

February 2008

Dear Student:

Thank you for your interest in the Post Secondary Enrollment Option Program (PSEO) at Lake Erie College. Attached is the application to apply for our program. Please note the following guidelines:

- Lake Erie College accepts a maximum of 50 students into the program.
- Completed applications are due no later than Friday, April 24, 2009.
- Students will be notified of their acceptance with registration information by Friday, May 1, 2009. Registration information will be provided with the acceptance.
- First time participants in the program may take a maximum of 12 credit hours (3 courses) for the first semester. A minimum G.P.A. of 2.5 must be maintained to remain in the program.
- Lake Erie College reserves the right to remove PSEO students from class due to over enrollment, faculty recommendation or failure to meet pre-requisites.
- It is the responsibility of the PSEO student to know what courses he or she needs to complete High School graduation requirements. It is not the Lake Erie College PSEO advisor's responsibility.

If you have any questions about Lake Erie College or the PSEO program, please do not hesitate to contact Barb Arilson, Registrar and PSEO advisor (barilson@lec.edu, 440.375.7015), or Eric Felver, Dean of Admissions (efelver@lec.edu, 440.375.7058).

Sincerely,

Barbara J. Arilson
Registrar, PSEO Advisor

Eric Felver
Dean of Admissions and
Financial Aid

LAKE ERIE COLLEGE

POST-SECONDARY ENROLLMENT OPTION (SENATE BILL 140)

The overall enrollment of the PSEO program at Lake Erie College will be limited to 50 students per semester (this will include both new PSEO and students continuing from the previous year)

To be considered for the Post Secondary Enrollment Option Program at Lake Erie College you must:

- Be enrolled in college preparatory courses that include English, Mathematics, Natural Science, History/Social Studies and a Foreign Language.
- Demonstrate an overall cumulative grade point average of at least 3.0 (B) on a 4.0 scale and in *each of the college preparatory disciplines* listed above.
- ACT or SAT scores may be used for course placement.
- Complete the PSEO application process no later than **April 24, 2009**

With limited seats available, application for the PSEO program at Lake Erie College is competitive. Minimum qualifications for admission are Junior standing and a cumulative high school g.p.a. of 3.0. Meeting the minimum standard will not guarantee admission to the program. Applications will be ranked according to an established set of criteria. Starting with the top ranking, students will be admitted to the program until the maximum enrollment of 50 is reached. Upon reaching the maximum enrollment, students may be waitlisted for admission.

- Admission notifications will be sent by May 1, 2009.
- Admits will be required to accept the offer of admission and register by an established deadline. **For the Fall 2009 semester this deadline is June 30, 2009.**
- Any admit who does not register by the established deadline will forfeit his or her seat in the PSEO program. In these cases, to replace a student who was originally admitted and chooses not to attend, an offer of admission will be given to the next student on the wait list until the maximum enrollment is attained.

Your application requires the student and a parental signature. The release form also requires your signature. After you have completed your portion of the forms, take them to your high school guidance counselor who will complete the guidance counselor portion. Your guidance counselor will then forward the complete application to Lake Erie College along with an official transcript. Two copies of the decision letter will be mailed to you; it is your responsibility to give one copy of this letter to your guidance counselor.

Scheduling Classes

Once admitted to the PSEO program at Lake Erie College, you will receive information concerning scheduling classes. Course and time options for any given term can be viewed on the web at http://www.lec.edu/academics/class_schedule/.

LAKE ERIE COLLEGE

Limit of Credit hours

PSEO students will be limited to a maximum of 12 semester hours for their first term. Students may take a maximum of 16 credit hours after their first semester provided they achieve a minimum 3.0 cumulative g.p.a.

Minimum grade point average

PSEO students must maintain a minimum cumulative g.p.a. of 2.5. Any PSEO student having a cumulative g.p.a. below a 2.5 at the end of a term will be dismissed from the program.

Removal from Courses

Lake Erie College reserves the right to remove a PSEO student from any course due to over enrollment, faculty recommendation, or failure to meet pre-requisites.

Course Restrictions

Students must meet all published course pre-requisites and are not restricted from any course if they meet all requirements. Students who choose to take riding courses will be assessed the Riding Fee as set by the published LEC Tuition and Fee Schedule. Private lessons are assessed the per credit hour fee.

High School graduation requirements

It is the responsibility of the PSEO student to know what courses and credits are needed to meet high school graduation requirements. Your Lake Erie advisor has no knowledge of your high school requirements. Additionally, Lake Erie College does not schedule courses to meet high school graduation requirements and does not offer all courses each semester.

Orientation

There will be an Orientation Program for PSEO students held before classes begin in August and attendance is Mandatory. During the program you will be able to:

- Register your car to obtain your on-campus parking permit. This permit is to be displayed when parking anywhere on campus.
- Obtain your book voucher that you will need to get your books from the College Book Store located in the Holden Center. At the end of the term you will return the books to the Book Store.
- Have your picture taken for your photo ID.
- Establish a LEC e-mail account.

Admittance to Lake Erie College

Approval for PSEO classes is not admission to Lake Erie College as a degree-seeking student. If you wish to pursue admission to the College as a matriculating freshman following high school graduation, you must complete an Undergraduate Application for Admission. As a PSEO participant at LEC, your application fee will be waived.

LAKE ERIE COLLEGE

Application Deadline:
April 24, 2009

Application for Post Secondary Enrollment Option

Please return the application to:

Lake Erie College
Office of Admissions
PSEO Program
391 W. Washington Street
Painesville, OH 44077

Student Information

Name: _____

Address: _____

City: _____ OHIO Zip Code: _____

Phone: _____ Social Security Number: _____

High School Information

High School: _____

Guidance Counselor: _____

Office Phone: _____

During the academic year starting in Fall 2009, indicate if you will be in
9th _____ 10th _____ 11th _____ or 12th _____ grade.

Parent Information

Name(s) of Parent(s): _____

With whom do you reside: ___ Both Parents ___ Mother ___ Father ___ Other

Father's daytime phone: _____

Mother's daytime phone: _____

LAKE ERIE COLLEGE

Enrollment information

_____ I will enroll for both high school and college credit.

_____ I will enroll for college credit only.

Required Essay

Please attach a typed essay indicating your reasons for wishing to be considered for the Post Secondary Enrollment Option Program at Lake Erie College. The essay should be a minimum of 250 words.

Agreement:

I understand that all of my application materials must be received by Lake Erie College no later than April 24, 2009. I further understand that all materials submitted become the property of Lake Erie College.

Student Signature: _____

Date: ___/___/___

Parent Signature: _____

Date: ___/___/___

LAKE ERIE
COLLEGE
OFFICE OF THE REGISTRAR

AUTHORIZATION FOR RELEASE OF EDUCATIONAL INFORMATION

To: The Lake Erie College Registrar

You are hereby authorized to furnish and release to my high school counselor all grades for courses taken at Lake Erie College under the post secondary enrollment option for which I am seeking high school credit.

The foregoing authority shall continue in force until revoked by me in writing.

I unconditionally release Lake Erie College from all liability that might result from furnishing this information.

Signature of Student

Date

Office of the Registrar
391 W. Washington Street
Painesville, Ohio 44077
440.375.7015

To be Completed by the High School Guidance Counselor

Applicant's Name

Last

First

Middle

Social Security # _____

Please provide the following:

Grade Point Average _____

Class Rank ____ *Class Size* ____ Is ranking ____ exact or ____ approximate

If rank is weighted, explain method _____

ACT Scores (if available)

SAT Scores (if available)

Date of Exam _____

Date of Exam _____

English _____

Verbal _____

Math _____

Math _____

Composite _____

Composite _____

High School transcript: An official transcript is required to be submitted along with this application.

Secondary School Name

School Address

City

State

Zip

Guidance Counselor's Name

Guidance Office phone

E-mail Address

Counselor's Recommendation
To be completed by the High School Guidance Counselor

Please rate the applicant

	Below Average	Average (Top 50%)	Above Average (Top 25%)	Outstanding (Top 10%)	One of the best I've ever seen
Academic Ability					
Academic Motivation					
Maturity					
Ability to work independently					

How long have you known the student? _____

Additional Comments:

Please use the space below to provide a **descriptive written assessment** of the applicant's preparation, motivation, independence, maturity, and readiness to undertake college coursework.

Do you recommend this student to the Post-Secondary Program at Lake Erie College?

yes no with reservations

Signature _____ Date _____

Name (please print)
