Anoka-Ramsey Concurrent Enrollment Application Instructions

Go to: Anokaramsey.edu, hold mouse over Prospective Student at the top of the page and select
APPLY NOW from the drop down now.

Click on **Create StarID,** Follow instructions to create a Star ID.

Be sure to write down your StarID and password for future use. You can save and exit
the application at any point, after you create your StarID.

- If you have ever applied to Anoka-Ramsey or any other Minnesota State (Colleges and Universities) school, you already have a StarID. Please retrieve your StarID and password by using the links provided in the application. Once you retrieve your StarID and password, you can log into the application and follow the same steps as outlined below.

Star ID: _____   **Password:** _____

The Application will move through 8 Sections. Please follow the instructions below for each section.

Section 1: Personal
- Enter your Full Legal name and e-mail address, if it doesn't already autofill the categories. Click Next.
- Enter your Birthdate and Social Security Number (SSN) if known. SSN is an optional field; **birthdate is required** by Anoka-Ramsey. Click Next.
- Enter your Veteran status. For most students it should be No. Click Next.
- The parent education section is optional. Click **Continue to Citizenship**.

Section 2: Citizenship
- Select **U.S. Citizen or Dual National with U.S. Citizenship** option. Click **Continue to Contact.**

Section 3: Contact
- Enter your resident status by selecting **Yes** then enter how many years and months you have been a MN resident. Click Next.
- Click **Add** next to **Permanent Address**, do not use **Local or Temporary**. Enter your address as accurately as possible. Once you have entered all information click **Add Permanent Address.** The system may give a suggested mailing address. Please review the options and select the most accurate address. Once back in the Addresses screen, click Next.
- Enter either a Home or Mobile phone number. At least one number is required. Click **Continue to Education.**

Section 4: Education
- Select **Yes** to respond to the "Are you currently a high school student" question. Click Next.
- Enter your high school state (MN), high school name, and expected graduation month and year (EX: 06/2019). Click Next**.**
- The **High School Preparation Standards section is optional.** Please click **next** to move through the 3 pages of prep standards information.
- Once you have moved through the Prep standards section, you can enter any colleges that you have attended. If you have taken PSEO or concurrent coursework through another college or university, please enter that information here. Click **Continue to Confidential**.

Section 5: Confidential
- Please enter your Gender. The other two fields are optional**.** When finished, click **Continue to Major.**

<u>Section 6: Major</u>
- Enter the semester in which you want to start taking classes with Anoka-Ramsey. Click **Next.**
- Select **Post Secondary Enrollment Options (PSEO Student),** then click Next.
- Enter your educational intent. If you are uncertain, select the option that fits best. You can always update your major and education intent with the college. Click Next.
- Most CE students do not select a major at this time. Click Next.
- Select the ==ARCC College in the High School== as your campus. Click Next.
- Enter whether or not you have ever taken courses through Anoka-Ramsey (Concurrent or PSEO count). Most students applying for PSEO for the first time will select **No**. Click **Continue to Additional.**

<u>Section 7: Additional</u>
- The first page is optional and most CE students do not select any activities. Scroll to the bottom of the page and click Next.
- The second page is optional.
  - You can skip the emphasis area/bachelor question, then click **Continue to Review**

<u>Review and Submit Application</u>
Scroll through all of the information that you have provided and make sure that it is correct. Once you have reviewed your information, click **Continue to Submit Application.**

Check the box to select the application, then enter your StarID password in the text box**. Click Submit Selected Application(s).**

If your application is submitted successfully you will be brought to a status page. Your application will likely say that it is In Progress or Pending.
- If you are planning to do **PSEO on ARCC's campus** as well, consult with your high school counselor to submit your high school transcript and PSEO Notice of student registration form. Once all materials are submitted, your application will be reviewed.
- If you are planning to do **Concurrent Enrollment** and take courses at your high school, please work with your high school Counselor/Dean.

With any application questions or issues,
please contact Concurrent admissions at pseo@anokaramsey.edu