

## C2C High School Checklist

### Process Timeline

**February 1** MSC Southeast will inquire about classes planned for the next school year

**March for fall or October/November for spring** MSC Southeast will contact schools to start planning testing dates.

Items to have completed by **June 1 (for fall) or November 1 (for spring)**

1. Send list of interested students to Minnesota State College Southeast (MSCS)
2. Students complete the online application
3. If needed, complete Accuplacer testing **or** submit ACT, SAT or MCA scores
4. Transcripts sent to MSCS

Items to complete by the **first week of classes**

1. Final clean class lists
2. Class Orientation (PowerPoint) and handbook link given to students
3. Students complete Enrollment eform (link available on 2<sup>nd</sup> to last slide of Orientation PowerPoint)

**Students will have the first 14 days of the class to drop without academic penalty.**

**The withdraw deadline from courses is up to 80% of the course (will receive a "W").**

**The appeal deadline is 90 days after the appeal term has ended.**

## C2C Eligibility and Enrollment

Eligibility for C2C is a 2-step process, first students must meet one or more of the requirements below.

MSC Southeast Policy, [www.southeastmn.edu/about\\_us/PoliciesAndProcedures/index.aspx?id=13695&s=2](http://www.southeastmn.edu/about_us/PoliciesAndProcedures/index.aspx?id=13695&s=2)

PSEO and C2C Admission Eligibility				
Exam/Criteria	Sophomore (CTE)	Sophomore C2C (LAS)	Juniors	Seniors
During COVID (starting Spring 2021)	2.8 (sunsetting after fall 2021) MCA 750 (7 <sup>th</sup> grade score)		2.6	2.5
Pilot project using GPA (CTE)			1.8 & District Support (CTE)	1.8 & District Support (CTE)
Next-Gen Reading			250	250
Accuplacer Reading			78	78
ACT Reading		32 & District Support	21	21
MCA Reading	850 (proficient or pass)		1047	1047
SAT Reading/Writing Composite		670 & District Support	480	480
Class Rank		Top 10% & District support	Top 1/3	Top 1/2

Once the college determines the student meets one of the above requirements, the student will receive a general acceptance letter verifying acceptance into the C2C program. **However, some courses within the C2C program may have additional requirements.**

Students meeting the criteria can then register for courses through the college's [e-Services](#) system.

High School students will follow the same college required, mandated prerequisites set up for college courses. Prerequisite blocks are put into our record/registration system for each college course to include the concurrent course offered for college credit at the high school. Once the student attempts to register, if the prerequisites are not met, the system will not allow the registration to occur.

The prerequisites can be found on the ["Course Descriptions and Outlines"](#) page of the MSC Southeast webpage.

Additional evidence may be submitted to satisfy the prerequisite.

A final course roster after student registration is printed by the C2C Coordinator and administered to the High School Counselor, High School Collaborator, and College Collaborator.