



# St. Cloud Technical & Community College

## Policies and Procedures

### Chapter S3 – Educational Polices

#### S3.30.1 PSEO Procedure

**Part 1. Purpose.** This procedure governs the implementation of SCTCC’s PSEO policy as stated in S3.30. It reflects MnSCU board procedures 3.5.1 and Minn. Stat 124D.09.

#### **Part 2. Admissions Requirements for PSEO Students.**

**Subpart A. Eligibility.** The PSEO program is available to juniors and seniors who are enrolled in a Minnesota public or private high school, home school, or alternative learning center. Students must demonstrate evidence of ability to complete college level work.

High school juniors and seniors who wish to enroll in courses at SCTCC through the PSEO program must meet the minimum score requirements indicating college readiness on the system approved course placement assessment or meet the qualifications for an exemption as delineated in SCTCC’s Assessment for Course Placement Policy.

**Subpart B. Career and Technical Education.** High school sophomores who have obtained a passing score on the 8<sup>th</sup> grade Minnesota Comprehensive Assessment in reading and who receive a cut-score on the system approved course placement assessment indicating college readiness may enroll in one career or technical education course at SCTCC. If the student receives a C or better in the course, the student will be allowed to take additional career or technical education courses the following semester.

Students who first enroll under the career and technical education provision of this policy who wish to continue PSEO enrollment as a Junior or Senior must take the system endorsed placement assessment or meet qualifications for an exemption prior to enrolling in courses.

#### **Part 3. Support and Performance**

**Subpart A. Support.** PSEO students at SCTCC are eligible for the same academic and student support services as traditional students including academic advising, disability services, and tutoring services.

**Subpart B. Performance.** SCTCC shall collect data annually about the performance of students enrolled in the PSEO program and communicate those performance measures to the system office.

#### **Part 4. Student Responsibilities.**

**Subpart A. Communication.** PSEO students are responsible for meeting with their high school counselors and understanding their high school graduation requirements. They are also required to meet with an academic advisor at SCTCC once a semester.

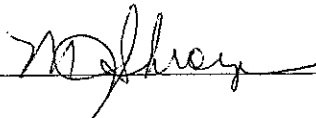
**Subpart B. Standards.** PSEO students must maintain a cumulative GPA of 2.0 and a 67% completion rate to continue enrollment in the program. They must also conform to SCTCC student conduct standards as delineated in the student handbook.

**Subpart C. Academics.** PSEO students may enroll full or part time. They are limited to a maximum of 19 credits a semester.

**Subpart D. Finances.** In compliance with Minnesota Department of Education policy, students submit a new Notice of Student Registration (NOSR) form before the start of each semester. Tuition and fees are paid by MDE for the student. Students will not be charged for books and other required course materials if these items are returned at the end of the semester. Students are required to pay a per-credit parking access fee or complete a parking waiver prior to the start of each semester.

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College President: \_\_\_\_\_



Date: 5/11/16

Date of Adoption: \_\_\_\_\_

Date of Implementation: \_\_\_\_\_

Date repealed or replaced: \_\_\_\_\_