

Advising Guide

GRADUATE
SCHOOL YEAR 2025-2026



Power for Mind & Soul

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RESOURCES

Academic Calendar

School Year

The Southern Adventist University summer term consists of three sessions and a semester. Students in attendance during the 2025-2026 school year may register online until the session begins. [See course schedule for all add/drop dates for courses less than 16 weeks.](#)

Summer Session, 2025

Feb 10, 2025	Registration
May 12, 2025	Summer term begins
May 27 (16 wk class)	Last day to add a course/Fee required for registration changes
June 8	Graduation contracts and applications due for August commencement
June 24	DASH BIOL, PHYS grades due
July 22	Incomplete grades due for August seniors/graduating students
July 22	Petition and transient forms submissions due for graduating students
July 18 (16 wk class)	Last day to drop
August 4, 2025	Teacher grades due
August 22, 2025	Summer 2025 term ends
August 22, 2025	Commencement

SmartStart 2025

July 20	Early check-in for science classes and JumpStart. Orientation 9:00-11:00am
July 20	SmartStart enrollment activities 11:00am - 2:00pm
July 21	Classes begin for SmartStart Sciences (BIOL-101; CHEM-120)
July 27	New student check-in - Iles PE Center - MAIN EVENT 9:00am - 2:00pm
July 28	SmartStart classes begin
July 29	Last day to add or drop a SmartStart course without fee
July 30	Last day to add a SmartStart course
August 12	Last day to drop a SmartStart course
August 18	New student check-in - Iles PE Center - MAIN EVENT 9:00am - 2:00pm
August 21	SmartStart classes end
August 26	All summer 2022 grades due by 5:00pm

1st Semester

Aug 3-Aug 9	University Colloquium
Aug 18-22	Freshman/Transfer Orientation
Aug 24	Wright Hall open for enrollment activities for new students from 11:00am - 2:00pm
Aug 25	Fall 2025 classes begin
Aug 26	All S25 grades due by 5:00pm
Sept 2	Fee goes into effect for adding/dropping classes (16-week classes)
Sept 2	"W" in place for dropped courses on transcript (16-week classes)
Sept 8	Last day to add a class (16-week classes)/Census date
Sept 26	Graduation contracts due to Records & Advisement office for December & May undergraduate graduating seniors
Sept 26	Graduation applications due for graduating Graduate students for December

Oct 16-19	Mid-semester break
Oct 21	Mid-term grades due by 5:00pm
Oct 23-26	Alumni Homecoming
Oct 30	Last day to drop a class (16-week classes)
Nov 3	December senior deadline for correspondence/transients/incompletes
Nov 3	Southern Scholars pre-registration, 9:00pm
Nov 4	Seniors pre-registration (94 earned hours), 9:00pm
Nov 6	Juniors pre-registration (55 earned hours), 9:00pm
Nov 6	Progress grades due for December graduating students
Nov 10	Sophomores pre-registration (24 earned hours), 9:00pm
Nov 12	Freshman pre-registration (23 earned hours), 9:00pm
Nov 17	Online registration for W26 opens for new/transfer students
Nov 17	Last day to order regalia for December graduation
Nov 24-30	Thanksgiving Vacation
Dec 15-18	Semester exams
Dec 8	All incomplete grades for W25/S25 due
Dec 18	Commencement
Dec 19-Jan 11	Christmas Vacation
Dec 21	Fall 2025 semester grades due by 5:00pm
Dec 22-Jan 2	Wright Hall closed

2nd Semester

Jan 11	Wright Hall open for enrollment activities for new students, 11:00am – 2:00pm
Jan 12	Winter 2026 classes begin
Jan 19	Martin Luther King, Jr. Day/No class/Community Service Day
Jan 21	Fee goes into effect for adding/dropping classes (16-week classes)
Jan 21	"W" in place for dropped courses on transcript (16-week classes)
Jan 27	Last day to add a class (16-week classes)/Census date
Feb 9	Summer 2026 and SmartStart (S26) registration opens
Feb 13	Graduation applications due for graduating Graduate students for May
Mar 13-22	Spring Break
Mar 17	Mid-term grades due by 5:00pm
Mar 26	Last day to drop a class (16-week classes)
April 6	Southern Scholars pre-registration, 9:00pm
April 7	Senior pre-registration (94 earned hours), 9:00pm
April 9	Junior pre-registration (55 earned hours), 9:00pm
April 13	May senior deadline for correspondence/transients/incompletes
April 13	Sophomores pre-registration (24 earned hours), 9:00pm
April 13	Last day to order regalia for May graduation
April 15	Freshman pre-registration (23 earned hours), 9:00pm
April 20	Online registration for F26 opens for new/transfer students
May 4-7	Semester exams
May 4	All incomplete grades for F25 due
May 10	Commencement

First Year Experience

The First Year Experience office has an advising team that actively reaches out to students who have been accepted into Southern Adventist University. They are well equipped to provide important information and to assist new students with registration.

First Year Experience also facilitates connecting each student with an academic adviser in his or her chosen area of study who can answer questions about degree requirements and other specifics related to the student's major.

In addition, ZOOM calls are hosted on a regular basis to highlight information that new students and their parents need to know.

Office hours are 9 a.m.-5 p.m. Monday through Thursday and 9 a.m.-12 p.m. on Friday (Eastern Time).

Steps to Get Started:

- Register at southern.edu/fye for a video chat with a first-year adviser who will explain important information that is necessary before arriving on campus.
- Call the First Year Experience office at 423.236.3100 for assistance with registering for classes.
- Email fye@southern.edu with questions or to set up an advising session.

Christian Service Requirement

Following Jesus' example, Southern Adventist University encourages students to integrate their faith and learning. The Christian Service graduation requirement is intended to help students develop the ability to become contributing members of churches, families, groups, and communities.

The Christian Service Program requires students to serve in two main categories: community service and service-learning as follows:

Complete:

- Three organized and pre-approved service events (3-5 hours each). Transferring sophomores need to complete two activities. Transferring juniors or seniors, and associate graduates need to complete one.
- Two service-learning experiences such as those included in (SERV-2) designated courses, short-term mission trips or approved student-led projects (15 hours minimum each). Transferring sophomores need to complete two. Transferring juniors or seniors and associate graduates need to complete one.

Placement Tests

English 101 Placement

To be eligible to enroll in ENGL 101, a student must have an ACT English score of 18, an SAT Writing score of 450 or an R-SAT score of 25. The English Department recommends completing ENGL 100 or an EESL class before retaking the ACT or SAT. However, passing ENGL 100 or an EESL class is not a substitute for a passing score on the examination. Placement tests for ENGL 101 are available please contact the English department for further information.

Mathematics Placement Exam

If a student does not qualify for MATH-122 (Precalculus I), MATH-125 (Precalculus), or MATH-191 (Calculus I) based on their ACT/SAT math score (or lack thereof), but believes they are prepared for the course, they can take a proctored placement exam on ALEKS to demonstrate their readiness. ALEKS is a web-based platform that uses artificial intelligence to assess a student's understanding and determine the appropriate mathematics course for their success.

Exam Details

Format: Up to 30 questions

Duration: 60 to 90 minutes

Cost: \$25 (paid by the student)

Students may take a practice placement exam (without a proctor) before the official proctored exam. After the practice exam, students will have access to preparation materials on ALEKS to help them get ready for the official exam. Scores from the proctored exam will be reported to the mathematics department, which will then decide on placement. Students will be contacted regarding their placement so they can register for the appropriate course.

Steps to Take the Placement Exam

Register: Sign up and pay the \$25 at www.aleks.com by selecting "SIGN UP" at the top of the page.

Class Code: Obtain a class code by contacting the chair of the Mathematics Department or the course professor via email.

Registration: Follow the prompts and enter the required information to register for the placement exam.

Initial Assessment (Optional): Complete an initial, unproctored Placement Assessment. This does not count as an official placement test.

Prep and Learning Module (Optional): Work in a prep and learning module based on your placement results and desired mathematics course to prepare for the official proctored exam.

Proctored Assessment: Complete a proctored assessment on the campus of Southern Adventist University.

The proctored test will be available on three different dates each school year: before the start of the fall semester, near the end of the fall semester, and near the end of the spring semester. For specific date, time, and location information, email the chair of the Mathematics Department or the course professor.

Students who do not place into their desired course may retake the placement exam during the next available proctored exam time. Additional exams taken within one year from the initial registration date for ALEKS and payment of the \$25 fee will not incur any extra cost.

Important Considerations

It is crucial that students take this placement exam seriously. Gaining admission to a course for which you are not prepared can lead to poor results and a waste of time and money. Be honest about your abilities and do your best on the placement exam to ensure you are placed in the course that best matches your mathematical skills.

Southern Adventist University CLEP Form

First Name		M.I.	Last Name		Signature
Birth Date	Sex	Social Security #		E-mail Address	
Street Address			City, State, Zip Code, Country		

Southern Adventist University grants college credit for the following CLEP Subject Examinations passed at the minimum scaled score of 50.

Examination	Semester Hrs. Awarded	SAU Course Equivalent
<input type="checkbox"/> American Government	3	PLSC 254
<input type="checkbox"/> American Literature	3	ELIT 214
<input type="checkbox"/> Calculus	3	MATH 191
<input type="checkbox"/> College Algebra	3	MATH 116
<input type="checkbox"/> College Composition Modular	3	ENG 101
<input type="checkbox"/> Educational Psychology, Introductory	3	EDUC 217
<input type="checkbox"/> English Literature	3	ELIT 215
<input type="checkbox"/> Financial Accounting	3	ACCT 221
<input type="checkbox"/> *History of US I	3	HIST 154
<input type="checkbox"/> *History of US II	3	HIST 155
<input type="checkbox"/> Human Growth and Development	3	PSYC 128
<input type="checkbox"/> Pre-calculus	5	MATH 120, 121
<input type="checkbox"/> Psychology, Introductory	3	PSYC 122
<input type="checkbox"/> Sociology, Introductory	3	SOCI 125
<input type="checkbox"/> *Western Civilization I	3	HIST 174
<input type="checkbox"/> *Western Civilization II	3	HIST 175

**Southern students must take 3 hours of history in a traditional classroom setting*

Examination Fees & ID Requirements:

1. \$90.00 *Examination fee* is paid online when you register for the CLEP exam at:
<https://clep.collegeboard.org/register/exam>.
2. Bring your exam ticket, this completed form and the registration fee of \$20.00 (cash or check only) to our office to schedule an exam time.
3. Bring one form of ID the day of the test. *Identification: Driver's license, passport or other government-issued identification that includes your photograph and signature.*

Schedule Worksheet

MWF Schedule	Monday	Tuesday	Wednesday	Thursday	Friday	T TH Schedule
8:00 - 8:50						8:00 – 9:15
9:00 – 9:50						
10:00 – 10:50						9:30 – 10:45
11:00 – 11:50				Convocation		11:00 – 11:50
12:00 – 12:50						12:00 – 12:50
1:00 – 1:50						1:00 – 1:50
2:00 – 2:50						2:00 – 3:15
3:00 – 3:50						
4:00 – 4:50						3:30 – 4:45
5:00 – 5:50						5:00 – 5:50
6:00 – 6:50					Vespers 6:30p	6:00 – 6:50
7:00 – 7:50						7:00 – 7:50
8:00 – 8:50					Vespers 8:30p	8:00 – 8:50

Southern Adventist University's Test Score Conversion Chart

ACT Comp	rSAT EBRW+M
36	1570
35	1530
34	1490
33	1450
32	1420
31	1390
30	1360
29	1330
28	1300
27	1260
26	1230
25	1200
24	1160
23	1130-
22	1100
21	1060
20	1030
19	990
18	960
17	920
16	880
15	830
14	780
13	730
12	690
11	650

ACT MATH - rSAT	
ACT	SAT
24	580
22	540
19	510
18	500
17	470
16	430

ACT English - rSAT Writing & Language	
ACT score	SAT score
20	27
19	26
18	25
17	24
16	23

- ACT contains four (4) subtests: Reading, English, Math and Science. The ACT composite score is the average of the four required subtests.
- rSAT (Redesigned SAT) contains two (2) subtest: Evidence-Based Reading & Writing (EBRW) and Math. The SAT Composite score is calculated by adding the subtest scores.
- The source for these conversions (except as noted) were taken from the 2018 concordance tables developed jointly by ACT and the Collegeboard. Conversions of ACT English to RSAT W&L are from the 2016 concordance tables developed by the Collegeboard. 2018 tables did not provide a direct ACT English concordance.

Southern's admissions policy does not uses either the ACT or RSAT. **However, various academic programs require ACT and rSAT scores for admission to those programs. Also, many courses will have an ACT or SAT score requirement as a prerequisite. Please review the course descriptions in the Academic Catalog.**

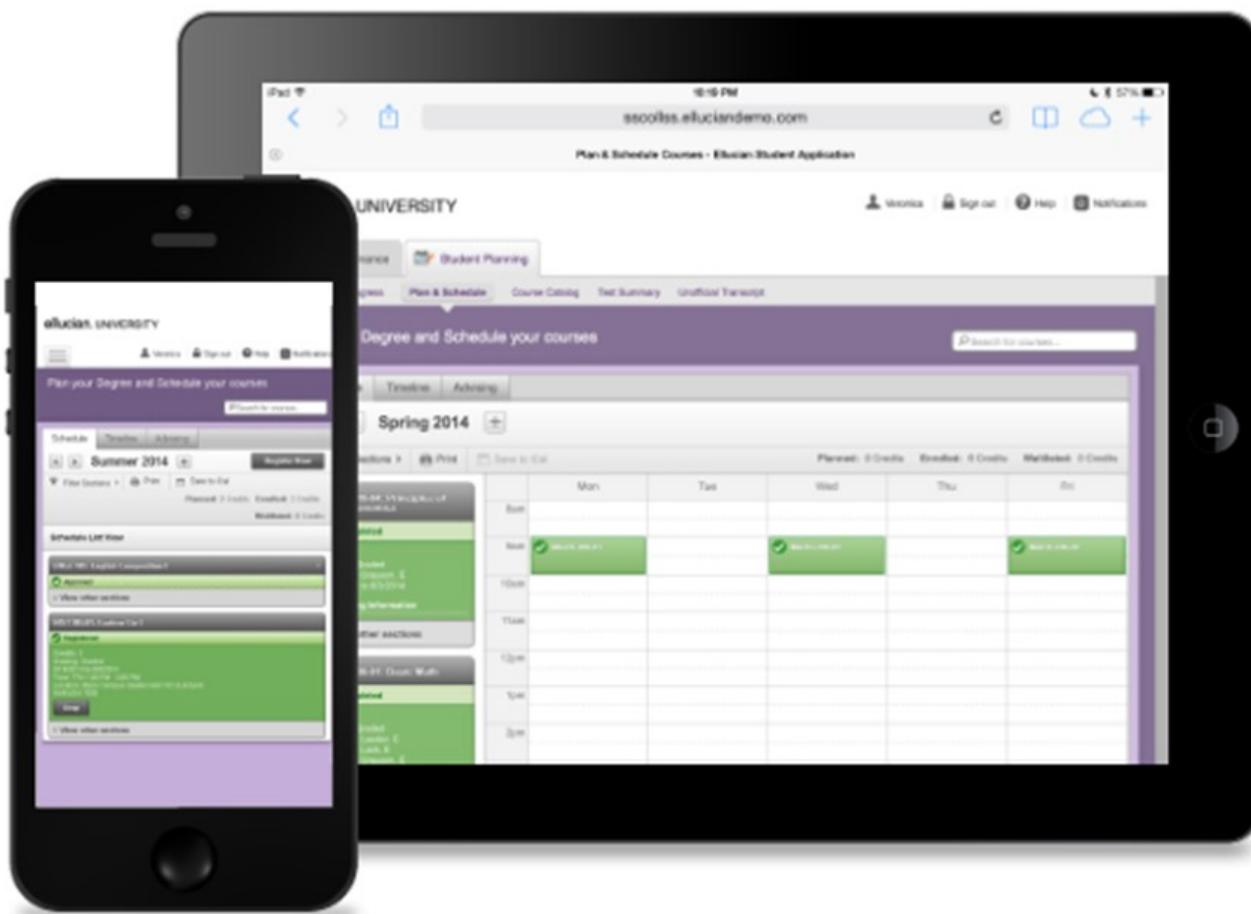
STUDENT PLANNING

Student Planning is a software system that allows students, with the help of their advisers, to plan out their entire degree program semester by semester, including selecting courses, registering and tracking their progress towards graduation, all within a single platform.

This software can be accessed via laptop, phone and the Southern App.

A student can use Student Planning to send messages to advisers to review their plans.

Students and advisers can also use this software to try new majors.



PROGRAMS OF STUDY

Computing

MS Applied Computer Science

Education, Psychology, and Counseling

Master of Arts in Teaching

Nursing

Lifestyle Medicine Emphasis

Religion

Master of Arts in Religion

- Rule Not Selected

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