Minnesota State College Southeast

Connect to College – C2C

Orientation

Minnesota State College Southeast is an affirmative action/equal opportunity educator and employer. This document is available in an alternative format upon request by calling 877-853-8324 or 507-453-2700.

What is the C2C Program?

- Provides academically challenging college courses to qualified students without leaving their high schools
- Decreases the expense of a college education by offering college-level credit courses while still in high school
- Courses are taught by high school instructors with the collaboration of college faculty
- C2C courses follow the high school calendar

What you and your parents need to know:

- C2C courses offer the same curriculum as courses held at MSCS in Winona, Red Wing, and online
- C2C courses are taught by qualified high school teachers who work in conjunction with a collaborating college faculty
- C2C courses have college-level rigor, depth and expectations

**For more information please see the C2C Student/Parent Guide and other resources at www.southeastmn.edu/c2c.*

Want your parent involved in communicating with the college?

- **Family Educational Rights and Privacy Act (FERPA)**
- MSC Southeast will not permit access to or release personal, identifiable information contained in student educational records without the written consent of each student to any third party (including parent/guardian, dependent, or spouse/domestic partner), except as authorized by FERPA or other applicable laws.
- If you would like to authorize to release your student information, you can find the Authorization to Release Student Info Form on the Student Forms page at www.southeastmn.edu/current_student/forms/index.aspx.

What types of courses are offered?

- **Biology**
- **Chemistry**
- **Engineering/CNC**
- **English**
- **Psychology**
- **Literature**
- **Speech**
- **History**
- **Math**
- **Sociology**

•Courses are typically part of the MN Transfer Curriculum

•May also transfer to other colleges and universities, including Minnesota private colleges

•Courses may lead directly to employment (Engineering/CNC Certificate)

What are course expectations?

- Follow MSCS course outlines, objectives, outcomes, and assessments
- Maintain MSCS course rigor and depth for all assignments and testing
- As a general rule, for *each hour in class, allow two hours of time to study outside of class.*

MSC Southeast Student Handbook

- The Student Handbook is intended to help you navigate your college experience. These guidelines will help you understand the college's expectations for successful completion of your goals. https://www.southeastmn.edu/current_student/page.aspx?id=12110

- Section A: College Information and Policies
  - Data Privacy
  - Preferred Name and Contact Information
  - Americans with Disabilities Act (ADA)
    - Reasonable college accommodations

- Section B: College Services
  - Student Health and Wellness
  - Information Technology

MSC Southeast Student Handbook cont.

- Section C: Student Rules, Responsibilities and Rights
  - Student Code of Conduct and Academic Integrity
- Section D: Planning Your Academic Path
  - Drop/Add dates (PSEO Law, https://www.revisor.mn.gov/statutes/cite/124D.09)
    - If you register for a class and decide you no longer want to receive college credit, contact your high school teacher, counselor, or principal. You will need to log in to your e-Services account to complete the withdraw process. Contact the Director of Secondary Relations if assistance is needed in the process. If a student drops a class within the first 14 days, the course will not appear on the MSC Southeast transcript.
    - After 14 days and up to 80% of the course, a dropped course appears as a "W" or 'Withdrawal from Course' grade on your college transcript and may affect your academic standing and future admission to other colleges.
    - Students may remain in the course and receive high school credit without college credit.
- Section E: Academic Success
  - Satisfactory Academic Progress
    - Cumulative GPA of 2.0 and 67% course competition
    - Academic Warning/Suspension
    - Impact on future Financial Aid

Grading Information

Grades

- No “+“ or “-” are given in Concurrent classes
- “W” or “F” grades means earning no credit and could result in not graduating high school
- College transcripts will follow you for your entire college career
- Transfer course grades follows you to future colleges/universities

Attendance

- In class attendance is important and could effect your grade

Time-management is vital to your SUCCESS!

Student Resources

Resources are available to aid in your success.

- D2L (MSCS online learning platform): www.southeastmn.edu/d2l
- Student Life: www.southeastmn.edu/studentlife
- Student ID, available at the IT Helpdesk: www.southeastmn.edu/helpdesk
- Student email: www.southeastmn.edu/enroll
- Tutoring and computers are available for use in the Roost:

  https://www.southeastmn.edu/current_student/page.aspx?id=507
- Minnesota State CAREERwise: https://careerwise.minnstate.edu/

Now I know what a C2C course is and what is expected, what if I am not sure I want to take it for college credit?

- Immediately meet with your High School Instructor and Counselor
- If you no longer want to take the course for college credit, log in to your e-Services account (https://eservices.minnstate.edu/registration/search/basic.html?campusid=261) to drop or withdraw from the course.
  - Contact the Director of Secondary Relations at MSC Southeast if assistance is needed.
- Students may remain in the course and receive high school credit without college credit.

Forms

- As a PSEO/C2C student, information regarding your semester enrollment, academic performance and transcripts will be shared with your high school. By reviewing the C2C Orientation PowerPoint Presentation and enrolling in courses through the PSEO/C2C Program, you agree to adhere to PSEO/C2C and MSC Southeast policies.
- If you would like to authorize to release your student information, you can find the Authorization to Release Student Info Form on the Student Forms page at www.southeastmn.edu/current_student/forms/index.aspx.

- *Click here to complete required orientation*:
  https://forms.office.com/r/mQmDRB6Ey7

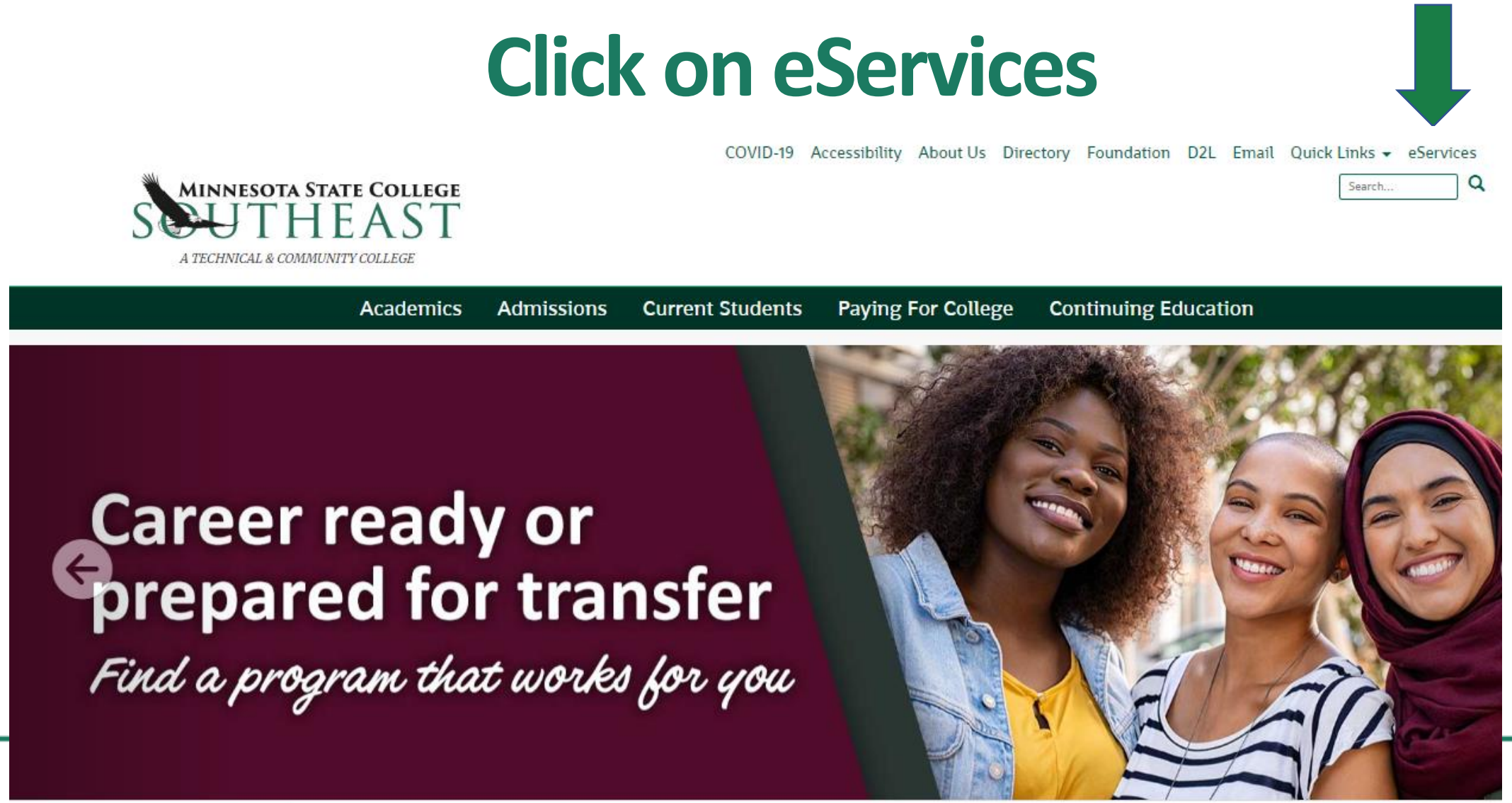
Questions?

Dawn W. Lubahn
Director of Secondary Relations
Email: C2C@southeastmn.edu
Phone: 507-453-1467

Laura Noll
C2C Enrollment Specialist
Email: C2C@southeastmn.edu
Phone: 507-453-1434

Registration for C2C Classes

Go to www.southeastmn.edu
Click on eServices



Choose your campus

eServices

Log in to eServices to manage your student account. You are able to access:

- Online Course Registration
- Tuition Payments
- Financial Aid
- Grades
- Degree Audit (DARS)

For detailed, step-by-step directions, download this PDF.
(If you are a C2C student, please refer to the C2C web page.)

Terms and Conditions For eServices

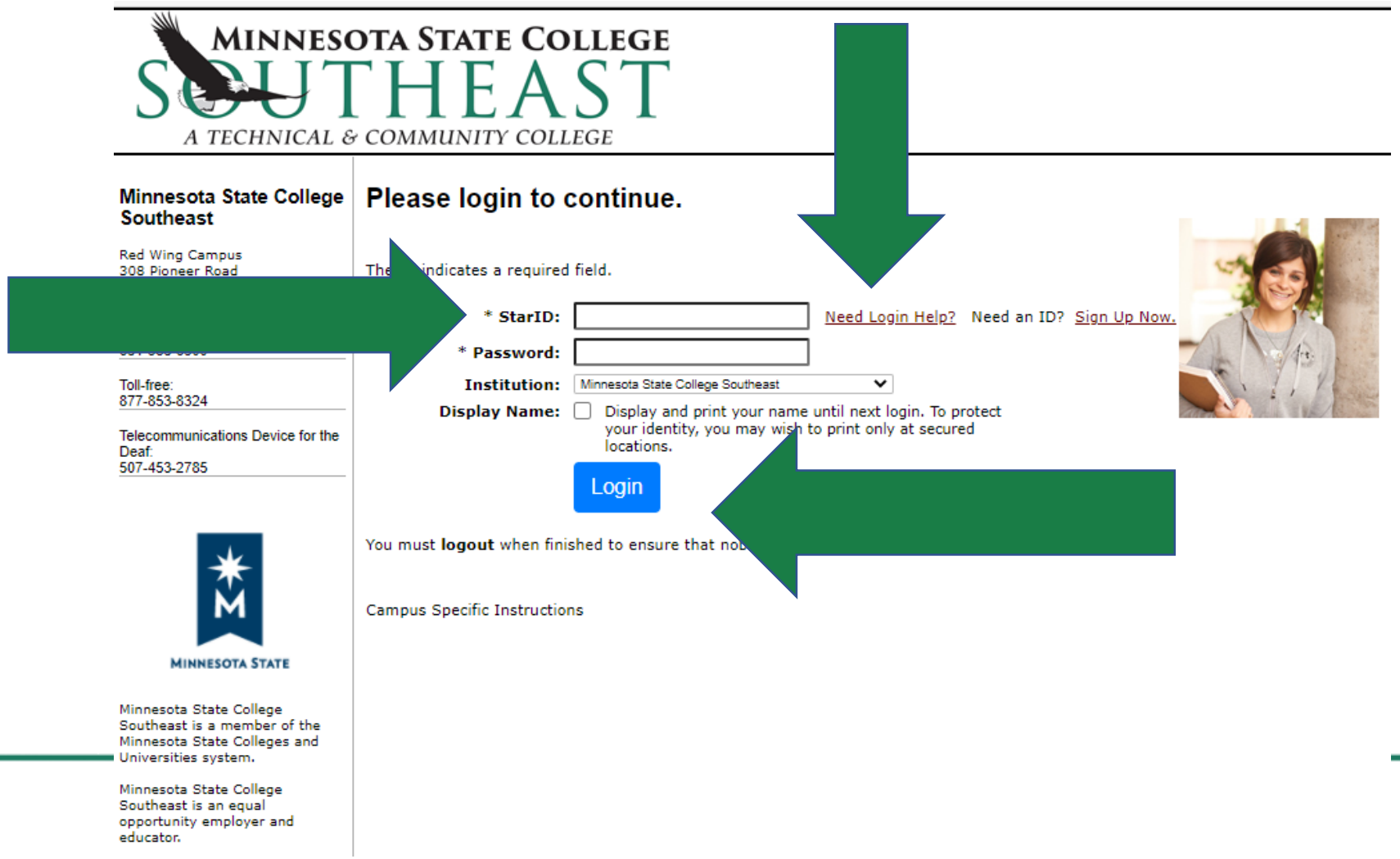
By logging into eServices, you agree that you have read and understand the policies and procedures for responsibly managing your enrollment. You are agreeing to abide by the terms and conditions outlined in the Minnesota State College Southeast student handbook and College Catalog. These terms include but are not limited to the following:

- Student records are private. Do not allow anyone access to this site with your Star ID number and password.
- Registration in courses commits you to a **financial obligation**. Courses must be dropped prior to the posted deadline to receive a full refund of tuition and fees.
- Do **NOT** assume your courses will be dropped. If you no longer wish to be enrolled for the term, you should drop your courses before the posted drop deadline date.

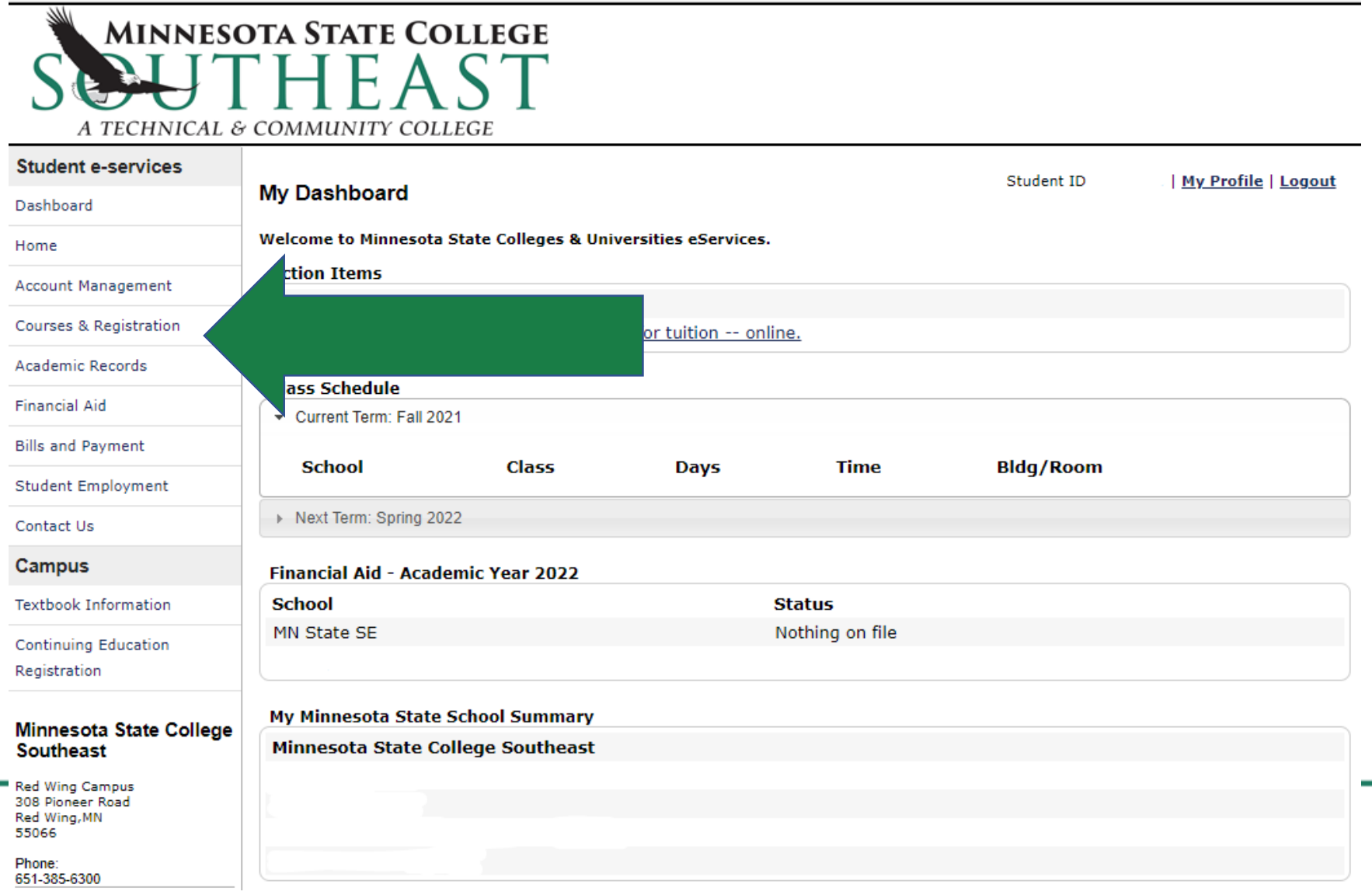
By clicking a login button below, you indicate that you have read and agreed to the above Terms and Conditions.

Red Wing eServices | Winona eServices | C2C (High School) eServices

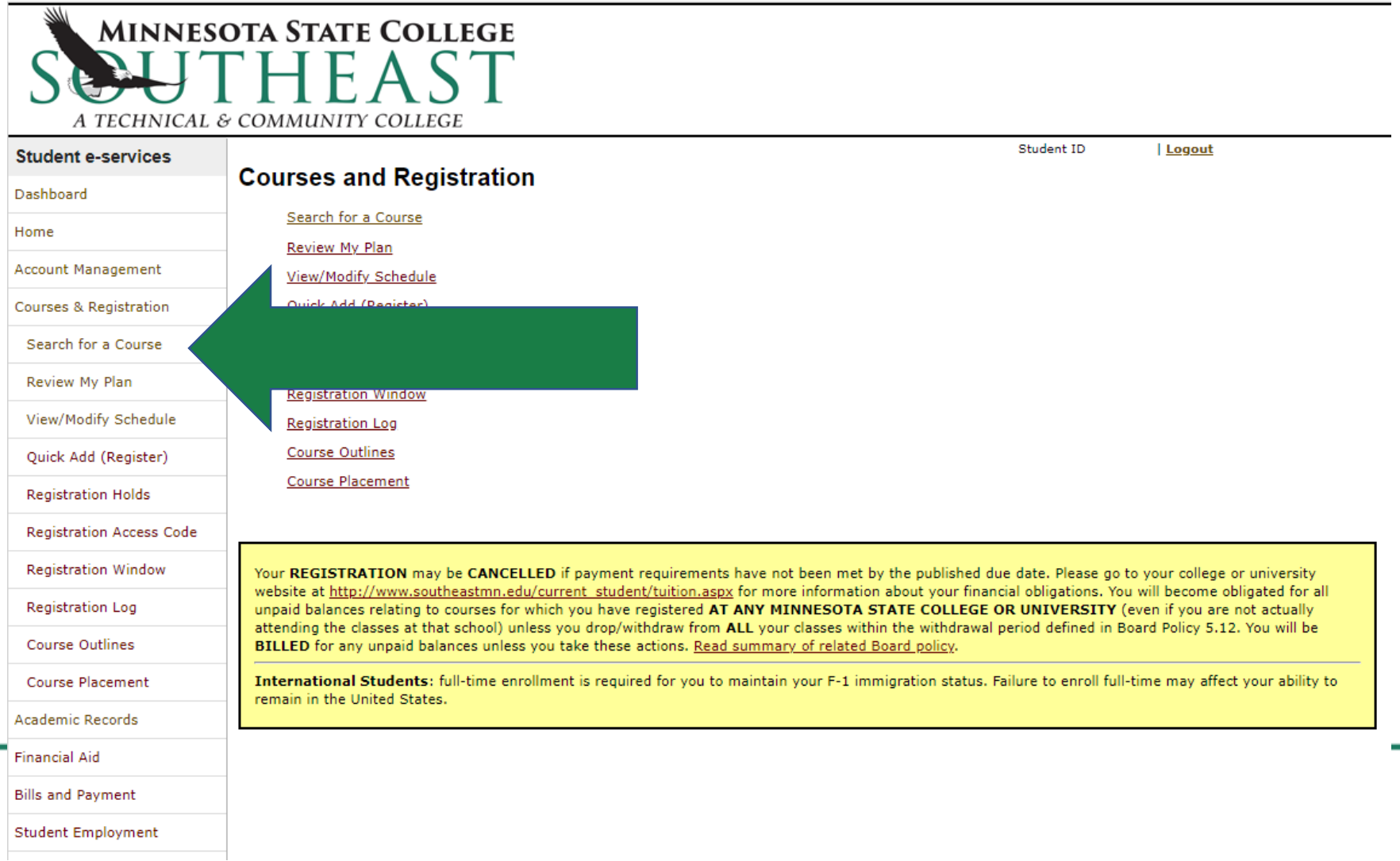
Enter StarID and Password. Click the “Login” button. If you forgot your StarID or your password click “Need Login Help”.



Click on “Courses and Registration”



On the Courses and Registration page click on "Search for a Course"

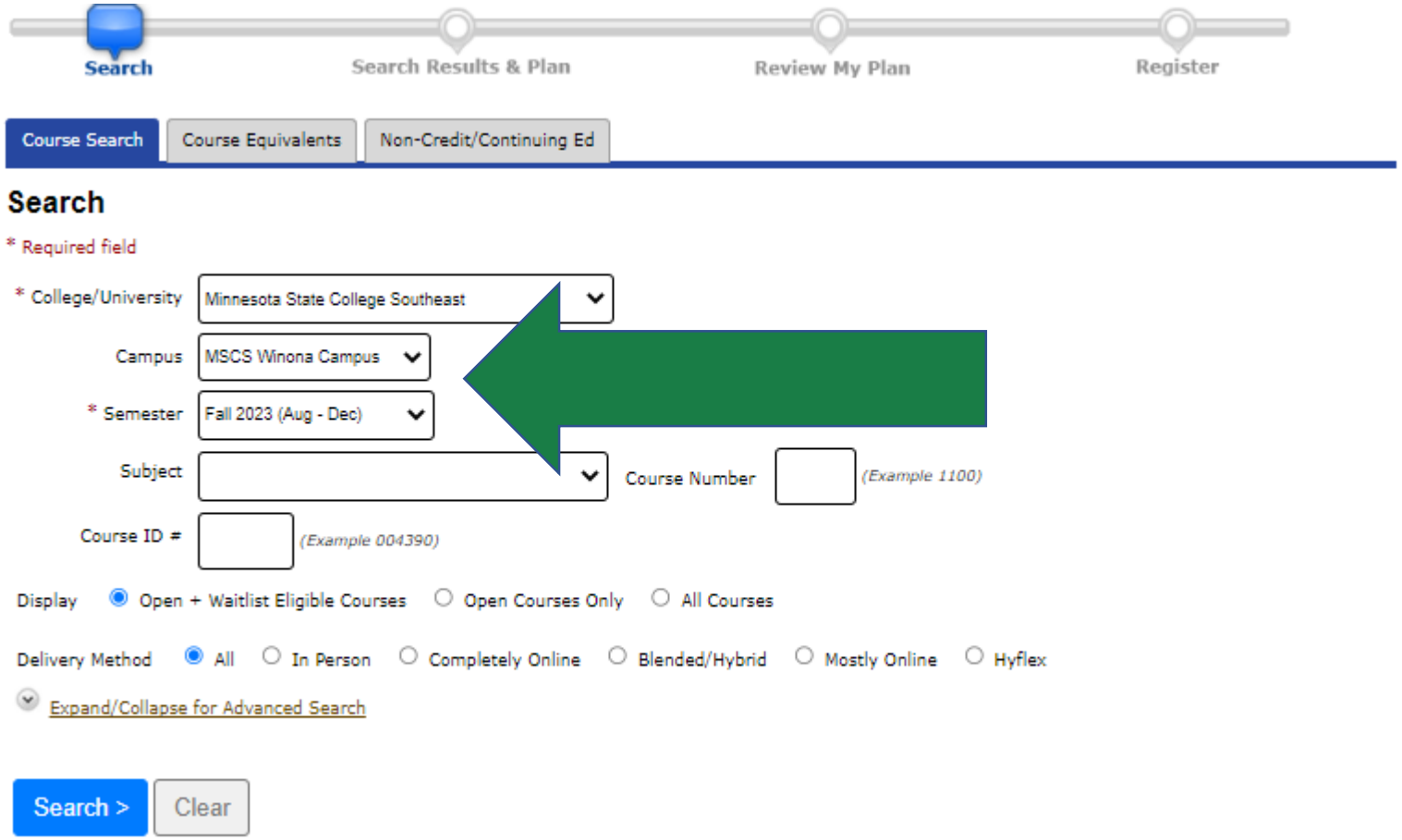


Campus: Select C2C in High School

Semester: Select the semester you are enrolling. If necessary, change the semester by clicking on the down arrow.

A. For courses that start September through December use Fall Semester.

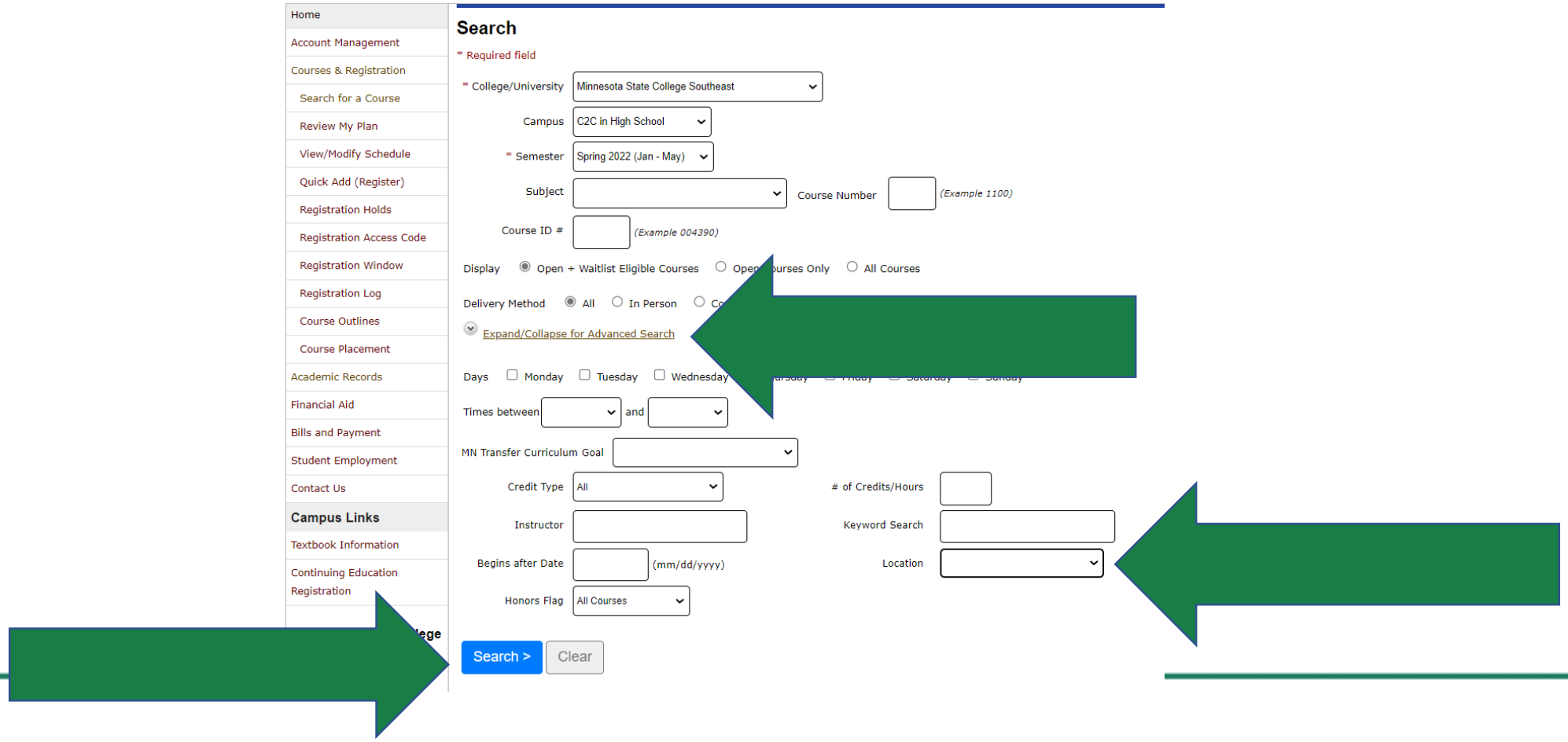
B. For courses that start January through March use Spring Semester.



Click on the Expand/Collapse for **Advanced Search Tab**

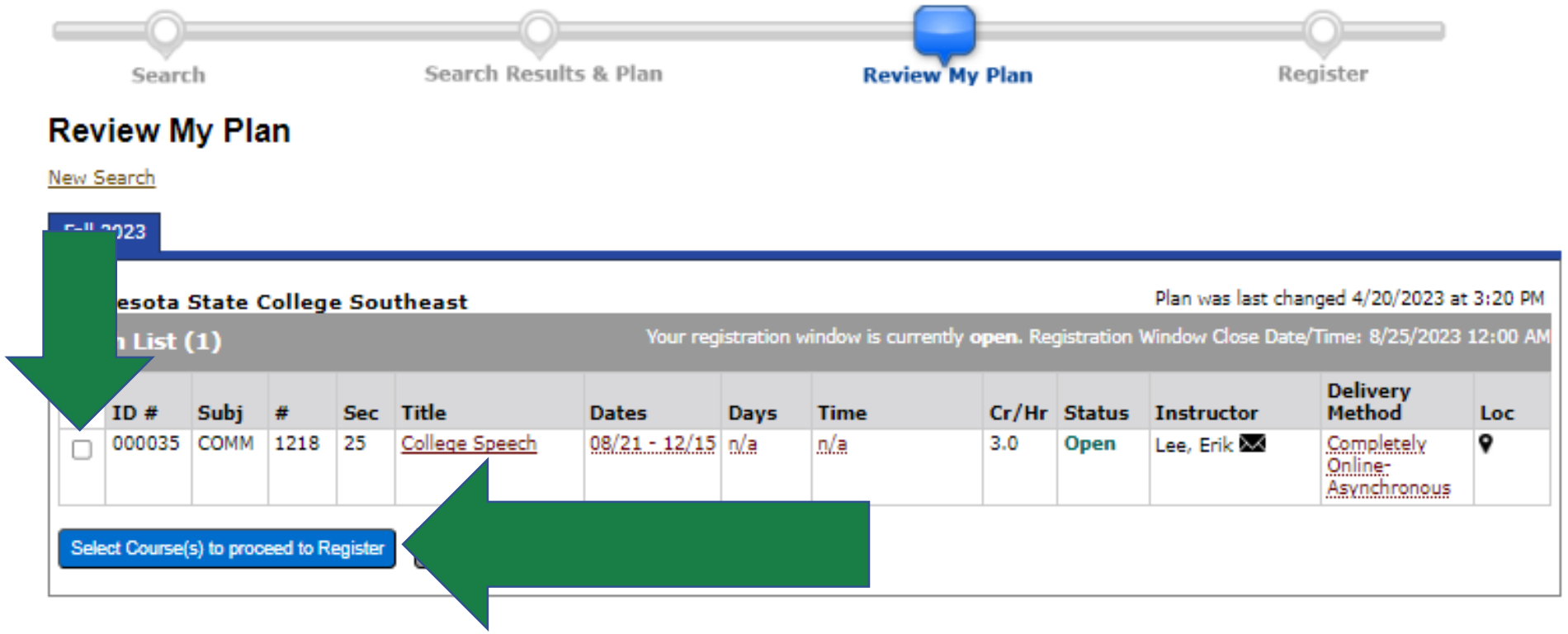
Location Box (lower right): Choose your high school from the drop down box

Click on **"Search"** (only courses offered at you HS will be on the list)



Click on the empty box to the left of the course

Click "Register"



Enter your Star ID Password
Click "Register"

Search | Search Results & Plan | Review My Plan | Register

< Review My Plan

Fall 2023

By confirming this registration, whether or not you have applied for or accepted financial aid (grants, loans, scholarships), you are accepting any financial and academic obligations incurred as a result of this transaction. Failure to pay will result in my debt being referred to the State of Minnesota collection agency (Minnesota Department of Revenue, Collection Division) or a private collection agency. If this happens, I agree to reimburse the fees of any collection agency, which may be based on a percentage at a maximum of 40% of the [illegible] and all costs and expenses, including reasonable attorney's fees, incurred in such collection efforts.

I also authorize the college or university, and their respective [illegible]s and contractors to contact me regarding my debt request, including repayment of my debt, at the current or any future number that I provide for my cellu[illegible]e or other wireless device using automated telephone dialing equipment or artificial or pre-recorded voice or text messages.

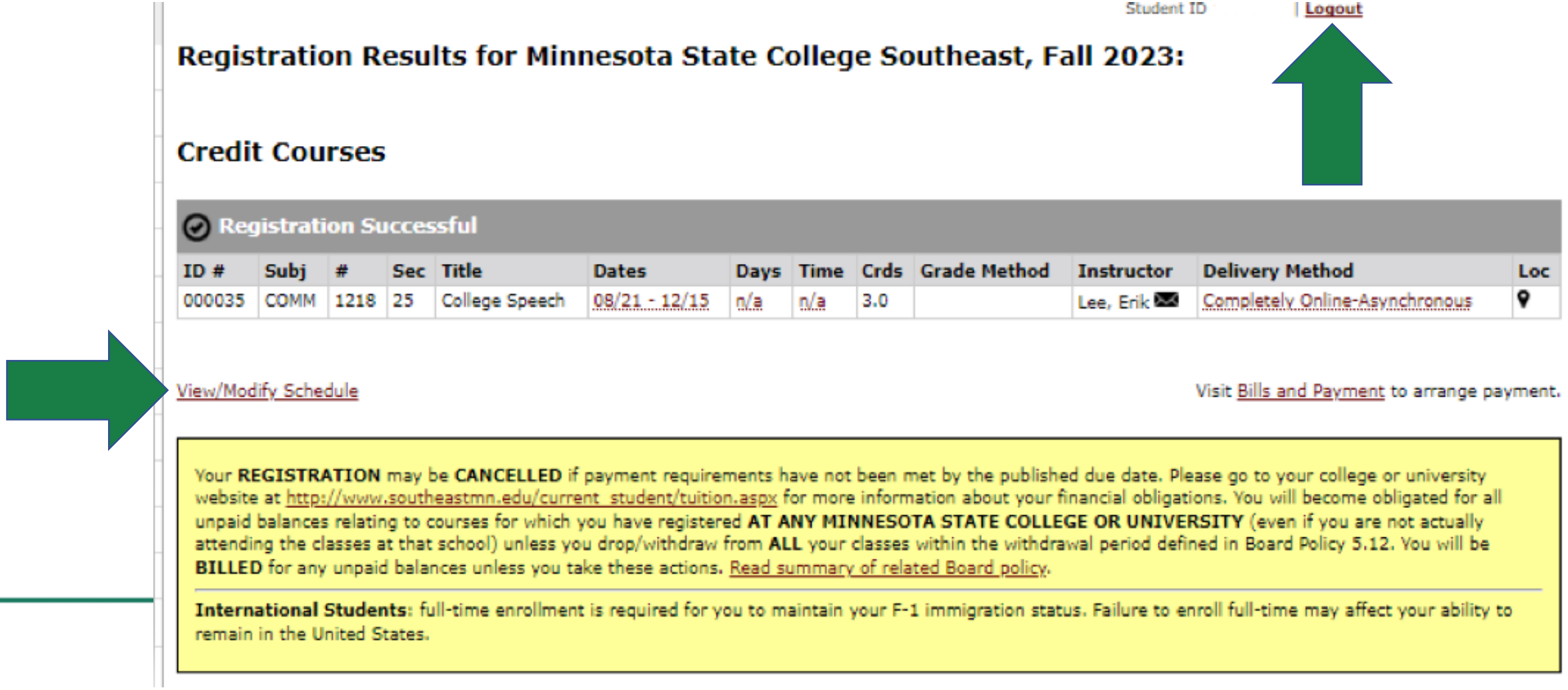
If you are degree seeking and want more information about g[illegible]tion requirements, visit your college or university's web site.

Enter your StarID password and register: ✓ Register

ID #	Subj	#	Sec	Title	Dates	Days	Time	Cr/Hr	Grade Method	Instructor	Delivery Method	Loc
000035	COMM	1218	25	College Speech	08/21 - 12/15	n/a	n/a	3.0	Normal	Lee, Erik	Completely Online-Asynchronous	

You have chosen to register for the courses listed above. **Please check with your academic advisor** to ensure selected courses apply toward graduation. If you have not been admitted to Minnesota State College Southeast, please keep in mind that not all courses may transfer or apply to another institution.

Confirm your registration

Choose “View/Modify Schedule

When your registration is complete, click on the Logout button located near the upper right corner of your screen.