

PSEO Application Instructions

Please read and follow directions carefully - Incomplete applications are not accepted!

1. Complete the **HCC Application**, including the immunization record and transcript release portions. Do not include the \$20 application fee. *Clearly* mark that you are a high school student taking classes through the Post-Secondary Enrollment Options (PSEO) program. Sign and date where indicated.
2. Complete the **Authorization for Release of Information**.
3. Complete the Department of Education **Notice of Student Registration**, including student, parent or guardian, and high school counselor signatures. **The high school needs to complete Part B to verify that you are enrolled in 10th, 11th or 12th grade.**
4. Obtain a **high school transcript**.
5. Submit your completed application to the **HCC Admissions Office** (information listed below).

Recommended Application Deadline:

Fall semester: May 30th

Please note: Testing and registration begins in April and May for fall classes.

Spring semester: Please contact an HCC counselor.

Please note: Testing and registration begins in November and December for spring classes.

Submit your completed application to:

Hibbing Community College
Attn: Admissions Office
1515 East 25th Street
Hibbing, MN 55746

6. Allow four weeks for processing, then receive written notification of your placement testing date.
7. Take the placement test to determine acceptance into the PSEO program (OR provide nationally-standardized test scores). **Students must place at college-level to register for classes.**
8. Meet with your HCC counselor to register for classes **before the end of the school year**. This allows the high school time to verify that your college classes satisfy their high school requirements.

Please direct any questions to an HCC counselor. The HCC counselors are assigned as follows:

Jory Bowen

218-262-7208

jorybowen@hibbing.edu

* Serving Chisholm and Hibbing high schools.

Donna Groettum

218-262-6786

donnagroettum@hibbing.edu

* Serving all other schools, including home-school and online.