

Post-Secondary Enrollment Options (PSEO) checklist

Step 1: Attend PSEO Student/Parent Information night and/or meet with your school counselor to determine if PSEO is a good fit.

- Are you on track to graduate and willing to remove classes from your schedule?
- Are you in the top 30% of your graduating class as a junior or the top 50% as a senior?
- Do you want to go to PSEO part-time or full-time?
- How will you get to PSEO? Bus or car?
- Are you ready for college level classes?
- Do your parent/s or guardian approve?
- How important is the high school experience to you?

Step 2: Obtain a list of participating PSEO colleges at <http://education.state.mn.us/MDE/fam/dual/pseo/040787> or from your school counselor, research PSEO college options, check application deadlines, and choose where you are going to apply.

Step 3: Apply to your PSEO college/s of your choice.

Step 4: If applying to St. Paul College or another open enrollment/community college, sign up to take the ACCUPLACER™ assessment test at the two-year college where you are applying. (You may also be able to use your ACT scores or PSAT scores.)

Step 5: Gather the following documents:

- High school transcript showing cumulative GPA. **(From Counselor)**
- PSEO Notice of Student Registration form signed by you, your parent, and your high school Counselor: [2023-24 PSEO Notice of Student Registration \(NoSR\)](#)
- The form needs to be completed for each semester of PSEO participation.
- Balance sheets if applicable: <https://ccaps.umn.edu/documents/DCP/PSEO-Balance-Sheet-20.pdf>
- Nova Classical Academy's PSEO Agreement: Available [Nova's PSEO web-page](#) and physical copies are available in Mr. Shuman's office (306)

Step 6: Deliver, mail, or email the necessary documents to the PSEO office or contact person at the college by the application deadline.

Step 7: Once admitted, set up an appointment with your school counselor to build your schedule for the following semester. **Make sure you complete this step at least 2 weeks before your PSEO semester starts.**

Step 8: Once PSEO semester starts, check-in frequently with your school counselor to make sure you are on track to graduate and to gather school specific information you are missing when you are not attending Nova.