

## **Guidelines for Students in Postsecondary Enrollment Options (PSEO) or Concurrent Enrollment Programs during the COVID-19 Pandemic**

**Updated March 19, 2020**

For high school students who are currently enrolled in postsecondary courses – on a college campus or at their high school, the following guidelines are offered for students, families and educators affected by high school and campus closures and/or postsecondary courses transitioned online.

In response to the COVID-19 pandemic, all Minnesota schools serving students prekindergarten through grade 12 were closed Wednesday, March 18. This closure is to allow time for districts and charter schools to develop distance learning plans, in the event of a longer-term closure. All districts and charter schools are expected to resume instruction, whether in-person or in a distance learning model, on Monday, March 30. If the district or charter school has spring break scheduled after March 30, distance learning will begin after the scheduled spring break.

At this same time, all Minnesota postsecondary campuses are also closed for a period of time to explore and develop alternative modes of delivery for all courses not currently offered online. Some postsecondary institutions are currently on spring break or will be on spring break in the next couple of weeks.

### **Postsecondary Enrollment Options (PSEO)**

For high school students who are enrolled in seat-based postsecondary courses at the college or online courses taught by postsecondary faculty.

#### **Students enrolled in PSEO courses during the 2019-2020 school year:**

- PSEO students should monitor all college or university communication daily for information about the continuation of learning in each of their courses and resume regular participation and attendance as instructed.
- When college and university courses recommence, PSEO students will resume any courses in which they are enrolled through alternative delivery methods including online and other formats that support safe social distancing ( $\geq 6$  ft.). Postsecondary faculty will be communicating the process to their students for continued learning in their courses.
- All PSEO students should follow any guidance from their high school or school district about the continuation of learning for any high school courses in which they are enrolled.
- PSEO students should seek academic advising from the respective college or university and should seek advising guidance from their high school counselor prior to withdrawing from any college or university courses.

### **Students interested in enrolling in PSEO during the 2020-2021 school year:**

- Students must notify the districts or charter schools of their intent to enroll in PSEO for school year 2020-2021 by May 30. Schools should consider how interested students can communicate with their counselors to plan for PSEO course enrollment.
- The PSEO Notice of Student Registration (NOSR) Form will need a student and parent signature (if the student is not 18) in section one. MDE is working to temporarily remove the digital signature requirement in section one so students and families without access to printers at home can complete the form.
- The PSEO NOSR form will need a signature from a district or charter school official in section two. MDE will accept a digital or wet signature in section two. Schools should consider how their staff will sign these forms and send them on to the postsecondary institution.
- Schools should also consider waiving the May 30 requirement in section two of the form if collecting the necessary signature(s) is challenging for students and families during the remainder of the 19-20 school year.

## **Concurrent Enrollment**

For high school students who are enrolled in postsecondary courses taught by a high school teacher:

- Concurrent enrollment courses are college courses. Districts and charter schools with concurrent enrollment courses must work directly with the Concurrent Enrollment Director at the postsecondary institution on how these classes will move forward in order to meet higher education requirements and standards.
- The instruction of concurrent enrollment courses should continue in the format required by the high school or school district based on their overall plan for continuity of instruction in consultation with the partnering college or university.
- Colleges and universities in collaboration with the high school or school district may provide access to college or university online course platforms or software if feasible. If high schools or school districts already use an online platform that supports the continuity of instruction, these alternate platforms may also be utilized if feasible.
- If high school instruction resumes at the high school site earlier or later than at the college or university, concurrent enrollment instruction should resume according to the high school schedule.
- Students enrolled in concurrent enrollment courses should monitor all communication from the high school for information about the continuation of learning in each of their courses and resume regular participation and attendance as instructed.
- If the concurrent enrollment course moves from a face-to-face to an online delivery model, the college or university should be informed of the dates of the transition to alternative methods of instruction.