

## Readmission Application Checklist for *Capital University Center*

- 1. Fill out the Undergraduate Student Readmission Form.
- 2. Drop off the \$20 application fee (check or money order made out to the university offering the degree program to which you are applying) at CUC's administrative offices, located on the second floor, 925 E. Sioux Ave in Pierre, SD.
- 3. Have transcripts from all universities or colleges you have attended since last being enrolled at any of the six South Dakota regental universities (SDSU, USD, NSU, BHSU, SDSM&T, or DSU) sent directly to your selected university's admissions office listed below: *[If time is short, ask the registrar(s) to fax the transcripts as well as mail them.]*

**SDSU:**

Undergraduate Admissions  
SDSU Admissions Office  
Box 511  
Brookings, SD 57007  
Fax: 605-688-6891

**USD:**

USD Admissions  
414 E. Clark  
Vermillion, SD 57069  
Fax: 605-718-4021

**NSU:**

NSU Admissions Office  
Dacotah Hall Room 101  
1200 South Jay Street  
Aberdeen, SD 57401-7198  
Fax: 605-626-2587

**BHSU:**

BHSU Admissions  
Enrollment Service Center  
414 E. Clark Street, SDU 317  
Vermillion, SD 57069  
Fax: 605-642-6254

**SDSM&T:**

Admissions Office, SDSM & T  
501 East St. Joseph Street,  
Mineral Industries Building, Room 235  
Rapid City, South Dakota 57701-3995  
Fax: 605-394-1979

**DSU:**

DSU Office of Admissions  
820 N. Washington Ave.  
Madison, SD 57042  
Fax: 605-256-5020

- 4. Apply for financial aid. For more information about completing the FAFSA online, see the financial aid section of our website [cucpierre.org](http://cucpierre.org) or contact CUC at 605-773-2160, and/or contact your university's financial aid office.

**SDSU:** 605-688-4695

**USD:** 605-658-6250

**NSU:** 605-626-2640

**BHSU:** 605-642-6343

**SDSM&T:** 605-394-2274

**DSU:** 605-256-5152

- 5. Check with the admissions office of the university to which you applied to see if they have received all your materials. Follow through on anything that is missing. Ask if you need to take the ACCUPLACER.

**SDSU:** CALL: 1-800-952-3541

**USD:** CALL: 1-800-874-7518

**NSU:** CALL: 1-800-678-5330

**BHSU:** CALL: 1-800-255-2478

**SDSM&T:** CALL: 1-877-877-6044

**DSU:** CALL: 1-888-378-9988

- 6. Take the ACCUPLACER exam at CUC if your university directs you to do so. To schedule your test for any weekday between 8am & 3pm, contact CUC at 605-773-2160 and share your university's instructions about the version of ACCUPLACER you should take.

- 7. Upon receiving notification of your acceptance, call CUC (605-773-2160) to arrange an office visit to register for classes and to start completing the New Student Checklist.