

Coronavirus COVID 19 Guidance
As of March 19, 2020
Academic and Student Affairs
PSEO and Concurrent Enrollment Programs

Minnesota State PSEO and Concurrent Enrollment Guidelines Coronavirus Disease 2019 (COVID-19)

Background

Postsecondary Enrollment Options (PSEO) and concurrent enrollment programs provide the opportunity for over 40,000 high school students annually to enroll in college or university courses offered at the high school, on the college or university campus, or online. In response to the evolving environment of the COVID 19 pandemic, the information below is being provided to our Minnesota State college and universities, our secondary partners and high school students participating in these programs.

Based on the most recent information provided by state and federal governments, the Centers for Disease Control (CDC), and the Minnesota Department of Public Health, Minnesota State is continuously reviewing a range of strategies to limit the spread of COVID-19 and its impact on our campuses and communities. All faculty, staff, and students are encouraged to heed the guidance of the [Minnesota Department of Health](#), and in particular, staying home when sick, covering your cough, and practicing good hand hygiene.

Due to the evolving nature of the pandemic, this document will continue to be updated and the most current information can be found at <https://www.minnstate.edu/coronavirus/index.html>.

PSEO Frequently Asked Questions (FAQ)

For all PSEO students enrolled in courses through Minnesota State colleges or universities, instruction will be impacted as outlined below.

The 32 Minnesota State colleges and universities that are on Spring Break from March 9th - March 13th will suspend classes March 16 - 29, with classes resuming March 30th.

Alexandria Technical & Community College
Bemidji State University
Central Lakes College
Century College
Dakota County Technical College

Hennepin Technical College
Hibbing Community College
Inver Hills Community College
Itasca Community College
Lake Superior College
Mesabi Range College
Metropolitan State University
Minneapolis College
Minnesota State College Southeast
Minnesota State Community and Technical College
Minnesota State University, Mankato
Minnesota State University, Moorhead
Minnesota West Community and Technical College
Normandale Community College
North Hennepin Community College
Northland Community and Technical College
Northwest Technical College
Pine Technical and Community College
Rainy River Community College
Ridgewater College
Riverland Community College
Rochester Community and Technical College
South Central College
Southwest Minnesota State University
St. Cloud State University
St. Cloud Technical & Community College
Vermilion Community College
Winona State University

The five Minnesota State colleges that have Spring Break scheduled the week of March 16-20 will suspend classes March 23 – April 5, with classes resuming April 6th.

Anoka Technical College
Anoka-Ramsey Community College
Fond du Lac Tribal and Community College
Hennepin Technical College
Saint Paul College

While there will be no classes or instruction during the additional two weeks identified above, administrators, faculty, and staff will spend that time exploring and developing alternative modes of delivery for all courses not currently offered online and adjust campus learning spaces to ensure the safety of our communities. At the time of this communication, all campuses, including residence halls, dining facilities, and student support services will remain open and appropriately staffed. Note that student workers are eligible to continue in their regular work assignments. Our goal is to accommodate students and help them continue their education despite interruptions caused by COVID-19.

What happens if or when instruction resumes?

When college and university courses recommence, PSEO students will resume any courses in which they are enrolled through alternative delivery methods including online and other formats that support safe social distancing (≥ 6 ft.). College and university faculty will be communicating the process to their students for continued learning in their courses.

What about high school courses PSEO students are enrolled in?

All PSEO students should follow any guidance from their high school or school district about the continuation of learning for any high school courses in which they are enrolled.

What if PSEO students are concerned about any of the college or university courses in which they are currently enrolled?

PSEO students should seek academic advising from the respective college or university and should seek advising guidance prior to withdrawing from any college or university courses. Advising for PSEO students should consider that a student may be enrolled in college or university courses across multiple institutions and systems at one time through PSEO or concurrent enrollment.

When will instruction resume for PSEO students?

PSEO students should monitor all college or university communication daily for information about the continuation of learning in each of their courses and resume regular participation and attendance as instructed.

What is the guidance from the Minnesota Department of Education (MDE) about the Notice of Student Registration (NOSR) form for the 2020-2021 academic year?

Please visit the [MDE website](#) for the most current information as things evolve.

Concurrent Enrollment Frequently Asked Questions (FAQ)

How should concurrent enrollment courses continue now that school districts have closed?

Minnesota schools serving students prekindergarten through grade 12 will be closed beginning Wednesday, March 18. This closure will allow districts and charter schools to develop distance learning plans, in the event of a longer-term closure. All districts and charter schools will be expected to resume instruction, whether in-person or in a distance learning model, on Monday, March 30.

The instruction of concurrent enrollment courses should continue in the format required by the high school or school district based on their overall plan for continuity of instruction in consultation with the partnering college or university.

If the concurrent enrollment course moves from a face-to-face to an online delivery model, the college or university should be informed of the dates of the transition to alternative methods of instructions. Colleges and universities in collaboration with the high school or school district may provide access to college or university online course platforms or software if feasible. If high schools or school districts already use an online platform that supports the continuity of instruction, these alternate platforms may also be utilized if feasible.

Are there special consideration for Career Technical Education (CTE) courses offered through concurrent enrollment?

Colleges and universities are encouraged to be in conversation with their partner high schools to best address students' local needs. This is especially important as we think about access and equity given the diversity in district resources and technologies.

College or universities that offer concurrent enrollment courses within CTE areas should be in consultation with their appropriate industry and job certification agencies to inform any and all planning related to alternate delivery models.

In situations where applied learning requirements are not able to be met online or through alternate modalities, colleges and universities should consult with their secondary partners to minimize the potential harm to students, including any potential impacts to students' progress toward meeting their high school graduation requirements.

For high schools on trimesters, how should a concurrent enrolment course be handled if the course is starting during this last trimester and has not yet begun?

In collaboration with the high school administrator, a decision could be made to cancel any courses that have not yet started, in the best interest of the students. This may require amendments to the contract between the high school/school district and the college or university.

What if concurrent enrollment students are concerned about any of the college or university courses they are currently enrolled in?

Concurrent enrollment instructors and high school counselors should seek guidance from their partnering college or university if they have concerns about high school students currently enrolled in concurrent enrollment courses and the transition to alternate methods of delivering instruction. Concurrent enrollment students should seek advising guidance from the college or university prior to withdrawing or discontinuing any concurrent enrollment courses. Advising for concurrent enrollment students should consider that a student may be enrolled in college or university courses across multiple institutions and systems at one time through PSEO or concurrent enrollment.

What happens if or when instruction resumes?

If high school instruction resumes at the high school site earlier or later than at the college or university, concurrent enrollment instruction should resume according to the high school schedule.

How will faculty mentoring be affected?

All faculty mentoring and site visits should be conducted online as needed until regular instruction resumes at both the high school/school district sites and at the college or university.

What if the concurrent enrollment course is a mixed course that includes non-concurrent enrollment students?

If the concurrent enrollment course includes non-concurrent enrollment students, the high school/school district will determine if there should be a different plan for continuity of learning for these students.

Will concurrent enrollment instructors and students have access to D2L?

If D2L is the preferred and most feasible Learning Management System for the concurrent enrollment course, concurrent enrollment instructors and concurrent enrollment students can have access to D2L. Please contact your campus D2L administrator to learn more about how to get access to D2L for high school instructors and students. *If students and instructors need support with remembering starid and password, please direct them to this link:*

<https://starid.minnstate.edu/>

Can non-concurrent enrollment students in a mixed course access D2L?

If the high school/school district decides to continue the concurrent enrollment course that includes non-concurrent enrollment students, the college or university and the high school/school district should determine which Learning Management System will be best for the students during this time. If the use of D2L is considered, campuses should contact their local D2L administrator to find out if it is feasible for them to support both concurrent enrollment students and non-concurrent enrollment students in accessing D2L. In light of COVID 19, the system office will allow campuses to grant D2L access to non-concurrent enrollment students. As concurrent enrollment students are enrolled students in our system, they already have access to D2L but may not have been enrolled in a course using D2L until now.

How will this affect NACEP accreditation?

All concurrent enrollment programs currently NACEP accredited as well as those currently under review or preparing to pursue NACEP accreditation should follow guidance provided by NACEP to document all decisions and continuity plans as outlined in the guidance provided on their [website](#). Additional resources from NACEP are listed below in the resource section.

Higher Learning Commission (HLC) and Dual Enrollment

As of the date of this document, the HLC has not provided specific guidance for dual enrollment programming but has provided general guidance for their institutions related to the transition to alternate methods of instructional activity and adjustments in business operations more broadly.

Please check their [website](#) for the most up to date information. Concurrent enrollment directors should consult with the college or university administration to determine how the overall changes may affect concurrent enrollment and PSEO students.

Other Related Topics and Resources

What about ACCUPLACER testing for dual enrollment students?

The College Board is monitoring the spread of the coronavirus (COVID-19) and as the situation continues to rapidly evolve, we are focused on the health and safety of students, educators, and their communities. We recognize that this is a challenging time and we wish to extend our support however possible. Updates from the College Board can be accessed [here](#).

The ACCUPLACER Program is prepared to support you and your students as you plan and execute contingency plans in response to the Coronavirus (COVID-19).

- The ACCUPLACER platform and all technical support/customer service options will continue to operate as usual.
- The remote proctoring partner [Examity](#) is available as an option should you need to utilize remote testing due to campus closures.
- The Local Test capability can be used in the event you need to administer your institution's course exams online. Visit the User's Guide in Resources for more information and instructions.

As many institutions transition to online classes and testing, we have worked with Examity to support them offering a discounted price during this period. Each test administration is now \$20. If your institution would like to implement Examity testing with the institution incurring the charge, please email lmartini@examity.com.

FERPA AND CORONAVIRUS DISEASE 2019 (COVID-19)

[Frequently Asked Questions \(FAQs\) March 2020](#)

ONLINE INSTRUCTIONAL SUPPORT RESOURCES

To support those who are working to develop alternate delivery modes using academic technologies available for no additional cost (D2L Brightspace, Kaltura MediaSpace, Zoom, Office 365), we want to offer these system office resources to you and your campuses.

Visit the [Events Calendar](#) to access these resources.

Quick Start Guides - This [Quick Start Guide](#) provides some how-to videos and step-by-step instructions to help instructors perform some common tasks as they explore alternate modes of delivery. We'll be updating references and links throughout the week.

Drop in Sessions – A team of staff members from Minnesota State have scheduled Drop-In Sessions via Zoom to assist any faculty who may need assistance using the available educational technologies to which our community has access. A full schedule of these drop-in sessions is available on the calendar, but generally we'll have staff available each weekday from 9-11am, 1-3pm, and 7-9pm. We will be reviewing these times and adjusting as possible, based on demand.

One-on-One Sessions - If you require one-on-one assistance with a staff member, please use this electronic tool to [reserve time with a staff member](#) to work one-on-one via web conference (Zoom).

Finally, for the community of staff and faculty across the system who are seeking resources to assist instructors with academic continuity and alternative deliveries, we will be using the [SO-Academic-Continuity-Team Team Site](#) to share resources, ideas, questions etc. with any staff member or faculty peer mentor who wishes to join. These resources will include equity-minded best practices for transitioning courses to online formats.

NACEP RESOURCES

NACEP is providing some support and resources for virtual instruction, they are working to [curate a list of resources](#). Remember to share effective or innovative strategies for supporting students through a campus/school closure, tips for online instruction, and post of your peers, please leverage the NACEP listserv by sending a message to PARTNERSHIP@listserv.syr.edu. They will work to post updates on our [website](#).

STUDENT MENTAL HEALTH SUPPORT

United Healthcare is offering an EMOTIONAL SUPPORT HELP LINE FOR ALL STUDENTS through one of their subsidiary companies called Optum. Their toll-free help line number, 866-342-6892, will be open 24 hours a day, seven days a week, for as long as necessary and the service is free of charge and open to any student. Students would have access to specially trained mental health specialists to support them if they feel they are experiencing anxiety or stress related to the recent developments around COVID-19.

FEDERAL STUDENT AID FOR INTERRUPTIONS OF STUDY RELATED TO CORONAVIRUS (COVID-19) AND SATISFACTORY ACADEMIC PROGRESS GUIDANCE

This [link](#) addresses concerns expressed by higher education leaders regarding how they should comply with Title IV, Higher Education Act (HEA) policies for students whose activities are impacted by Coronavirus (COVID-19), either directly because the student is ill or quarantined, or indirectly because the student was recalled from travel-abroad experiences, can no longer participate in internships or clinical rotations, or attends a campus that temporarily suspended operations. This information provides flexibilities for schools that are working to help students complete the term in which they are currently enrolled.

Please contact us with any questions or concerns.
Your Minnesota State P20 and College Readiness team,

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