



RIDGEWATER COLLEGE

creating opportunities. changing lives.

July 20, 2026

Menahga High School
PO Box 160
Menahga, MN 56464

Dear Superintendent,

In our endeavors to best serve our area high schools, Ridgewater College is again offering a contract option for the Post-Secondary Enrollment Options (PSEO) program students. Please find enclosed a copy of the Ridgewater College PSEO contract for the 2026-2027 academic year. We are offering this contract option to any high school that has PSEO students attending our college.

If you are interested in the contract option, please return the enclosed signed contract to Ridgewater College, Attn: Business Office, 2101 15th Ave NW, Willmar, MN 56201 by August 21, 2026. If you would like a copy of the fully executed agreement returned to you, please provide the appropriate email address on the contract and an electronic copy will be provided.

If we do not receive the signed contract from you, the Minnesota Department of Education (MDE) will be invoiced. Questions may be directed to me at 320-222-5637.

We look forward to working with you and your students.

Sincerely,

Shannon Mittag
Director of Business Services

Enclosure

WILLMAR CAMPUS

2101 15th Ave NW
Willmar, MN 56201
320-222-5200 | 1-800-722-1151
FAX 320-222-5212

HUTCHINSON CAMPUS

2 Century Ave SE
Hutchinson, MN 55350
320-234-8500 | 1-800-722-1151
FAX 320-234-8512

www.ridgewater.edu

A member of Minnesota State.
Ridgewater College is an affirmative action, equal opportunity employer and educator.
This document is available in alternative formats to individuals with disabilities upon request.

Ridgewater College
PSEO ADMINISTRATION CONTRACT
Fiscal Year 2027

Ridgewater College and School District 821 Menahga High School have determined that secondary students who have attained the Sophomore, Junior or Senior rank benefit from a post-secondary educational experience and, therefore, have entered into this contract for services. It is understood that this contract in no way limits the liability of the high school as the primary educational provider.

The cost to provide this educational service will be determined as follows:

1. The School District shall be invoiced at the rate of \$256.06 per semester credit, (which includes tuition, fees, textbooks and standard course fees)
2. I.S.D. will be invoiced on a semester basis and shall remit payment within 30 days of invoice date.
3. The school district will ensure that any student taking courses that require a laptop computer will have adequate computing resources provided to them by the I.S.D. or through their own resources to meet the course requirement.
4. Students may not register for a number of credits that would cause an overload status.
5. Expenses associated with providing disability accommodations are not reflected in the above costs. The cost of providing these accommodations will be handled on a student-by-student basis via a separate agreement.
6. Students will be subject to the policies and procedures of Ridgewater College.
7. The student must complete the POST-SECONDARY ENROLLMENT OPTIONS PROGRAM FORM with the assistance of the appropriate high school staff and submit the form to the Admissions Office at the appropriate Ridgewater College Campus.
8. Students are allowed to drop with a 100% refund through the 10th day of the semester. Withdrawals after the 10th day of the semester require full payment for the contracted amount.

The above named school district authorizes Ridgewater College to provide educational services for the school year beginning July 1, 2026 and ending June 30, 2027.

School District Authorized Representative:

Print Name

Sign Name

Date

Billing E-mail Address

Ridgewater College Representative

Date

RETURN TO: Ridgewater College
Business Office
2101 15th Avenue NW
Willmar, MN 56201