

SENIOR PASSPORT

2026-2027



Table of Contents

Calendar of Events.....	2-3
Associate Degree Nursing Students.....	4
Caps, Gowns and Announcements.....	4
Classes at Other Colleges.....	4
Exit Counseling.....	5
Graduation Contract	5
Incompletes/Transient/Christian Service	5
Major Field Achievement Test.....	5
ETS Proficiency Profile	6
National Tests.....	6
Professional School Applications	6
Résumé Assistance	6
Senior Portraits.....	7
Student Teaching	7
Teacher Certification	7
Incoming Transcripts	7
Outgoing Transcripts	7
National Test Dates.....	8
Accommodations for Guests	9

Calendar of Events 2026-2027

September

- 1 December seniors—Begin to order graduation announcements/regalia online, www.orderhj.com/Southern
- 10 Senior portraits, Bietz Center **8:00-5:00**
- 23 Senior portraits, Bietz Center **8:00-5:00**
- 25 December and May senior graduation contracts due

October

- 26-30 Senior Exit Exam for Baccalaureate Seniors, Bietz Center, Suite #3800 (look for an email from the Testing Center for instructions to sign up online)

November

- 1 December Seniors—Deadline to finish transient credits, Christian Service, incompletes, etc.
- 3 Online Registration for Winter 2027 begins
- 16 Last day to order December regalia online, www.orderhj.com/Southern

December

- 16 Education/Psychology Dedication, 5 p.m. Church
- 16 Nursing Dedication, 7:00 p.m., Iles P.E. Center
- 17 **Commencement 7 p.m. Iles P.E. Center**

Graduate Management Admission Test (GMAT), Dental Admissions Test (DAT), Optometry Admission Test (OAT), and Medical College Admission Test (MCAT) given by computer only at Sylvan Learning Centers (Nationwide). More information at www.southern.edu/counseling.

Calendar of Events 2026-2027

(continued)

January

February

- TBA May seniors—First day to order graduation announcements/regalia online, see www.orderhj.com/Southern

March

- 29 Senior Exit Exam for Baccalaureate Seniors, Bietz Center, Suite #3800 (look for an email from Testing Center for instructions to sign up online)

April

- 1-8 Senior ETS Exit Exam for Baccalaureate Seniors, Bietz Center Suite #3800 (**look for an email for instructions to sign up**)
- 12 May Seniors—Deadline to finish transient credits, Incompletes, Christian Service, etc.
- 14 Last day to order May regalia online www.orderhj.com/Southern
- 22 Campus Research Day

May

- 7 Senior Dedication Service, 8 p.m. Church
- 8 Education/Psychology Dedication, 4 p.m. Church
- 8 Nursing Dedication, 7 p.m. Iles P.E. Center
- 9 **Commencement, 9 a.m. & 1 p.m., Iles P.E. Center**

Deadline to register for national exams is approximately six weeks before exam date. See Counseling & Testing Services for information

ASSOCIATE & B.S.N. DEGREE NURSING STUDENTS

During the last semester of the nursing program, students are enrolled in a course that guides them through the NCLEX application process. The School of Nursing facilitates the student in applying for the NCLEX exam.

A completed transcript is required by each state following graduation. In order for a transcript to be released, the student's account must be current. Student finance officers will work with individual students as necessary.

Information regarding the dedication ceremony will come from the School of Nursing.

Any incompletes or off-campus courses should be completed by the date specified in the calendar, to avoid any delay in the graduation date and release of the transcripts.

Students planning to pursue B.S.N. degrees must add the B.S.N. Nursing major to their programs. Please go online to www.southern.edu/records and click on "Change Major/Minor/Adviser."

CAPS, GOWNS AND ANNOUNCEMENTS

Seniors are responsible for ordering their own graduation regalia (cap, gown, tassel and hood) if they plan to march. Instructions for ordering may be found at www.orderhj.com/Southern.. A minimum of three weeks should be allowed for delivery.

Graduation announcements may also be ordered at www.orderhj.com Southern for December graduation regalia and announcements no later than November 16 and for May graduation TBA.

CLASSES AT OTHER COLLEGES

Students taking classes at other colleges (while attending Southern) must obtain letters from the class teachers stating that the students are making at least "C" grades in their classes. These letters must be received by **November 1, 2026** for December graduates, and **April 12, 2027**, for May graduates.

EXIT COUNSELING

All seniors who have had loans during their stay at Southern are required to complete an exit interview. Seniors may access the interview process online at www.studentaid.gov/.

GRADUATION CONTRACT

During your junior year a senior Graduation Contract should be filled out and then approved by your adviser. This form is located at www.southern.edu/records. By submitting the Graduation Contract to the Records and Advisement office, you have officially applied for graduation. If the Records and Advisement does not receive a contract you will not be included on the commencement program.

After receiving the Graduation Contract, Sharon Rogers, Assistant Director of Records and Advisement, will review your Graduation Contract and will send you and your adviser confirmation it was received along with senior information. **If you drop or add classes or change your Graduation Contract in any way, a new contract must be submitted and cleared by the Records and Advisement office or graduation privileges may be revoked.**

INCOMPLETES/TRANSIENT/CHRISTIAN SERVICE

December seniors need to make up all seniors need to make up all incompletes, finish transient courses, and Christian service by November 1, 2026. and May seniors by **April 12, 2027**. Also at these times, professors at Southern will be asked to submit progress reports to verify that seniors are making acceptable grades in their current classes. If grades do not meet minimum passing requirement a student may be removed from the commencement program.

MAJOR FIELD ACHIEVEMENT TEST

All seniors majoring in biology, business, computing, English, history, mathematics, music, or psychology must take the MFAT. The dates will be announced later. Questions about this test may be directed to the chair or dean of each of the departments or schools.

SENIOR EXIT EXAM

As a requirement of graduation, all baccalaureate (four-year) seniors must take the Senior Exit Exam in their senior year. The exam is administered by the Testing Center (Bietz Center, Suite #3800) and instructions will be emailed on how to sign up online. For questions, email testing@southern.edu

NATIONAL TESTS

Test dates are listed on pages 8 of this brochure. Questions may be directed to Counseling & Testing Services at 423-236-2782.

PROFESSIONAL SCHOOL APPLICATIONS

Applications to medical, dental, and allied health schools should be made early in the senior year.

Requests for recommendations to professional schools are handled through the office of the Associate Vice President for Academic Administration. Recommendations are sent only at the request of the student.

RÉSUMÉ ASSISTANCE

For information regarding résumé assistance go to the Life Calling & Career Services Office web page at www.southern.edu/careers. Personal assistance is also available in the Life Calling & Career Services Office located at the Bietz Center.

SENIOR PORTRAITS

Senior portraits will be taken September 10 & 23 from 8:00-400 at the Bietz Center.

STUDENT TEACHING

All students who plan to do their student teaching during the 2026-2027 school year must apply if they have not already done so. For questions, please contact Katie McGrath at 423.236.2631.

TEACHER CERTIFICATION

Requirements for teacher certification will be covered in the class titled Student Teaching Seminar. For information regarding teacher certification, contact Katie McGrath at 423.236.2631.

INCOMING TRANSCRIPTS

Students who have attended any other colleges must have their official transcripts mailed to the Records and Advisement Office immediately after completing their classes. December senior deadline is November 1, 2026 and May senior deadline is April 12, 2027.

OUTGOING TRANSCRIPTS

Official transcripts from Southern may be requested through the National Student Clearinghouse at www.southern.edu/records/transcripts. There may be a slight delay while your request is reviewed.

Graduate transcripts, once requested, are generally mailed two to three weeks after graduation for every student who has finished their program requirements.. **Requests that are unable to be fulfilled within 90 days will be canceled, so make sure your request is made no earlier than one to two weeks before graduation.**

A student may receive an unofficial transcript for evaluative purposes by applying in person, faxing the form to 423.236.1899, or emailing it to transcripts@southern.edu. The form is available at the site listed above.

National Test Dates

Dental Admission Test (DAT)

Given only by computer at a Prometric test center

Graduate Management Admission Test (GMAT)

Given only by computer at a Pearson VUE test center

Senior Exit Exam (for baccalaureate seniors)

For December graduates October 26-30 & November 1, 2026

For May graduates: March 29 to April 8, 2027

The Senior Exit Exam will be held in the Testing Center

(Bietz Center, Suite #3800). For questions email

testing@southern.edu.

Major Field Achievement Test

Biology, Business, Computing, English, History, Math, Music & Psychology Seniors—To Be Announced. **Contact department or school of your major for information.**

Medical College Admission Test (MCAT)

Given only by computer at a Pearson VUE test center

You can get more information by opening the hyperlink:

https://www.southern.edu/administration/student-success/testing/national_test.html

Accommodations for Guests

Ooltewah—Exit 11

*Hampton Inn

6145 Weir Way

423.305.6800

*Holiday Inn Express & Suites

6274 Artesian Circle

423.591.8500 (\$14 + tax)

*Spring Hill Suites by Marriott

8876 Old Lee Hwy

423.301.5669

Stay APT Suites

6046 Relocation Way

423.218.1299

(Price is under negotiation, but currently set to \$102 + tax)

Shallowford Rd.—Exit 5

Country Inn & Suites

7051 McCutcheon Rd.

423.899.2300

*Drury Plaza Hotel Chattanooga

7301 Shallowford Rd

423.899.6100 (\$117+ tax)

Fairfield Inn by Marriott

2350 Shallowford Village

423.499.3800

Hilton Garden Inn

2343 Shallowford Village Dr.

423.308.4400

Shallowford Rd.—Exit 5

(continued)

Holiday Inn

2232 Center St.

423.485.1185

Homewood Suites

2250 Center St.

423.510.8020

Residence Inn

2340 Center St.

423.468.7700

Towne Place Suites

7010 McCutcheon Rd.

423.834.9444

*The university has arrangements with these hotels for special discount rates . To receive the discount you must book by phone at the local numbers listed and ask for the

Southern Adventist University rate.