This guide is for students who need help reporting their PSEO or College Courses in the Academic Record.

First, log into your Academic Record account at z.umn.edu/AcademicRecord

Go to “Enter Coursework” tab

Begin in the “Enter Coursework” tab.

NOTE: To report PSEO or college classes, you will be entering these as part of your high school curriculum and should see your High School Listed.

When entering your college courses, select “Dual Enrollment” for the Course Level.

Enter your PSEO courses in the high school and year the class occurred.

QUESTIONS? Call 1 (800) 752-1000 or email admissions@umn.edu