
Hmong College Prep Academy

Post-Secondary Enrollment Options Program

Information Packet

Hmong College Prep Academy Post-Secondary Enrollment Options Contract
Return to Hmong College Prep Academy Counseling Department**GENERAL INFORMATION**

Student Name _____ ID _____ Grade _____

Student E-mail _____ Phone Number _____

College Attending _____

PSEO Advisor _____ Phone Number _____

PSEO Advisor's email _____

Enrollment Status: **FULL TIME** (minimum 12 college credits/no HCPA classes)
PART TIME (HCPA classes and college credits)

Students who participate in a PSEO program at a college or university should follow requirements set up by the HCPA counseling department to make sure that students do not miss important information and deadlines for high school and college. Also, in order to earn a HCPA diploma, the above must be completed along with all other graduation requirements. Refer to the HCPA Hand Book for further information regarding the total number of credits and graduation requirements needed. College credit is converted to high school credit on the students' transcripts.

STUDENT RESPONSIBILITIES

- A. Return this form with necessary signature to the counseling office before start of the school year.
- B. Submit a copy of your college class schedule with course descriptions to the counseling department before the start of classes each term.
- C. Student **MUST** notify counseling office before you withdraw from a PSEO class. Withdrawing from a class may affect the student's grade point average and graduation status.
- D. If student is in jeopardy of failing a class, students **MUST** notify the counseling office as soon as possible.
- E. Students need to meet with a counselor 3 times a term in person, by video conferencing, or by phone to receive information.
- F. Students will receive important school information via Schoology and HCPA school email.

I have read and agree to the terms listed above._____
Student Signature_____
Parent Signature_____
Date_____
School Counselor_____
Date Received

The Post-Secondary Enrollment Options Program allows 11th and 12th grade students to attend an eligible college or vocational technical school on either a part-time or full-time basis. The PSEO program was designed to allow students who qualify the opportunity to take courses not offered or courses that go beyond what is offered at their high school. There is no charge to PSEO students for tuition, books or fees for items that are required to participate in a course; however, students may incur fees for equipment that becomes their property when the course or program is completed or for textbooks that are not returned to the postsecondary institution according to their policies. Students are responsible for providing their own transportation to and from the college and paying all parking fees.

Eligible students 11th and 12th grade students who are accepted by a Post-Secondary institution may enroll either full time or part time in nonsectarian courses at that institution. Each college and technical college has its own admission requirements.

Eligible institutions Eligible institutions include the University of Minnesota and its branches, all state universities, private colleges, community colleges and technical colleges.

STUDENT REQUIREMENTS AND RESPONSIBILITIES

Meet with your Counselor

Students interested in participating in PSEO are required to schedule a meeting with their high school counselor. Parents are encouraged to attend. The purpose of this meeting will be to discuss the intent of the law, discuss eligibility requirements and review past grades, coursework, graduation requirements and attendance patterns; discuss those institutions the student is considering attending; evaluate full time and part time options and implications of differing school calendars; discuss the difference between high school courses and college courses and procedures; answer any questions students and their parents may have and to assist time in determining whether PSEO is in the student's best interest.

Application process

It is the student's responsibility to apply to the postsecondary institution, meet all the required deadlines established by that institution, and arrange to take any placement assessments that may be required. Each participating college and university sets its own requirements for admission into PSEO or courses and programs.

Acceptance and Class scheduling

Students planning to attend PSEO classes during the fall semester and their parents are required to meet with their high school counselor to complete a PSEO contract that will outline the classes necessary to meet final graduation requirements.

Students planning to attend PSEO classes the spring semester and their parents must meet with their high school counselor before the second semester. Completed contracts must be returned to the counselor prior to the first day of college classes.

COURSES AND CREDITS

Choosing courses

When choosing courses, students must consider what courses are needed to meet Hmong College Prep Academy graduation requirements. In addition, students should consider courses that are offered beyond those available at HCPA. Students may earn college credit at HCPA by taking Advanced Placement and College in the Schools courses. Students should work with counselors to ensure the best possible graduation results.

Credits

All PSEO students are required to maintain full time / part time credit status. These credits may be taken entirely at the college or a combination of college and high school credits. ** Full time is defined as the equivalent of at least 12 college credits per semester at the college.

The ability to transfer PSEO credits from one college to another depends on each individual college or university. Students should contact the colleges or universities they are considering attending after high school graduation to determine what PSEO credits, if any, the institutions will accept as a transfer and how they will treat those credits. Will those credits replace courses required by that institution, will they transfer as elective credits, or will none of those credits earned transfer?

Grades

All grades earned in PSEO courses will be averaged at face value into a student's high school grade point average. PSEO grades are weighted. If a PSEO student drops a college course after the first 10 days of the college semester, a grade of NC will be assigned to the withdrawn course and will affect the student's grade point average. Grades earned in PSEO courses will be recorded for the honor roll and other special awards and recognitions.

****Credits and grades received at a postsecondary institution are on the student's record and count as courses completed at that institution. HCPA cannot send transcripts from postsecondary institutions. Students will need to request transcripts directly from their PSEO college/university attended.*

PSEO students may be charged fees for the following:

- Equipment. If the equipment required for a course becomes the property of the pupil after the course has ended, the postsecondary institution may charge the student for this equipment.
- Not returning textbooks or materials. Each pupil is required to return all textbooks and materials to the postsecondary institution after the course has ended. Postsecondary institutions may charge the student a fee for the late return or no return of textbooks or materials. Textbooks or materials not returned may be charged to the student at the used price.
- Placement retest. Depending on a postsecondary institution's policy for placement testing, a student may be charged for retesting.

POINTS TO CONSIDER

The decision to participate in the PSEO program is very important because it affects the student's high school experience, high school program and future schooling and career plans. The student will be expected to be a responsible, self-starting independent learner.

- Will the student be able to arrange a course schedule at both the high school and college campuses to allow required credits to be earned for high school graduation? Most high schools and postsecondary institutions have differing yearly schedules and vacation times. Failure to consider dissimilar schedules could result in a limitation of course selections, an overlapping of courses or even hinder completion of a course.
- The emotional maturity and level of responsibility the student is ready to assume are major considerations for success in this program. Careful attention should be given to the student's ability to work independently, to travel to and attend classes regularly and to complete assigned work without close supervision. Will the student miss high school involvement and contact with peers by participating in PSEO? Is the student ready to function in an adult setting?
- What arrangements will be needed for transportation? Will travel time facilitate the scheduling of courses at both campuses?
- Students participating in PSEO must still meet high school graduation requirements. Enrollment in inappropriate courses could result in the student not graduating with his/her high school class. Courses must be chosen very carefully.
- Students must complete Hmong College Prep Academy's PSEO contract with their school counselor to make sure all graduation requirements are being met. It is the student's responsibility to schedule an appointment with their counselor regularly to keep track of forms needed and update their contract.