

# SOUTHEASTERN UNIVERSITY

July 1, 2009

## **Greetings and welcome to Southeastern University!**

The Office of Academic Advising is dedicated to coordinating academic advisor assignments, cultivating advisor/advisee relationships, and developing students. We view academic advising as a support service to students and a developmental process which helps students identify their personal, academic, and career goals.

This year at SEU may be one of the best periods of your life and may be marked by the most personal growth you've experienced. We also know that this can be one of your best academic experiences for the following reasons:

- a. A support network of tutors, writing and computer labs, testing services, and career development counseling through the offices of Academic Success and COMPASS—the Center for Calling and Career
- b. Your academic advisor—someone who really wants to see you have the best academic semester ever

Your advisor is a faculty/staff member in the academic college or department in which you are majoring who will assist you in career planning, major exploration and selection, registration, and course scheduling. Academic advisors can assist you in successfully navigating the academic process at Southeastern University. Your advisor also can become a mentor or friend who will pray for you and encourage you through your collegiate journey.

If you are undecided about your major, you will be assigned to a general education advisor who has expertise regarding all of the majors at SEU and will assist you until you are ready to declare a major. We encourage you to meet your academic advisor. You may schedule a meeting date with your advisor by selecting an appropriate time and signing the appointment sheet on your advisor's office door.

Our advisors are knowledgeable and are accessible by appointment during office hours and via phone or e-mail. Advisor contact information has been provided on the advisors' Web page to assist you in maintaining contact with your assigned advisor. If you have questions about university, departmental, or academic policies, the academic process, advising, career/major selection, etc., please contact your advisor.

We are so pleased that you are here. God bless you!

Sincerely,



Ronnie Hurtt, Jr.  
Director of Academic Advising

## Academic Student/Advisee Resources

The information below is specially designed to guide students through the current academic advising system and procedures at Southeastern University. The following academic advisee resources are located on the SFNET student intranet site at: <http://myseu.seuniversity.edu/>. Please be sure to read and review our advising information letters, academic resources, meeting agenda, and forms:

- **Welcome to Southeastern University**
- **Advisee Responsibilities and Expectations**
- **Understanding How to Navigate JICS**
- **Academic Advising Meetings Agenda/Schedule**
- **Course Substitution/Waiver Petition Form**
- **General Education Core Requirements**
- **General Education Core Requirements for Education Majors**
- **Academic Advising Student FAQ**

To find the Southeastern University Catalog, visit the SEU institutional internet site at: <http://www.seuniversity.edu/>. Click on the **[Academics]** tab and then, click on the **[University Catalog]** option on the Academics page. The university catalog provides faculty, staff and student information on admission, academic policies and procedures, registration, community service, testing, graduation, financial aid, student development, and course and degree requirements.

Degree Audit Forms for the 2009-2010 academic year are provided as a reference on the SEU internet site. To view these paper audit forms, visit <http://www.seuniversity.edu/>, click on the **[Academics]** tab, click on the **[Registrar]** tab, and then select the **[Degree Audit Sheets]** option on the Office of the Registrar page. View the list of majors, minors, and concentrations, and click on the specific program you are interested in choosing.