

Try out College • Get a Head Start • Gain Confidence • **SAVE MONEY**

Can I be a CAP Student?

- Am I a high school junior or senior?
- Do I have a cumulative GPA of 2.5 or higher?
- Do I meet prerequisites for the course I want to take? Visit USI.edu/cap/prereqs to check.

If you answered yes to these questions and are willing to make the academic and financial commitment to college coursework, follow the steps listed below.

STEPS TO ENROLL IN USI'S CAP

1. RESEARCH WHICH COURSES WILL BENEFIT YOU

To learn how courses will fit into your major at USI or another institution, visit USI.edu/cap/advising or look inside for USI advisors.

2. APPLY TO CAP

One time only!

Create an account and complete a CAP application at USI.edu/cap/apply. If you've ever completed a CAP course, you do not need to reapply.

3. REQUEST YOUR CAP COURSES ON THE PERMISSION FORM INSIDE; TURN IN BY THE DEADLINE

You must complete all steps by the deadline to be eligible for USI dual credit. If you've been a CAP student before, your only step is to turn in the completed permission form.

Fall enrollment ends Friday, September 2

Spring enrollment ends Friday, January 20

4. PAY BILL AND READ EMAILS

Bills for fall courses will be mailed home with full payment due October 25.

Bills for spring courses will be mailed home with full payment due March 25.

Billing details will be available through myUSI on or after the 10th of each month. Check your personal email for updates from CAP!



Text @USICAP to 81010 to receive text updates.

812-228-5022 • cap@usi.edu • USI.edu/cap

USI CORE 39 COURSES AVAIL

FOUNDATION SKILLS

- Composition 1 (3 hours)**
ENG 101
- Communication (3 hours)**
CMST 101
- Mathematics (minimum 3 hours)**
MATH 111, 114
- Physical Activity and Wellness (1 course)**
KIN 281

BACHELOR OF ARTS (BA)

- World Languages (9 hours)**
FREN/GERM/SPAN 203, 204
- Natural Science with lab (4 hours)**
BIOL 105, CHEM 142, 143

BACHELOR OF SCIENCE (BS)

- World Languages and Cultures (3 hours)**
FREN/GERM/SPAN 203, 204
- Social Science (3 hours)**
ECON 175, POLS 102, PSY 201
- Natural Science including 1 lab (7 hours)**
Lab: BIOL 105, CHEM 142, 143
NO LAB: BIOL 251, GEOG 112, PHYS 101

WAYS OF KNOWING — ONE course is required from four of the five categories

- Creative and Aesthetic Expression**
ENG 105
- Scientific and Mathematical Inquiry**
CHEM 143, GEOG 112, PHYS 101
- Historical Inquiry**
HIST 101, 102
- Social Inquiry**
POLS 102, PSY 201
- World Languages and Cultures**
FREN/GERM/SPAN 204

EMBEDDED EXPERIENCE

- Global (1 course)**
BIOL 251, FREN/GERM/SPAN 203, 204

DID YOU KNOW...?

Even though you aren't using federal financial aid to pay for dual credit courses, did you know the college credits you're enrolling in **right now** might **later** impact your access to this important source of college funding? Every dual credit course you complete, or even attempt, as well as college credit hours acquired through successful AP exams, count toward your aid limit (1.5 times the number of hours in the degree program). Work with the CAP Office or a USI advisor so every credit hour is purposeful.

AVAILABLE TO CAP STUDENTS

For students who plan to enroll at USI after high school graduation

USI students must complete both Core 39, a general education curriculum and major/program requirements; some USI majors require specific Core 39 courses. Many CAP courses fulfill a portion of Core 39, but those that don't may count as overall hours needed for graduation. Core 39 can be fulfilled by many USI courses, not just those offered through CAP. Visit [USI.edu/core39](https://usi.edu/core39) for full details; to view the CAP courses offered in your school, visit [USI.edu/cap/capschools](https://usi.edu/cap/capschools).

CAP is not responsible for undergraduate advising. Direct your questions to the advisor in the Center for Exploring Majors or to the advising center in the college of your intended major.

USI ADVISORS:

POTT COLLEGE OF SCIENCE, ENGINEERING, AND EDUCATION ADVISING AND RESOURCE CENTER:

812-228-5191
Mr. Bryan Bowerman
usi1seeadv@usi.edu

COLLEGE OF NURSING AND HEALTH PROFESSIONS ADVISING CENTER:

812-228-5065
Ms. Connie Walker
cnhp.advisor@usi.edu

CENTER FOR EXPLORING MAJORS:

812-465-1606
Mr. Tim Fitzgibbon
Univ_Div@usi.edu

COLLEGE OF LIBERAL ARTS ADVISING CENTER:

812-461-5307
Ms. Renee Rowland
rrowland@usi.edu

ROMAIN COLLEGE OF BUSINESS ADVISING CENTER:

812-465-7028
Ms. Kristina Walker
kmwalker4@usi.edu



IS CAP RIGHT FOR ME?

Are you going to college?

YES
or not sure

NO

Some dual credit (three to six hours) can help you meet Graduation Pathway requirements and give you the confidence to pursue a college degree or certificate. Talk to your counselor about your future plans.

Are you considering USI?

NO

Visit USI.edu/cap/advising to learn more about course transfer.

YES

See the CORE 39 Courses on the left to see how CAP fits in USI's general education requirements.

ANOTHER INDIANA INSTITUTION?

Students considering another Indiana institution, whether public or independent, should visit the Indiana Core Transfer Library (CTL) to investigate transfer credit (www.transferin.net/earned-credits/core-transfer-library). Double-check with your institution's Registrar if a course is listed as non-transferable or if the institution does not appear on the CTL at all.

PRIVATE OR OUT-OF-STATE INSTITUTION?

Some universities have their own transfer credit databases to show how courses from different institutions will apply to a degree. If you're not sure where to start, type "transfer credit" in the search box of the university's website.

Do you know what your major will be?

YES

Search your college or university's website for your major's required course list. Note that some majors require specific general education courses. Those who will attend USI can locate their advisor on the page to the left.

NO

No worries. Most college students change their majors. You can take a few courses that are required for all students while you explore potential majors. Search your college's website for advisors who work with undeclared students.



Scan this QR code to connect with a USI advisor.

USI CAP STUDENT PERMISSION FORM

— Use a blue or black ink pen —



| CAP Office Use Only | |
|--|----------------|
| University ID _____ | |
| Counselors – Provide Here or on Secure Drive | |
| Free/Reduced Lunch? <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| Cumulative GPA _____ | Initials _____ |

| Student Last Name | First Name | Middle Name | Home High School |
|-------------------|------------|-------------|------------------|
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| USI Course (example: ENG 101, MATH 111, SPAN 204) | CAP Instructor Name | Total Cost (Total cost of each course provided in brochure) |
|--|---------------------|--|
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COST OF CAP COURSES:

CAP courses are either \$80 per credit hour or \$25 per credit hour. Courses range from 1 to 4 credit hours, which means the cost of one course can be anywhere from \$25 to \$320. Abbreviated course details and total cost of each course are included in this brochure. Full descriptions are available at bulletin.USI.edu.

Students eligible for the National School Lunch Program this academic year, if verified by the school district/corporation, will not be charged CAP tuition. Families who receive approval after September 1 must relay that information to the CAP Office as quickly as possible.

PARENTS/GUARDIANS AND STUDENTS

I grant permission for the University of Southern Indiana to report my academic and billing progress to my high school and for my high school to release any relevant educational records to USI as may be required to provide me with services under CAP. This is including, but not limited to, transcripts. I give permission for my school district/corporation to share information with CAP about my eligibility for the free/reduced lunch program. I am aware of the University Alcohol and Other Drug (AOD) Policies, Annual Security Report and other information published in the current Schedule of Classes. Any violations in University policy may be reported to the University's Dean of Students Office and will be referred for follow up as appropriate.

I authorize the College Achievement Program to obtain information pertaining to my academic record at USI. I acknowledge I am starting a college transcript.

FINANCIAL RESPONSIBILITY:

My parent/guardian and I understand that I will be billed for the CAP courses selected and that a bill will be both mailed to my home address and sent to my USI email account. My parent/guardian and I understand and agree that when I register for any class at the University of Southern Indiana or receive any service from the University of Southern Indiana, we accept full responsibility to pay all tuition, fees, and other associated costs assessed as a result of my registration and/or receipt of services. My parent/guardian and I understand and agree that if I fail to pay my student account bill or any monies due and owing the University of Southern Indiana by the scheduled due date, the University of Southern Indiana will place a financial hold on my student account, preventing me from registering for future classes or requesting transcripts. My parent/guardian and I understand and agree that if I fail to pay my student account bill or any monies due and owing the University of Southern Indiana by the scheduled due date and fail to make acceptable payment arrangements to bring my account current, the University of Southern Indiana may refer my delinquent account to a collection agency. My parent/guardian and I further understand and agree that if the University of Southern Indiana refers my student account balance to a third party for collection, a collection fee will be assessed and will be due in full at the time of the referral to the third party. The collection fee will be calculated at the maximum amount permitted by applicable law, but not to exceed 30% of the amount outstanding. My parent/guardian and I understand and agree that my delinquent account may be reported to one or more of the national credit bureaus. **Finally, my parent/guardian and I understand and agree that non-payment of fees does not constitute withdrawal from courses, and we understand that withdrawing from the high school course does not excuse CAP tuition.**

| | | | |
|-------|----------------------|-------|--|
| _____ | _____ | _____ | _____ |
| Date | Student Signature | Date | Signature of Financially Responsible Parent/Guardian |
| _____ | _____ | _____ | _____ |
| | Student Printed Name | | Parent/Guardian Printed Name |

AUTHORIZATION TO DISCLOSE GRADES, ACADEMIC PROGRESS AND BILLING DETAILS OF A CAP STUDENT (OPTIONAL)

Requested by (Student): _____

Last name First name

Release To Parent/Guardian 1: _____

Last name First name Relationship to student Address

Release To Parent/Guardian 2: _____

Last name First name Relationship to student Address

In compliance with the *Family Educational Rights and Privacy Act of 1974*, the University of Southern Indiana does not release grade, academic progress or billing information without student consent. This information is considered confidential. Therefore, if you wish to allow your CAP instructor to discuss your CAP grade or CAP academic progress with your parents or other designee, or if you wish to allow USI employees to discuss your billing with your parents or other designee, you must sign this form.

I authorize my CAP instructor to discuss my CAP grade and/or CAP academic progress with the person(s) indicated above. I authorize USI employees to discuss my billing details with the person(s) indicated above. I understand this consent will remain in effect through the end of the term the course began or until rescinded by myself in writing to the CAP Office (cap@usi.edu).

Date Student Signature

Did you sign everything?



USI COURSES OFFERED THROUGH CAP

The CAP tuition for Dual Credit Priority Liberal Arts and Career and Technical Education courses (*listed in blue*) is \$25 per credit hour as authorized by the Indiana Commission for Higher Education. Tuition for all other CAP courses is \$80 per credit hour.

*USI courses included in the Indiana Core Transfer Library (CTL) denoted with an asterisk (transferin.net/earned-credits/core-transfer-library)

***Biology (BIOL) 105 – Biology of Human Concern** (4 credit hours, \$100)

This course does not count toward major requirements for science, engineering or education majors. This course does not replace a college-level anatomy & physiology course.

USI Core 39: Natural Science with Lab (BA and BS)

CTL Title: Human Biology

Biology (BIOL) 251 – Environmental Conservation (3 credit hours, \$240)

USI Core 39: Natural Science (BS); Embedded Experience-Global

***Chemistry (CHEM) 142 – Survey of General Chemistry** (4 credit hours, \$100)

Prereq: Completion of Chemistry I and consent of instructor

USI Core 39: Natural Science with Lab (BA and BS)

CTL Title: Chemistry, Elementary General w/ Lab

***Chemistry (CHEM) 143 – Survey of Organic and Biochemistry** (4 credit hours, \$320)

Prereq: CHEM 142 or CHEM 261 and consent of instructor

(or completion of HS CHEM II without CAP credit)

USI Core 39: Ways of Knowing-Scientific and Mathematical Inquiry

Natural Science with Lab (BA and BS)

CTL Title: Organic and Biochemistry w/ Lab

***Communication Studies (CMST) 101 – Introduction to Public Speaking** (3 credit hours, \$75)

USI Core 39: Foundations-Communication

CTL Title: Public Speaking, Fundamentals of

***Economics (ECON) 175 – Fundamentals of Economics** (3 credit hours, \$75)

USI Core 39: Social Science-BS

CTL Title: Economics, Introduction to

***English (ENG) 101 – Rhetoric and Composition I: Literacy & the Self**

(3 credit hours, \$75)

Prereq: Placement based on SAT/PSAT EBRW (or ACT English) or English Department placement essay. Basic keyboarding skills required.

USI Core 39: Foundations-Rhetoric and Composition I

CTL Title: English Composition I

***English (ENG) 105 – Introduction to Literature** (3 credit hours, \$75)

USI Core 39: Ways of Knowing-Creative and Aesthetic Expression

CTL Title: Literature, Appreciation of

***French (FREN) 203 – Intermediate French I** (3 credit hours, \$75)

Prereq: Consent of instructor.

USI Core 39: World Languages-BA; World Language and Culture-BS; Embedded Experience-Global

CTL Title: French Level 3

***French (FREN) 204 – Intermediate French II** (3 credit hours, \$75)

Prereq: FREN 203 or consent of instructor.

USI Core 39: Ways of Knowing-World Languages and Culture; World Languages-BA; World Language and Culture-BS; Embedded Experience-Global

CTL Title: French Level 4

***Geography (GEOG) 112 – Earth System Science** (3 credit hours, \$240)

USI Core 39: Ways of Knowing-Scientific and Mathematical Inquiry; Natural Science (BS)

CTL Title: Earth Science

***German (GERM) 203 – Intermediate German I** (3 credit hours, \$75)

Prereq: Consent of instructor.

USI Core 39: World Languages-BA; World Language and Culture-BS; Embedded Experience-Global

CTL Title: German Level 3

***German (GERM) 204 – Intermediate German II** (3 credit hours, \$75)

Prereq: GERM 203 or consent of instructor.

USI Core 39: Ways of Knowing-World Languages and Culture; World Languages-BA; World Language and Culture-BS; Embedded Experience-Global

CTL Title: German Level 4

***Health Professions (HP) 115 – Medical Terminology For The Health Professions**

(2 credit hours, \$50)

CTL Title: Medical Terminology

Health Professions (HP) 211 – The Health Care Delivery System (3 credit hours, \$75)

***History (HIST) 101 – The United States to 1877** (3 credit hours, \$75)

USI Core 39: Ways of Knowing-Historical Inquiry

CTL Title: American History 1

***History (HIST) 102 – The United States since 1877** (3 credit hours, \$75)

Both 101 and 102 may be taken for credit toward history major or minor.

USI Core 39: Ways of Knowing-Historical Inquiry

CTL Title: American History 2

Journalism (JRN) 180 – Journalism Workshop (1 credit hour, \$80)

CAP students may earn up to two hours credit for this course, but may enroll for no more than one credit hour per semester. No more than three credit hours may be applied to a major or minor in Communications.

Kinesiology (KIN) 281 – Personal Health Science (3 credit hours, \$75)

USI Core 39: Foundations-Physical Activity & Wellness

***Kinesiology (KIN) 282 – CPR and Sports Injury Prevention** (2 credit hours, \$50)

CTL Title: First Aid

***Mathematics (MATH) 111 – College Algebra** (4 credit hours, \$100)

Prereq: Placement based on SAT/PSAT math (or ACT math) or satisfactory placement score.

USI Core 39: Foundations-Mathematics/Quantitative Reasoning

CTL Title: Algebra, College

***Mathematics (MATH) 112 – Trigonometry** (3 credit hours, \$75)

This course does not apply toward the major or minor in mathematics.

Prereq: Placement based on SAT/PSAT math (or ACT math) or satisfactory placement score.

CTL Title: Trigonometric Functions

***Mathematics (MATH) 114 – Quantitative Reasoning** (3 credit hours, \$75)

Prereq(s): Placement based on SAT/PSAT math (or ACT math) or satisfactory placement score.

USI Core 39: Foundations-Mathematics/Quantitative Reasoning.

CTL Title: Quantitative Reasoning

Music (MUS) 161 – Music Theory I (3 credit hours, \$240)

***Physics (PHYS) 101 – Introduction to the Physical Sciences** (3 credit hours, \$75)

USI Core 39: Ways of Knowing-Scientific and Mathematical Inquiry; Natural Science (BA and BS)

CTL Title: Physical Science, Survey of

***Political Science (POLS) 102 – Introduction to American Politics** (3 credit hours, \$75)

USI Core 39: Ways of Knowing-Social Inquiry; Social Science-BS

CTL Title: American Government

***Psychology (PSY) 201 - Introduction to Psychology** (3 credit hours, \$75)

Prereq: Placement based on SAT/PSAT reading or EBRW (or ACT reading) or a university-level (exempt) reading placement

USI Core 39: Ways of Knowing-Social Inquiry; Social Science-BS

CTL Title: Psychology, Introduction to

Radio/Television (RTV) 150 – Practicum in Broadcasting (3 credit hours, \$75)

No more than three credit hours may be applied to a major or minor in Communications.

Prereq: consent of instructor.

Radio/Television (RTV) 151 – Survey of Contemporary Broadcasting (3 credit hours, \$75)

Social Work (SOCW) 224 – Introduction to Social Justice (3 credit hours, \$240)

Prereq: ENG 101 (may be taken concurrently)

***Spanish (SPAN) 203 – Intermediate Spanish I** (3 credit hours, \$75)

Prereq: Consent of instructor.

USI Core 39: World Languages-BA; World Language and Culture-BS; Embedded Experience-Global

CTL Title: Spanish Level 3

***Spanish (SPAN) 204 – Intermediate Spanish II** (3 credit hours, \$75)

Prereq: SPAN 203 or consent of instructor.

USI Core 39: Ways of Knowing-World Languages and Culture; World Languages-BA; World Language and Culture-BS;

Embedded Experience-Global

CTL Title: Spanish Level 4

Technology (TECH) 121 – CAD Fundamentals (3 credit hours, \$75)

Technology (TECH) 272 – Robotics (3 credit hours, \$75)



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The University of Southern Indiana is committed to principles of equal opportunity and affirmative action.

Visit USI.edu/cap/capschools to view the CAP courses offered in your high school. Full course descriptions available at bulletin.USI.edu.