

# INDIANA COLLEGE CORE RESOURCE GUIDE



## WHAT YOU NEED TO KNOW



This guide was created for **HIGH SCHOOL COUNSELORS** to address some of the questions that students and families may encounter related to the Indiana College Core (ICC).

The Indiana College Core is accepted at all Indiana public postsecondary colleges and universities and some Indiana private colleges and universities.

### Why is it important for your high school to offer the Indiana College Core?

- Provide students with opportunities to earn postsecondary credentials
- Reflected in the College and Career Readiness metric on the GPS dashboard
- Funding incentives for public high schools (HB 1002)(Academic Performance Grants)

### Why is it important for students to earn the Indiana College Core?

- Get a head start on earning college credits, possibly decreasing time to earn a degree
- Save money on college tuition
- May allow flexibility to pursue an internship, job, study abroad, double major/minor, or service opportunity
- 21st Century Scholars credit bank
- May act as a credit cushion to help minimize the impact of changing majors and /or transferring to a different institution

## Understanding the difference between the Indiana College Core and the general education requirements at a college or university.

- General education is the required curriculum that makes up the foundation of an undergraduate degree. The number of general education courses required varies depending on the institution and college major.
- The general education curriculum at a college or university is referred to by a variety of different terms: University Core Curriculum, Foundational Studies, General Education Core, Core 39, etc.
- For most institutions, the Indiana College Core is a large component of each college/university's general education curriculum, but often there are additional course requirements to complete the full university general education core.
  - Program and university requirements can require additional general education courses.

## Understanding the structure of the Indiana College Core and Certificate:

- The Indiana College Core is made up of six competency areas but has the flexibility for each postsecondary institution to choose the courses that fulfill each competency area and comprise the certificate.
- Due to the flexibility and the fact that each institution's ICC certificate is different, advising for intentional course-taking is critical.
  - **For example**, high schools may offer several dual credit mathematics courses, but taking too many math courses might mean that some will not apply to the student's college major.
  - **For example**, most engineering degrees will require the calculus course sequence for mathematics.

## How does block transfer work?

- In terms of the Indiana College Core, block transfer means that all 30 hours earned in the certificate will count toward the student's general education core requirements at a public postsecondary institution. [See IC-21-42-3-5](#)
- The courses will not be evaluated individually for credit transfer, but they will be evaluated for the applicability of courses and grades toward the chosen degree program of the student.
- Some majors require a B or above for foundational courses or other courses deemed essential for success in that major. Students could be required to retake a course if their grade does not meet the requirement.

### IMPORTANT TERMS:

**INSTITUTION** - A general term encompassing all types of higher education institutions, including two-year, four-year, public, non-public, in-state, and out-of-state.

**PRIMARY POSTSECONDARY PROVIDER** - A college or university that your high school partners with to offer dual credit **and** issue the Indiana College Core Certificate.

**DUAL CREDIT** - College courses taken in high school taught by a high school teacher.

**DUAL ENROLLMENT** - College courses taught by a college faculty member taken either on a college campus or online while in high school.

**SATISFACTORY ACADEMIC PROGRESS (SAP)** - The process a college/university uses to determine if a student is meeting all of his or her educational requirements and is on target to graduate on time with a degree or certificate. This process may vary across institutions; failure to meet SAP can result in issues with financial aid.

**FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)** - a federal law that gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students." Each institution has a specific policy on how records can be accessed. <https://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html>

**INDIANA COMMISSION FOR HIGHER EDUCATION (CHE)** - the state coordinating agency that works closely with Indiana's public and independent colleges and universities.

**INDIANA DEPARTMENT OF EDUCATION (IDOE)** - the state agency that oversees P-12 educational schools.

# MYTHS TO DISPEL ABOUT THE INDIANA COLLEGE CORE:

MYTH	REALITY
Earning the ICC automatically takes one year off of college.	Earning the ICC can decrease the time it takes to earn a degree and allow time for other opportunities (internship, study abroad, double major/minor, service opportunities, job) while in college.
When a student has earned the ICC, they don't have to take any more general education courses once they get on a college campus.	The core transfers as a block, but the student may have to take more courses to meet the general education core requirements on that campus.
The more dual credit providers a high school has, the better it is for students.	Even though a high school can have only one primary postsecondary partner offering the ICC certificate, other postsecondary providers might be able to offer additional courses to fill in gaps in offerings. Having multiple providers can create complexity from the administrative side (i.e. student registration; advising and course applicability; instructor credentialing; prerequisites; learning management systems; and ordering multiple transcripts).
Students only need to request transcripts from the primary provider of the Indiana College Core.	Upon graduation, students need to request transcripts from their ICC provider (to document earning the certificate), as well as from each institution where they received credit and AP scores (This may incur additional costs depending on each institution's transcript request costs).
The postsecondary partner automatically receives a student's AP scores.	Students MUST request that AP scores be sent to the primary postsecondary provider for the ICC certificate to be awarded.

# MYTHS TO DISPEL ABOUT THE INDIANA COLLEGE CORE:

MYTH	REALITY
<p><b>High school counselors can provide their students with all the information needed to make informed decisions about postsecondary degree requirements.</b></p>	<p>While a high school counselor has a critical role in helping students plan their pathway to earn the ICC, they should not be expected to know degree requirements for all postsecondary programs in Indiana and beyond.</p> <ul style="list-style-type: none"> <li>• High school counselors should work closely with postsecondary partners to ensure students can make informed decisions about courses that will apply toward their degree.</li> <li>• High school counselors should refer students to the appropriate person on campus (see Contact List on page 10) to answer their questions.</li> </ul>
<p><b>The ICC looks the same for all students.</b></p>	<p>Earning the ICC is a unique journey for every student based on course choices and grades and AP, CLEP, and/or IB exam scores.</p>
<p><b>Some postsecondary providers' ICC Certificates are superior to others.</b></p>	<p>Per the <a href="#">legislation</a>, no institution's ICC certificate is superior to the others.</p> <ul style="list-style-type: none"> <li>• All ICC certificates meet the competencies of the ICC and are transferred and applied as a block of credit toward the receiving institution's general education core.</li> <li>• All postsecondary partners determine the courses that meet the competencies for their ICC certificate.</li> </ul>
<p><b>Students should take as many dual credit and AP classes as possible while in high school.</b></p>	<p>If a student takes courses (beyond the ICC requirements) that don't apply toward their degree major, they could find themselves in financial aid jeopardy (SAP see below) with too many extra/undistributed credits.</p>
<p><b>Earning the ICC will guarantee admission to any Indiana public institution.</b></p>	<p>Students will still need to meet admission requirements for a college or university, even if they have earned an ICC.</p>

# INDIANA COLLEGE CORE RESOURCE GUIDE



## ADVISING FOR HIGH SCHOOL STUDENTS



This guide is intended to assist **HIGH SCHOOL COUNSELORS** in offering basic guidance for student questions and situations regarding dual credit course selection and the Indiana College Core (ICC) certificate. This is not meant to take the place of a college academic advisor – as always, students should refer to the academic advisor at the institution they plan to attend with specific questions.

### Intentional Course-Taking:

- **STUDENT A: Undecided on a major and/or institution**
  - Should be advised to take the most transferable courses, Core Transfer Library (CTL) courses, because these courses will apply to most public colleges/universities. <https://transferin.net/earned-credits/core-transfer-library/>
  - Use My College Core to track their progress towards completion of the ICC.
- **STUDENT B: Has an institution and/or intended major in mind**
  - Use [My College Core](#) to plan an intentional pathway based on [intended major](#) or search the institution’s website for a degree map.
  - Often specific questions are best answered by a college’s advising or admissions team.

### What to consider when students are working with a postsecondary institution:

Because of the nature of the ICC Certificate and the courses that comprise it, advising for course choices is extremely important.

- ICC courses will count toward **general education** requirements, but depending on the student’s major:
  - ICC courses **might** also count toward **major** requirements
  - ICC courses **could** count as **electives**
- As much as possible, students should take courses that apply to both general education and major requirements. In addition to the [planning tool](#) on My College Core, examples of questions to ask academic/admissions advisors include:

STUDENT	GENERAL EDUCATION	MAJOR REQUIREMENT
I’m going into _____ (nursing, education, etc.) major ...	Which general education courses (math, science, communication) would be best for me to take?	Which of those general education courses also count toward my major requirements?
I don’t know my major ...	Which general education courses (math, science, communication) would be best for me to take to meet institutional requirements?	Which courses are most likely to count towards multiple majors? Or give me exposure to multiple degree paths?

- Depending on their final grade, a student may want or have to retake a course based on institution/major requirements.\*

**QUESTIONS TO ASK INCLUDE:**

"I'm applying to the \_\_\_ (nursing, engineering, education, etc.) program, but I took \_\_\_ (course) from this institution as dual credit while in high school and earned a grade of \_\_. Do I need to retake the course to be more likely to be accepted into that program?"

"If I do need to retake the course, what are the institution's course retake policies? Will the second attempt replace the first attempt, even if I earn a worse grade the second time, or will I have the option to choose which of the two final grades I keep?"

How might a course retake impact my financial aid?

- Counselors should be aware of how Advanced Placement (AP) exam scores equate to credit at the institution ([AP Database](#)).

- Be aware that some AP scores might result in credit for the same postsecondary course taken as dual credit. Example: A score of 3, 4, or 5 may equate to a Core Transfer Library course that is also being offered as dual credit at the high school.

- AP scores equate to different courses at each college or university. Each institution has the right to reevaluate course credit given by the primary postsecondary provider according to their institutional policies and equivalencies.

- Depending on their final grade, a student may want or have to retake a course based on institution/major requirements. Each institution/degree program may have different guidelines regarding grade requirements and define minimum grades differently.\*

\*A SPECIAL NOTE on admission to an institution and/or competitive degree programs: a GPA of 2.0 may not be high enough for a student to be admitted to the institution of their choice or a specific program of study. As always, students should refer to the academic advisor at the institution they plan to attend with specific questions about admission requirements.

# INDIANA COLLEGE CORE RESOURCE GUIDE



## BEHIND THE SCENES



This guide was created for  
**HIGH SCHOOL COUNSELORS**

*to answer administrative questions related to the Indiana College Core (ICC).*

### Transcripts/Credit by Exam Scores:

- Students will need to request transcripts from **every** postsecondary partner from which they are taking a dual credit course that applies to their ICC. Those transcripts need to be sent to the primary postsecondary partner (the institution that awards the certificate). Students do **not** need to send a transcript from the primary postsecondary partner to the primary postsecondary partner.
- If a student is using AP, CLEP, or IB credit to complete the Indiana College Core, those scores will also need to be shared with the primary postsecondary provider (the institution that awards the certificate).
  - Students will need to request AP scores be sent from the College Board to the ICC primary provider. Note: Some institutions may be able to accept AP scores sent from guidance counselors - high schools should work with their primary provider to determine if this is an option.
  - Students must also be aware of the score requirements to earn college course credit through credit by exam. That information can be easily accessed by building an ICC plan on [My College Core](#) or through the [databases on TransferIN](#).
- Final step - students must send a transcript from the primary partner noting completed ICC to the college or university the student is planning to attend.

### What to consider when choosing a primary postsecondary partner:

To offer the Indiana College Core certificate, high schools must choose one of their dual credit postsecondary partners to be the primary partner. The primary partner will ultimately issue the certificate for students upon completion, and students must be able to earn 15 credits from the primary provider. The remaining 15 credits can be earned from other postsecondary institutions and/or AP, CLEP, and International Baccalaureate.

While high schools can choose to partner with multiple postsecondary institutions, this can add complexity from an administrative side (i.e. student registration; advising and course applicability; instructor credentialing; prerequisites; transferring credit to other institutions; and multiple learning management systems). High school administrators and counselors should consider these aspects when determining which institution(s) credits will comprise the certificate.

## How will the student's cumulative GPA and individual course grades transfer?

Note: The ICC Certificate may be composed of courses that could be earned from multiple institutions.

### Cumulative GPA

- The grades from the dual credit courses that make up the certificate will comprise the overall GPA and must be 2.0 or higher to earn the ICC.\*
- The cumulative GPA will follow the student if they matriculate to the institution that awards the certificate.

### Individual course grades and how they apply in different situations:

- If a student matriculates to a postsecondary institution from which they earned course credit, the earned grade(s) will follow them and become part of their college GPA.
- If the student matriculates to the institution that awarded the ICC Certificate, the cumulative GPA for all ICC courses that were taken through the primary provider will become part of the student's academic record.
- If the student matriculates to an institution that did not award the ICC certificate but whose courses were part of the certificate, the GPA for that institution's courses will become part of the student's academic record. The credit for courses earned from another institution will be part of the student's academic record but not the GPA for those courses. However, institutional policies can vary.
- If the student matriculates to an [Indiana public institution or ICC participating private institution](#) that did not provide courses in the ICC Certificate, the earned credit will be part of the student's academic record. Whether or not the GPA at the receiving institution is impacted by transfer courses depends on institutional policies.
- For a full list of postsecondary institutions participating in the ICC, please visit the MyCollegeCore webpage [here](#).
- If a student does not complete the credential, the institution will evaluate each dual credit course on a course-by-course basis.
- If the student matriculates to a private or out-of-state institution, the institution will evaluate the transfer course by course; typically, a final grade of C or higher is required for a course to transfer. Whether or not the GPA at the receiving institution is impacted by transfer courses depends on institutional policies.

**\*A SPECIAL NOTE on admission to an institution and/or a competitive degree program: A GPA of 2.0 may not be high enough for a student to be admitted to the institution of their choice or a specific program of study. As always, students should refer to the academic advisor at the institution they plan to attend with specific questions.**



# INDIANA COLLEGE CORE RESOURCE GUIDE



## ADDITIONAL RESOURCES

### IMPORTANT TERMS:

**INSTITUTION** - A general term encompassing all types of higher education institutions, including two-year, four-year, public, non-public, in-state and out-of-state.

**PRIMARY POSTSECONDARY PROVIDER** - A college or university that your high school works with to offer dual credit and the Indiana College Core Certificate.

**DUAL CREDIT** - College courses taken in high school with your high school teacher.

**DUAL ENROLLMENT** - College courses taken either on a college campus or online while in high school or taught by a college faculty member.

**SATISFACTORY ACADEMIC PROGRESS (SAP)** - The process a college/university uses to determine if a student is meeting all of his or her educational requirements and is on target to graduate on time with a degree or certificate. This process may vary across institutions; failure to meet SAP can result in issues with financial aid.

**FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)** - a federal law that gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students." Each institution has a specific policy on how records can be accessed. <https://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html>

**INDIANA COMMISSION FOR HIGHER EDUCATION (CHE)** - the state coordinating agency that works closely with Indiana's public and independent colleges.

**INDIANA DEPARTMENT OF EDUCATION (IDOE)** - the state agency that oversees secondary education institutions.

**TRANSFER SINGLE ARTICULATION PATHWAY (TSAP)** - An Associate degree from Ivy Tech Community College or Vincennes University that transfers into a designated Bachelor's degree pathway.

### OTHER RESOURCES:

- The director/advisor from your primary postsecondary provider is a valuable source of information and guidance about earning the ICC at your high school.
- [My College Core](#)
  - A one-stop shop for all things Indiana College Core
  - A wealth of virtual and print resources for high schools
- [TransferIN.net](#) : A great resource to learn about the Core Transfer Library courses, Advanced Placement (AP) equivalencies, CLEP, and dual credit information.

### HELP:

**I didn't find what I needed.  
Where can I go for help?**

- Primary Postsecondary Partner contact list
- [ICC@che.in.gov](mailto:ICC@che.in.gov)

## CONTACT LIST

### Ball State University

Primary

**James Hendrix**

Assistant Director  
High School and  
Statewide Initiatives

[jchendrix@bsu.edu](mailto:jchendrix@bsu.edu)

**765-285-6783**

Secondary

**Tari Lambert**

Director of Curriculum  
Initiatives and  
Transfer Pathways

[tglambert@bsu.edu](mailto:tglambert@bsu.edu)

**765-285-5810**

### Indiana Institute of Technology

Primary

**Emily Carr**

Associate Registrar

[emcarr@indianatech.edu](mailto:emcarr@indianatech.edu)

**260-287-0759**

Secondary

**Robert Confer**

Director of Admissions

[rnconfer@indianatech.edu](mailto:rnconfer@indianatech.edu)

**260-422-5561 ext. 2424**

### Indiana University Bloomington

Primary

**Dennis Maloy**

Indiana College Core  
Program Manager

[dmaloy@iu.edu](mailto:dmaloy@iu.edu)

**812-856-0410**

Secondary

**Laura Mattox**

Pathway Specialist

[lahildeb@iu.edu](mailto:lahildeb@iu.edu)

**812-855-5485**

### Indiana University East

Primary

**Kyle Wright**

Indiana College Core  
Program Manager

[wrightkj@iu.edu](mailto:wrightkj@iu.edu)

**765-973-8567**

Secondary

**Carla Ballenger**

Pathway Specialist

[ballengc@iu.edu](mailto:ballengc@iu.edu)

**765-973-8361**

### Indiana University Kokomo

Primary

**Jason**

Indiana College Core  
Program Manager

[Jaspier@iu.edu](mailto:Jaspier@iu.edu)

**765-455-9217**

Secondary

**Cheryl**

Pathways Specialist

[caschlem@iuk.edu](mailto:caschlem@iuk.edu)

**765-455-9570**

### Indiana University Northwest

Primary

**Candance Rayburn**

Senior Director,  
K12 Initiatives

[rayburn@iu.edu](mailto:rayburn@iu.edu)

**219-981-4261**

Secondary

**Erin Zak**

Director of Admissions

[erinzak@iu.edu](mailto:erinzak@iu.edu)

**219-980-6857**

### Indiana University Indianapolis

Primary

**Tina Rice**

Indiana College  
Core Coordinator

[tinrice@iu.edu](mailto:tinrice@iu.edu)

**317-278-8305**

Secondary

**J.R. Russell**

Director, SPAN Division

[jrrussel@iu.edu](mailto:jrrussel@iu.edu)

**317-274-0382**

### Indiana University South Bend

Primary

**Christina Gibson**

Indiana College Core  
Program Manager

[chgibs@iu.edu](mailto:chgibs@iu.edu)

**574-520-4215**

Secondary

**Connie Peterson-Miller**

Director, Office of Admissions,  
Office of International  
Student Services

[copmille@iu.edu](mailto:copmille@iu.edu)

**574-520-4419**

### Indiana University Southeast

Primary

**Megan Willman**

Indiana College Core  
Program Manager

[mwillman@iu.edu](mailto:mwillman@iu.edu)

**812-941-2512**

Secondary

**Chris Crews**

Director of Recruitment  
and Admissions

[cmcrews@iu.edu](mailto:cmcrews@iu.edu)

**812-941-2229**

### Indiana State University

Primary

**Laura Vanatti**

Associate Registrar

[laura.vanatti@indstate.edu](mailto:laura.vanatti@indstate.edu)

**812-237-4113**

Secondary

**Jennifer Lawson**

Registrar

[jennifer.lawson@indstate.edu](mailto:jennifer.lawson@indstate.edu)

**812-237-8690**

## CONTACT LIST

### Ivy Tech Community College

Primary

**Katie Lash**

Vice President for K14  
and Strategic Initiatives

[klash10@ivytech.edu](mailto:klash10@ivytech.edu)

**317-921-4313**

Secondary

**Rebecca Rahschulte**

Vice President for  
Academic Affairs  
& Associate Provost

[rrahschulte@ivytech.edu](mailto:rrahschulte@ivytech.edu)

**317-921-4866**

### Indiana Wesleyan University

Primary

**Nick Hamrick**

Transfer Evaluator & Process  
Improvement Specialist

[nick.hamrick@indwes.edu](mailto:nick.hamrick@indwes.edu)

**765-677-2177**

### Manchester University

Primary

**Tonya Horvath**

Registrar

[tlhorvath@manchester.edu](mailto:tlhorvath@manchester.edu)

**260-982-5036**

Secondary

**Melissa West**

Associate Director  
of Recruitment

[MKwest@manchester.edu](mailto:MKwest@manchester.edu)

**260-982-5203**

### Marian University

Primary

**Jennifer Schwartz**

Executive Director  
Academic Operations  
and Registrar

[jschwartz@marian.edu](mailto:jschwartz@marian.edu)

**317-955-6056**

Secondary

**Mariah Mueller**

Associate Registrar  
Undergraduate Programs

[mmueller@marian.edu](mailto:mmueller@marian.edu)

**317-955-6052**

### Purdue University Fort Wayne

Primary

**TiAsai Barlow**

Collegiate Connection  
Coordinator

[Tiasia.Barlow@pfw.edu](mailto:Tiasia.Barlow@pfw.edu)

**260-481-6138**

Primary

**Jackie Murray**

Collegiate Connection  
Coordinator

[jamurray@pfw.edu](mailto:jamurray@pfw.edu)

**260-481-5478**

Secondary

**Jonathan Baker**

Collegiate  
Connection Director

[baker33@pfw.edu](mailto:baker33@pfw.edu)

**260-481-0748**

### Purdue University Northwest

Primary

**Katie Bowers**

Coordinator of  
Academics & Professional  
Opportunities

[bowers31@pnw.edu](mailto:bowers31@pnw.edu)

**219-785-5778**

Secondary

**Rachel Meyers**

Coordinator of Students  
& School Partnerships

[raweaver@pnw.edu](mailto:raweaver@pnw.edu)

**219-785-5236**

Secondary

**Anne Gregory**

Collegiate  
Connection Director

[anne.gregory@pnw.edu](mailto:anne.gregory@pnw.edu)

**219-989-2085**

### Purdue University West Lafayette

Primary

**Pam Jenkins**

Assistant Registrar  
for Credit Evaluation

[pjenkin@purdue.edu](mailto:pjenkin@purdue.edu)

Secondary

[transfercredit@purdue.edu](mailto:transfercredit@purdue.edu)

**765-494-6165**

## CONTACT LIST

### Trine University

*Primary*

**Samantha Fulton**

*Director of Dual Enrollment*

[fultons@trine.edu](mailto:fultons@trine.edu)

**260-665-4311**

*Secondary*

**Renee Shipe**

*Director of Transfer  
Pathways and Evaluations*

[shiper@trine.edu](mailto:shiper@trine.edu)

**260-665-4241**

### University of Indianapolis

*Primary*

**Kristine Hanni**

*Registrar*

[dozierk@uindy.edu](mailto:dozierk@uindy.edu)

**317-788-3219**

### University of Southern Indiana

*Primary*

**Tracy Sinn**

*Assistant Registrar*

[tsinn@usi.edu](mailto:tsinn@usi.edu)

**812-465-1078**

*Secondary*

**Mara Ansbro**

*Transfer Credit  
Coordinator*

[mdansbro@usi.edu](mailto:mdansbro@usi.edu)

**812-465-7171**

### Vincennes University

*Primary*

**Nicole Shankle**

*Dean, Academic  
Early College*

[nshankle@vinu.edu](mailto:nshankle@vinu.edu)

**317-381-6002**

*Secondary*

**Lori Pence**

*Associate Provost of K-12  
Programs and Partnerships*

[lori.pence@vinu.edu](mailto:lori.pence@vinu.edu)

**317-381-6040**