

Concurrent Enrollment Application Instructions

Minnesota State University, Mankato eApplication Step-by-Step Instructions. Please follow each step as the Concurrent Enrollment eApplication process requires specific information to ensure your application is entered correctly. Throughout this guide you'll see timestamps that you can use to refer back to our eApplication video. These timestamps can be used to ensure questions are answered correctly, or help you troubleshoot during the application.

Step 1: Go to www.mnsu.edu (video time 0:28)

Step 2: Click on “Admissions & Aid” at the top of the page (video time: 0:30)

Step 3: Click on “Undergraduate Admissions.” (video time: 0:32)

A screenshot of the website's navigation menu. At the top, there are two main menu items: "ABOUT THE UNIVERSITY" with a downward arrow and "ADMISSIONS & AID" with an upward arrow. Below "ADMISSIONS & AID", a dropdown menu is open, listing several options: "ADMISSIONS & AID", "UNDERGRADUATE ADMISSIONS", "GRADUATE ADMISSIONS", "INTERNATIONAL ADMISSIONS", "TUITION AND AID", and "REQUEST INFORMATION". The "UNDERGRADUATE ADMISSIONS" option is circled in black. A vertical purple bar is visible on the right side of the dropdown menu area.

ABOUT THE UNIVERSITY ▾

ADMISSIONS & AID ▲

ADMISSIONS & AID

UNDERGRADUATE ADMISSIONS

GRADUATE ADMISSIONS

INTERNATIONAL ADMISSIONS

TUITION AND AID

REQUEST INFORMATION

Step 4: Scroll down and click “Apply” (video time: 0:38)



VISITS AND TOURS

Minnesota State Mankato has always been a place where big ideas meet real-world thinking. Experience it all firsthand by visiting our campus—there really is no substitute for getting to know us in person.



APPLY

We accept applications online or by mail. Completed applications, paper or online, must be submitted with all required materials no less than five (5) working days prior to the start of classes. Under certain circumstances the University may institute an earlier priority admission deadline.

Step 5: Under “Apply Now” click the “Online Application for Post-Secondary Options (PSEO)/Concurrent Enrollment” (video time: 0:44)

Apply Now - Undergraduate

Congratulations on your decision to apply to Minnesota State Mankato! We are here to help at any point in the process, so please be sure to [contact us](#) with any questions.

We accept applications online or by mail. **Completed applications, paper or online, must be submitted with all required materials no less than five (5) working days prior to the start of classes.** Under certain circumstances the University may institute an earlier priority admission deadline.

APPLY NOW

- [Online Application for Undergraduate Students](#)
- [Online Application for Post-Secondary Enrollment Options \(PSEO\) / Concurrent Enrollment](#)

Step 6: From here, if a student does not already have a Star ID, they will need to select “Create your Star ID.” Students who already have a star ID should log-in with their existing star ID. (video time: 1:10)

Welcome to the Online Application

To begin your Online Application please log in using your StarID.
New to StarID? Continue by selecting the "Create StarID" button below.

Login with existing StarID

Login

Create your StarID

Create StarID

Step 7: To create a Star ID, students will need to input their own personal information, as seen here:

Create StarID

* First Name

* Last Name

Enter an email address specifically created for your use and that you check most often since you will receive email messages from the Minnesota State Colleges and Universities system containing important information regarding your application status.

* Email Address

* Re-enter Email Address

The password complexity requirement associated with the StarID complies with the Minnesota State Colleges and Universities password security guideline. Passwords must meet or exceed these criteria:

- Changed at least every 180 days.
- Must be at least 8 characters long.
- Use at least 3 of these types of characters: uppercase, lowercase, numbers, special characters.
- May not have been used before.
- May not contain your first name or last name if they are longer than 2 characters.

Special characters include characters like these: !@#\$%^&*()_+~`{}|\:; '<> , . ? /

* Password

* Re-enter Password

Step 8: On the same page, students will need to acknowledge the terms of access and select “Get my Star ID.”

I acknowledge that I am subject to the terms of access and use as defined in [Board Policy 5.22 Acceptable Use of Computers and Information Technology Resources](#).

← Back

Get my StarID

Step 9: Input all the required fields, including first name, last name, and email address (video time: 1:37)

1 Personal 2 Citizenship 3 Contact 4 Education 5 Confidential 6 Major 7 Additional 8 Review

Personal - Legal Name and Email Address

Enter your name as it appears on your U.S. Social Security card or passport.

* First Name Middle Name * Last Name Name Suffix (Jr. Sr II III)

Enter an email address specifically created for your use and that you check most often since you will receive email messages from Minnesota State Colleges and Universities containing important information regarding your application status.

* Email Address

+ Add a Former Name + Add a Preferred Name Next →

Step 10: This step is optional. Providing your social security number and date of birth is voluntary and failing to do so will not affect admission decision. However, the information requested can help to identify your record in the system and match to financial aid information. (video time: 2:03)



Personal - Social Security Number (SSN) and Date of Birth:

Providing your SSN and Date of Birth is voluntary and failing to do so will have no effect on the processing or consideration of your application. Your SSN and Date of Birth data is matched together, including financial aid application information, if applicable. If you provide your SSN and Date of Birth, it may also be used within the system for purposes such as system consumer and alumni relations and to create summary reports.

Social Security Number (The following formats are acceptable: 333-22-4444, 333224444)

Show Social Security Number

Date of Birth

 (mm/dd/yyyy)

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Next →

Step 11: This step is optional. (video time: 2:23)

1 Personal

2 Citizenship

3 Contact

4 Education

5 Confidential

6 Major

7 Additional

8 Review

Personal - Veteran Status

Are you now serving, or have you ever served, in the United States Armed Forces or Uniformed Services?

Yes No

Are you a spouse or dependent of an individual who is now serving, or has ever served, in the United States Armed Forces or Uniformed Services?

Neither

Spouse

Dependent

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Next →

Step 12: Optional: input the highest level of education for your parents/guardians. (video time: 2:27)

1 Personal

2 Citizenship

3 Contact

4 Education

5 Confidential

6 Major

7 Additional

8 Review

Personal - Parent Education

 The following information will help Minnesota State Colleges and Universities evaluate student recruitment and retention policies; it will not be used as a basis for...

What is the highest level of education for your parent(s)/guardian(s)?

Please respond for the parent(s), adoptive parent(s) who raised you.

First Parent/Guardian

- No high school diploma
- High school diploma
- Some college
- Two-year college degree/diploma
- Bachelor's degree or higher
- Unknown

Second Parent/Guardian

- No high school diploma
- High school diploma
- Some college
- Two-year college degree/diploma
- Bachelor's degree or higher
- Unknown

[← Back](#)

[Continue to Citizenship →](#)

Step 13: Please let us know your current citizenship status. If status is not US Citizen or Dual National with U.S. Citizenship, the student will need to be specific in what their status is. Concurrent enrollment is not available for international or exchange students. (video time: 2:34) 



Citizenship

* Which best describes your current citizenship status?

- U.S. Citizen or Dual National with U.S. Citizenship International Visa Holder or Seeker Other

[← Back to Personal](#)

[Continue to Contact →](#)

Step 14: Let us know how long you have been a resident of Minnesota. Concurrent enrollment is restricted to Minnesota residents, so you'll need to fill this section out as accurately as possible. (video time: 2:49)

1 Personal 2 Citizenship 3 Contact 4 Education 5 Confidential 6 Major 7 Additional 8 Review

Contact - Residency

* Are you a resident of Minnesota?

Yes No

* How long have you lived in this state?

Years Months

[← Return to Citizenship](#) [Next →](#)

Step 15: Let us know your home address. Please know that Minnesota State University, Mankato will not sell your information to anyone.

The information will be used solely to reach out to the student if there are questions about your application

1 Personal 2 Citizenship 3 Contact 4 Education 5 Confidential 6 Major 7 Additional 8 Review

Contact - Address

! If you supply more than one address, please select which address you would prefer to receive mail at by clicking

* Entry of at least one address is required.

Permanent Address Edit Delete

122 Taylor Center
Mankato, MN 56001

Local Address Add

International Address Add

← Back Next →

Step 16: What is your preferred phone number? You can provide mobile and home phone number.

(video time: 3:11)

1 Personal 2 Citizenship 3 Contact 4 Education 5 Confidential 6 Major 7 Additional 8 Review

Contact - Phone Number

* Entry of at least one phone number is required.

Local Contact Information.

Home Phone	Mobile Phone
<input type="text" value="555-555-5555"/>	<input type="text" value="555-555-5555"/>

[← Back](#) [Continue to Education →](#)

Step 17: Select yes for high school student status. (video time: 3:21)

1 Personal 2 Citizenship 3 Contact 4 Education 5 Confidential 6 Major 7 Additional 8 Review

Education - High School Information

* Are you currently a High School Student?

Yes No

← Back to Contact

Next →

Step 18: Complete the required fields. ALWAYS ENTER **JUNE** FOR THE MONTH AND YOUR GRADUATION YEAR: FOR EXAMPLE, 06/2021. (video time: 3:27)

1 Personal 2 Citizenship 3 Contact 4 Education 5 Confidential 6 Major 7 Additional 8 Review

Education - High School Attended:

! **Important Note:** Graduates of high schools that are not regionally accredited or recognized by the state may not be eligible for admission to the University of Minnesota that it is regionally accredited or recognized by the state.

* High School State:

* High School:

* Graduation or GED Date: (mm/yyyy)

Provide your cumulative high school grade point average (GPA) as it would be reported on your high school transcript (0). You may be asked to provide an official high school transcript to verify reported GPA.

* High School Grade Point Average:

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Step 19: Students can skip the high school preparation standards portion. We will get this information from the high school guidance counselor when transcripts are sent in. (video time: 3:45)

1 Personal 2 Citizenship 3 Contact 4 Education 5 Confidential 6 Major 7 Additional 8 Review Save and Exit

Education - High School Preparation Standards

! Students must meet preparation requirements for admission/transfer to state universities. Please indicate the number of years or partial years of high school education you have or will have completed by the end of high school in each of the categories below. (e.g. Enter 2.5 for a subject if you have taken the subject for 2 full years and part of a third.)

English and Mathematics (step 1 of 3)

English	
English:	<input type="text" value="2"/>

Mathematics			
Elementary Algebra:	<input type="text" value="1.5"/>	Trigonometry:	<input type="text"/>
Intermediate Algebra:	<input type="text"/>	Pre-calculus:	<input type="text"/>
Geometry:	<input type="text"/>	Other Math:	<input type="text"/>

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Step 20: Higher Education: If you have taken any other post-secondary courses, select yes and follow the prompts. If this is the first university-level course a student has taken, select no. Any other institutions where the student has completed PSEO or concurrent enrollment should be listed here. (video time: 4:00)

1 Personal 2 Citizenship 3 Contact 4 Education 5 Confidential 6 Major 7 Additional 8 Review Save and Exit

Education - Colleges / Universities Attended

! You are required to disclose all education and training received at the undergraduate or graduate level, regardless of whether or not you intend to transfer credits. A bachelor's degree is the minimum educational requirement for consideration for admission to graduate school.
Failure to list undergraduate or graduate information may delay the processing of your application.

Institution Name	Attendance Dates	Degree Earned
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← Back + Add Institution Continue to Confidential →

Step 21: This information is optional. However, the university can use this information to provide additional resources for students. (video time: 4:10)



Confidential - Demographic Information



Providing the following confidential demographic information is voluntary; it will not be used as a basis for completion practices.

Sex shown on your official documents

Sex shown on your official documents is the sex listed on birth certificate, driver's license, passport, or other c

- Female
- Male
- Other

What is your gender identity?

Gender identity is a person's innermost concept of self as feminine, masculine, neither, or a combination - how
(Please select all that apply)

- agender

Step 22: Select the term that they wish to start taking courses. If they apply for an earlier term and are not admitted they will need to reapply. Applying for a later term may also result in a student needing to reapply. (video time: 4:16)



Major - Application Term

If the term in which you want to start is not listed, please contact the [Admissions Office](#) at Minnesota State University, Ma

* When would you like to start classes?

- Spring 2021 (January 11, 2021 - May 07, 2021)
- Summer 2021 (May 17, 2021 - July 23, 2021)
- Fall 2021 (August 23, 2021 - December 10, 2021)

[← Back to Confidential](#) [Next →](#)

Step 23: Select the Post-Secondary Enrollment Option (PSEO) student. (video time: 4:35)

1 Personal 2 Citizenship 3 Contact 4 Education 5 Confidential 6 Major 7 Additional 8 Review

Application Type

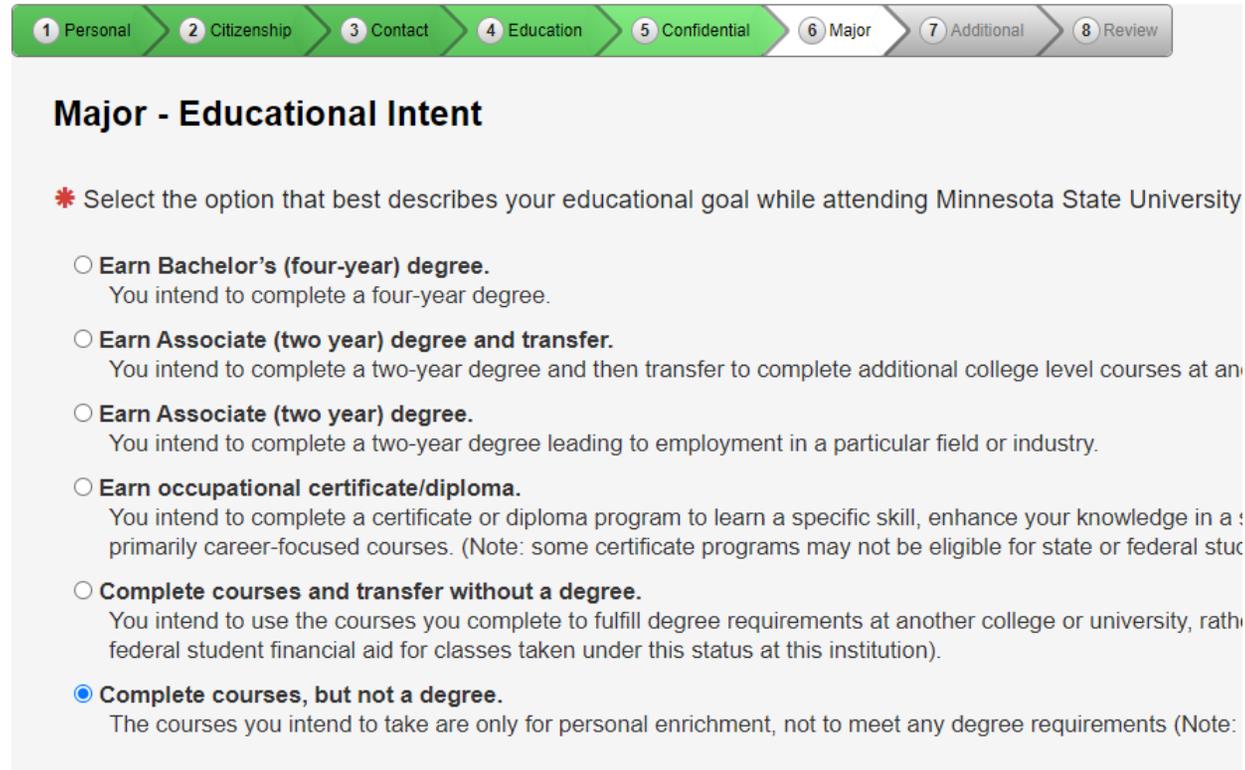
* Please indicate the type of student you will be?

First Year, Returning, or Transfer Student
(Pursuing certificate, diploma, or a two-year or four-year degree; not seeking a degree, or returning student)

Post Secondary Enrollment Options (PSEO) Student
[What's this?](#)

← Back Next →

Step 24: PSEO/Concurrent Enrollment students will need to select “complete courses, but not a degree.” Even if you plan to earn a bachelor's or associates degree, high school students need to select this option while taking classes in high school. (video time: 4:44)



1 Personal 2 Citizenship 3 Contact 4 Education 5 Confidential 6 Major 7 Additional 8 Review

Major - Educational Intent

* Select the option that best describes your educational goal while attending Minnesota State University

- Earn Bachelor's (four-year) degree.**
You intend to complete a four-year degree.
- Earn Associate (two year) degree and transfer.**
You intend to complete a two-year degree and then transfer to complete additional college level courses at another institution.
- Earn Associate (two year) degree.**
You intend to complete a two-year degree leading to employment in a particular field or industry.
- Earn occupational certificate/diploma.**
You intend to complete a certificate or diploma program to learn a specific skill, enhance your knowledge in a specific area, or complete primarily career-focused courses. (Note: some certificate programs may not be eligible for state or federal student financial aid.)
- Complete courses and transfer without a degree.**
You intend to use the courses you complete to fulfill degree requirements at another college or university, rather than receive state or federal student financial aid for classes taken under this status at this institution).
- Complete courses, but not a degree.**
The courses you intend to take are only for personal enrichment, not to meet any degree requirements (Note: these courses may not be eligible for state or federal student financial aid.)

Step 25: Select part-time student. (video time: 5:05)

* Do you plan to attend Minnesota State University, Mankato as a:

Full Time Student

Part Time Student

[← Back](#) [Next →](#)

Step 26: Do NOT select a major. Select “next” and move on. (video time: 5:10)

1 Personal > 2 Citizenship > 3 Contact > 4 Education > 5 Confidential > 6 Major > 7 Additional > 8 Review

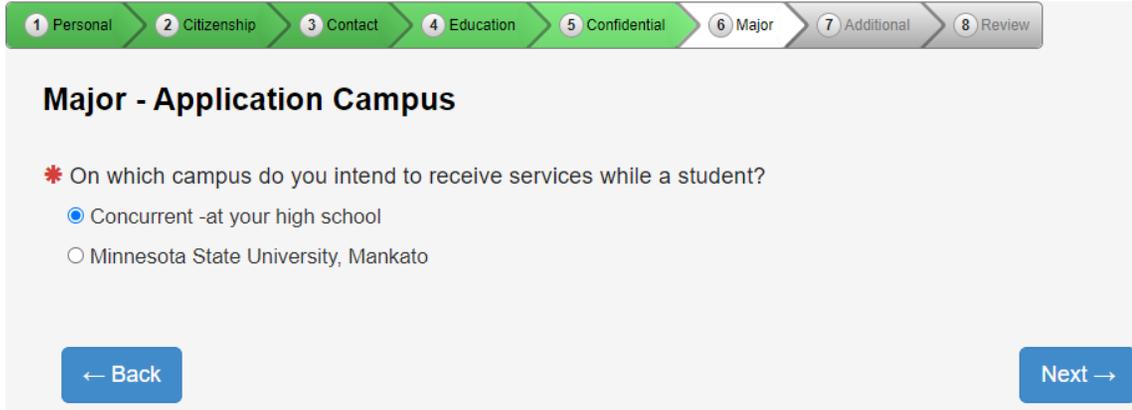
Major - Academic Program

Selecting a major/academic program of interest is optional. However, to be eligible for financial aid choosing a major/pr

Campus	Delivery of Major	Major
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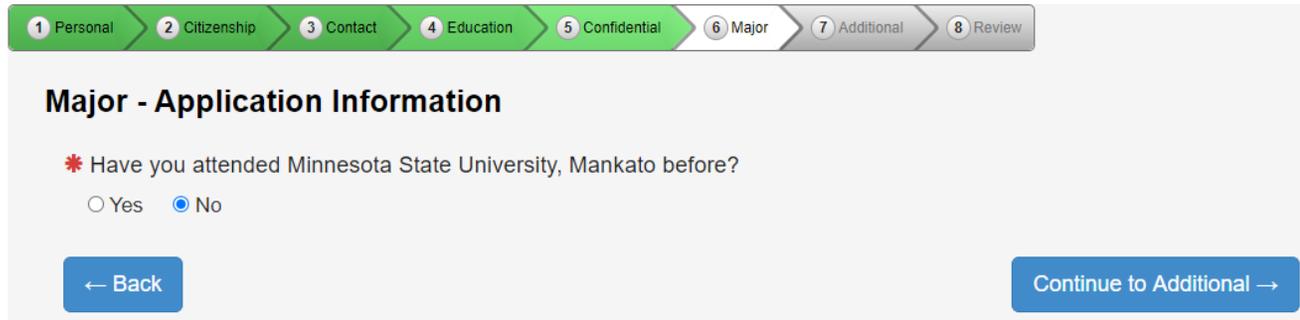
[← Back](#) [+ Add Major/Program](#) [Next →](#)

Step 27: Select “concurrent – at your high school.” Selecting a different campus may result in admission delays or errors in registration. (video time: 5:15)



The screenshot shows a progress bar at the top with eight steps: 1 Personal, 2 Citizenship, 3 Contact, 4 Education, 5 Confidential, 6 Major, 7 Additional, and 8 Review. Step 6, 'Major', is the current step. Below the progress bar is the title 'Major - Application Campus'. The main content area contains a question: '* On which campus do you intend to receive services while a student?'. There are two radio button options: 'Concurrent -at your high school' (which is selected) and 'Minnesota State University, Mankato'. At the bottom of the form are two blue buttons: '← Back' on the left and 'Next →' on the right.

Step 28: Select “no.” (video time: 5:23)



The screenshot shows a progress bar at the top with eight steps: 1 Personal, 2 Citizenship, 3 Contact, 4 Education, 5 Confidential, 6 Major, 7 Additional, and 8 Review. Step 6, 'Major', is the current step. Below the progress bar is the title 'Major - Application Information'. The main content area contains a question: '* Have you attended Minnesota State University, Mankato before?'. There are two radio button options: 'Yes' and 'No' (which is selected). At the bottom of the form are two blue buttons: '← Back' on the left and 'Continue to Additional →' on the right.

Step 29: Select any of the activities, organizations, or sports that interest you. (video time: 5:31)

1 Personal 2 Citizenship 3 Contact 4 Education 5 Confidential 6 Major 7 Additional 8 Review

Additional - Activities & Sports

Please indicate any activities you are interested in at Minnesota State University, Mankato:

Academic <ul style="list-style-type: none"><input type="checkbox"/> Honors Program<input type="checkbox"/> Speech Team	Men's Sports <ul style="list-style-type: none"><input type="checkbox"/> Baseball<input type="checkbox"/> Basketball<input type="checkbox"/> Cross Country<input type="checkbox"/> Football<input type="checkbox"/> Golf
Arts and literature <ul style="list-style-type: none"><input type="checkbox"/> Art	

Step 30: Do you plan to take Concurrent Enrollment courses at your high school campus? - Select Yes

Do you plan to take PSEO courses on the Minnesota State University, Mankato campus? - If you are planning on Minnesota State University, Mankato courses through the PSEO program and concurrent enrollment you should check “Yes” if you are only enrolling in courses through concurrent enrollment, you should check “No.” (video time: 5:36)

1 Personal 2 Citizenship 3 Contact 4 Education 5 Confidential 6 Major 7 Additional 8 Review

Additional - Application Questions

 The following information will help Minnesota State Colleges and Universities evaluate student recruitment.

Do you plan to take Concurrent Enrollment courses at your high school campus?

NO

YES

Do you plan to take PSEO courses on the Minnesota State University, Mankato campus?

NO

YES

Step 31: Please identify if you are a student currently participating in either the AVID or College Possible programs. This is required for students submitting the AVID form for admission to concurrent enrollment. (video time: 6:10)

Are you a participant in AVID-College & Career Readiness?

- NO
 YES

Are you a participant in the College Possible program?

- NO
 YES

Are you a participant in TRIO? (Educational Talent Search, Upward Bound, or UB Math/Science)

- NO
 YES

[← Back](#)

[Continue to Review →](#)

Step 32: Review the application and click “continue to submit application.” (video time: 6:23)

1 Personal > 2 Citizenship > 3 Contact > 4 Education > 5 Confidential > 6 Major > 7 Additional > 8 Review

Application Review

! Click on section title to edit information
! Providing confidential demographic information is voluntary; it will not be used as a basis for admission. Mir practices.

Personal

Name

Legal Name: October Test

Former Name:

Preferred Name:

Additional

Additional Information

Do you plan to take Concurrent Enrollment courses at your high school campus?	YES
Do you plan to take PSEO courses on the Minnesota State University, Mankato campus?	NO
Are you a participant in AVID-College & Career Readiness?	YES

[← Return](#) [Continue to Submit Application →](#)

Step 33: Review the information and click “select all” type in your Star ID password under “Verify StarID Password.” (video time: 6:33)

Application(s) ready for submission

Minnesota State University, Mankato

Application Year Term: Spring 2021 | Application Type: Post Secondary Enrollment Options (PSEO)

By checking this box I am confirming I want to submit this application and:

- 1. I verify all the information included on this application is true and complete to the best of my knowledge.
- 2. I understand withholding information requested on this application or giving false information may make me ineligible for admission or subject to dismissal.
- 3. I understand that I am responsible for paying the application fee, if I am charged.
- 4. I understand that once I submit my application, my application is final and changes can only be made by directly contacting the Admissions office.

By checking this box, I give permission for the college or university to which I am applying to access previously submitted ACT scores within Minne

Promo Code

Select All

* **Verify StarID Password**

LAST STEP!

- Write down your star ID and your password
- If you lose your Star ID or your password, you can follow these steps to get back into your student account: <https://mankato.mnsu.edu/it-solutions/help-support/starid/>

Questions?

- Contact the PSEO/Concurrent Enrollment staff at MSU, Mankato:
 - General Email: pseo@mnsu.edu