

Hmong College Prep Academy PSEO Agreement 2023-2024
(print clearly and return to your School Counselor)

Name: _____ E-mail (school) _____
(personal) _____

Cell#: _____ Home# : _____

- Graduation Requirements - I understand I need a total of 60 credits or more in specific areas. I will keep track of my high school graduation requirements and will enroll in required classes for graduation. If I do not pass/complete a PSEO class, graduation could be impacted-resulting in not graduating on time. I will be present for required tests and required graduation meetings at my high school. I will make arrangements with my college teachers (in advance) if I need to miss a PSEO class for these purposes. I will fulfill requirements as outlined by my high school.
- By participating in PSEO a permanent, official college transcript is being created. HCPA will receive your college transcript at the end of each semester with final grades, to be recorded on your high school transcript. Check with your PSEO counselor(s) to ensure you have taken all necessary credits.
- Students that drop a college course must follow the college's protocol. College courses dropped after the 5th day of the post-secondary term will result in an F on your high school transcript, regardless of what appears on the college transcript. **The student must notify their high school counselor prior to changing any courses and concerns to discuss the impact on graduation and whether continuing with the PSEO program is appropriate. If your rank falls below the program requirement, you will be re-enrolled as a full-time student at your high school.**
- I need to schedule an appointment with my high school counselor prior to each semester to discuss PSEO course options and planning. I will complete a new Notice of Student Registration form each semester. **I will turn in a copy of my PSEO schedule to my high school counselor prior to the beginning of each semester.** ****
- Participating / Tuition / Fees / Books / Chromebook. Qualifying students in grades 11-12 may participate in PSEO. This site lists the participating PSEO programs/colleges: <https://education.mn.gov/MDE/dse/schfin/pseo/040787>. PSEO covers tuition, fees, and required textbooks to the student at no cost. Consumable supplies specifically required for a class, such as art supplies and film, are also covered. General school expenses such as notebooks, pens, pencils, test out fees, or non-consumable supplies are not covered. Housing is not covered. Upon completion of a course, students must return books to the college by their deadline. PSEO students are not automatically provided a Chromebook during Chromebook distribution. Students must let their HCPA PSEO School Counselor know they wish to request the use of a Chromebook and complete a Chromebook request form.
- My attendance at college courses is expected. The college will treat you like any other college student, i.e., your parents and high school counselor will not have access to your attendance record or your grades while in progress at college.

- It is my responsibility to keep informed about activities at the high school. Utilize the school email and read Schoology; all pertinent information is sent or posted.
- Part-time PSEO students will not be allowed to arrive late for class or leave a class early to accommodate their college schedule. Unless pre-approved by your school administration, the school's Attendance/Tardy policy applies.
- Transportation to and from my PSEO institution is my/my family's responsibility. PSEO students do not have special high school parking privileges. If I wish to park in the parking lot during the school day I must register my vehicle with HCPA and follow all parking lot rules.
- This is an opportunity to take actual college courses. The academic & social responsibilities are assumed by my parent/guardian and me. I will be expected to effectively manage my time, study outside of class, & meet deadlines without reminders.

* Signatures indicate that you have been provided, read, understand, and accept information contained in this document, and agree to abide by these requirements for the PSEO program with HCPA. I understand I must inform my High School Counselor of my intention to participate in PSEO by **May 30, 2023**.

Student Signature

Date

Parent Signature

Date