PSEO Student Application Checklist

PSEO Application Deadlines:  
Fall Priority = May 15  
Spring Priority = November 1  
Fall Final = June 15  
Spring Final = December 1

Check one:
☐ I am a new Saint Paul College PSEO applicant (must complete all steps outlined below).
☐ I am a returning Saint Paul College PSEO student (must only complete Step 3).

Name: ____________________________ High School: _______________________

☐ Check off each step when complete.

☐ Step 1: Apply to Saint Paul College online at saintpaul.edu/apply

Record your 8-number Tech ID/Student ID (not StarID) provided in email from the College:
_____________ (Use this number when “Student ID” is requested throughout PSEO application process.)

☐ Step 2: Take the ACCUPLACER™ assessment

Must complete Reading and Math portions at minimum. For information: saintpaul.edu/assessment

☐ Step 3: Complete the following forms:

Both forms are available on our PSEO webpage, saintpaul.edu/PSEO

1. PSEO Notice of Student Registration form for the intended year. This form must be signed by you, your guardian, and your high school counselor.

2. PSEO Book Contract

☐ Step 4: Gather the following document(s) based on grade level:

PSEO Sophomores:
1. Official high school transcript showing GPA of 2.0 or greater
2. Copy of 8th grade Minnesota Comprehensive Assessment scores showing passing Reading score

PSEO Juniors & Seniors:
1. Official high school transcript showing both a cumulative GPA of 2.0 or greater AND a class rank in the top third (juniors) or top half (seniors)
2. If your transcript does not show class rank, you must also provide a nationally standardized, norm-referenced test (e.g. PLAN, ACT, PSAT, SAT) with a composite score at or above the 70th percentile (juniors) or the 50th percentile (seniors), OR a letter from your high school counselor verifying you are in the top third (juniors) or top half (seniors) of your graduating class.

☐ Step 5: Attach this checklist to the documents from Steps 3 & 4, and submit them before the PSEO application deadline to:

Email: pseo@saintpaul.edu
Mail: Saint Paul College PSEO, 235 Marshall Avenue, Saint Paul, MN 55102
In Person: One Stop, Room 1300