



## COURSE LIST FOR INCARCERATED STUDENTS

Independent Study in Idaho  
University of Idaho  
875 Perimeter Dr. MS 3081  
Moscow, ID 83844-3081

Local: (208) 885-6641  
Toll-free: (877) 464-3246  
Fax: (208) 885-5738  
indepst@uidaho.edu  
www.uidaho.edu/isi

**While some of the courses listed below "require Internet access" or other computer access, instructors of those classes have made an exception for incarcerated students. Incarcerated students can word process/handwrite assignments and submit them by mail or have a another person email the completed lessons to Independent Study in Idaho.**

**The following courses are AVAILABLE for incarcerated student enrollment:** \*See note below

### Course Name (Credits / Sponsoring Institution)

- Anth 100: Introduction to Anthropology (3 Cr./U of I)
- Anth 327: Belief Systems (3 Cr./U of I)
- Art 100: Introduction to Art (3 Cr./LCSC)
- BLaw 265: Legal Environment of Business (3 Cr./U of I)
- Bus 321: Principles of Marketing (3 Cr./LCSC)
- Crim 301: Criminological Theory (3 Cr./U of I)
- Econ 201: Principles of Macroeconomics (3 Cr./U of I)
- Econ 202: Principles of Microeconomics (3 Cr./U of I)
- Econ 343: Money and Banking (3 Cr./U of I)
- Engl 101: Writing and Rhetoric I (*Pass/Fail*) (3 Cr./U of I)
- Engl 102: Writing and Rhetoric II (3 Cr./LCSC)
- Engl 175: Literature and Ideas (3 Cr./LCSC)
- Engl 2257: Survey of World Literature I (3 Cr./ISU)  
(Beginnings through 16<sup>th</sup> Century)
- Engl 2258: Survey of World Literature II (3 Cr./ISU)  
(17<sup>th</sup> Century to Present)
- Engl 277: American Literature I (3 Cr./LCSC)
- Engl 278: American Literature II (3 Cr./LCSC)
- Hist 101: World History I (3 Cr./U of I)
- Hist 102: World History II (3 Cr./U of I)
- Hist 111: United States History I (3 Cr./U of I)
- Hist 112: United States History II (3 Cr./U of I)
- Hist 180: Introduction to East Asian History (3 Cr./U of I)

### Course Name (Credits / Sponsoring Institution)

- Hist 461: Idaho and the Pacific Northwest (3 Cr./U of I)
- Hist 462: History and the American West (3 Cr./U of I)
- HCA 2210: Medical Terminology & Communication (2 Cr./ISU)
- ID 300U: Women in the 20th Century (3 Cr./LCSC)
- KIN 370: Motor Learning/Motor Development (3 Cr./LCSC)
- Math 108: Intermediate Algebra (3 Cr./U of I)
- Math 123: Math in Modern Society (3 Cr./U of I)
- Math 130: Finite Math (3 Cr./U of I)
- Math 143: College Algebra (3 Cr./U of I)
- Math 160: Survey of Calculus (4 Cr./U of I)
- Math 170: Calculus I (4 Cr./U of I)
- PolS 101: American National Government (3 Cr./U of I)
- PolS 275: American State and Local Government (3 Cr./U of I)
- PolS 451: Public Administration (3 Cr./U of I)
- Psyc 101: Introduction to Psychology (3 Cr./U of I)
- Psyc 305: Developmental Psychology (3 Cr./U of I)
- Psyc 372: Physiological Psychology (3 Cr./U of I)
- Psyc 385: Research Methods (3 Cr./LCSC)
- Psyc 410: Sports Psychology (3 Cr./LCSC)
- Psyc 415: History and Systems of Psychology (3 Cr./U of I)
- Soc 101: Introduction to Sociology (3 Cr./U of I)
- Soc 230: Social Problems (3 Cr./U of I)
- Soc 315: Marriage and Family (3 Cr./LCSC)

\*ISI courses cost \$160 per credit plus a \$30 non-refundable administrative fee per course. The course fee **does not** include the cost of any required textbooks for courses. Course textbooks can be purchased online or through the Vandal Store (208-885-6469).

**Please see next pages for course descriptions, lesson submission requirements, and policies not included in the catalog.**

**ANTHROPOLOGY****ANTH 100: INTRODUCTION TO ANTHROPOLOGY**

Basic theories, methods, and findings of human paleontology, prehistory, and culture. UI students: general education - Social Science.

*Assignments: 16 graded, Exams: 4 proctored*

**May submit up to 3 assignments at a time/6 per week.**

**ANTH 327: BELIEF SYSTEMS**

Method and theory of comparative anthropological study of religion. UI students: same as ReIS 327 [Belief Systems].

*Assignments: 8 graded, Exams: 3 proctored*

**May submit up to 3 assignments per week.**

**ART****ART 100: INTRODUCTION TO ART**

An interdisciplinary consideration of the historical sequence of art styles; slides, lectures and discussions of architecture, painting, sculpture and other arts are seen from the viewpoints of the philosopher, the artist and the layperson.

*Assignments: 7 graded, Exams: 4 proctored*

**May submit up to 2 assignments per week.**

**BUSINESS****BUS 321: PRINCIPLES OF MARKETING**

Examines the basic elements of marketing theory, terminology and concepts with emphasis placed on analyzing consumer motivation. Prerequisite: LCSC students must have junior standing or higher or permission of the instructor.

*Assignments: 4 graded, Exams: 4 proctored*

**May submit up to 2 assignments per week.**

**BUSINESS LAW****BLAW 265: LEGAL ENVIRONMENT OF BUSINESS**

Law and its relationship to society; legal framework of business enterprises; court organization and operation; private property and contracts as basic concepts in a free enterprise system.

*Assignments: 11 graded, Exams: 4 practice, 4 proctored*

**May submit up to 3 assignments at a time/4 per week.**

**CRIMINOLOGY****CRIM 301: CRIMINOLOGICAL THEORY**

Review and assessment of common explanations of crime, deviant behavior and control. Prerequisite: Crim 101

*Assignments: 12 graded, Exams: 2 practice, 2 proctored*

**May submit up to 2 assignments per week.**

**ECONOMICS****ECON 201: PRINCIPLES OF MACROECONOMICS**

Organization and operation of American economy; supply and demand, money and banking, macroeconomic analysis of employment, aggregate output and inflation, public finance, and economic growth. UI students: general education credit - Social Science. Econ 201 and 202 may be taken in either order. Econ 201 or 202 carry only two credits after 272 [Foundations of Economic Analysis].

*Assignments: 10 graded, Exams: 4 proctored*

**May submit up to 3 assignments per week.**

**ECON 202: PRINCIPLES OF MICROECONOMICS**

Microeconomic principles governing production, price relationships, and income distribution. UI students: general education credit - Social Science. Econ 201 and 202 may be taken in either order. Econ 201 or 202 carry only two credits after 272 [Foundations of Economic Analysis].

*Assignments: 16 graded, Exams: 4 practice, 4 proctored*

**May submit up to 6 assignments per week.**

**ECON 343: MONEY AND BANKING**

Influence of money and banking on economic activity; influence of monetary policies to achieve society's economic goals.

Prerequisite: Econ 201 and Econ 202, or Econ 272

[Foundations of Economic Analysis].

*Assignments: 14 graded, Exams: 4 practice, 4 proctored*

**May submit up to 5 assignments per week.**

**ENGLISH****ENGL 101: WRITING AND RHETORIC I**

Workshop on strategies for generating ideas for writing, for planning and organizing material, and for revising and editing; intended to prepare students for the demands of college writing, focusing on reading critically and incorporating source material. Graded P (pass)/N (repeat)/F (fail). UI students: general education credit - English. Corequisite: students with ACT Scores 1-17, SAT verbal scores 200-440, COMPASS scores 1-67, or no standardized test scores must concurrently enroll in Engl 090 [Developmental Writing]. See Class Placement at [www.uidaho.edu/registrar/registration/placement/](http://www.uidaho.edu/registrar/registration/placement/).

*Assignments: 13 graded, Exams: None*

**May submit up to 2 assignments per week.**

**ENGL 102: WRITING AND RHETORIC II**

A continuation of ENGL 101 with an emphasis on general research techniques with applications to various academic disciplines. Successful students will be able to: 1. Continue to demonstrate competency in the course outcomes for ENGL 101; 2. Locate, identify, and participate in academic discourse; 3. Read critically, synthesize, and evaluate information; 4. Use a variety of research tools (databases, indexes, the Internet, etc.) to locate appropriate information sources (*if you are unable to locate sufficient resource materials at your facility please contact Independent Study in Idaho*); 5. Develop a focused research topic or project; 6. Conduct a review of the literature for a specific topic; 7. Understand what constitutes evidence in a particular discipline; 8. Use valid evidence to support claims; 9. Understand and use APA and MLA formats for organizing and documenting multiple source papers; 10. Understand and demonstrate the ethical responsibility of the research writer to explore multiple perspectives on a topic and to cite sources and report findings accurately. Writing integrated.

**Mandatory Prerequisite:** grade of "C" or better in ENGL 101 or satisfactory placement score.

*Assignments: 16 graded, Exam: 1 proctored*

**May submit up to 1 assignment per week.**

**ENGLISH CONT.****ENGL 175: LITERATURE AND IDEAS**

An introduction to reading and understanding world literature. Literary study as a method of thinking critically about historical and contemporary aspects of the human condition. Writing integrated. Pre-requisite: ENG L101 or ENG L109 [College Writing and Research].

*Assignments: 14 graded, Exams: 1 proctored*  
**May submit up to 2 assignments at a time/3 per week.**

**ENGL 2257: SURVEY OF WORLD LITERATURE I (BEGINNINGS THROUGH 16TH CENTURY)**

Examination of major works and authors in historical perspective, with emphasis upon literary and cultural backgrounds. ISU students: Partially satisfies Objective 4 of the General Education Requirements.

*Assignments: 12 graded, Exams: 3 proctored*  
**May submit up to 1 assignment per week.**

**ENGL 2258: SURVEY OF WORLD LITERATURE II (17TH CENTURY TO PRESENT)**

Examination of major works and authors in historical perspective, with emphasis upon literary and cultural backgrounds. ISU students: Partially satisfies Objective 4 of the General Education Requirements.

*Assignments: 12 graded, Exams: 3 proctored*  
**May submit up to 1 assignment per week.**

**ENGL 277: AMERICAN LITERATURE I**

Literary history of America, from the Colonial period to the Civil War. Writing integrated. Prerequisite: Engl 102 or Engl 109 [College Writing and Research].

*Assignments: 6 graded, Exams: 3 proctored*  
**May submit up to 1 assignment per week.**

**ENGL 278: AMERICAN LITERATURE II**

Topics and issues in American literature, from the 1870s to the present. Writing integrated. Prerequisite: Engl 102 or Engl 109 [College Writing and Research].

*Assignments: 6 graded, Exams: 3 proctored*  
**May submit up to 1 assignment at a time/2 per week.**

**HEALTH CARE ADMINISTRATION****HCA 2210: MEDICAL TERMINOLOGY AND COMMUNICATION**

Terminology and vocabulary basic to all areas of medical science, hospital services, and allied health specialties. Develops skills in correct written and oral usage of medical terms. ISU students: equivalent to HE 2210.

*Assignments: 19 self-study, Exams: 6 proctored*  
**No graded assignments submitted for this course.**

**HISTORY****HIST 101: HISTORY OF CIVILIZATION [BEFORE 1650]**

Contributions to the modern world to 1650. UI students: general education credit - Social Science, International.

*Assignments: 12 graded, Paper: 1 graded, Exams: 2 proctored*  
**May submit up to 3 assignments at a time/6 per week.**

**HIST 102: HISTORY OF CIVILIZATION [1650 - PRESENT]**

Contributions to the modern world 1650 to present. UI students: general education credit - Social Science, International.

*Assignments: 12 graded, Paper: 1 graded, Exams: 2 proctored*  
**May submit up to 3 assignments at a time/6 per week.**

**HIST 111: UNITED STATES HISTORY I [BEFORE 1877]**

Political, diplomatic, economic, social, and cultural history; earliest times to the present, to 1877. UI students: may be used as core credit in J-3-d, as a social science, and American diversity. Recommended: An English composition course.

*Assignments: 15 graded, Exams: 3 proctored*  
**May submit up to 3 assignments at a time/6 per week.**

**HIST 112: UNITED STATES HISTORY II [1877 TO PRESENT]**

Political, diplomatic, economic, social, and cultural history; earliest times to the present, 1877 to present. UI students: general education credit - Social Science, American Diversity.

*Assignments: 17 graded, Exams: 3 proctored*  
**May submit up to 3 assignments at a time/6 per week.**

**HIST 180: INTRODUCTION TO EAST ASIAN HISTORY**

Survey of traditional and modern Chinese and Japanese history. UI students: general education credit – International.

*Assignments: 12 graded, Exams: 3 proctored*  
**May submit up to 2 assignments per week.**

**HIST 461: IDAHO AND THE PACIFIC NORTHWEST**

Political, economic, social development; earliest times to the present. UI students: general education credit - American Diversity.

*Assignments: 10 graded, Exams: 2 proctored*  
**May submit up to 3 assignments at a time/6 per week.**

**HIST 462: HISTORY OF THE AMERICAN WEST**

Survey of major developments in the American West, from the Great Plains to the Pacific Ocean and beyond, including racial and ethnic diversity, environment, gender, politics, and economics. UI students: general education credit - American Diversity.

*Assignments: 12 graded, Exams: 2 proctored*  
**May submit up to 3 assignments at a time/6 per week.**

**INTERDISCIPLINARY****ID 300U: WOMEN IN THE 20<sup>TH</sup> CENTURY**

The ethical issues confronted by American women are examined by study of literary and historical texts as well as through their own writing. LCSC students: cross-listed with SS 350. Writing integrated. Pre-requisite: ENGL 102 or 109 [College Writing and Research] and a total of 24 credit hours in the General Education framework or instructor permission.

*Assignments: 13 graded, Paper: 2 graded, Exams: None*  
**May submit up to 2 assignments at a time/2 per week.**

**KINESIOLOGY****KIN 370: MOTOR LEARNING/MOTOR DEVELOPMENT**

Provides the teacher, coach, or self-instructing athlete with a comprehensive understanding of the developmental (physical, psychological, and social) processes involved in the learning of sport skills. Explores useful training ideas for all types of performers (beginners-advanced, young-old, male-female) in all types of sports and wellness professionals.

*Assignments: 11 graded, Exams: None*

***May submit up to 3 assignments at a time/6 per week.***

**MATH****MATH 108: INTERMEDIATE ALGEBRA**

Review of algebra including factoring, rational expressions, exponents, radicals, quadratic equations, equations of lines. UI students: carries no credit after Math 137 [Algebra with Applications] or 143 [Pre-calculus Algebra and Analytic Geometry]. Does not satisfy general education requirement.

*Assignments: 15 graded, Exams: 5 practice, 5 proctored*

***May submit up to 3 assignments at a time/6 per week.***

**MATH 123: MATH IN MODERN SOCIETY**

Discussion of some aspects of mathematical thought through the study of problems taken from areas such as logic, political science, management science, geometry, probability, and combinatorics; discussion of historical development and topics discovered in the past 100 years. UI students: general education credit – Mathematics.

*Assignments: 10 graded, Exams: 5 proctored*

***May submit up to 1 assignment per week.***

**MATH 130: FINITE MATHEMATICS**

Systems of linear equations and inequalities, matrices, linear programming, and probability. Prerequisite: sufficient score on SAT, ACT, or math placement test; or Math 108 with a C or better. Required test scores can be found here: [www.uidaho.edu/registrar/registration/placement/](http://www.uidaho.edu/registrar/registration/placement/). UI students: general education credit - Mathematics.

*Assignments: 10 graded, 1 self-study, Exams: 4 proctored (sent one-at-a-time once appropriate lessons have been graded).*

***May submit up to 3 assignments per week.***

**MATH 143: COLLEGE ALGEBRA**

Algebraic, exponential, logarithmic functions; graphs of conics; zeros of polynomials; systems of equations, induction. Prerequisite: sufficient score on SAT, ACT, or math placement test; or Math 108 with grade of C or better. It is recommended that Math 143 be taken within two years of passing Math 108 or its equivalent. Required test scores can be found here: <http://www.uidaho.edu/registrar/registration/placement>. UI students: Carries no credit after Math 160 or Math 170; carries 2 credits after Math 137 [Algebra with Applications]; general education credit - Mathematics.

*Assignments: 16 graded, Exams: 4 proctored (sent one-at-a-time once appropriate lessons have been graded).*

***May submit up to 2 assignments per week.***

**MATH 160: SURVEY OF CALCULUS**

Overview of functions, and graphs, derivatives, integrals, exponential and logarithmic functions, functions of several variables, and differential equations. Primarily for students who need only one semester of calculus, such as students in business or architecture.

Prerequisite: sufficient score on SAT, ACT, or math placement test, or Math 143 with a C or better. Required test scores can be found here:

[www.uidaho.edu/registrar/registration/placement](http://www.uidaho.edu/registrar/registration/placement). UI students: carries no credit after Math 170; General education: Mathematics. Recommended: non-graphing calculator

*Assignments: 20 graded, 8 self-study, Exams: 5 proctored (sent one-at-a-time once appropriate lessons have been graded).*

***May submit up to 2 assignments per week.***

**MATH 170: CALCULUS I**

Functions, limits, continuity, differentiation, integration, applications, differentiation and integration of transcendental functions. Primarily for students in engineering, mathematics, science or computer science. Prerequisite: Math 143 (with a grade of C or better) and Math 144 [Analytic Trigonometry] (concurrent enrollment in Math 144 is allowed although it is recommended that students complete Math 144 before enrolling in Math 170); or demonstrated proficiency through a sufficiently high score on the ACT, SAT, or math placement test. Required test scores can be found here:

[www.uidaho.edu/registrar/registration/placement](http://www.uidaho.edu/registrar/registration/placement). UI students: general education credit - Mathematics; Carries 2 credits after Math 160.

*Assignments: 12 graded, Exams: 4 proctored (sent one-at-a-time once appropriate lessons have been graded).*

***May submit up to 2 assignments per week.***

**POLITICAL SCIENCE****POLS 101: INTRODUCTION TO POLITICAL SCIENCE AND AMERICAN GOVERNMENT**

This class will introduce students to the fundamentals of the American political system. UI students: general education credit Social Science, American Diversity.

*Assignments: 14 graded, 14 self-study, Exams: 3 proctored*

***May submit up to 3 assignments at a time/6 per week.***

**POLS 275: AMERICAN STATE AND LOCAL GOVERNMENTS**

American state and local politics from a comparative perspective; focus on parties, interest groups, voting behavior, legislative and executive government, judiciary, intergovernmental relations, and public policies. UI students: general education credit - Social Science.

*Assignments: 14 graded, Project: 1 graded, Exams: 3 proctored*

***May submit up to 2 assignments at a time/4 per week.***

**POLITICAL SCIENCE CONT.****POLS 451: PUBLIC ADMINISTRATION**

Environment of public administration, politics of organizations, public decision-making, public relations, leadership, personnel administration, financial administration, administration ethics; related topics. *Recommended prerequisite: PolS 275*

*Assignments: 13 graded, Project: 1 graded, Paper: 1 graded, Exams: 3 proctored*

***May submit up to 2 assignments at a time/4 per week.***

**PSYCHOLOGY****PSYC 101: INTRODUCTION TO PSYCHOLOGY**

Intro to psychology topics, including sensation and perception, learning and thinking, motivation, personality and adjustment, social processes, psychological testing; emphasis on fundamental principles. UI students: general education credit - Social Science.

*Assignments: 11 graded, Paper: 1 graded, Exams: 4 proctored*  
***May submit up to 3 assignments at a time/6 per week.***

**PSYC 305: DEVELOPMENTAL PSYCHOLOGY**

Conception through late adolescence; genetics, anatomy, physiology, biological changes during development, learning, socialization, cognition, and personality. Prerequisite: Psyc 101 or EDCI 301 [Learning, Development, and Assessment].

***This course covers conception through death.***

*Assignments: 11 graded, 4 self-study, Exams: 4 proctored*  
***May submit up to 3 assignments per week.***

**PSYC 372: PHYSIOLOGICAL PSYCHOLOGY**

Physiological bases of animal and normal human behavior. Prerequisite: Psyc 101 and Biology 102/102L [Biology and Society] or higher.

*Assignments: 12 graded, Paper: 1 graded, Exams: 4 proctored*  
***May submit up to 3 assignments at a time/6 per week.***

**PSYC 385: RESEARCH METHODS**

Develops students' ability to design an empirical study within the ethical constraints of human research and to understand the results of research in professional journals. Specific research designs covered include archival research, experimental designs, naturalistic observation, participant observation, quasi-experimental designs, single subject designs, and survey research. Integrates (1) analytical and evaluative thinking, (2) descriptive, explanatory, and critical writing, and (3) basic knowledge of the theory and application of qualitative and quantitative research design. Pre-requisite: ENGL 102 or ENGL 109 [College Writing and Research] and a total of 24 credit hours in the General Education Core, or instructor permission. Cross-listed with SS-385.

*Assignments: 12 graded, 5 self-study, Exams: 4 proctored*  
***May submit up to 3 assignments at a time/3 per week.***

**PSYC 410: SPORTS PSYCHOLOGY**

Application of the principles and methodologies of psychology to athletics. Topics include individual philosophies of sport, motivation, personality of coaches and athletes, recreational sports for children, psychological testing, training and learning principles, mind/body relationships, and the effects of anxiety, arousal, and relaxation on performance and current research in the field. Prerequisite: Psyc 101 or Psyc 205 [Developmental Psychology], or permission of instructor and Sophomore Standing. LCSC students: cross-listed with KIN 410 [Sports Psychology].

*Assignments: 10 graded, Projects: 2 graded, Exams: 3 proctored*  
***May submit up to 3 assignments at a time/6 per week.***

**PSYC 415: HISTORY AND SYSTEMS OF PSYCHOLOGY**

History of psychology as a field of scientific inquiry; overview of development of schools of thought, prominent figures, and key theories. Recommended preparation: two upper-division psychology courses. Prerequisite: Psyc 101. UI students: general education credit - Senior Experience.

*Assignments: 11 graded, 4 self-study, Exams: 3 proctored*  
***May submit up to 6 assignments per week.***

**SOCIOLOGY****SOC 101: INTRODUCTION TO SOCIOLOGY**

Basic theories, concepts, and processes involved in scientific study of society; includes socialization process, social inequality, the family, religion, deviance, population, the environment, and social change. UI students: general education credit - Social Science, American Diversity.

*Assignments: 12 graded, Exams: 3 proctored*  
***May submit up to 4 assignments per week.***

**SOC 230: SOCIAL PROBLEMS**

Contemporary social issues and personal deviations; crime and delinquency, poverty and wealth, drugs, sexual variations, racism, sexism, and the environment. UI students: general education credit - Social Science, American Diversity.

*Assignments: 12 graded, Exams: 3 proctored*  
***May submit up to 4 assignments per week.***

**SOC 315: MARRIAGE AND THE FAMILY**

A study of the institutions of marriage and the family emphasizing the various social factors and forces affecting relationships within the family as well as the changing role and forms of marriage and family in society. Prerequisites: ENGL 102 or ENGL 109 [College Writing and Research] or instructor permission.

*Assignments: 14 graded, Paper: 1 graded, Exams: 3 proctored*  
***May submit up to 2 assignments per week.***

# **General Information**

## **ABOUT ISI**

Independent Study in Idaho (ISI) was created in 1973 by the Idaho State Board of Education as a cooperative of four regionally accredited Idaho institutions led by the University of Idaho. Other cooperating members include Lewis-Clark State College, Idaho State University and Boise State University. The Northwest Commission on Colleges and Universities (NWCCU) accredits all the cooperating member institutions.

## **REGISTRATION**

Students can register for ISI courses without applying for admission to any of the cooperating schools. Admission to any of these institutions is not granted by registering for an ISI course.

Most Independent Study in Idaho (ISI) courses are not on a semester calendar, so students can begin anytime and take up to one calendar year from the date of registration to complete a course. Students should plan for a minimum of three months to complete most ISI courses. Students work at their own pace within limits set by instructors. Instructors will grade assignments within three weeks from the date of receipt but are not required to grade faster than the maximum number of assignments per week listed in the Course Rules page in your course packet. Students must complete all assignments and exams to be eligible for a final course grade. Exams require a proctor. Submit the Exam Proctor Request form a minimum of two weeks before you plan to take your first exam.

## **GRADES & TRANSCRIPTS**

Students must submit all assignments and exams at least one month before they need a final grade in the course to allow for processing. Transcripts can be purchased from the credit-granting institution's Registrar after the student receives their course completion letter. Transcripts are not available through the ISI offices. To determine the credit-granting institution (U of I, LCSC, or ISU), refer to the abbreviation listed next to the course. To determine how your ISI course will appear on the transcript, check with the credit-granting institution's Registrar. For contact information, see the last page of this guide. Please note that many colleges and universities have transfer credit limitations. If you plan to transfer credits earned through ISI to another school, please check with the Registrar before you sign up for a course through ISI.

## **COSTS AND FEES**

ISI courses cost \$160 per credit plus a \$30 non-refundable administrative fee per course. The course fee **does not** include the cost of any required textbooks, software, or lab fees for courses.

### **Refund Schedule**

Courses dropped within 45 days of registration qualify for a course credit fee refund minus \$25 for each assignment/exam submitted and the \$30 non-refundable administrative fee. You will qualify for a full refund if you drop within 21 days from your registration date. If you drop between 22 and 45 days from your registration date, you will qualify for a 50% refund. During the first 45 days after registration, you may also request a course exchange minus \$25 for any assignments or exams you have submitted. Please note that an additional \$30 non-refundable administrative fee is required before a course exchange can be processed.

## **FINANCIAL AID**

ISI accepts most tuition assistance payments. ISI does not offer financial aid. Courses taken through ISI do not count toward a student's credit-hour load and cannot be used to establish full or part-time student status to determine eligibility for financial aid or loan deferment.

# **Independent Study in Idaho Policies & Procedures**

## **ACADEMIC INTEGRITY**

Independent Study in Idaho (ISI) students and instructors are responsible for maintaining high academic standards and Integrity as defined in the sponsoring institution's policy. For detailed policies, contact the appropriate sponsoring institution's Student Affairs or Dean of Students.

### **ISI Student Responsibilities**

- Cite all materials used from other sources (books, e-publications, journal articles, newspapers, websites, etc.).
- Submit original work on papers, reports, projects and exams.
- Display academic integrity by not sharing final course work with other students.
- Know the instructor's expectations for each course as outlined in the *Course Rules* on BbLearn (included in the course packet sent to incarcerated students upon class enrollment).
- Read and understand the academic honesty policies and disciplinary processes of the course-sponsoring institution.
- Read and understand ISI's policies and procedures.
- Maintain professionalism in communications with ISI instructors, staff and proctors.

## **DISABILITY SUPPORT SERVICES**

Each of the ISI cooperating institutions offers academic support services to students with temporary or permanent disabilities. For information about the services available and request disability-related accommodations, contact the course-sponsoring institution's disability services office. Note the abbreviation listed in the course description in the catalog to determine the course-sponsoring institution. *Note: exam accommodation documentation is specific to a course and is not retroactive.*

## **LANGUAGE REQUIREMENTS**

Good command of the English language is essential to completing ISI courses. Therefore, it is recommended that students whose primary language is not English read the appropriate institution's language requirements policy.

## **ASSIGNMENTS**

Assignment details and instructions for submitting completed assignments are available in the BbLearn courses site under *Course Rules* (included in the course packet sent to incarcerated students upon class enrollment). The maximum number of assignments that can be submitted at one time and per week is set by the instructor and listed in the *Course Rules* and directly after each course description in this packet. Students may not submit assignments that are partial, incomplete, or over this number. Instructors will grade assignments within THREE (3) weeks (21 days) from the date of receipt but are not required to grade faster than the maximum number of assignments per week listed in the *Course Rules*. Students must complete all assignments, papers, projects, and exams to receive a final grade in a course.

# Contact Sponsoring Institutions

## University of Idaho

### Dean of Students

Teaching and Learning Center, Room 23  
2875 Perimeter Dr., MS 2431  
Moscow ID 83844-2431  
Phone: (208) 885-6757  
Fax: (208) 885-9494  
Email: [askjoe@uidaho.edu](mailto:askjoe@uidaho.edu)

[www.uidaho.edu/student-affairs/dean-of-students](http://www.uidaho.edu/student-affairs/dean-of-students)

Academic Integrity:

<https://www.uidaho.edu/student-affairs/dean-of-students/student-conduct>

Grade Appeals:

<https://catalog.uidaho.edu/general-requirements-academic-procedures/>

*General Requirements and Academic Procedures, Academic Appeals Process*

## Idaho State University

### Student Affairs

Pond Student Union, Hypostyle Room 204  
921 S. 8th Ave., Stop 8123  
Pocatello ID 83209-8123  
Phone: (208) 282-2794  
Email: [studentaffairs@isu.edu](mailto:studentaffairs@isu.edu)

[www.isu.edu/studentaffairs/](http://www.isu.edu/studentaffairs/)

Academic Integrity:

<https://www.isu.edu/deanofstudents/student-conduct/>

Grade Appeals:

<http://coursecat.isu.edu/graduate/generalinfoandpolicies/appealsanddismissals/>

## Lewis-Clark State College

### Student Affairs

Reid Centennial Hall, Room 112  
500 8th Ave., Lewiston ID 83501  
Phone: (208) 792-2218  
Toll-free: (800) 933-5272 ext. 2218  
Fax: (208) 792-2314

Email: [studentaffairs@lcsc.edu](mailto:studentaffairs@lcsc.edu)

[www.lcsc.edu/student-affairs](http://www.lcsc.edu/student-affairs)

Academic Integrity:

<https://www.lcsc.edu/student-affairs/student-code-of-conduct>

Grade Appeals:

<https://www.lcsc.edu/student-affairs/student-grievance/>

## Registrar

Bruce M. Pitman Center, Room 119  
875 Perimeter Dr., MS 4260  
Moscow ID 83844-4260  
Phone: (208) 885-6731  
Fax: (208) 885-9061  
Email: [registrar@uidaho.edu](mailto:registrar@uidaho.edu)

[www.uidaho.edu/registrar/](http://www.uidaho.edu/registrar/)

## Registrar

921 S. 8th Ave.,  
Stop 8196 Pocatello ID 83209-8196  
Phone: (208) 282-2661  
Fax: (208) 282-4231  
Email: [reginfo@isu.edu](mailto:reginfo@isu.edu)

[www.isu.edu/registrar/](http://www.isu.edu/registrar/)

## Registrar

Reid Centennial Hall, Room 108  
500 8th Ave., Lewiston ID 83501  
Phone: (208) 792-2223  
Toll-free: (800) 933-5272  
Fax: (208) 792-2429  
Email: [registrar@lcsc.edu](mailto:registrar@lcsc.edu)

[www.lcsc.edu/registrar](http://www.lcsc.edu/registrar)

## Transcripts

[www.uidaho.edu/registrar/transcripts](http://www.uidaho.edu/registrar/transcripts)

Fax: (208) 885-9061

When your class is finished and you have received a Course Completion Letter from ISI, wait at least one business day for your grade to be recorded with the Office of the Registrar. Once recorded, you may submit an online transcript order through the Office of the Registrar. Transcript requests made before the grade is recorded cannot be processed.

## Transcripts

[transcripts.isu.edu](http://transcripts.isu.edu)

Wait at least one business day after receiving a final grade before contacting the ISU transcripts office. List the ISI courses to be included on the transcript.

## Transcripts

[www.lcsc.edu/registrar/transcripts/](http://www.lcsc.edu/registrar/transcripts/)

Wait at least one business day after receiving a final grade before contacting the ISU transcripts office. List the ISI courses to be included on the transcript.

## Center for Disability Access and Resources (CDAR)

Bruce M. Pitman Center, Suite 127  
875 Perimeter Dr., MS 4257  
Moscow ID 83843-4257  
Phone: (208) 885-6307  
Fax: (208) 885-9404  
Email: [cdar@uidaho.edu](mailto:cdar@uidaho.edu)

[www.uidaho.edu/current-students/cdar](http://www.uidaho.edu/current-students/cdar)

## Disability Services

Rendezvous Complex, Room 125  
921 South 8th Ave., Stop 8121  
Pocatello ID 83209-8121  
Phone: (208) 282-3599  
Fax: (208) 282-4617  
Email: [disabilityservices@isu.edu](mailto:disabilityservices@isu.edu)

[www.isu.edu/disabilityservices/](http://www.isu.edu/disabilityservices/)

## Disability Services

Reid Centennial Hall, Room 111  
500 8th Ave., Lewiston ID 83501  
Phone: (208) 792-2211  
Toll-free: (800) 377-3529  
Fax: (208) 792-2453  
Email: [accessibilityservices@lcsc.edu](mailto:accessibilityservices@lcsc.edu)

[www.lcsc.edu/accessibility-services/](http://www.lcsc.edu/accessibility-services/)

## English Language Proficiency

<https://www.uidaho.edu/admissions/international/admissions-requirements/language-requirements>

## English Language Proficiency

<https://www.isu.edu/advising/undergraduate/international-students/>

## English Language Proficiency

[https://www.lclark.edu/offices/international/eng\\_prof/](https://www.lclark.edu/offices/international/eng_prof/)