/YYYY
Addre	SS	City			ZIP	Code	Phone N	lumber
Postse	econdary Institution This Term	Parent/	Guardian Na	me A	ddress (if differ	ent than	above)
indicat under:	esota Statutes, section 124D.09, sub ting they have received information stand the responsibilities regarding ed under Minnesota Statutes, sections.	about the prograr	n, are aware secondary co	counseling ourses. We	services have rec	are ava	ailable ar he inforn	nd nation
Stude	nt Signature (must be original/wet sign	nature)		Student Em	ail			
Parent	t/Guardian Signature (if student is un	der age 18) (wet sigr	nature)	Date				
Upon	completion of Section 1, pass this f	orm to the pupil's	secondary s	chool for co	mpletic	on of Se	ction 2.	
2.	To be Completed by Se	condary/No	npublic/	Home S	chool			
		Public	Nonpublic	: Home	School			
Secon	dary/Nonpublic/Home School Name	e Scho	ool Type (sele			Studer	nt MARSS	6* Number
		Attending School District Number	_				Resident District Number	
Select	student's grade while attending thi	s Postsecondary In	stitution:	Grade 10 Public Or		Grade	11	Grade 12
Note:	High school graduates and 21-year	-olds are not eligib	le.		•			
	nts may not enroll in PSEO courses i ee class period during the high scho		· ·	class load. D No	oes this	studen	it have at	t least
ls the	above student eligible for program	application? (See P	ages 3 and 4 fo	or requireme	ents) (sele	ect one)	Yes	No
Secor	ndary/Nonpublic/Home Schoo	ol Verification						
124D.(y the student identified in Section 1 09, to apply for participation in the I able to the student.	_						

Contact Signature (wet signature) Email

Directions: Upon completion of Section 2, pass this form to the postsecondary institution for completion of Section 3.

Phone

Date

Student Name (Last, First, M.I.)

Date of Birth (MM/DD/YYYY)

College Student ID Number

3. To be Completed by the Postsecondary Institution

Name of Postsecondary Institution (PSI)	PSI Number	Cit	Institution			
Term of planned attendance (select one):	Semester 1	Semeste	er 2	Quarter (Qtr) 1	Qtr 2	Qtr 3
Postsecondary Institution Contact Name	Email			Telephon	e	
Courses Taken for Secondary Credit			Co	urse Number	Course Cre	edits
Course #1						
Course #2						
Course #3						
Course #4						
Course #5						
Course #6						
I certify the student identified in Section 1 is re sectarian in content, are not remedial or devel- taken for secondary credit.	_					
Signature – Postsecondary Institution Contact (wet signature	Title	9			Date

Required under Minnesota Statutes, section 124D.09, subdivision 5

"If an institution accepts a secondary pupil for enrollment under this section, the institution shall send written notice to the pupil, the pupil's school or school district. The notice must indicate the course and hours of enrollment of that pupil."

The postsecondary institution must mail a copy of this form to the following address:

Minnesota Department of Education Division of School Finance 1500 Highway 36 West Roseville, MN, 55113

^{*}MARSS stands for Minnesota Automated Reporting Student System

Postsecondary Enrollment Options (PSEO) Student Eligibility

Minnesota Statutes, sections 124D.68 and 124D.09

Public School Student Eligibility – 11th or 12th Grade Pupil, Minnesota Statutes, section 124D.09, subdivision 5.

An 11th or 12th grade pupil enrolled in a Minnesota public, nonpublic, home school or American Indian-controlled tribal contract or grant school eligible for aid under section 124D.83, except a foreign exchange pupil enrolled in a district under a cultural exchange program, may apply to an eligible postsecondary institution (PSI) to enroll in nonsectarian courses.

Public School Student Eligibility – 9th or 10th Grade Pupil, Minnesota Statutes, section 124D.09, subdivision 5(b).

A 9th or 10th grade pupil enrolled in a district or an American Indian-controlled tribal contract or grant school eligible for aid under section 124D.83, except a foreign exchange pupil enrolled in a district under a cultural exchange program, may apply to enroll in nonsectarian courses offered under 124D.83, subdivision 10 courses according to agreements, if:

- 1. The school district and the eligible PSI providing the course agree to the student's enrollment; or
- 2. The course is a world language course currently available to 11th and 12th grade students, and consistent with section 120B.022 governing world language standards, certificates, and seals.

Nonpublic School Student, Alternative Pupil Eligibility – 11th or 12th Grade Pupil, Minnesota Statutes, section 124D.09, subdivision 4.

Alternative pupil means an 11th or 12th grade student not enrolled in a public school district, and includes students attending nonpublic schools and students who are homeschooled.

Career or Technical Education (CTE) Eligibility – 10th, 11th or 12th Grade, Minnesota Statutes, section 124D.09, subdivision 5(a).

A 10th, 11th or 12th grade pupil enrolled in a district or an American Indian-controlled tribal contract or grant school eligible for aid under section 124D.83, except a foreign exchange pupil enrolled in a district under a cultural exchange program, may enroll in a CTE course offered by a Minnesota state college or university. A 10th grade pupil applying to a CTE course must have received a passing score on the 8th grade Minnesota Comprehensive Assessment (MCA) in reading as a condition of enrollment. A current 10th grade pupil who did not take the 8th grade MCA in reading may substitute another reading assessment accepted by the enrolling PSI.

Limit on Participation, Minnesota Statutes, section 124D.09, subdivision 8.

- 1. A pupil who first enrolls in grade 9 may not enroll in PSEO courses for more than the equivalent of four academic years.
- 2. A pupil who first enrolls in grade 10 may not enroll in PSEO courses for more than the equivalent of three academic years.
- 3. A pupil who first enrolls in grade 11 may not enroll in PSEO courses for more than the equivalent of two academic years.

- 4. A pupil who first enrolls in grade 12 may not enroll in PSEO courses for more than the equivalent of one academic year.
- 5. If a pupil in grade 9, 10, 11, or 12 first enrolls in PSEO during the school year, participation shall be reduced proportionately.
- 6. If a pupil is in a learning year or other year-round program and begins each grade in the summer session, summer sessions shall not be counted against the time of participation.
- 7. If a school district determines a pupil is not on track to graduate, the limit on participation does not apply to that pupil.
- 8. A pupil who has graduated from high school cannot participate in a program under this section.
- 9. A pupil who has completed requirements for graduation but who has not received a diploma may participate in the program.

Academic Year

For purposes of determining PSEO eligibility, an academic year is equivalent to a school year and is defined as July 1 through June 30.

Early Middle College Program – Minnesota Statutes, section 124D.09, subdivision 9(b).

An institution must not enroll secondary pupils, for PSEO purposes, in remedial, developmental, or other courses that are not college level except when a student eligible to participate and enrolled in the graduation incentives program under section 124D.68 enrolls full time in a middle or early college program designed with a well-defined pathway to allow the student to earn a certificate or degree.

Fees; Textbooks; Materials – Minnesota Statutes, section 124D.09, subdivision 20.

All textbooks and equipment provided to a pupil, and paid for by the department, are the property of the pupil's PSI. Each pupil is required to return all textbooks and equipment to the PSI after the course has ended.

Participation in High School Activities – Minnesota Statutes, section 124D.09, subdivision 11(a).

A school district must allow a student enrolled in a course under this section to remain at the school site during regular school hours.

Access to Building and Technology – Minnesota Statutes, section 124D.09, subdivisions 11(a) and 11(b).

A school district must allow a student enrolled in a PSEO course to remain at the school site during regular school hours. A school district must adopt a policy that provides a student enrolled in PSEO with reasonable access during regular school hours to a computer and other technology resources the student needs to complete coursework for a PSEO course.