

WHAT is myUSI? \Rightarrow *myUSI is USI's student portal.*

WHY do I need it?

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| { | <ul style="list-style-type: none"> • View your USI grade(s) • Send an official USI transcript to another university | <ul style="list-style-type: none"> • Print unofficial transcript for college orientation • Pay your CAP bill | } |
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5 STEPS TO ACTIVATE MYUSI ACCOUNT

- 1. VISIT my.USI.edu and click "Activate Account"**
- 2. PROVIDE required information**
 - Last name
 - Date of birth
 - University ID from your CAP instructor
- 3. ENTER TEMPORARY verification code sent to your non-USI email** \rightarrow *IT'S GOOD FOR 5 MINUTES!*
- 4. CREATE and confirm password**
- 5. LOG-IN link and username are provided**
 - Save your username and password in your phone

{ NEED HELP? }

If you need your University ID, ask your CAP instructor.
For other technical issues, contact USI's IT Help Desk at **812-456-1080** or **it@usi.edu**.
Due to privacy laws, parents cannot call the IT Help Desk for you.