



MINNESOTA STATE UNIVERSITY MANKATO

## PSEO Registration Tips & Recommendations

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PSEO Registration Tips &  
Recommendations

[VIDEO](#)

Big ideas. Real-world thinking.

One of the major benefits of the PSEO program is the opportunity for high school students to receive college credit. **Registering for classes is the necessary step for students to receive college credit.**

This guide will cover when registration is and tips and recommendations to register successfully. Watch [this video](#) or review the information in this guide to learn more.

# When is Fall 2022 Registration for All PSEO Students?

## PSEO Registration Windows:

- **Students with 20+ MNSU Mankato Credits:**
  - Tuesday, November 29th at 8:00 am
- **Students with 12-19 MNSU Mankato Credits:**
  - Wednesday, November 30th at 8:00 am
- **Students with 1-11 MNSU Mankato Credits:**
  - Wednesday, November 30th at 12:00 pm
- **New Students:**
  - Thursday, December 1st at 8:00 am

## Registration Notes:

- New PSEO students must complete orientation to register.
- Registration will be done remotely through eservices.
- If you need help with registration, please schedule a meeting with a PSEO advisor.



# PSEO Registration Guidelines

- **PSEO students can register for the following:**
  - Up to 18 credits per semester
  - 100-200 level courses
  - 300-400 level classes with departmental permission
  - Classes that do not exceed \$100 in additional fees
  - Courses with prerequisites the student meets
- **PSEO students cannot register for the following:**
  - 300-400 upper division courses without departmental permission
  - Classes than exceed \$100 in additional fees
  - Classes reserved for specific populations
  - Courses below 100 level or developmental education courses
  - Courses with required prerequisites the student doesn't meet



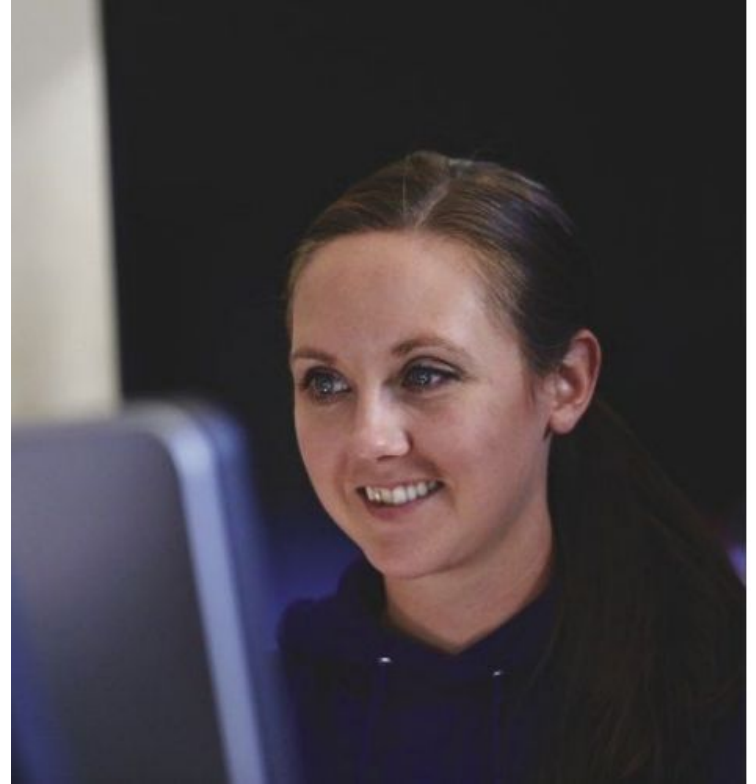
# When Does Registration Close?

- While we encourage all PSEO students register as early as possible, students can make changes to their schedule through **Jan 13, 2023** – which is the Friday of the first week of spring classes.
- Removing a class your schedule before **Jan 13, 2023** is considered a “drop.” **Drops will not appear on a student’s academic record.**
- Classes removed from a student’s schedule after **Jan 13, 2023** is considered a “withdraw.” **Withdraws will appear on a student’s academic record.**



# How to Make Your Registration Successful

- To prepare for registration, **meet with your high school guidance counselor** to determine what classes you should be taking to meet high school graduation requirements.
- **Prioritize required high school classes** when registering.
- Login to [e-services](#) prior to registration day and **come up with multiple plans** for your schedule.
- Exclusively take classes that make sense for your academic pursuits.
- **Look for courses that overlap between multiple requirement categories.**






## Registration Guidelines Cont'd. . .

- Many seats will open over the next few weeks and throughout the first week. Keep an eye on the class schedule.
  - Add yourself to waitlists for full courses you'd like to take! You can drop and add courses through Friday, January 13th until 11:59 pm.
- Read the “notes” in the course listing (i.e. Learning Community course, course location, non-native speakers of English, etc).
- Please review your MSU schedule with your high school counselor to ensure you will meet your high school graduation requirements!

# Administrative Drop Policy

- Some classes are classified as administrative drop classes.
- **Students who do not attend the first week of class for these classes will be dropped from the class.**
- There's a possibility the student can pick the class back up if there are still seats open in the class on e-services.
- Check the notes section of e-services to see if the administrative drop policy applies.

Add Equivalent Waitlist	ID #	Subj #	Sec	Title	Dates	Days	Time
  	000621	ART 100	01	Elements and Principles of Art	08/21 - 12/08	I,Th	1:00pm - 3:50p

## Meeting Details

Dates	Days	Time	Building/Room	Instructor
8/21/2017 - 12/8/2017	I,Th	1:00pm - 3:50pm	Nelson Hall 0201	Widness, Brad

## Notes

- Administrative drop policy applies.

# After Registration

- After you have registered for your classes, **share your schedule with your high school guidance counselor.**
- **Order required textbooks** through Barnes & Noble.
- **Login to MavMail** to see if your professor or the PSEO Office has shared any updates for the upcoming semester.
- Buy a **parking pass** (if desired).
- Secure **transportation** to and from campus.
- Walk around campus and get familiar with where your classes will be.
- Purchase a **meal plan** (if desired).

