

2022-23 PSEO PROGRAM INFORMATIONAL PACKET

Post-Secondary Enrollment Option (PSEO) At Dunwoody College of Technology

The application deadlines are as follows:

- Fall Semester: June 1
- Spring Semester: November 1

Qualifications

- A. The applicant must be a junior or senior in a Minnesota public or private high school, or have senior-level equivalency in a home school program, for the year he/she is applying. Please note: If a senior begins the PSEO program at Dunwoody for Spring Semester, eligibility is pro-rated until high school graduation, at which time the student is no longer eligible to attend as a PSEO participant.
- B. The applicant must have a minimum high school cumulative GPA of 2.5 and be in good academic standing with their institution. Students must also complete an evaluation and academic assessment with the PSEO Coordinator to determine eligibility for the program. Pre-requisites for all programs and classes must be met prior to enrollment, when applicable.
- C. Participants will be selected from a pool of qualified PSEO applicants. Registration for specific courses will be determined based on availability and space. Dunwoody reserves the right to limit the number of participants in any given year. Most PSEO students enroll in general education classes that are needed to complete their high school graduation requirements or are required for the program they choose to major in at Dunwoody. In some cases students are allowed to enroll in technical courses.
- A. Applicants must complete and/or submit the following:
 - a. A standard **Dunwoody College of Technology Application form.**
 - b. A Minnesota **PSEO Notice of Student Registration Form**
 - c. An official copy of the student's **high school transcript.**
 - d. A signed copy of this **informational packet.**
- B. After notice of acceptance to the program, applicants must complete and return the enrollment agreement by the deadline specified on the paperwork.

Orientation/Registration

- A. Accepted participants will be notified via mail and given their Orientation date. All accepted PSEO students must attend orientation. PSEO students attend the same orientation as regularly

scheduled students.

- B. Proof of immunization against measles, mumps, rubella, tetanus, diphtheria and meningitis are required by state law of all postsecondary students *Minn. Stat. 2006, Section 135A.14*. Applicants will receive an immunization form with their enrollment agreement; the completed form should be turned in before or during orientation.

Course/Program Restrictions

- A. Most PSEO students enroll in general education classes that are needed to complete their high school graduation requirements or are required for the program they choose to major in at Dunwoody. In some cases students are allowed to enroll in technical courses.
- B. Instructors may be notified of a student's PSEO status. Students may be required to obtain academic progress reports during the semester to meet high school requirements.
- C. PSEO students may join any campus clubs or organizations that do not have restrictions for PSEO program participants.
- D. PSEO students are NOT eligible for student employment on campus.

Costs

- A. PSEO courses are free, with no cost to the student, including tuition, books, and fees. Books, laptops, software and other required course materials are paid by Dunwoody College of Technology; there are no fees to be paid by the student unless the student wishes to keep such items including but not limited to: books, tools, calculators, and personal safety equipment. Dunwoody laptops cannot be purchased.
- B. PSEO students are not eligible for federal, state, or college financial aid; including emergency loans, Dunwoody grants, and similar monies. This also means that a PSEO student is not work-study eligible; not eligible to pursue on-campus employment opportunities (Course/Program Restrictions).
- C. Books are obtained by the PSEO student after meeting with the PSEO Coordinator at Orientation. Books issued to PSEO students are free, but remain the property of Dunwoody and therefore must be returned to the College at the end of each semester before an official transcript of the previous semesters final grades will be sent to the students' high school or home school administrator. All Dunwoody students are issued laptops for use during the semester and must be returned to the IT Department at the end of their last PSEO semester. Books cannot be returned to the Bookstore and are not eligible for book buy-back refunds. Books and course materials not returned within 10 days following the end of a given semester will be billed to the PSEO student. Transcript requests will be held until books and laptops are returned or the student's financial account is settled. Dunwoody does not expect any PSEO student to incur such costs; charges are only applied if Dunwoody property is not returned in a timely manner.

Academic/Disciplinary Regulations

- A. PSEO students must maintain a minimum cumulative GPA of 2.0 in order to continue in the program. Students are graded on the same basis as other Dunwoody students. =Transcript information will be shared with the participant's high school or home school administrator at the end of each semester once final grades are entered.

- B. All PSEO students have the same responsibilities as any other first year student; required to abide by the same rules and regulations as other college students and are subject to the same disciplinary action. Violations of academic or disciplinary regulations may result in immediate expulsion from the PSEO program at Dunwoody College of Technology. Any appeals should be made through the Dean of Students Office.

I, _____, have read and understand the preceding information concerning the PSEO Program at Dunwoody College of Technology and my participation in the program if accepted.

Applicant: _____ Date: _____

Parent: _____ Date: _____

Dunwoody Admissions Counselor: _____ Date: _____

High School/Home School PSEO Counselor: _____ Date: _____