



# 2025 NEW STUDENT EXPERIENCE





# WELCOME

Dear New Bison,

On behalf of the entire Southern Union State Community College family, it is my great pleasure to welcome you to Bison Bound. Today will be a day of firsts for you – first chance to make new friends; first chance to learn all about your college; and the first opportunity to meet the faculty and staff who will help you reach all your goals. No matter which “firsts” occur, just remember that everything you experience today has been developed with you in mind.

The faculty and staff at Southern Union have one goal: to provide our students with an educational environment that provides excellent service and support. That level of dedication to you increases each day you are on campus. We place a premium on all aspects of the student experience. Whether it is the support you receive from our many student services, or the dedication our instructors provide to you, we are committed to our students.

There are many more firsts that await you during your time at Southern Union. Some may be challenging and some may be rewarding, but no matter what they may be, please know you will not be alone. We will be there helping you face the challenging times and celebrate the rewarding times too.

Go Bison!

A handwritten signature in blue ink, which appears to read 'Todd Shackett'.

Todd Shackett

President

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Don't forget to follow us!



# DO YOU HAVE QUESTIONS ABOUT YOUR APPLICATION?

**Department:** Admissions and Records  
*The Admissions and Records Team processes your application and makes sure you have all the documentation you need to enroll in the College. All records of your enrollment at Southern Union are located in this office.*

**Locations:** Opelika – Administration Building  
Wadley – First Floor, Administration Building

**Contact Number:** 256-395-2211, Ext. 5157, 5155, 5367 and 5364

**Contact Email:** [admissions@suscc.edu](mailto:admissions@suscc.edu)

**Webpage:** [www.suscc.edu/admissions/Admissions\\_info](http://www.suscc.edu/admissions/Admissions_info)

**Admissions can help you:**


- Check application status
- Locate your A-Number
- Confirm records have been received (High School Transcripts, College Transcripts, GED, Transient Letter, etc.)
- Request your transcripts

## DID YOU KNOW:

You no longer need to submit your ID along with your application.







# DO YOU HAVE PROBLEMS WITH YOUR **STUDENT EMAIL OR mySUSCC Ellucian Experience LOGIN?**

**Department:**

Technical Support

*If you cannot log in to your student email, MySUSCC portal, or Canvas, you can contact Technical Support. You will need to include your Student ID Number, date of birth, and full official name when sending them an email.*

**Contact Email:**

support@suscc.edu

**Webpage:**

[www.suscc.edu/programs/technical-support.cms](http://www.suscc.edu/programs/technical-support.cms)

**Technical Support can help you:**

- Login to your student email if you are having issues
- Login to MySUSCC if you are having issues
- Login to Canvas if you are having issues

## **DID YOU KNOW:**

Checking your SUSCC email is very important because it is the primary tool of communication at Southern Union. You can forward your SUSCC email to another email, but all communication to you from the college will go to your SUSCC email.

# DO YOU NEED TO TAKE THE PLACEMENT TEST (ACCUPLACER)?

**Department:** Assessment Center  
*The Assessment Center team is available to help with scheduling the ACCUPLACER placement test. No tests are required for general admission to Southern Union but may be required for placement in college-level courses.*

**Locations:** Opelika – Assessment Center, Room 120, Business Technology Center (BTC)  
Valley – Main Office in John R. Carmichael Building  
Wadley – Ensminger Room, Ground Floor, Resource Center

**Contact Number:** 334.745.6437, Ext. 5416

**Contact Email:** [rwhaley@suscc.edu](mailto:rwhaley@suscc.edu)

**Webpage:** <https://www.suscc.edu/admissions/accuplacer>

## **The Assessment Center can help you:**

- Understand if you are exempt from having to take the ACCUPLACER placement test
- Schedule your ACCUPLACER test

## **DID YOU KNOW:**

First-time students without proof of appropriate ACT, SAT or GED scores, those with scores below the established guidelines, or those without proof of a 2.75 grade point average or higher on their final high school transcript, must make arrangements to take the ACCUPLACER placement examination in writing and mathematics prior to meeting with an advisor to enroll in courses.

# DO YOU NEED ACCOMMODATIONS?

<b>Department:</b>	Student Success Center
<b>Locations:</b>	Opelika – Student Success Center, Room 110, Business and Technology Center (BTC)  Valley – Main Office in John R. Carmichael Building  Wadley – Student Affairs Suite 211, Administration Building
<b>Contact Number:</b>	334.745.6437, Ext. 5354
<b>Contact Email:</b>	<b>Opelika</b> Joseph Halsey jhalsey@suscc.edu  <b>Valley</b> Robin Brown rbrown@suscc.edu  <b>Wadley</b> Tiffanie Character tcharacter@suscc.edu
<b>Webpage:</b>	<a href="https://www.suscc.edu/students/success-center-overview">https://www.suscc.edu/students/success-center-overview</a>

## **The Student Success Center can help you:**

- Determine which accommodations are available to you
- Explain which free services, including tutoring and career exploration, are available to help you maximize your learning and development

## **DID YOU KNOW:**

To receive special accommodations, you must request them by submitting a request form along with any supporting documentation.

# DO YOU NEED TO MEET WITH AN ADVISOR?

**Department:** Advising  
*The Advising Team is ready to help you determine your program of study, map out your degree plan, and assist you in registering for classes.*

**Locations:** Opelika – Administration Building  
Valley - Main Office in John R. Carmichael Building

Wadley – Student Affairs Suite 211, Administration Building

**Contact Number:** 334.745.6437, Ext. 5153

**Contact Email:** suadvising@suscc.edu

**Webpage:** <https://www.suscc.edu/students/academicadvising>

**Advising can help you:**

- Determine which classes you need to take for your degree
- Understand the different options available to you for degrees and programs
- Answer questions about the registration process
- Complete a Degree Application when you are ready to graduate

## OPELIKA CAMPUS – ACADEMIC

Shawn Caldwell  
334-745-6437, Ext. 5483  
rcaldwell@suscc.edu

Sarah Henry  
334-745-6437, Ext. 5307  
shenry@suscc.edu

## HEALTH SCIENCES DIVISION

Chiquita Brooks  
334-745-6437, Ext. 5519  
cbrooks@suscc.edu

## TECHNICAL DIVISION

Amanda Harkins  
334-745-6437, Ext. 5411  
aharkins@suscc.edu

## VALLEY CAMPUS

Robin Brown  
334-756-4151, Ext. 5204  
rbrown@suscc.edu

## WADLEY CAMPUS

Tiffanie Character  
256-395-2211, Ext. 5154  
tcharacter@suscc.edu

## DID YOU KNOW:

You can make advising appointments online for any time, not just during registration periods.



# DO YOU RECEIVE SOME TYPE OF FINANCIAL AID?

**Department:** Financial Aid  
*The Financial Aid Team is a resource to help assist you regarding grants, scholarships, and other financial aid issues.*

**Locations:** Opelika – Administration Building  
Wadley – Second Floor, Administration Building

**Contact Number:** 334-745-6437, option #3

**Contact Email:** [financialaid@suscc.edu](mailto:financialaid@suscc.edu) (For General Questions)

To contact a specific person, use the email address associated with the beginning letter of your last name:

Last Name Letters A-D: [ahuguley@suscc.edu](mailto:ahuguley@suscc.edu)

Last Name Letters E- I: [wbattle@suscc.edu](mailto:wbattle@suscc.edu)

Last Name Letters J-M: [financialaid@suscc.edu](mailto:financialaid@suscc.edu)

Last Name Letters N-P: [kcrapps@suscc.edu](mailto:kcrapps@suscc.edu)

Last Name Letters Q-U: [kmorsch@suscc.edu](mailto:kmorsch@suscc.edu)

Last Name Letters V-Z: [snewman@suscc.edu](mailto:snewman@suscc.edu)

**Contact For Scholarship Questions:**

Presidential Honors: [mtodd@suscc.edu](mailto:mtodd@suscc.edu)

Presidential: [sus scholarships@suscc.edu](mailto:suscholarships@suscc.edu)

Ambassador: [cfranklin@suscc.edu](mailto:cfranklin@suscc.edu)

Performing Arts: [sus scholarships@suscc.edu](mailto:suscholarships@suscc.edu)

Technical: [esewell@suscc.edu](mailto:esewell@suscc.edu)

Athletic: [athletics@suscc.edu](mailto:athletics@suscc.edu)

Foundation: [gvanvalkenburg@suscc.edu](mailto:gvanvalkenburg@suscc.edu)

Partial Assistance: [sus scholarships@suscc.edu](mailto:suscholarships@suscc.edu)

3rd Party (Non-Institutional) Assistance: [ccupp@suscc.edu](mailto:ccupp@suscc.edu)

**Contact For Student Loans:**

[mstewart@suscc.edu](mailto:mstewart@suscc.edu)

**Contact For Veterans Assistance:**

[veterans@suscc.edu](mailto:veterans@suscc.edu) OR [rthomas@suscc.edu](mailto:rthomas@suscc.edu)

**Contact for WIOA/TRA/VOC REHAB:**

[ahuguley@suscc.edu](mailto:ahuguley@suscc.edu)

**Webpage:** <https://www.suscc.edu/admissions/financial-aid-overview>

**Financial Aid can help you:**

- Check your eligibility status
- Learn the status of your aid
- Confirm if your financial aid amount is correct
- Determine if any verification documentation is needed for your award
- Provide information about scholarships
- Complete your FAFSA now for the academic year at [www.studentaid.gov](http://www.studentaid.gov) (school code - 001040)

## DID YOU KNOW:

You must register for ALL credit hours you plan to attend for the ENTIRE semester prior to the end of drop and add for the full term if you receive federal financial aid (Pell Grant or Direct Student Loans).

Which means, if you plan to take a Mini-Term 2 class later in the semester, you must register by the end of drop and add for the full semester in order for your financial aid to cover it. Adding a mini term or 7-week class later in the semester will not activate your financial aid for coverage for the new class added. You would be responsible for the payment of tuition and fees if you register later.

We recommend you register for all of the classes (full term, Mini-Term 1 and Mini-Term 2, or even 7-week classes) at the beginning of the semester so your financial aid can activate based on your full course load. If you are only registering for a mini-term course, you can register at any time during the allowable registration period to activate coverage with your financial aid.



# Fall 2025-2026

## Important Financial Aid Dates



### Full Term Mini Term #1 & Five Week #1

August 12th by 12:15PM (CST)	Pre-Registered Students Tuition & Fees Due (students will be dropped for nonpayment if 100% of expenses are not self-paid or authorized with some form of financial aid assistance)
August 13th	Students Dropped Due to <b>Non-Payment</b>
August 4th - August 25th	Financial Aid Avail @Barnes and Noble Bookstore
August 18th	Fall Classes Begin (Full Term, Mini Term #1, Five Week #1)
August 21st	Tuition Due (Registered on or after August 12th)
August 22nd	Students Dropped Due to <b>Non-Payment</b>
August 27th at 11:59PM	Attendance Verification Due from Instructors
August 28th	Students dropped due to <b>Non-Attendance</b>
September 2nd	Pell and Loan Disbursements/ Freeze Date (tuition and fees move to PAID status on student accounts)
Refund Process Begins September 3rd	Pell and Loan Refunds to Students (allow 2-3 business days for direct deposit and 5-10 business days for postal delivery)
September 9th - Full Term September 4th - Mini #1/5 Week #1	Last Day to Readmit
Refund Process Begins September 17th	Direct Loan Refunds for 1st Time Borrowers (allow 2-3 business days for direct deposit and 5-10 business days for postal delivery)

### Mini Term #2

October 10th by 12:15 PM (CST)	Pre- Registered Students Tuition & Fees Due if registered for <b>Mini #2 Only</b> (students will be dropped for nonpayment if 100% of expenses are not self-paid or authorized with some form of financial aid assistance)
October 13th	Students Dropped Due to <b>Non-Payment</b>
October 15th	Tuition Due (Registered on or after October 10th)
October 6th-16th	Financial Aid Avail @Barnes and Noble Bookstore

October 30th at 11:59PM	Attendance Verification Due from Instructors
October 21st	Students Dropped Due to <b>Non-Attendance</b>
October 27th	Pell & Loan Disbursements/ Freeze Date (tuition and fees move to PAID status on student accounts)
Refund Process Begins October 28th	Pell and Loan Refunds to Students (allow 2-3 business days for direct deposit and 5-10 business days for postal delivery)
October 29th	Tuition Due (Registered on or after October 14th)
October 20th	Students Dropped Due to <b>Non-Payment</b>
October 29th	Last Day to Readmit

## Five Week Term #2

September 24th by 4:30 PM (CST)	Pre- Registered Students Tuition & Fees Due if registered for Five-Week #2 Term Only <i>(students will be dropped for nonpayment if 100% of expenses are not self-paid or authorized with some form of financial aid assistance)</i>
September 25th	Students Dropped Due to <b>Non-Payment</b>
September 26th	Tuition Due (Registered on or after September 24th)
September 22nd - September 29th	Financial Aid Avail @Barnes and Noble Bookstore
September 25th	Fall Classes Begin (Five Week #2 Term)
September. 27th	Students Dropped for <b>Non-Payment</b>
October 2nd at 11:59 PM	Attendance Verification Due from Instructors
October 3rd	Students Dropped Due to <b>Non-Attendance</b>
October 9th	Pell & Loan Disbursements/ Freeze Date (tuition and fees move to PAID status on students accounts)
Refund Process Begins October 10th	Pell and Loan Refunds to Students (allow 2-3 business days for direct deposit and 5-10 business days for postal delivery)
October 13th	Last Day to Readmit

## Five Week Term #3

October 30th by 4:30 PM CST	Pre- Registered Students Tuition & Fees Due if Registered for Five Week #3 Term Only (students will be dropped for nonpayment if 100% of expenses are not self-paid or authorized with some form of financial assistance)
October 31st	Students Dropped Due to <b>Non-Payment</b>
October 28th - November 4th	Financial Aid Avail @ Barnes and Noble Bookstore
October 31st	Fall Classes Begin (Five Week #3 Term)
November 7th at 11:59PM	Attendance Verification Due for Instructors
November 8th	Students Dropped for <b>Non-Attendance</b>
November 14th	Pell & Loan Disbursements/ Freeze Date (tuition and fees move to PAID status on student accounts)
Refund Process Begins November 17th	Pell & Loan Refunds to Students (allow 2-3 business days for direct deposit and 5-10 business days for postal delivery)
November 18th	Last Day to Readmit
November 18th	Tuition Due (Registered on or after October 30th)
November 19th	Students Dropped Due to <b>Non-Payment</b>

\*\*\*Dates are subject to change

\*\*\*Updated May 2025

[www.suscc.edu/admissions/financial-aid-overview](http://www.suscc.edu/admissions/financial-aid-overview)





# SETTING UP DIRECT DEPOSIT

PLEASE SIGN UP TO RECEIVE YOUR REFUNDS & FINANCIAL AID THROUGH DIRECT DEPOSIT

**TO SET UP eREFUND please follow the instructions below:**

Login to **MySUSCC**

Select a **Student tab** on top

Click on **Student Landing Page**

Under **Student Account** click on **Make Payments, Deposits & Payment Plans** then

1. Select Refunds tab on top
2. Enroll in Two step verification
3. Select how you want to receive a verification code (prefer student email address because text messages could get delayed for several hours)
4. After receiving a verification code, you should be able to enter your bank account information (routing number, your account number and select type of account-checking or saving) for a direct deposit.

## QUESTIONS?

Jitka Wiliams

jwilliams@suscc.edu

256-395-2211 ext. 5111

Marty Kirby

mkirby@suscc.edu

256-395-2211 ext. 5112



## MAKE SURE YOU KNOW THE PAYMENT DEADLINES

### FOR SUMMER SEMESTER:

Term 1, Mini-Term 1, Seven-Week Term 1 - May 16th & May 22nd

Mini Term 2 - June 26th & June 30th

Seven Week Term - May 30th & June 4th

### FALL SEMESTER:

Term 1, Mini Term 1, Seven Week Term 1 - August 12th & August 21st

Second Five Week Term - September 24th & September 26th

Third Five Week Term - October 30th & November 1st

Mini Term 2 - October 12th & October 14th

# DO YOU UNDERSTAND YOUR TUITION & FEE CHARGES?

## Department:

Business Office

*The SUSCC Business Office is responsible for charging and collecting your charges for tuition and fees. They work with other areas of the college to make sure your charges are correct and you are kept informed of payment deadlines.*

## Locations:

Opelika – Administration Building

Wadley – First Floor, Administration Building

## Contact Number:

(334) 745-6437, Ext. 5318

## Contact Email:

ccupp@suscc.edu

## Webpage

[www.suscc.edu/admissions/tuition-and-fees](http://www.suscc.edu/admissions/tuition-and-fees)

## The Business Office can help you:

- Understand your tuition and fee charges
- Provide you with payment deadline dates
- Collect charges you owe, including tuition and fees, if you are paying with cash or check

**What happens if I need to withdraw from my classes?  
Will I get a refund? For Fall 2025, the dates for full and partial refunds are:**

Refund	Full Term	Mini 1	Mini 2	Five Week Term 1	Five Week Term 2	Five Week Term 3
100%	Through Aug 17	Through Aug 17	Through Oct 12	Through Aug 17	Through Sep 24	Through Oct 30
70%	Aug 18-21	Aug 18-19	Oct 13-14	Aug 18-19	Sep 25-26	Oct 31-Nov 1
45%	Aug 22-28	Aug 20-21	Oct 15-16	Aug 20-21	Sep 27-30	Nov 2-4
20%	Aug 29-Sep 4	Aug 22-26	Oct 17-21	Aug 22-26	Oct 1-2	Nov 5-6
No refund after	Sep 4	Aug 26	Oct 21	Aug 26	Oct 2	Nov 6
Drop/Add ends	Aug 21	Aug 19	Oct 14	Aug 19	Sept 26	Nov 1

Each refund period allows at least one M/W and Tu/TH class meeting.

## DID YOU KNOW:

You are not considered fully registered until you pay your tuition and fees. Non-payment of your balance by the semester deadlines will cause you to be dropped from your classes.

# DID YOU KNOW THAT SUSCC HAS A **PAYMENT PLAN?**

**Department:** Business Office  
*Southern Union now offers a tuition payment plan – TouchNet - that allows you to pay your tuition and fees over time.*

**Locations:** Opelika – Administration Building  
Wadley – First Floor, Administration Building

**Contact Number:** 256-395-2211, Ext. 5157, 5156, 5154 and 5183

**Contact Email:** [ccupp@suscc.edu](mailto:ccupp@suscc.edu)

**Webpage:** [www.suscc.edu/admissions/tuition-and-fees](http://www.suscc.edu/admissions/tuition-and-fees)

**Benefits of the TouchNet Payment Plan:**

- Pay over time with no interest
- Automatic payments available
- Multiple payment plan options

Payment Plan Options	Enrollment Fee	Down Payment	Enrollment Dates	Monthly Installment Draft Dates
Plan 1 (3 installments)	\$40	25%	July 1 through July 22	August 7 (25%) September 7 (25%) October 7 (25%)
Plan 2 (2 installments)	\$40	30%	July 23 through August 12	September 7 (35%) October 7 (35%)
Plan 3 (1 installment)	\$40	50%	August 13 through August 21	October 7 (50%)

## DID YOU KNOW:

The only cost to enroll in the payment plan is a \$40 enrollment fee, but you are responsible for making sure funds are available in your account. If funds are not available on the 7th of each month, a non-sufficient funds charge of \$25 will be added to your account.

# Payment Information

## View Your Account Statement

- Go to [www.suscc.edu](http://www.suscc.edu)
- Click on For Students (to the left in blue)
- Click on MYSUSCC (Ellucian Experience)
- Log into ELLUCIAN EXPERIENCE
- Click on Open STUDENT DASHBOARD under the STUDENT SELF SERVICE tile
- Click on Make Payment, Deposit, & Payment Plan
- You will be rerouted to TOUCHNET
- Click on the VIEW STATEMENT button
- Select the semester

## Find the PACT Usage Form

- Go to [www.suscc.edu](http://www.suscc.edu)
- Go to admissions
- Click on financial aid
- Click on forms - links - professional judgement (right hand side)
- Click on PACT Usage Form
- Fill out and email to [financialaid@suscc.edu](mailto:financialaid@suscc.edu)

## Pay Your Balance

- Go to [www.suscc.edu](http://www.suscc.edu)
- Click on For Students (to the left in blue)
- Click on MYSUSCC (Ellucian Experience)
- Log into ELLUCIAN EXPERIENCE
- Click on OPEN STUDENT DASHBOARD under the STUDENT SELF SERVICE tile
- Click on Make Payment, Deposit, & Payment Plan
- You will be rerouted to TOUCHNET
- Click on the MAKE PAYMENT button

## Enroll in A Payment Plan

- Go to [www.suscc.edu](http://www.suscc.edu)
- Click on For Students (to the left in blue)
- Click on MYSUSCC (Ellucian Experience)
- Log into ELLUCIAN EXPERIENCE
- Click on OPEN STUDENT DASHBOARD under the STUDENT SELF SERVICE tile
- Click on Make Payment, Deposit, & Payment Plan
- This will reroute you to TOUCHNET
- Click on Enroll in Payment Plan



# DO YOU KNOW WHERE TO GET YOUR **PARKING PERMIT?**

**Department:**

Campus Police

*Parking permits will be issued by Rydin Permit Express through an online process. You must have a Southern Union parking permit in order to park on campus. Some parking areas are designated, so make sure you are parking in the right spot, or you may receive a fine.*

**Locations:**

Opelika – Administration Building

Wadley – Administration Building

**Contact Number:**

(256) 395-2211, Ext. 5823 (Wadley)

(334) 745-6437, Ext. 5523 (Opelika, Valley)

**Contact Email:**

jholmes@suscc.edu (Wadley)

rburroughs@suscc.edu (Opelika, Valley)

**Webpage:**

<https://www.suscc.edu/students/parking-driving-regs>

**To receive your Parking Permit:**

- You must register online for your parking permit by going to [www.permitsales.net/suscc](http://www.permitsales.net/suscc) Permits will be mailed to the address entered when registering.
- You will need your vehicle make, model, year and color; vehicle license plate number and state; registered owner and relationship to driver; driver's license number and state; and insurance information
- Pay the \$20 fee for the permit. Student parking permits expire at the end of summer term each year.

## DID YOU KNOW:

Any student who drives a car or other motorized vehicle on any campus, day or night, must have liability insurance and must secure and display a parking decal. If more than one vehicle is driven on campus regularly, each vehicle should have its own decal.





# DO YOU KNOW WHERE TO BUY YOUR BOOKS?

<b>Department:</b>	Bookstore <i>The Southern Union bookstore is operated independently by Barnes and Noble.</i>
<b>Locations:</b>	Opelika – Student Union Building Wadley – First Floor, Administration Building
<b>Contact Number:</b>	Opelika Bookstore: (334) 745-6437, Ext. 5480 or (334) 705-0588 Wadley Bookstore: (256) 395-2211, Ext. 5125
<b>Contact Email:</b>	sm109@bncollege.com or mdixon@bncollege.com (Opelika) amjennings@bncollege.com
<b>Webpage:</b>	susccopelika.bncollege.com

## The Bookstore can help you:

- Apply your financial aid to cover the cost of textbooks, supplies, uniforms, laptops. Note there are specified dates each semester for using financial aid.
- Use online ordering to purchase new, used, digital, and rental books for your classes
- The Bookstore offers both in-store pickup and shipping
- Purchase Southern Union apparel, gifts, class supplies, office supplies, snacks, and drinks year round

## DID YOU KNOW:

A valid student ID card is required for instore purchases using financial aid

# DO YOU KNOW WHEN YOUR CLASSES BEGIN?

**Department:** Instruction  
*Southern Union offers programs in three divisions: Academic, Career Technical and Health Sciences. Within each division, there are several programs of study and degree options, as well as methods of delivery.*

**Locations:** All Campuses/Instructional Sites/  
Online

**Contact Phone and Email:** **Academic Division**  
Thalia Sumerset  
334-745-6437, Ext. 5401  
tsumerset@suscc.edu

**Health Sciences Division**  
Melinda Clanton  
334-745-6437, Ext. 5514  
mclanton@suscc.edu

**Technical Division**  
Anna Wilkinson  
334-745-6437, Ext. 5490  
awilkinson@suscc.edu

**Webpage:** [www.suscc.edu/students/academic-calendar](http://www.suscc.edu/students/academic-calendar)

You can be dropped from your classes for non-attendance. If that happens, you may have to be readmitted through Financial Aid after your instructor has completed the readmit form. You run the risk of not being able to be readmitted to the classes from which you were dropped.

## MAKE SURE YOU KNOW ALL THE BEGINNING AND ENDING DATES:

### Classes Begin: August 18

Drop/Add Ends: August 21

Final Exams: December 9-12,15

### Mini-Term 1

Classes Begin: August 18

Drop/Add Ends: August 19

Final Exams: October 10

### Mini-Term 2

Classes Begin: October 13

Drop/Add Ends: October 14

Final Exams: December 15

### Five Week Term 1

Classes Begin: August 18

Drop/Add Ends: August 19

Final Exams: September 24

### Five Week Term 2

Classes Begin: September 25

Drop/Add Ends: September 26

Final Exams: October 30

### Five Week Term 3

Classes Begin: October 31

Drop/Add Ends: November 1

Final Exams: December 15

# DO YOU KNOW HOW TO USE CANVAS?

**Department:**

Instruction

*Canvas is a learning management system to deliver online content. All courses, no matter whether they meet on campus or not, have a corresponding Canvas course that includes the course syllabus, instructor contact information, and grades. Traditional (face-to-face) courses will have a Canvas course with a syllabus and other pertinent information. Online classes will be accessed entirely through Canvas. Hybrid courses will be accessed through Canvas plus on-campus meetings will be required.*

**Location:**

Distance Education Office, Business and Technology Center

**Contact Email:**

General Questions: [dgreene@suscc.edu](mailto:dgreene@suscc.edu)

Support email for problems accessing Canvas: [support@suscc.edu](mailto:support@suscc.edu)

**Webpages:**

Homepage: [alabama.instructure.com](http://alabama.instructure.com)

How to log in to Canvas: [www.suscc.edu/programs/technical-support.cms](http://www.suscc.edu/programs/technical-support.cms)

Additional information: [www.suscc.edu/programs/what-is-online-course.cms](http://www.suscc.edu/programs/what-is-online-course.cms)

## DID YOU KNOW:

You can log in to Canvas within seven (7) days of the beginning of the semester. All classes for which you have registered should be listed under the Courses button. You may not be able to access the class until the instructor has published the course. All instructors should publish their Canvas course by the official first day of class.

Students who register for online and hybrid classes are required to have access to a computer with a webcam and microphone. Some assignments and testing may not be completed on a mobile device.

Students who register for online classes are charged a proctoring fee that is due at the time of tuition payment.

An attendance verification assignment is required for ALL online classes and some hybrid classes within one week of the first day of class. Students who do not complete the attendance assignment will be dropped from the class.

If you are dropped for non-attendance or non-payment of tuition and fees, your Canvas class will disappear from your account. You should check your schedule in mySUSCC Ellucian Experience to be sure you are still registered. If you have been dropped, you should contact the Admissions Office for assistance.



# DO YOU KNOW ABOUT THE THREE DIVISIONS AT SU?

## ACADEMIC

You can earn an Associate in Science degree with just 60 credit hours, in-person or online. Those students who wish to transfer to a four-year college or university can complete their first two years of coursework at SU and continue with courses in their major at the college or university of their choice.

Courses leading to an associate degree are designed to prepare students to transfer to a four-year university to pursue a bachelor's degree. SU offers courses in virtually every major available at Alabama's four-year institutions, and articulation agreements are in place with many schools to ensure that the transition is easy. Students should discuss their plans with their academic advisor to receive a transfer guide and ensure an easy transition to their next destination.

### **Online Learning**

Southern Union is proud to offer a variety of online courses. Our courses teach the same objectives and outcomes as courses offered on campus. The difference is delivery method and convenience. Some classes do require on-campus meetings.

### **Concurrent Enrollment**

Concurrent enrollment provides students with the opportunity to simultaneously attend Southern Union and a 4-year institution, working toward their Associate in Science degree and their bachelor's degree at the same time. This offering allows students to achieve their educational goals more quickly and cost-effectively.

## HEALTH SCIENCES

Southern Union's Health Sciences Division offers both Associate in Applied Science degrees and certificates. Our students get hands-on instruction in the demanding but rewarding careers in the health sciences disciplines. Get started in one of the following programs today:

- EMT and Advanced EMT
- Wellness and Sport Sciences
- Medical Assistant Technology
- Nursing: Registered Nursing (RN) and Practical Nursing (LPN)
- Nursing Assistant
- Paramedic
- Physical Therapist Assistant
- Radiologic Technology
- Surgical Technology
- Therapeutic Massage
- Veterinary Technology

# TECHNICAL EDUCATION/ WORKFORCE DEVELOPMENT

In the Technical Division, students can earn an associate degree in a rewarding high-wage, high-demand career field. Short and long term certificate programs are another option to help pursue your career dreams. Workforce Development offers short-term training courses to help get you on the fast-track to entering the workforce or increase your current skill level. Training opportunities are available on our Valley and Opelika campuses. Our Center for Integrated Manufacturing allows students to work together in a manufacturing setting to better prepare them for the workforce. Programs of study include:

- Advanced Manufacturing
- Machine Shop Technology
- Mechatronics
- Plastics Engineering Technology
- Welding Technology
- Automotive Service Technology
- Engineering and Design
- Cosmetology
- Air Conditioning and Refrigeration
- Industrial Electricity
- Aviation Technology

## DID YOU KNOW:

You can work towards your associate's degree and bachelor's degree simultaneously in Academic and Health Sciences through our partnerships with Alabama's top universities. Or earn a salary with local industry partners and take courses at SU at the same time in our Technical Division.



# DO YOU KNOW THE DATES FOR DROP/ADD?

## **Full Term – Fall 2025**

August 13, 14, & 15 - Walk-in Registration on All Campuses

August 18 - Classes Begin; Drop/Add Begins

August 21 - Drop/Add Ends: Last day for registration, course change, or change to audit

November 18 - Last day to withdraw with a "W" for full-term classes

## **Mini-Term 1 – Fall 2025**

August 18 - Classes Begin; Drop/Add Begins

August 19 - Drop/Add Ends

September 22 - Last day to withdraw with a "W" from Mini-Term 1

October 13 - Classes Begin; Drop/Add Begins

October 14 - Drop/Add Ends

November 18 - Last day to withdraw with a "W" from Mini-Term 2

August 18 - Classes Begin; Drop/Add Begins

August 19 - Drop/Add Ends

September 11 - Last day to withdraw with a "W" from Five-Week Session 1

## **Five-Week Term 2 – Fall 2025**

September 25 - Classes Begin; Drop/Add Begins

September 26 - Drop/Add Ends

October 20 - Last day to withdraw with a "W" from Five-Week Session 2

## **Five-Week Term 3- Fall 2025**

October 31 - Classes Begin; Drop/Add Begins

November 1 - Drop/Add Ends

December 2 - Last day to withdraw with a "W" from Five-Week Session

# DO YOU WANT TO GET INVOLVED WITH CAMPUS LIFE?

**Department:** Student Life  
*Student Life can help you find a club or organization that is of interest to you. Student Life Coordinators oversee the Student Government Association and campus life activities such as homecoming and holiday dances, community service activities and organized activities in the Student Union Centers on each campus.*

**Locations:** Opelika – Second floor entrance, Higginbotham Academic Center  
Wadley – Student Center

**Contact Information:** Vertrina Grubbs (Opelika)  
vgrubbs@suscc.edu (334) 745-6437, Ext. 5353  
Aaron Everett, (Wadley)  
aeverett@suscc.edu (256) 395-2211, Ext. 5152

**Webpage:** <https://www.suscc.edu/students/sga>

## **Student Life can help you:**

- Become active in the Student Government Association (SGA)
- Become involved with a club that interests you, or help you start your own
- Meet new people! Stop by the Student Union building on either campus to enjoy amenities such as free coffee stations, board games, comfortable lounge chairs, gaming, billiards (Opelika and Wadley); Zen room (Wadley)

## **Some clubs to get involved with include:**

The Association of Radiologic Students	Mu Alpha Theta	Southern Union Bass Fishing Club
Bison Campus Ministries	Music Club	Interclub Council
Sigma Kappa Delta	National Student Nurses Association	Southern Union Softball Club
Phi Theta Kappa	National Technical Honor Society	Southern Union State Catholic Student Organization
Global Environmental Organization of Students	Phi Beta Lambda	Southern Union Veterans Association
Wellness Club		

# DO YOU NEED SUPPORT SERVICES?

**Department:** Associate Dean of Student Affairs  
*The Associate Dean of Student Affairs Office is responsible for non-academic student support. Students can come here to get information on counseling and referral services. Students can also file non-academic student complaints.*

**Locations:** Opelika – Associate Dean of Student Affairs Office, Second Floor in Higginbotham Academic Center  
 Wadley – Associate Dean of Student Affairs Office, Second Floor in Administrative Building

**Contact Number:** (334) 745-6437, Ext. 5555

**Contact Email:** Nick Jones - nrjones@suscc.edu

**Webpage:** <https://www.suscc.edu/students/bisoncare>  
 (managed by SU Police)

## The Associate Dean of Student Affairs can help you:

- File non-academic student complaints
- Receive assistance and get information on counseling and referral services

## Some frequently used local referral services are:

Marriage and Family Therapy Center, Auburn University	(334) 844-4478 <a href="http://www.mftcenter.auburn.edu">www.mftcenter.auburn.edu</a>	Counseling for individuals or couples
East Alabama Mental Health (Opelika)	(334) 742-2700 (334) 742-2877	Counseling for mental illness, substance abuse, intellectual disabilities, crisis stabilization
Domestic Violence Intervention Center (Opelika)	(334) 749-1515	Housing, support and resources for victims of domestic violence, legal support and counseling
Rape Counselors of East Alabama (Opelika)	(334) 705-0510	Advocacy, support counseling and legal support
United Way Resource Line 211 (hotline)	(334) 745-5540	Local resources
Unity Wellness (Opelika)	(334) 749-3593	HIV testing, care and prevention counseling
Women's Hope Medical Clinic (Auburn)	Call (334) 502-7000 Text (334) 715-0763	Pregnancy testing and counseling
His Place (Opelika)	(334) 742-0777	Substance abuse services
AltaPointe (Roanoke)	(334) 863-2518	Substance abuse and mental health counseling
National Suicide Prevention Hotline	1(800)273-8255	24 Hour Assistance Hotline
The Trevor Lifeline (hotline)	1-866-488-7386	Promoting tolerance & understanding for LGBTQ youth
Perspectives Counseling for Women (Auburn)	(334) 329-6063	Mental health counseling
Health Services Center (Anniston)	(256) 832-0100	HIV/AIDS services for infected and affected persons

## DID YOU KNOW:

You can use your Southern Union student email address to download the **UWill Mental Health Support Services** app on Google Play or the App Store. Use the app to anonymously connect with peer support groups, learn about various mental health topics or connect with local services.



# DO YOU HAVE QUESTIONS ABOUT MEALS ON CAMPUS?

- Department:** Dining Services  
*Dining Services coordinates food services on the Opelika and Wadley campuses.*
- Locations:** Opelika – Inside the Student Union  
Wadley – Southern Union Bison Dining Hall  
Valley - MicroMarket inside the student breakroom
- Contact Number:** (256) 276-4918
- Contact Email:** Chef Caitlyn Lewis - [cclewis@suscc.edu](mailto:cclewis@suscc.edu)
- Webpage:** [www.suscc.edu/dining.cms](http://www.suscc.edu/dining.cms)
- Dining Services can help you:**
- With questions about your meal plan
  - Ensure your special dietary needs are met

## DID YOU KNOW:

Students can use the Federal or Institutional Work Study program to become employed by the Bison Dining Hall, and receive training from an experienced chef.



# DO YOU HAVE QUESTIONS ABOUT **STUDENT HOUSING?**

**Department:** Residential Life (Wadley)  
*Residential Life Coordinator can assist with questions about the dorms. Applications for housing may be obtained online at [www.suscc.edu](http://www.suscc.edu) under the Campus Life tab.*

**Locations:** Wadley – Residential Hall

**Contact Number:** (256) 395-2211, ext. 5171

**Contact Email:** Kyle Powell, [kpowell@suscc.edu](mailto:kpowell@suscc.edu)

**Webpage:** <https://www.suscc.edu/students/residential-life>

## **Residential Life can help you:**

- Obtain basic supplies and necessities through the Bison food pantry
- Identify social and cultural opportunities to assist with the transition into college life
- Help you to meet new people through diverse activities that are planned year-round for the purpose of helping students build community

## **DID YOU KNOW:**

The Residence Hall provides many amenities for residents, including an indoor pool, a laundry facility and a full-service kitchen.

# WOULD YOU LIKE TO ATTEND A SOUTHERN UNION SPORTING EVENT?

<b>Department:</b>	Athletics <i>The Athletics Department coordinates sporting events and other athletic activities on the Wadley and Opelika campuses.</i>
<b>Locations:</b>	Opelika – Second Floor, Higginbotham Academic Center  Wadley – Southern Union Arena
<b>Contact Number:</b>	(256) 395-2211, ext. 5165
<b>Contact Email:</b>	Coach William Brown, <a href="mailto:wbrown@suscc.edu">wbrown@suscc.edu</a>
<b>Webpage:</b>	<a href="https://www.susccathletics.com/landing/index">https://www.susccathletics.com/landing/index</a>

## **The Athletic Department can help you:**

- Ride the SU fan bus to the Wadley campus for sporting events
- Get involved with various athletic activities and special events

## **DID YOU KNOW:**

There are three Bison sports housed on the Opelika campus—Men and Women's Cross Country, Men and Women's Golf, and Men and Women's Soccer.

Other sports housed on the Wadley campus include Baseball, Men and Women's Basketball, Cheerleading, Softball and Volleyball.

# CAREER SERVICES

## DO YOU NEED GUIDANCE CHOOSING A PROGRAM OR CAREER PATH?

**Department:** Career Services  
Career Services is dedicated to helping students develop their career readiness, to transition successfully into the workforce or next academic journey.

**Location:** Opelika – Administration Building  
Wadley – Administration Building

**Contact Number:** 334-745-6437, Ext 5369

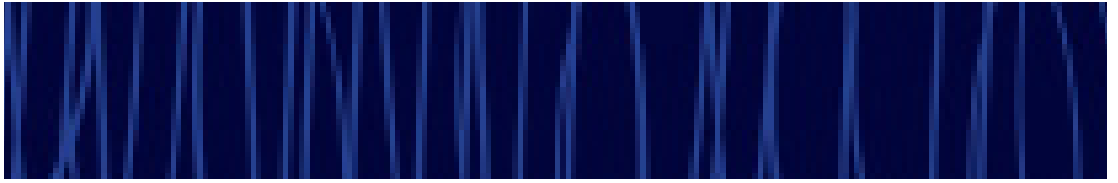
**Contact Email:** Alisha Miles; amiles@suscc.edu

**Webpage:** <https://www.suscc.edu/students/career-services>

### Career Services can help you with:

- One-on-one career coaching and planning
- Resume, cover letter, and interview preparation
- Career assessments to explore majors and job paths
- Finding internships, part-time, and full-time jobs

# NOTES





# NOTES





SOUTHERN UNION  
STATE COMMUNITY COLLEGE

[www.suscc.edu](http://www.suscc.edu)