

## Postsecondary Enrollment Options (PSEO)

### Tuition and Transcript Authorization

#### Student Information:

  V   \_\_\_\_\_  
 Valley number                                      Last name                                      First name

Please check one:    Early Middle College student (State approved EMC, enrolled as 3500)  
                            PSEO dual enrolled student

#### Eligible courses for which the student has registered:

Semester:    Fall    Winter    Summer    Year: \_\_\_\_\_

| 5-digit<br>CRN | Subject | Course<br>Number | Course Title | Contact<br>Hours | Credit<br>Hours | Earn Credit for:         |                          |                          |
|----------------|---------|------------------|--------------|------------------|-----------------|--------------------------|--------------------------|--------------------------|
|                |         |                  |              |                  |                 | KVCC                     | High School              | Both                     |
|                |         |                  |              |                  |                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|                |         |                  |              |                  |                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|                |         |                  |              |                  |                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|                |         |                  |              |                  |                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

#### Send invoice to:

Attention \_\_\_\_\_  
 School \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 Telephone \_\_\_\_\_  
 E-mail \_\_\_\_\_

Bill the Michigan Department of Education for a nonpublic school (Also list invoice address for any remaining balance.)  
 UIC: \_\_\_\_\_ Please provide the student's unique identification code for billing the State.

#### Send official transcript to:

Attention \_\_\_\_\_  
 School \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 Telephone \_\_\_\_\_



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Valley number                      Last name                      First name

### Student Instructions:

- Admitted students must complete this form and submit it to the Financial Services Office. Please allow two business days for processing before registering for classes.
- Students are responsible for all costs other than tuition and fees for the approved courses.
- The choice of earning high school and/or college credit is final and cannot be changed once the course begins.
- Students may not audit a course taken under the Postsecondary Enrollment Options (PSEO) act.

Note: Transitional level courses may not qualify for PSEO. Prerequisite ACT or Compass test scores and/or prerequisite courses will be enforced for classes we offer. Please refer to the course description for enforced prerequisites.

### Payment Authorization:

This student is eligible to attend these courses either under the Postsecondary Enrollment Options Act or as part of Early Middle College. It is agreed the school will pay Kalamazoo Valley for the cost of tuition and fees for the course(s) listed, or in the case of a nonpublic school, any remaining balance not paid by the Michigan Department of Education.

The maximum tuition and fee amount the school will pay per class:  100% \$ \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_  
KRESA/EFE Program Administrator's signature

I agree to pay Kalamazoo Valley for any remaining balance of the cost of tuition and fees for the course(s) listed that are not paid by the school or Michigan Department of Education.

\_\_\_\_\_ Date \_\_\_\_\_  
Parent's signature

### Transcript Authorization:

I authorize Kalamazoo Valley to send an official transcript to the high school after the completion of the courses for the purpose of transferring the credits earned to the high school.

\_\_\_\_\_ Date \_\_\_\_\_  
Student's signature

#### Registration and transcript questions:

Admissions, Registration and Records  
TTC 9140  
p (269) 488-4281  
f (269) 488-4161  
records@kvcc.edu

#### Billing, payment questions, and submit completed forms:

Financial Services Office  
TTC 5150  
p (269) 488-4162  
f (269) 488-4555  
accountsreceivable@kvcc.edu

#### Additional questions:

Student Recruitment  
TTC 4261  
p (269) 488-4303  
recruiting@kvcc.edu

