



C2C High School Checklist

C2C Process Timeline

January: Minnesota State College Southeast will inquire about classes planned for the next school year.

March (for fall) or October (for spring): Southeast will contact schools to start planning dates/visits to apply.

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

1. Send list of interested students to Southeast
2. Students complete the online application
3. Student high school transcripts sent to Southeast

Items to complete by the **10th business day of class:**

1. Students register for C2C courses (Southeast will visit to assist if needed)
2. Class Orientation (PowerPoint) and Student Handbook link given to students
3. Students complete Enrollment eform (link available in Orientation PowerPoint)

Students will have the first 10 days of the class to drop without academic penalty.

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

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

C2C Eligibility

10th Grade Eligibility

Sophomores in Minnesota public, private, or homeschool high schools may enroll in courses if they meet the below requirements:

- Sophomores may enroll in ONE **Career or Technical Education** course in their first semester if they have attained a score of 850 or higher on the 8th grade Minnesota Comprehensive Assessment in reading.
- If a sophomore receives a grade of C or better in the Career or Technical Education course, the student will be allowed to enroll in any post-secondary courses in subsequent terms on a full or part-time basis depending upon their high school schedule. These courses can include general education courses, MnTC courses, as well as college success strategies and career development courses. Students must meet all course pre-requisites for the courses they enroll in during spring semester of their 10th grade year. Students can only enroll in additional courses at the **same** institution in the subsequent semester.
- If **NO** 8th grade MCA score is available, a student can take the Next-Gen Reading Accuplacer for eligibility review. Schedule the Accuplacer Test at: www.southeastmn.edu/Accuplacer

11th Grade Eligibility

Juniors in Minnesota public, private, or homeschool high schools may enroll in **Gen Ed** courses as well as **CTE** courses if they meet one or more of the below requirements:

- Following Minnesota State system guidance, a 2.6 GPA can be used for admission eligibility - **OR** - a minimum test score from one of the below tests*
- 11th Grade PSEO students can be full or part-time students at Minnesota State College Southeast depending upon their high school schedule.

12th Grade Eligibility

Seniors in Minnesota public, private, or homeschool high schools may enroll in **Gen Ed** courses as well as **CTE** courses if they meet one or more of the below requirements:

- GPA of 2.5 - **OR** - minimum test score from one of the below tests*
- 12th Grade PSEO students can be full or part-time students at Southeast depending upon their high school schedule.

*Test Scores

- Next-Gen Reading score of 250 or higher
- ACT Reading score of 21 or higher
- MCA Reading score of 1047 or higher
- SAT Reading/Writing Composite score of 480 or higher

***Note:** Reading test scores are valid for 5 years.

C2C Enrollment

Once the college determines the student meets eligibility requirements, the student will receive an acceptance email 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 [eServices](#) system.

High School students will follow the same required prerequisites set up for college courses. If the prerequisites for a particular course are not met, the system will not allow student registration to occur.

The prerequisites can be found on the [Course Descriptions and Outlines page](#) of the Southeast website. Additional evidence may be submitted to satisfy the prerequisite.

A final course roster after student registration is shared by the Admissions Dual Enrollment Process Specialist and administered to the High School Collaborator and/or High School Counselor.