



Oklahoma Panhandle State University

Concurrent Packet

Courses are available for
qualifying high school
Juniors & Seniors

For more information contact:

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Academic Records Clerk

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OKLAHOMA PANHANDLE STATE UNIVERSITY

Concurrent Registration

Regional University Requirements:

A student must meet **one** of the following:

- National ACT, Pre-ACT (10th grade), or Residual ACT* score of 20
- SAT or PSAT score of 1030
- GPA and Class Rank of 3.0 (unweighted) and top 50% of class
- Accuplacer test with minimum required scores

*One residual ACT per year (from November 1 to October 31), which is only valid at the institution at which it was administered.

All concurrent students must have a signed statement from the high school principal or counselor stating that they are eligible to satisfy requirements for graduation from high school (including curricular requirements for college admission) no later than the spring of the senior year and must also provide written permission from a parent or legal guardian. A high school student may enroll in a combined number of high school and college courses per semester not to exceed a full-time college workload of 19 semester credit hours. For purposes of calculating workload, one-half high school unit shall be equivalent to three semester credit hours of college work.

Also, concurrent students may not enroll in remedial course work offered by colleges and universities designed to remove high school deficiencies.

Home School or Unaccredited High School:

Homeschooled students and students from unaccredited high school shall have completed enough high school course work to be equivalent to an individual who is classified as a junior or senior at an accredited high school and meet the applicable criterion listed below:

- National ACT, Pre-ACT, or Residual ACT* score of 20
- SAT or PSAT score of 1030

*Junior and senior class credits for homeschool students will be based upon the criteria determined by the school district in which the student resides. *

One residual ACT per year (from November 1 to October 31), which is only valid at the institution at which it was administered.

Continuing Registration:

High school students concurrently registered in college courses may continue concurrent registration in subsequent semesters if they achieve a cumulative college grade point average (GPA) of 2.0 or above on a 4.0 scale. Therefore, a concurrent student who fails to achieve the requisite 2.0 college GPA shall not be eligible for concurrent enrollment at any State System institution as policy set by Oklahoma State Regents.

If students are currently registered as a concurrent student and wish to register in the next semester concurrently, a new "Concurrent Registration Form", "Financial Responsibility Agreement & Academic Letter of Intent" and "Student Privacy & Responsibility Agreement" with all the required signatures will be required.

Course Placement and Enrollment:

At minimum, concurrent students shall demonstrate college readiness in a particular subject area to be eligible to enroll in a college level course in the corresponding subject area. A high school student not demonstrating college readiness in science reasoning, mathematics, or English will not be permitted enrollment in the corresponding college subject area. A student who is unable to demonstrate college readiness in reading will not be permitted enrollment in any other collegiate course (outside the subjects of science, mathematics, and English). Concurrent enrollment students are prohibited from enrolling in any form of developmental education, including any configuration in with developmental education is embedded within a credit bearing course. A concurrent student shall demonstrate college readiness by:

- Attaining the requisite subject score on an acceptable ACT exam;
- Attaining the requisite subject score on an acceptable SAT exam; or
- Satisfying an entry level assessment and course placement measure that is in accordance with the institution's State Regents approved assessment plan

Curricular Area	ACT	Pre-ACT (10 th Grade)	Residual ACT	SAT	PSAT	Other
English (meet one of the requisite English measures)	19 English	19 English	19 English	510 Evidence Based-Reading and Writing	510 Evidence-Based Reading and Writing	Satisfy an English assessment and course placement measure that is in accordance with OPSU's State Regents'-approved assessment plan
Math (meet one of the requisite math measures)	19 Math	19 Math	19 Math	510 Math	510 Math	Satisfy an Math assessment and course placement measure that is in accordance with OPSU's State Regents'-approved assessment plan
Reading (meet one of the requisite reading measures)	19 Reading	19 Reading	19 Reading	510 Evidence Based-Reading and Writing	510 Evidence Based-Reading and Writing	Satisfy a reading assessment and course placement measure that is in accordance with OPSU's State Regents'-approved assessment plan
Science (meet one of the requisite science measures)	19 Science	19 Science	19 Science	N/A (there is no SAT science portion)	N/A (there is not PSAT science section)	Satisfy an assessment and course placement measure that is in accordance with OPSU's State Regents'-approved assessment plan

OPSU requires a 19 in both English & Reading to enroll into English courses

A student may enroll in a maximum of 9 semester-credit-hours during a summer session at OPSU without the necessity of being concurrently enrolled in high school classes during the summer term.



Concurrent Student Enrollment Information for School Year 2021-2022 Tuition

Tuition Costs	<=6 hours/semester	> 6 hours/semester
Seniors	No charge	Current tuition rates (\$154./hour)
Juniors	No charge	Current tuition rates (\$154./hour)

Fees - Apply to all courses taken.

Concurrent Students Fees (with fee waivers)		Non-concurrent student fees (Without concurrent student fee waiver)	
\$52.35	Per credit hour	\$111.35	
\$12	Per Semester	\$57	
The online fee of \$100/course will be waived for concurrent students.			

Costs for Concurrent Junior or Senior Student for 2021-2022

	1 hour	3 hours	6 hours	9 hours
Tuition	0	0	0	3*154 = \$462.00
Fees	1*52.35 + 12 = \$64.35	3*52.35 + 12 = \$169.05	6*52.35 + 12 = \$326.10	9*52.35 +12 = \$483.15
Total	\$64.35	\$169.05	\$326.10	\$945.15

Additional Charges*

*Any books and supplies will be posted as “Textbook Voucher” to the student account. The Textbook Voucher charges are based on actual books and supplies ordered and are the responsibility of the student. Books and supplies will vary by course.

*Most courses have academic service fees to cover expendables associated with the course. This fee will vary by course: general range \$10-\$25/pch with lab courses having the higher fees.

*Disclaimer- Non-Resident Concurrent Students will pay full tuition and Out of State Tuition will be waived with a tuition waiver. Mandatory PCH fees and Mandatory PS fees will be discounted.

* Bills are available 24/7 online through the MyOnlineBilling Icon, and no paper bills will be mailed.

*PCH- Per Credit Hour PS- Per Semester

Oklahoma Panhandle State University Concurrent Registration Form

(Forms with black banners **must** be fully completed and submitted to the OPSU concurrent counselor each semester before the student will be registered)

Required Documents:

- | | |
|---|---|
| 1. Concurrent Registration Form | Must be Completed EACH semester |
| 2. Financial Responsibility Agreement and Academic Letter of Intent | Must be Completed EACH semester |
| 3. Student Privacy and Responsibility Agreement | Must be Completed EACH semester |
| 4. High School Transcript | Must be submitted with initial app and subsequent semesters |
| 5. ACT/SAT Scores | Must be submitted with initial app |
| 6. Emergency Contact Information Form | Must be submitted with initial app |
| 7. Immunization Form and Records (if student resides within 30 miles of OPSU) | Must be submitted with initial app |

Name _____ OPSU Student ID _____

High School Name _____ Junior / Senior (circle one)

Anticipated High School Graduation Date _____

Semester to Register: Fall 20 _____ Spring 20 _____ Summer 20 _____

OPSU Course(s) Desired by Student:

Course Reference Number (CRN)	Course Title	Credit Hours	On Campus/ITV/Online
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STUDENT:

I hereby give my permission for OPSU to release my transcript and midterm grades to my High School counselor or advisor for the current semester. I understand that this creates a college transcript and it is not a high school class.

Student Signature

HIGH SCHOOL OFFICIALS:

I hereby certify that the above named student meets the published admission requirements and that their combined high school and college registration does not exceed the equivalent of 19 college semester hours. As a result, I recommend that they be permitted to register in the above named course(s) for the following semester.

Fall 20 _____	Spring 20 _____	Summer 20 _____	Number of high school credit courses	_____*
*(EXCLUDE non-academic units reported on transcript)				x _____ 3
Equals total high school workload				= _____
(Plus) Number of college credit hours				+ _____
Equals total workload (hours)				= _____*
<u>*Total workload hours cannot exceed 19 hours.</u>				

I hereby certify that the above named student is eligible to satisfy graduation requirements (including curricular requirements for college admission) no later than Spring of the senior year.

_____ Student Signature	_____ Parent or Legal Guardian Signature	_____ High School Counselor or Principal Signature
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Oklahoma Panhandle State University

Financial Responsibility Agreement & Academic Letter of Intent

Concurrent enrollment is an important academic decision and should be carefully considered. A student's college transcript is permanent. A student's grades impact their high school and college grade point averages (GPA), future financial aid eligibility, scholarships, admission to institutions of higher education, and eligibility to continue concurrent college enrollment.

High School students concurrently registered in college courses may continue concurrent registration in subsequent semesters if they maintain a cumulative college grade point average (GPA) of 2.0 or above on a 4.0 scale. Therefore, per policy set forth by the Oklahoma State Regents for Higher Education, a concurrent student who fails to maintain the requisite 2.0 college GPA shall no longer be eligible for concurrent enrollment at any state system institution.

Following high school graduation, such probationary students may continue their enrollment at OPSU on a first probationary status. If said student fails to attain the GPA requirement for the semester the student will be placed on their first academic suspension. The student is required to set out for one semester before further enrollment will be allowed. If the student chooses to enroll after that semester, their GPA for the current enrolled term must be a 2.0 or greater and continue that trend for following terms, until the cumulative GPA reaches 2.0 or greater at which time the student will be removed from academic probation. If this is not attained the student receives a second academic suspension and must enroll at another institution to bring their entire cumulative GPA up to a 2.0 or higher before reenrollment is allowed. (If said student will be attending a different institution after high school graduation, that university will have their own probationary /admittance policies).

Signature of this document certifies that I have read, understand, and agree to the above policies and requirements and that my child intends to register in college classes that are not specifically designed for students under the age of 18, and that OPSU accepts no responsibility for any extraordinary supervision of students less than 18 years of age. I acknowledge that the student will be creating a permanent college academic record at OPSU, even though they are concurrently enrolled in high school. I acknowledge that I will not receive a paper bill. It is the student's responsibility to check their online billing for account balances. I hereby give my permission for them to participate in the Concurrent or Early College High School Registration of High School Students Program.

Billing Example of a Frequently Enrolled Concurrent Course

Student Costs	1 Hour	3 Hour
Tuition	\$154.00	\$462.00
Concurrent Tuition Waiver	\$(154.00)	\$(462.00)
Total Mandatory Fees- PCH	\$52.35	\$157.05
Total Mandatory Fees- PS	\$12.00	\$12.00
Total Books and Supplies	\$14.00	\$42.00
*Academic Course Fee	\$10.00	\$30.00
for POLS CRN 40116 (Political Science 3 Credits)	\$88.35	\$241.05

*Academic Course fees average \$15 PCH

**Actual costs may differ from estimate. OPSU reserves the right to change prices without notice.

Unlike many states, Oklahoma's State System's institutions are responsible for funding tuition costs for high school students enrolled in college courses. Oklahoma state provides that up to 18 hours of tuition will be waived for eligible high school seniors enrolled in college courses and up to nine hours for eligible juniors, subject to available funding. **Students are still responsible for the cost of mandatory fees and books. If funding is not available for high school juniors to receive a tuition waiver, those students will also be responsible for the cost of tuition.**

Student Signature

Parent or Legal Guardian Signature

High School Counselor or Principal Signature

Oklahoma Panhandle State University

Student Privacy & Responsibility Agreement

- 1. Student Responsibilities:** Students must act **on their own behalf**. Parents, guardians, or friends of OPSU students are not permitted to enroll, drop, or add classes on behalf of the student. Students are responsible for textbooks in regards to renting and returning the required textbooks for their courses. OPSU Concurrent Counselor will register student in classes.
- 2. Student Records:** *Parents of OPSU students do not have a right of access to their children's student records, regardless of whether the student is under the age of 18.* In accordance with this regulation, the student's college records will be released to parents only with a written consent of the student via transcript request from the student.
- 3. Contacting Instructors:** Your student is enrolled in a college course and it is important to understand that instructors work directly with students, as opposed to the type of parent interventions you may be accustomed to at the high school level. Under FERPA (Family Educational Rights and Privacy Act), instructors are not permitted to discuss student performance or other student-related issues with parents. OPSU instructors cannot discuss student's progress in the class with anyone other than the student. This regulation includes parents, guardians, school administrators, and/or high school teachers facilitating the course.
- 4. Course Content/Material:** OPSU is a college learning environment. As such, discussion topics and course materials are generally designed for college students and may not be appropriate for less mature students. Alternative assignments are not provided. Students are expected to perform at the same level as all other college students and abide by each individual instructor's policies.
- 5. Online Course Guidelines:** Familiarize yourself with the Aggie Scholars platform. Understand the syllabi and expectations can vary from course to course and instructor to instructor. Login in the first day of the course for introductions and **communicate** throughout the course. All communications should come from the students **OPSU email**. Understand the difference between due dates and end dates. Computer access and internet access issues are the student's responsibility.
- 6. Academic Integrity:** An institution's reputation and intellectual freedom depend on its uncompromising commitment to the ideal of academic integrity. OPSU is committed to instilling and upholding integrity as a core value. OPSU is dedicated to maintaining an honest academic environment and ensuring fair resolution of alleged violations of academic integrity. Academic integrity is required in every aspect of a student's association with OPSU. Students will respect OPSU's commitment to academic integrity and uphold the values of honesty and responsibility that preserve our academic community. *Violations of academic integrity may include but are not limited to unauthorized collaboration, plagiarism, multiple submissions, cheating on examinations, and fabricating information. Failure to demonstrate academic integrity may be addressed by the University when the behavior potentially jeopardizes the individuals or community's safety or educational opportunities.*

Signature of this document certifies that I have read, understand, and agree to the above policies and requirements and that my child intends to register in college classes that are not specifically designed for students under the age of 18, and that OPSU accepts no responsibility for any extraordinary supervision of students less than 18 years of age. I acknowledge that the student will be creating a permanent college academic record at OPSU, even though they are concurrently enrolled in high school. I hereby give my permission for them to participate in the Concurrent Registration of High School Students Program.



Student Signature

Parent or Legal Guardian Signature

High School Counselor or Principal Signature

EMERGENCY CONTACT INFORMATION



Oklahoma Panhandle State University
Office of the Registrar
P.O. Box 430 • Goodwell, OK 73939 • 580.349.1373

In the event that Oklahoma Panhandle State University needs to contact somebody in regards to an emergency situation or the state of the student's personal wellbeing, please fill out the below information to the best of your ability.

It is important the Oklahoma Panhandle State University know who to contact in the event of a medical situation while enrolled as a student at OPSU. Please provide the most up to date information to the best of your ability.

Name/Agency	Relationship	Phone Number
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Name/Agency	Relationship	Phone Number
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I, (Print Name) _____, have provided the preceding information freely, without coercion or threat.

STUDENT
SIGNATURE _____ DATE _____

STUDENT OPSU ID# _____

FOR UNIVERSITY DEPARTMENTAL USE ONLY

Authorized by (PRINT): _____ Department _____

Signature: _____ Date _____

OPSU Immunization Form

In Compliance with Oklahoma Statutes, Title 70 §3243

Certification of Compliance

Hepatitis B, Measles, Mumps and Rubella (MMR)

Oklahoma Statutes, Title 70 §3244, requires that all students who enroll as a full-time or part-time student in an Oklahoma public or private postsecondary institution provide documentation of vaccinations against hepatitis B, measles, mumps and rubella (IvIMR).

The statute requires that Institutions notify students of the vaccination requirements and provide students with educational information concerning hepatitis B, measles, mumps and rubella (MMR), including the risks and benefits of the vaccination.

The statute permits that when the vaccine is medically contraindicated and a licensed physician has signed a written statement to that effect, such student shall be exempt from the vaccination. Further, the statute permits a student or if the student is a minor, the student's parent or other legal representative, to sign a written waiver stating that the administration of the vaccine conflicts with the student's moral or religious tenets.

Student's Name: _____

Institution: Oklahoma Panhandle State University

DOB: _____ Term/ Year of first enrollment _____

Social Security Number or Student ID: _____

- 1) I have been notified by my institution of the requirement that I must provide documentation of having received vaccinations against hepatitis B, measles, mumps and rubella (MMR), and
- 2) I have received and reviewed the educational information provided by my institution concerning hepatitis B, measles, mumps and rubella (IvIMR), including the risks and benefits of the vaccination, and
- 3) Further, I certify that (Place a check in the applicable space, below.)

_____ I have been vaccinated and have provided documentation in support as required by Oklahoma Statute, Title 70 §3244, or

_____ I am exempt from the requirement and have attached a written statement from a licensed physician, which indicates that a vaccine is medically contraindicated, or

_____ The administration of the vaccine conflicts with my moral or religious tenets.

Signature: _____ Date: _____

When a student is under 18 years of age, the following must be completed:

As the parent or other legal representative, I certify that the student named above is a minor and the above information is correct.

Signature: _____ Date: _____

This form must be submitted to Academic Records prior to enrollment.

For Office Use Only

Verified By: _____

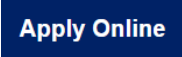
Date: _____

MMR HepA HepB

OPSU Online Application of Admission & Aggie Access

Online Application:

New concurrent students are required to complete an online application.

- www.opsu.edu
- Click the 'Apply Online' link : 
- Click on 'Apply for Admission Here'
- Click on 'First time user account creation'
- Application type must be 'HS Concurrent Enrollment'
- Admission Term must be the term you wish to begin classes
- Planned Course of Study must be 'Concurrent (High School Dual-Credit)'



myOPSU - Self Service

Select an Application Type

To Apply for Admissions, first select the Application Type you want to complete.

Please choose which statement best reflects your current status:

- I am a current high school student and have not graduated. **Complete the First Time Freshman application.**
- I have graduated high school and earned no more than six hours of college-level credit after graduation. **Complete the First Time Freshman application.**
- I have graduated high school, attended college, and have earned fewer than 29 credit hours. **Complete the Transfer (0-29 Hours) application.**
- I have graduated high school, attended college, and have earned 30 or more credit hours. **Complete the Transfer (30 or more hours) application.**
- I have previously attended OPSU and have taken college courses since I left. **Complete the Readmit (Transfer) application.**
- I have previously attended OPSU but did not enroll in the immediate past semester. I have not taken college courses since I left. **Complete the Readmit (Non-Transfer) application.**
- I have graduated high school and wish to enroll in courses without intending to pursue a degree. **Complete the Special Non-Degree Seeking application.**
- I am a high school student who would like to concurrently enroll at OPSU while completing high school. **Complete the HS Concurrent Enrollment application.**
- I am an international student and have graduated high school. **Complete the International Student application.**
- I am an international student, have graduated high school, and have earned no more than six hours of college-level credit after graduation. **Complete the International Student application.**
- I am an international student, have graduated high school, and have earned more than six hours of college-level credit after graduation. **Complete the International Transfer application.**

Application Type:

[Return to Homepage](#)

Aggie Access:

Once application has been processed by OPSU, students will receive an email from

“O-Key System Administrator” to activate their Aggie Access.

From: O-Key Systems Administrator <webteam@okstate.edu>
Date: Wed, Mar 30, 2016 at 9:27 AM
Subject: Your Oklahoma Panhandle State University Aggie Access Account Is Ready to Activate

Aggie Access activation is **REQUIRED** prior to student's enrollment.

**For any questions concerning Aggie Access, please contact Help Desk.
at helpdesk@opsu.edu or (405) 744-HELP.**

The HELP DESK hours of operation are:

Spring/Fall Semesters....Mon-Fri 7AM-12AM Sat 10AM-5PM Sun 2PM-11PM

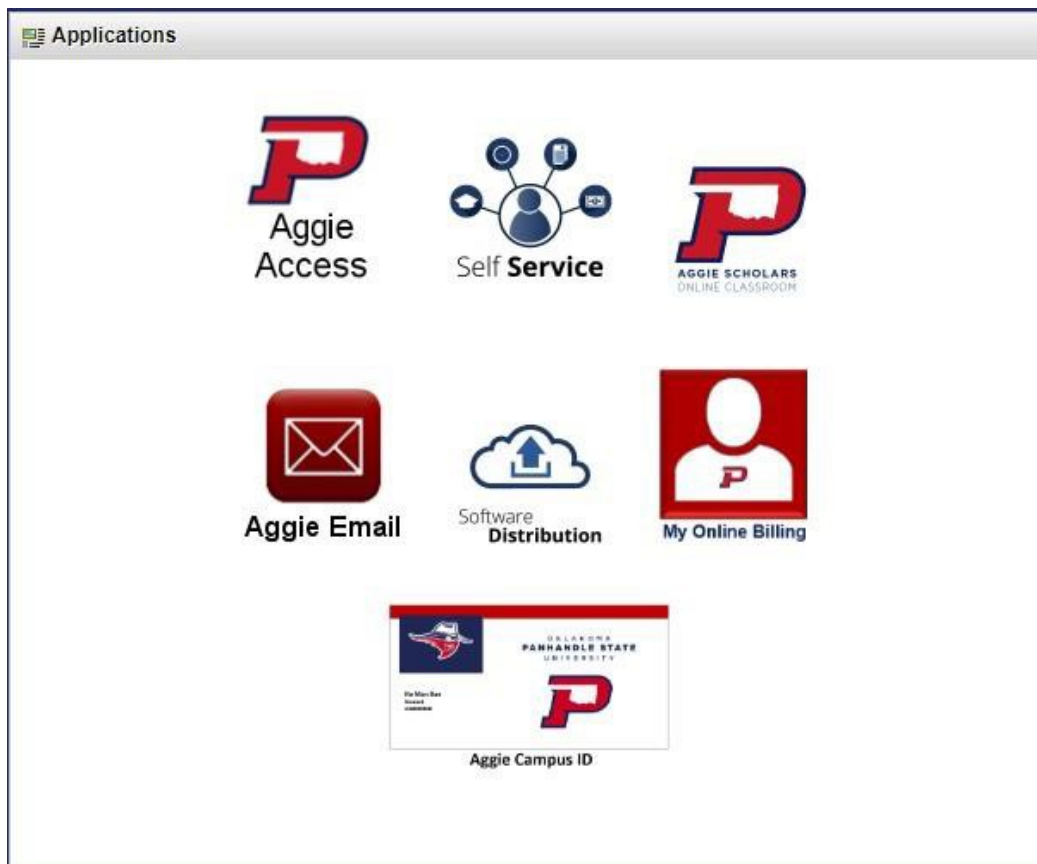
Summer Semester.... Mon-Fri 7AM-10PM Sat 10AM-5PM Sun 2PM-10PM

myOPSU Portal:

Once Aggie Access has been activated, students will have access to the myOPSU portal.

- www.opsu.edu
 - myOPSU Portal link in to right hand corner or my.opsu.edu.

Students use Aggie Access login address and password that was created during activation process to login. If student has forgotten password or password has expired, click on "forgot password?" on login page to reset password.



Aggie Access:

Link to Aggie Access setup page.

Self Service:

- Personal Information Tab
 - Students may update their personal information such as address, phone number, email address, and more.
- Student Tab
 - No use for Admissions tab.
 - Registration Tab
 - Concise Student Schedule (current semester Class Schedule)
 - Student Records
 - View holds, final grades, view test scores, and more.
- Proxy Access
 - Students may add a proxy (person) to have access to specific records such as grades and bill.

Aggie Scholars Online Classroom:

- Online classes may be found by following this tile. Courses will not be available to access until first day of class.

Software Distribution:

- Redirects to an Oklahoma State University webpage. Login with Aggie Access credentials to access software distribution center where students may download available software such as Microsoft Office 2016.

My Online Billing:

- ****Very Important**** Financial Responsibility Agreement will be first page loaded during first login. Students must press “I Agree” to confirm their enrollment. If agreement is not the first page that loads, student has already completed this task.
- Students may view bill through the 'My Online Billing' tile. **Concurrent scholarships will not be posted until later in semester. For any questions concerning OPSU bill, contact the OPSU business office at 580.349.1576.**

BILLS WILL NOT BE MAILED!

Aggie Email:

- Login with Aggie Access credentials.
- Will be redirected to Oklahoma A&M login page.
- Office 365 is used for OPSU email. Choose mail once logged in.
- Many OPSU students have downloaded the Outlook app for their smartphone.

Students will be contacted through their OPSU student email ONLY!

It is very important for students to check their OPSU student email every day.

If a student wishes to drop or withdraw a class:

1. Visit the OPSU Academic Records Office **OR**
- Email Nikki Stork at nikki.stork@opsu.edu from OPSU student email.



OKLAHOMA
PANHANDLE STATE
UNIVERSITY

The Online Bookstore

Everything you need to know about the Online Bookstore!
OPSU.TextbookX.com

HOW DOES IT WORK?

The OPSU Online Bookstore, powered by TextbookX, operates completely online and can be visited at [OPSU.TextbookX.com](https://www.opsu.edu/textbookx). Students visit the website to order online and have their textbooks shipped to their home or to campus while digital course material access is emailed.



IS THERE A CAMPUS STORE?

Yes, the OPSU spirit store sells branded merchandise like shirts, hats and other items. Please note that they no longer sell textbooks on campus anymore. If you deliver your textbook order to campus, pick up is located in the central mail facility.

HOW DO I ORDER?

1. Visit the website and log in with your Aggie Access to see a personalized page with all of your courses and course materials.
2. Select from the new, used, eBook, rental, and Marketplace options available.
3. Check out and complete your order in 5-10 minutes.



WHEN SHOULD I ORDER?

The earlier you order, the more chances you have to find the best deals. It's recommended that you order 2-3 weeks before the term begins.

WHAT ARE THE BENEFITS?

- Select from new, used, ebook, and rental options.
- Find great deals on Marketplace items.
- Price match guarantee on new books.
- Free shipping on select orders over \$49 (not including Marketplace).
- 24/7 customer service at the start of each major term.
- Sell your books back on the website at any time of the year – you name the price!





WHAT IS THE MARKETPLACE?

The Marketplace is where students and book vendors across the nation buy and sell books at discounted prices. You can save an average of 60% off when you order a Marketplace book. Please note, Marketplace items do not qualify for free shipping.



WHAT PAYMENT METHODS CAN I USE?

Check out with any major credit, debit, or prepaid credit card. Students may also use PayPal, Google Pay, or Apple Pay to check out. Visit [OPSU.TextbookX.com/Giftcards](https://opsu.textbookx.com/giftcards) for bookstore gift cards. Financial aid funds, when approved by the school, can also be used.

HOW DOES SHIPPING & TRACKING WORK?

Various shipping methods and time frames are offered. Orders over \$49 qualify for free economy shipping (excluding Marketplace items). Use the Order ID number in your confirmation email to check delivery status. Not all Marketplace vendors offer tracking, but you can contact the seller through the website.



CAN I RETURN A BOOK?

New textbooks can be returned for a refund as long as it's within 30 days of the order or two weeks after the start of class. Ebooks can be returned within 14 days. Marketplace items are non-returnable. Items ineligible for return are marked "non-returnable" at checkout. If you miss the deadline to return or you ordered a book that is not returnable, you can always sell it on the Marketplace.



CAN I SELL MY BOOK BACK?

You can post any textbook for sale on the Marketplace, name the price you want to sell it for, and wait for someone to buy it. Some textbooks come with a guaranteed buyback price, which you can choose to return at the end of the term for that price, or you could keep it or sell it for a different price. When you sell through the website, you're paid either by a deposit to your bank account or by store credit (store credit gets 5% extra!).



OTHER QUESTIONS?

Our Customer Experience Team works year-round with 24/7 support at the beginning of every spring and fall term. Visit [OPSU.TextbookX.com/Help](https://opsu.textbookx.com/help).

Frequently Asked Questions

Q: What are the main differences between high school and college?

A: Although you are still a high school student while enrolled in Concurrent Enrollment, when you take a college class you are expected to perform like a college student. The most important thing to remember is that you are responsible for yourself. You may be used to teachers checking in on and reminding you to turn in major assignments and late work. In college, your professor will expect you to keep track of your progress and seek help when needed. Here are a few things to keep in mind:

- If you don't understand an assignment or have questions about the material, you are responsible for making contact with your professor, either in class, via email or during office hours.
- If you miss class, make sure to get the notes from your classmates who were present. You are also expected to keep your syllabus handy and check it often as many professors assign readings and other projects that may not be directly addressed in class.
- Major tests and papers usually comprise the majority of your grade in a course, and one bad exam score can dramatically affect your final grade. Often, testing is infrequent and will cover large amounts of material. To study for an exam, you are responsible for organizing your notes and identifying the important points.
- In college, you manage your own time, and a good rule of thumb is that you need to study at least two to three hours outside of class for each hour that you spend in class.
- Finally, in college, results count. Be prepared to build a good reputation with your professor from the start; however, effort will not substitute for results in the grading process.

Q: How do I know if the course I am taking will transfer?

A: Courses completed under Concurrent Enrollment will count as regular college credits earned at Oklahoma Panhandle State University.

Q: Will I get a grade in these courses?

A: Yes, you will be enrolled, examined and evaluated in the same manner as any other student in the course.

Q: What times are courses offered and how do they fit into my high school schedule?

A: Concurrent Enrollment students are most of the time limited to the times they can take classes due to their high school schedules and travel time. Most Concurrent Enrollment students pick morning or afternoon courses so that you will either come to OPSU at the beginning of the day or end your day here.

Most classes meet regularly either three times a week on Monday (M), Wednesday (W), Friday (F) **OR** twice a week on Tuesday (T) and Thursday (R). Classes start at 7:30 and end by 5:45 each day

- MWF classes begin on every half-hour, with 50 minute classes.
- Example: Your class might be from 7:30-8:20 or 1:30-2:20
- TR classes begin on the hour or half-hour, with one hour and 15 minute classes.
- Example: Your class might be from 7:30-8:45 or 12:00-1:15
- Evening classes vary in times from one night per week to two nights per week.

Q: How do I know what courses to take?

A: Your OPSU Concurrent Counselor will work in conjunction with your High School counselor to help build a schedule that best suits you and your interests!

Q: What if I don't know what I want to study later on?

A: Classes offered to concurrent students are general education requirements so they are transferable and count towards almost any degree!

How to be a successful Concurrent Student

1. Communicate:

Example: If you have a choir concert or basketball game let your OPSU instructor know **ahead** of time that you will be missing class. Open chains of communications as a student and in life will never work adversely. Please keep in mind instructors are not required to make accommodations and exceptions.

2. Do your work: If you are struggling or have questions, communicate. Early is on time, on time is late, and late is unacceptable!

3. Use your resources: As an OPSU student you have access to the library, academic resource center, your instructors and more. Use these to your advantage. If you don't know where a resource is or how it could benefit you, ask!

4. Be an advocate for yourself:

5. Time management:

6. Take good notes!

7. Know your professors (email, office location, office hours, etc.) and be familiar with what is in the course syllabus. If you're having trouble getting responses from an instructor cc the OPSU concurrent counselor in the email. (Don't know how to cc, just ask!)

8. Emails need a salutation, a body, and a close. Don't write the way you might text—using abbreviations and clipped sentences.

Thank You for choosing Oklahoma Panhandle State University to jump start your college education.

Welcome to the Aggie Family!

#WeArePanhandle!