

PSEO Policies and Procedures at ROCHESTER STEM ACADEMY

The Rochester STEM Academy supports the Post Secondary Enrollment Option Program for the specific purposes of:

1. Promoting rigorous educational pursuits, and
2. Providing a wider variety of options for students.

REGISTRATION

1. The student should discuss their plans with their family since parent or guardian support must be obtained to participate in the Post Secondary Enrollment Options (PSEO). Rochester Community and Technical College has a website <http://www.rctc.edu/pseo/> that contains information about the program. Many of your questions may be answered by examining this website.
2. Accepted PSEO students must complete a new state form (Notice of Student Registration) before they register each semester.

ACCEPTANCE

1. Acceptance into the college is *entirely determined by the post secondary school*. ROCHESTER STEM ACADEMY's responsibility is to verify the student's eligibility and to complete the necessary paperwork. Seniors must have a GPA of 2.5. Juniors must have a GPA of 3.0. Sophomores must have passed their 8th grade MCA Reading test.
2. For Rochester Community and Technical College, the student is responsible for making application, scheduling the orientation, and taking Accuplacer. Successful Accuplacer results MUST be submitted to Rochester STEM Academy.
3. Once a student has been accepted and has registered for his/her classes, she/he must submit a copy of his/her college courses to the college placement counselor or his/her advisor at ROCHESTER STEM ACADEMY, and change his/her high school schedule accordingly. **This MUST be done as soon as possible after acceptance and registration is complete.**

HIGH SCHOOL POLICIES

1. All high school policies regarding attendance, grading, withdrawing from class and extra-curricular activities apply to the student.
2. Students who elect to attend college full-time must have passed both the ACCUPLACER English and Math tests.
3. All students are required to complete the Minnesota Graduations Standards and the equivalent of:
 - 4 years of English
 - 4 years of Social Studies
 - 4 years of Mathematics
 - 4 years of Science

CREDIT

1. High school credit will be awarded for satisfactory completion of the college courses in the following manner:
 - A. Semester credit is divided by four to get the high school equivalency ($4/4=1$).
 - B. Trimester credit is divided by three to get the high school equivalency ($4/6=.67$).
2. Under both of the above systems, a full time student is the equivalent of a minimum of 12.0 college credits. To participate in the PSEO program, *the student must be a full time student* either at the

college or in combination with his/her high school credit load and be making satisfactory progress towards graduation.

GRADING

Grades are usually sent directly to the high school from the college after the completion of the course. **However, students are ultimately responsible for making sure the high school receives the grades.** All grades **MUST** be reported.

GRADUATION

Final grades **MUST** be reported by the college to the high school at least one-week before graduation. ROCHESTER STEM ACADEMY policy states that seniors may not attend graduation if they are short any credits to graduate. If final grades are not available one week prior to graduation, and if a college instructor verifies that the student will not fail the class, then the student may participate in graduation exercises.

TRANSPORTATION

It is the student's responsibility to provide his or her own transportation to and from the college. The student and family acknowledge this arrangement by signing at the bottom of this form.

TUITION AND BOOKS

ROCHESTER STEM ACADEMY pays for the tuition of all accepted PSEO students, but the textbooks are the property of the college. Students are asked to follow the instructions given by the college for returning or purchasing the textbooks.

I have read, understand, and will be responsible for the information contained on these pages. If I am accepted as a PSEO student, I will provide the high school with a copy of my college schedule and meet with my advisor to change my high school schedule as soon as possible.

Should I fail to comply with any of the requirements stated above, I may be restricted from having my tuition paid by ROCHESTER STEM ACADEMY to the college(s), and/or my graduation from ROCHESTER STEM ACADEMY may be in jeopardy.

Signature of Student

Date

I, as the parent/guardian of this student, have discussed the PSEO Program with my child and I agree to have her/him participate in this program. I also agree to provide transportation to and from the program.

Signature of Parent/Guardian

Date

A copy of this contract along with a copy of the completed Notice of Student Registration must be on file with the following:

- 1. Student's Advisor**
- 2. College Placement Counselor**
- 3. The Student Data Administrator**