



NORMANDALE  
COMMUNITY COLLEGE

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PSEO  
APPLICATON  
*for enrollment*



**YOUR COLLEGE. YOUR COMMUNITY.**

[WWW.NORMANDALE.EDU/PSEO](http://WWW.NORMANDALE.EDU/PSEO)  
952-358-8208

9700 France Avenue South | Bloomington, MN 55431-4399  
A MEMBER OF MINNESOTA STATE



The Post Secondary Enrollment Options (PSEO) Program allows qualified high school students to earn college credits and, with the high school's permission, to use those credits toward the completion of your high school graduation requirements. Courses covered by the PSEO funding are offered during the fall and spring terms on the Normandale campus. The cost for all course tuition, fees and required textbooks are covered under the PSEO program.

## ELIGIBILITY CRITERIA FOR PSEO

### High School Seniors:

Must rank in the top one-half of their class or score at or above the 50th percentile on a nationally standardized norm-referenced test such as ACT, SAT, PreACT, PSAT or the Stanford Achievement Test (SAT10) or Iowa Assessments. Eligible applicants must satisfy all three sections (reading, writing and mathematics) of Normandale's placement tests and must indicate a college level placement in reading.

### High School Juniors:

Must rank in the top one-third of their class or score at or above the 70th percentile on a nationally standardized norm-referenced test such as ACT, SAT, PreACT, PSAT or the Stanford Achievement Test (SAT10) or Iowa Assessments. Eligible applicants must satisfy all three sections (reading, writing and mathematics) of Normandale's placement tests and must indicate a college level placement in reading.

Students applying from high schools that do not provide rank must have a 3.0 GPA (to be eligible as a junior) and a 2.5 GPA (to be eligible as a senior) or meet the percentiles on the nationally standardized, norm-referenced tests mentioned above.

Home schooled or students who attend an ALC or school which does not provide GPA or rank are eligible for PSEO admission based upon meeting the percentiles of the nationally standardized, norm-referenced tests mentioned above.

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## STEP 1

Submit the following materials in person or via U.S. Mail to: **Normandale Community College, Attn: Office of Admissions/PSEO, 9700 France Avenue South, Bloomington, MN 55431**

ALL materials must be submitted together.

- A completed and signed Normandale Community College PSEO Application.
- A current official high school transcript showing (if available), class rank/size.
- Records of immunizations (home schooled students only)
- Score reports from a nationally standardized, norm-referenced tests mentioned above, if available, required for home schooled student
- A Minnesota Department of Education (MDE) PSEO Program Notice of Student Registration form. Parts 1 and 2 of the form must be completed and signed. This form may be downloaded at [www.normandale.edu/PSEO](http://www.normandale.edu/PSEO).

### PLEASE NOTE:

To be considered official, all transcripts (including college transcripts, Advanced Placement (AP), College Level Examination Program (CLEP), International Baccalaureate (IB) must be prepared and sealed by the issuing institution—or a firm acting on its behalf—in an envelope bearing the issuing institution's letterhead and submitted to Normandale without a third party being involved in opening the document before being delivered to Normandale Community College.

## STEP 2

Upon receipt of your application, you will receive a letter within 10 business days verifying your application status. You may be required to take Normandale placement tests in reading, writing and mathematics.

## STEP 3

If all eligibility requirements have been met, you will be accepted and invited to attend a Student Advising and Registration Session. Participation in this session is a mandatory requirement for to register for courses at Normandale.

**Application Deadlines:** • Fall Semester - July 1 • Spring Semester - December 1

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## Contact us! [www.normandale.edu](http://www.normandale.edu)

For further information about the PSEO program visit [www.normandale.edu/pseo](http://www.normandale.edu/pseo)

Normandale Community College  
ATTN: Office of Admissions | PSEO  
9700 France Avenue South, Bloomington, MN 55431-4399

Toll free: (800) 481-5412  
Office of Admissions/PSEO: (952) 358-8208

Admissions FAX: (952) 358-8230  
E-mail: [PSEO@normandale.edu](mailto:PSEO@normandale.edu)



**MINNESOTA STATE**

*Normandale Community College,*  
A member of Minnesota State



**ADMISSION INFORMATION (PLEASE PRINT LEGIBLY AND USE BLUE OR BLACK INK)**

**What term do you intend to begin taking courses?**

Year 20\_\_ \_\_ Term (check only one) Fall \_\_\_\_\_(Deadline of July 1<sup>st</sup>) Spring \_\_\_\_\_(Deadline of December 1<sup>st</sup>)

**PERSONAL DATA (please print)**

Date of application \_\_\_\_\_ Social Security number (\*optional) \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

*\*Providing your Social Security number is voluntary. However, your Social Security number helps ensure positive identification of your records.*

Full name \_\_\_\_\_  
last first middle initial

Address \_\_\_\_\_  
apartment # city state zip

Contact list (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
home phone cellular or other phone

Email address \_\_\_\_\_

How long have you lived in Minnesota? # \_\_\_\_\_ years and # \_\_\_\_\_ months

*Note: Students holding a J-1, F-1 or F-2 visa or participating in a foreign exchange student program are not eligible for PSEO enrollment*

**EDUCATIONAL DATA (check one)**

Most recently completed grade level: 10th grade \_\_\_\_\_ 11th grade \_\_\_\_\_ Other (specify) \_\_\_\_\_

High school name \_\_\_\_\_ Expected date of graduation \_\_\_\_\_

Have you participated in PSEO or earned credits at another college? \_\_\_\_\_ Yes \_\_\_\_\_ No

**EMERGENCY NOTIFICATION INFORMATION (required)**

Full name \_\_\_\_\_  
last first middle initial

Address \_\_\_\_\_  
street city state zip

Phone number (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Relationship to applicant \_\_\_\_\_





## REQUEST FOR CONFIDENTIAL INFORMATION

Providing the following demographic information is voluntary. This information will assist the Minnesota State system offices in evaluating student recruitment and retention policies. Information provided will not be used as a basis for admissions decisions.

**Gender:** \_\_\_\_\_ Male \_\_\_\_\_ Female    **Date of Birth:** \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_ Year

### Race and ethnic background (select any that apply):

- \_\_\_\_\_ Are you Hispanic or Latino - *A person of Cuban, Mexican, Chicano, Puerto Rican, South or Central American, or other Spanish culture, regardless of race.* \_\_\_\_\_ Yes \_\_\_\_\_ No
- \_\_\_\_\_ American Indian or Alaskan Native - *A person having origins in any of the original peoples of North, Central or South America and who maintains tribal affiliation or community attachment.*
- \_\_\_\_\_ Asian - *A person having origins in any of the original peoples of the Far East, Southeast Asia or the Indian subcontinent.*
- \_\_\_\_\_ Black or African American - *A person having origins in any of the black racial groups of Africa.*
- \_\_\_\_\_ Native Hawaiian or Other Pacific Islander - *A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.*
- \_\_\_\_\_ White - *A person having origins in any of the original peoples of Europe, the Middle East or North Africa.*

**What is the highest level of education for your parent(s) and/or guardian(s)? Please respond for the primary parent(s), step-parent(s), adoptive parent(s) or guardian(s) who raised you. Check only one box for each parent/guardian.**

- |                            |                                       |                            |                                       |
|----------------------------|---------------------------------------|----------------------------|---------------------------------------|
| <b>Parent/Guardian # 1</b> | _____ No high school diploma          | <b>Parent/Guardian # 2</b> | _____ No high school diploma          |
|                            | _____ High school diploma             |                            | _____ High school diploma             |
|                            | _____ Some college                    |                            | _____ Some college                    |
|                            | _____ Two-year college degree/diploma |                            | _____ Two-year college degree/diploma |
|                            | _____ Bachelor's degree or higher     |                            | _____ Bachelor's degree or higher     |
|                            | _____ Not sure/don't know             |                            | _____ Not sure/don't know             |

## SIGNATURE REQUIRED FOR ALL APPLICANTS

**CERTIFICATION:** Your application must be signed and dated. Misrepresentation of application information may be grounds for canceling admission to or enrollment and registration at Normandale Community College.

**I certify that the information I have provided on this application form and all other admission materials is complete, accurate and true to the best of my knowledge.**

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

**I understand and support my child's participation in the Post Secondary Enrollment Options Program.**

Parent or Guardian's signature \_\_\_\_\_ Date \_\_\_\_\_  
*(if under 18 years-of-age)*

Normandale Community College is asking you to provide data that includes private and confidential information under state and federal law. The college is asking for this information in order to process your application. You are not legally required to provide the information the college is requesting, however, the college may not be able to effectively process your application if you do not provide sufficient information. With some exceptions, unless you consent to further release of private information, access to this information will be limited to school officials who have legitimate educational interests.

### Under certain circumstances federal and state laws authorize release of private information without your consent:

- To other schools in which you seek or intend to enroll, or are enrolled, if you are first notified of the release;
- To federal, state or local officials for purposes of program compliance, audit or evaluation;
- As appropriate in connection with your application for, or receipt of, financial aid;
- If the information is sought with a subpoena, court order or otherwise permitted by other state or federal law;
- To an organization engaged in educational research or an accrediting agency