



Dear Parents/Guardians,

Your student has an exciting opportunity to take college courses in high school (dual credit) through USI's College Achievement Program (CAP)! It's a great way for your student to get a head start and feel more confident about college. High schools can have multiple dual credit partnerships. Below are important things you need to know about USI's program.

- To enroll in CAP, students must:
 - Be **juniors or seniors**, have a cumulative **GPA of 2.5** or higher and **meet any other course prerequisites**; details at [USI.edu/cap/prereqs](https://usi.edu/cap/prereqs).
 - **Complete the application process** each semester they enroll in a new course; details and deadlines at [USI.edu/cap/apply](https://usi.edu/cap/apply).
 - **Pay the tuition** by the deadline; paper bills are mailed home each semester. Most CAP courses are \$25/credit hour, but some are \$80/credit hour. The total cost of each course is available at [USI.edu/cap/courses](https://usi.edu/cap/courses). (Students verified by the school as eligible for free/reduced lunch for the current academic year do not pay tuition for CAP.)
 - **Abide by the Withdrawal and Refund Calendar. Refusal to pay USI tuition does not remove your student from the USI course or eliminate the financial responsibility.** Visit [USI.edu/cap](https://usi.edu/cap) to learn when refunds will and will not be issued.
- **Prior to enrollment, families should investigate utility at USI or transferability.** To learn how to use the Indiana Core Transfer Library and for other transfer resources, visit [USI.edu/cap/advising](https://usi.edu/cap/advising).
 - Students who are considering USI can work with a USI advisor to appropriately plan their dual credit and AP opportunities to help toward an intended degree or area of study and avoid earning overlapping credit.
 - Students considering another college or university should know that each institution sets its own policies regarding acceptance of transfer credits. Most USI courses, if completed with a C or better, transfer as direct equivalents or as elective hours. However, some institutions or degree programs don't allow or have room for transfer or elective hours.
 - Refunds will not be granted for coursework that does not transfer or if students decide they no longer want to transfer the credit.
- When taking dual credit, students are starting a permanent college transcript. **Poor performance in a CAP course could result in academic probation or could impact future financial assistance (scholarships, loans, etc.).** Regardless of performance, the final grade will be recorded on a USI transcript, unless the appropriate withdrawal paperwork is completed before the deadline.
- **Any college coursework attempted or earned through dual credit, or earned through test-out like Advanced Placement, International Baccalaureate, or CLEP, counts toward an overall total for the purpose of federal financial aid.** Students using federal financial aid are permitted to attempt or earn 1.5 times the number of credit hours in their degree program (for a bachelor's degree, this is 180 hours). Most students won't have an issue, but too many unmapped college courses can be harmful. Be selective and make sure coursework will fit into your potential degree plans. Contact USI Financial Assistance for more information (812-464-1767 or finaid@usi.edu).

Thank you,
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