



RETURNING/CONTINUING STUDENTS

MEET YOUR ACADEMIC (MAJOR) ADVISOR ON ZOOM

All academic advisors will conduct individual academic advising appointments via Zoom. We're all navigating this process and we know there will be a learning curve. We appreciate your patience, flexibility and overall understanding during this time!

Zoom is a video conferencing software that allows for video and audio communication for all meetings.

There are two options for academic advising for student appointments which allows you to receive academic advising services from anywhere you have internet or phone access:

- Video conferencing appointments online with ZOOM
- Phone appointments using Zoom

During an advising appointment an academic advisor can:

- Provide you with information about program requirements
- Discuss concerns about your academic performance
- Assist you in creating academic and graduation plans
- Provide you information about college policies and resources

Let's Get Started . . .

I. Schedule Your Advising Appointment

For online individual academic advising appointments, please schedule an appointment with an academic (major) advisor using the link assigned to your major displayed in the chart below:

Find Your Advisor

Major/Program of Study	Major Code	Academic Advisor	Schedule an Advising Appointment	Join Zoom Advising Session	Email Your Advisor
Accounting	ACCT	Aylwin Holmon	http://www.susla.edu/form/accounting-virtual-advisement-form	https://sus.zoom.us/j/96055568686 Dial-In: 1 346 248 7799 Meeting ID: 960 5556 8686	aholmon@susla.edu
Accounting Technology Clerk	ATC	Regina Webb	http://www.susla.edu/form/accounting-technology-clerk-virtual-advisement-form	https://sus.zoom.us/j/96055568686 Dial-In: 1 346 248 7799 Meeting ID: 960 5556 8686	rwebb@susla.edu
Administrative Technology Specialist	ATS	Regina Webb	http://www.susla.edu/form/administrative-technology-specialist-virtual-advisement-form	https://sus.zoom.us/j/96055568686 Dial-In: 1 346 248 7799 Meeting ID: 960 5556 8686	rwebb@susla.edu
Airframe and Powerplant Maintenance Technology	AMPT	Timothy Banks	http://www.susla.edu/form/airframe-and-powerplant-maintenance-technology-virtual-advisement-form	https://sus.zoom.us/j/96055568686 Dial-In: 1 346 248 7799 Meeting ID: 960 5556 8686	tbanks@susla.edu
Business Management	MGMT	Regina Webb	http://www.susla.edu/form/business-management-virtual-advisement-form	https://sus.zoom.us/j/96055568686 Dial-In: 1 346 248 7799 Meeting ID: 960 5556 8686	rwebb@susla.edu

Certified Nursing Assistant	CNA	Pauline Alak	http://www.susla.edu/form/nursing-virtual-advisement-form	https://sus.zoom.us/j/8598371861 Dial-In: 1 646 876 9923 Meeting ID: 859 837 1861	palak@susla.edu
Child Development	CDEV	Terrence Vinson	http://www.susla.edu/form/child-development-virtual-advisement-form	https://sus.zoom.us/j/6497766394 Dial-In: 1 312 626 6799 Meeting ID: 649 776 6394	tvinson@susla.edu
Computer Information Systems	CISC	Vanessa White	http://www.susla.edu/form/computer-information-systems-advisement-form	https://sus.zoom.us/j/96055568686 Dial-In: 1 346 248 7799 Meeting ID: 960 5556 8686	vwhite@susla.edu
Computer Networking Technology	CNET	Iris Champion	http://www.susla.edu/form/computer-networking-technology-virtual-advisement-form	https://sus.zoom.us/j/96055568686 Dial-In: 1 346 248 7799 Meeting ID: 960 5556 8686	ichampion@susla.edu
Computer Science	CMPS	Vanessa White	http://www.susla.edu/form/computer-science-advisement-form	https://sus.zoom.us/j/96055568686 Dial-In: 1 346 248 7799 Meeting ID: 960 5556 8686	vwhite@susla.edu
Criminal Justice Administration	CJUS	Frederick Jackson	http://www.susla.edu/form/criminal-justice-administration-virtual-advisement-form	https://sus.zoom.us/j/6497766394 Dial-In: 1 312 626 6799 Meeting ID: 649 776 6394	fjackson@susla.edu
Dental Hygiene	DHYG	Lynne Eatman	http://www.susla.edu/form/dental-hygiene-virtual-advisement-form	https://sus.zoom.us/j/8598371861 Dial-In: 1 646 876 9923 Meeting ID: 859 837 1861	leatman@susla.edu

Dialysis Technician		Didaciane Keys	http://www.susla.edu/form/dialysis-technician-virtual-advisement-form	https://sus.zoom.us/j/8598371861 Dial-In: 1 646 876 9923 Meeting ID: 859 837 1861	dkeys@susla.edu
Emergency Medical Technician - Basic	EMTB	Michael Cooke	http://www.susla.edu/form/emergency-medical-technician-advisement-form	https://sus.zoom.us/j/8598371861 Dial-In: 1 646 876 9923 Meeting ID: 859 837 1861	mcook@susla.edu
Emergency Medical Technician – Paramedic	EMTP	Michael Cook	http://www.susla.edu/form/emergency-medical-technician-advisement-form	https://sus.zoom.us/j/8598371861 Dial-In: 1 646 876 9923 Meeting ID: 859 837 1861	mcook@susla.edu
General Studies/Biology Concentration	GENS-BIOL	John Alak	http://www.susla.edu/form/general-studies-virtual-advisement-form	https://sus.zoom.us/j/96055568686 Dial-In: 1 346 248 7799 Meeting ID: 960 5556 8686	jalak@susla.edu
General Studies/Business Administration Concentration	GENS-BADM	Regina Webb	http://www.susla.edu/form/general-studies-virtual-advisement-form	https://sus.zoom.us/j/96055568686 Dial-In: 1 346 248 7799 Meeting ID: 960 5556 8686	rwebb@susla.edu
General Studies/Chemistry Concentration	GENS-CHEM	Barry Hester	http://www.susla.edu/form/general-studies-virtual-advisement-form	https://sus.zoom.us/j/96055568686 Dial-In: 1 346 248 7799 Meeting ID: 960 5556 8686	bhester@susla.edu
General Studies/Computer Science Concentration	GENS-CMPS	Vanessa White	http://www.susla.edu/form/general-studies-virtual-advisement-form	https://sus.zoom.us/j/96055568686 Dial-In: 1 346 248 7799 Meeting ID: 960 5556 8686	vwhite@susla.edu

General Studies/Foreign Language Concentration	GENS-FRLG	Wanda Waller	http://www.susla.edu//form/general-studies-virtual-advisement-form	https://sus.zoom.us/j/6497766394 Dial-In: 1 312 626 6799 Meeting ID: 649 776 6394	wmwaller@susla.edu
General Studies/General Education Concentration	GENS-GNED	Joslin Pickens	http://www.susla.edu//form/general-studies-virtual-advisement-form	https://sus.zoom.us/j/6497766394 Dial-In: 1 312 626 6799 Meeting ID: 649 776 6394	jpickens@susla.edu
General Studies/Health and Physical Education Concentration	GENS-HPRE	Terrence Vinson	http://www.susla.edu//form/general-studies-virtual-advisement-form	https://sus.zoom.us/j/6497766394 Dial-In: 1 312 626 6799 Meeting ID: 649 776 6394	tvinson@susla.edu
General Studies/Journalism Concentration	GENS-JOUR	Joslin Pickens	http://www.susla.edu//form/general-studies-virtual-advisement-form	https://sus.zoom.us/j/6497766394 Dial-In: 1 312 626 6799 Meeting ID: 649 776 6394	jpickens@susla.edu
General Studies/Mathematics Concentration	GENS-MATH	Vanessa White	http://www.susla.edu//form/general-studies-virtual-advisement-form	https://sus.zoom.us/j/96055568686 Dial-In: 1 346 248 7799 Meeting ID: 960 5556 8686	vwhite@susla.edu
General Studies/Physical Science Concentration	GENS-PHSC	Tracie Reed	http://www.susla.edu//form/general-studies-virtual-advisement-form	https://sus.zoom.us/j/96055568686 Dial-In: 1 346 248 7799 Meeting ID: 960 5556 8686	treed@susla.edu
General Studies/Physics Concentration	GENS-PHYS	Tracie Reed	http://www.susla.edu//form/general-studies-virtual-advisement-form	https://sus.zoom.us/j/96055568686 Dial-In: 1 346 248 7799 Meeting ID: 960 5556 8686	treed@susla.edu

General Studies/Pre-Engineering Concentration	GENS-ENGR	Kenie Moses	http://www.susla.edu//form/general-studies-virtual-advisement-form	https://sus.zoom.us/j/96055568686 Dial-In: 1 346 248 7799 Meeting ID: 960 5556 8686	kmoses@susla.edu
General Studies/Psychology Concentration	GENS-PSYC	Lonnie Hamilton	http://www.susla.edu//form/general-studies-virtual-advisement-form	https://sus.zoom.us/j/6497766394 Dial-In: 1 312 626 6799 Meeting ID: 649 776 6394	lhilton@susla.edu
General Studies/Science/Pre-Allied Health Concentration	GENS-PALH	Barry Hester	http://www.susla.edu//form/general-studies-virtual-advisement-form	https://sus.zoom.us/j/96055568686 Dial-In: 1 346 248 7799 Meeting ID: 960 5556 8686	bhester@susla.edu
General Studies/Sociology Concentration	GENS-SOCL	Lonnie Hamilton	http://www.susla.edu//form/general-studies-virtual-advisement-form	https://sus.zoom.us/j/6497766394 Dial-In: 1 312 626 6799 Meeting ID: 649 776 6394	lhilton@susla.edu
General Studies/Speech Pathology Concentration	GENS-SPCH	Gaddie Baker	http://www.susla.edu//form/general-studies-virtual-advisement-form	https://sus.zoom.us/j/6497766394 Dial-In: 1 312 626 6799 Meeting ID: 649 776 6394	gbaker@susla.edu
Health Information Technology	HITG	Kim Newlen	http://www.susla.edu//form/health-information-technology-virtual-advisement-form	https://sus.zoom.us/j/8598371861 Dial-In: 1 646 876 9923 Meeting ID: 859 837 1861	kmadden@susla.edu
Healthcare Access Associate	HCAA	Kim Newlen	http://www.susla.edu//form/healthcare-access-associate-virtual-advisement-form	https://sus.zoom.us/j/8598371861 Dial-In: 1 646 876 9923 Meeting ID: 859 837 1861	kmadden@susla.edu

Human Services	HUSR	Jerushka Ellis	http://www.susla.edu/form/human-services-virtual-advisement-form	https://sus.zoom.us/j/6497766394 Dial-In: 1 312 626 6799 Meeting ID: 649 776 6394	jellis@susla.edu
Licensed Practical Nurse	LPN	Melanie Scott	http://www.susla.edu/form/nursing-virtual-advisement-form	https://sus.zoom.us/j/8598371861 Dial-In: 1 646 876 9923 Meeting ID: 859 837 1861	mscott@susla.edu
Louisiana Transfer (Associate of Arts)/Criminal Justice Concentration	AALT-CJUS	Frederick Jackson	http://www.susla.edu/form/louisiana-transfer-virtual-advisement-form	https://sus.zoom.us/j/6497766394 Dial-In: 1 312 626 6799 Meeting ID: 649 776 6394	fjackson@susla.edu
Louisiana Transfer (Associate of Arts)/Fine Arts Concentration	AALT-FINE	Wanda Waller	http://www.susla.edu/form/louisiana-transfer-virtual-advisement-form	https://sus.zoom.us/j/6497766394 Dial-In: 1 312 626 6799 Meeting ID: 649 776 6394	wmwaller@susla.edu
Louisiana Transfer (Associate of Arts)/General Business Concentration	AALT-GBUS	Regina Webb	http://www.susla.edu/form/louisiana-transfer-virtual-advisement-form	https://sus.zoom.us/j/96055568686 Dial-In: 1 346 248 7799 Meeting ID: 960 5556 8686	rwebb@susla.edu
Louisiana Transfer (Associate of Arts)/Humanities Concentration	AALT-HUMA	Wanda Waller	http://www.susla.edu/form/louisiana-transfer-virtual-advisement-form	https://sus.zoom.us/j/6497766394 Dial-In: 1 312 626 6799 Meeting ID: 649 776 6394	wmwaller@susla.edu
Louisiana Transfer (Associate of Arts)/Mass Communication Concentration	AALT-MCOM	Joslin Pickens	http://www.susla.edu/form/louisiana-transfer-virtual-advisement-form	https://sus.zoom.us/j/6497766394 Dial-In: 1 312 626 6799 Meeting ID: 649 776 6394	jpickens@susla.edu

Louisiana Transfer (Associate of Arts)/Social Science Concentration	AALT-SOCL	Lonnie Hamilton	http://www.susla.edu/form/louisiana-transfer-virtual-advisement-form	https://sus.zoom.us/j/6497766394 Dial-In: 1 312 626 6799 Meeting ID: 649 776 6394	lhilton@susla.edu
Louisiana Transfer (Associate of Science)/Biological Sciences Concentration	ASLT-BIOL	John Alak	http://www.susla.edu/form/louisiana-transfer-virtual-advisement-form	https://sus.zoom.us/j/96055568686 Dial-In: 1 346 248 7799 Meeting ID: 960 5556 8686	jalak@susla.edu
Louisiana Transfer (Associate of Science)/Physical Sciences Concentration	ASLT-PHYS	Tracie Reed	http://www.susla.edu/form/louisiana-transfer-virtual-advisement-form	https://sus.zoom.us/j/96055568686 Dial-In: 1 346 248 7799 Meeting ID: 960 5556 8686	treed@susla.edu
Medical Coding Specialist	MEDC	Kim Newlen	http://www.susla.edu/form/medical-coding-specialist-virtual-advisement-form	https://sus.zoom.us/j/8598371861 Dial-In: 1 646 876 9923 Meeting ID: 859 837 1861	kmadden@susla.edu
Medical Laboratory Technician	MLTC	Patricia Brown	http://www.susla.edu/form/medical-laboratory-technician-virtual-advisement-form	https://sus.zoom.us/j/8598371861 Dial-In: 1 646 876 9923 Meeting ID: 859 837 1861	pbrown@susla.edu
Nursing	NURS	Tiffany Varner	http://www.susla.edu/form/nursing-virtual-advisement-form	https://sus.zoom.us/j/8598371861 Dial-In: 1 646 876 9923 Meeting ID: 859 837 1861	tewilliams@susla.edu
Nursing (Accelerated LPN-RN Tract)	NURS-LPN	Tiffany Varner	http://www.susla.edu/form/nursing-virtual-advisement-form	https://sus.zoom.us/j/8598371861 Dial-In: 1 646 876 9923 Meeting ID: 859 837 1861	tewilliams@susla.edu
Phlebotomy	PHLE	Patricia Brown	http://www.susla.edu/f	https://sus.zoom.us/j/8598371861	pbrown@susla.edu

			orm/phlebotomy-virtual-advisement-form	Dial-In: 1 646 876 9923 Meeting ID: 859 837 1861	
Polysomnographic Technology	POLY	Joann Brown	http://www.susla.edu/form/polysomnographic-technology-virtual-advisement-form	https://sus.zoom.us/j/8598371861 Dial-In: 1 646 876 9923 Meeting ID: 859 837 1861	jwarren@susla.edu
Radiologic Technology	RADT	Shelia Swift	http://www.susla.edu/form/radiologic-technology-virtual-advisement-form	https://sus.zoom.us/j/8598371861 Dial-In: 1 646 876 9923 Meeting ID: 859 837 1861	sswift@susla.edu
Respiratory Therapy	RESP	Claudine Matthews	http://www.susla.edu/form/respiratory-therapy-virtual-advisement-form	https://sus.zoom.us/j/8598371861 Dial-In: 1 646 876 9923 Meeting ID: 859 837 1861	cmatthews@susla.edu
Sterile Processing Technician	STDP	Didaciane Keys	http://www.susla.edu/form/sterile-processing-technician-virtual-advisement-form	https://sus.zoom.us/j/8598371861 Dial-In: 1 646 876 9923 Meeting ID: 859 837 1861	dkeys@susla.edu
Surgical Technology	SURG	Didaciane Keys	http://www.susla.edu/form/surgical-technology-virtual-advisement-form	https://sus.zoom.us/j/8598371861 Dial-In: 1 646 876 9923 Meeting ID: 859 837 1861	dkeys@susla.edu
Web Development	CWEB	Iris Champion	http://www.susla.edu/form/web-development-virtual-advisement-form	https://sus.zoom.us/j/96055568686 Dial-In: 1 346 248 7799 Meeting ID: 960 5556 8686	ichampion@susla.edu

II. Prepare for your Advising Appointment

1. Email a copy of your unofficial transcript
 1. Unofficial transcripts are available via Banner Web Services (Self-Service Banner).
 - i. Sign into your Banner account with your User ID ("U" number) and PIN



Pay or Setup Payment Plan Online: Students can pay tuition/fees or setup Payment Plan securely online. Simply select "Pay Now" on the *Account Summary* page and follow the instructions.

[Enter Secure Area with mySULogin account](#)
[Prospective Students](#)
[Apply for Admission](#)
[General Financial Aid](#)
[Class Schedule](#)
[Course Catalog](#)
[Enter Secure Area with "U" number and PIN](#)

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- ii. Click on *Student*.

**SOUTHERN
UNIVERSITY SYSTEM**
BATON ROUGE • NEW ORLEANS • SHREVEPORT

Personal Information **Student** **Financial Aid**

Search

Main Menu

Welcome, [REDACTED] to the Southern University Self-Service System! Last web access on Aug 03, 2020 at 04:49 pm

Personal Information
Update addresses, contact information or marital status; review name or social security number change information; Change your PIN; Customize your directory profile.

Student
Apply for Admission; Register; View your academic records; View Account; Pay Your Bill.

Financial Aid
Apply for Financial Aid; View financial aid status and eligibility, accept award offers, and view loan applications.

SU MOODLE Consolidated Environment
Web-based server software platform that offers academic course enhancement, management and communications.

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- iii. Click on *Student Records*.



**SOUTHERN
UNIVERSITY SYSTEM**
BATON ROUGE • NEW ORLEANS • SHREVEPORT

Personal Information **Student** **Financial Aid**

Search

Student

[Admissions](#)
Apply for Admission or Review Existing Applications

[Registration](#)
Check your registration status, class schedule. You can only add or drop classes when registration is available.

[Student Records](#)
View your holds, grades, and transcripts

[Student Accounts](#)
Complete Registration Process, Pay Fees, Review Account Balances, and Form 1098T

RELEASE: 8.9
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- iv. Click on View *Academic Transcript*.
- v. Click *Submit*



Personal Information **Student** **Financial Aid**

Search

Academic Transcript Options

Select the transcript level and transcript type.

Transcript Level: ▼

Transcript Type: ▼

[\[View Holds \]](#)

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2. Save a copy of your unofficial transcript to your computer or mobile device.
 - i. Right click and Select **Print**
 - ii. Click **Destination** Dropdown
 - iii. Select **Save as PDF**

8/4/2020 Academic Transcript

Academic Transcript

This is not an official transcript. Courses which are in progress may also be included on this transcript.

Transfer Credit Institution Credit Transcript Totals

Transcript Data

STUDENT INFORMATION

Curriculum Information

PROGRAM
Certification Program
Major: Emergency Medical Tech-Basic

***Transcript type: Web Transcript is NOT Official ***

AWARDED
Awarded: Certification Program **Degree Date:** May 18, 2020

Curriculum Information

PRIMARY DEGREE
Program: Emergency Medical Tech-Basic
Major: Emergency Medical Tech-Basic

Institution:	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
	21.000	21.000	21.000	21.000	63.000	3.000

TRANSFER CREDIT ACCEPTED BY INSTITUTION -Top-

Summer 2019: CLIP EXAMINATION

Subject	Course	Title	Grade	Credit Hours	Quality Points	
ENGL	1105	Freshman English I	CR	3.000		0.000
ENGL	1115	Freshman English II	CR	3.000		0.000

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:	6.000	6.000	6.000	0.000	0.000	0.000

Unofficial Transcript

INSTITUTION CREDIT -Top-

Term: SUSLA - 2019 Summer 1

Major: General Studies

Academic Standing:

Subject	Course	Level	Title	Grade	Credit Hours	Quality Points	
MATH	135S	SU	Pre-Calculus Algebra	C	3.000		6.000

Term Totals (SUSLA-Undergraduate)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:		3.000	3.000	3.000	6.000	2.000
Cumulative:		3.000	3.000	3.000	6.000	2.000

Unofficial Transcript

Term: SUSLA - 2020 Spring

Major: Emergency Medical Tech-Basic

Academic Standing: Good Standing

Additional Standing: Honor Roll

Last Academic Standing: Good Standing

Subject	Course	Level	Title	Grade	Credit Hours	Quality Points	
EMTB	200S	SU	Emergency Medical Technician	B	9.000		27.000
EMTB	201S	SU	Emergency Medical Technician	B	12.000		36.000

Term Totals (SUSLA-Undergraduate)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:		21.000	21.000	21.000	63.000	3.000
Cumulative:		24.000	24.000	24.000	69.000	2.875

Unofficial Transcript

https://sucsprodsb.sus.edu/banner8ssb/bwskotn.P_ViewTran

1/2

Print 1 sheet of paper

Destination HP Officejet Pro 6830 [D1EA1B]

Pages

Copies 1

Layout Portrait

Color Black and white

More settings

Print
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iv. Click **Save**

8/4/2020

Academic Transcript

Academic Transcript

This is not an official transcript. Courses which are in progress may also be included on this transcript.

[Transfer Credit](#)
[Institution Credit](#)
[Transcript Totals](#)

Transcript Data

STUDENT INFORMATION

Curriculum Information

PROGRAM

Certification Program

Majors:

Emergency Medical Tech-Basic

***Transcript type:Web Transcript is NOT Official ***

AWARDED

Awarded:

Certification Program

Degree Date:

May 18, 2020

Curriculum Information

PRIMARY DEGREE

Program:

Emergency Medical Tech-Basic

Majors:

Emergency Medical Tech-Basic

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Institution:	21.000	21.000	21.000	21.000	63.000	3.000

TRANSFER CREDIT ACCEPTED BY INSTITUTION

-Top-

Summer 2018: CLIP EXAMINATION

Subject	Course	Title	Grade	Credit Hours	Quality Points	
ENGL	110S	Freshman English I	CR	3.000		0.000
ENGL	111S	Freshman English II	CR	3.000		0.000

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:	6.000	6.000	6.000	0.000	0.000	0.000

Unofficial Transcript

INSTITUTION CREDIT

-Top-

Term: SUSLA - 2019 Summer I

Majors:

General Studies

Academic Standing:

Subject	Course	Level	Title	Grade	Credit Hours	Quality Points	
MATH	135S	SU	Pre-Calculus Algebra	C	3.000		6.000

Term Totals (SUSLA-Undergraduate)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:	3.000	3.000	3.000	3.000	6.000	2.000
Cumulative:	3.000	3.000	3.000	3.000	6.000	2.000

Unofficial Transcript

Term: SUSLA - 2020 Spring

Majors:

Emergency Medical Tech-Basic

Academic Standing:

Good Standing

Additional Standing:

Honor Roll

Last Academic Standing:

Good Standing

Subject	Course	Level	Title	Grade	Credit Hours	Quality Points	
EMTB	200S	SU	Emergency Medical Technician	B	9.000		27.000
EMTB	201S	SU	Emergency Medical Technician	B	12.000		36.000

Term Totals (SUSLA-Undergraduate)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:	21.000	21.000	21.000	21.000	63.000	3.000
Cumulative:	24.000	24.000	24.000	24.000	69.000	2.875

Unofficial Transcript

8/4/2020

Academic Transcript

Academic Transcript

This is not an official transcript. Courses which are in progress may also be included on this transcript.

[Transfer Credit](#)
[Institution Credit](#)
[Transcript Totals](#)

Transcript Data

STUDENT INFORMATION

Curriculum Information

PROGRAM

Certification Program

Majors:

Emergency Medical Tech-Basic

***Transcript type:Web Transcript is NOT Official ***

AWARDED

Awarded:

Certification Program

Degree Date:

May 18, 2020

Curriculum Information

PRIMARY DEGREE

Program:

Emergency Medical Tech-Basic

Majors:

Emergency Medical Tech-Basic

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Institution:	21.000	21.000	21.000	21.000	63.000	3.000

TRANSFER CREDIT ACCEPTED BY INSTITUTION

-Top-

Summer 2018: CLIP EXAMINATION

Subject	Course	Title	Grade	Credit Hours	Quality Points	
ENGL	110S	Freshman English I	CR	3.000		0.000
ENGL	111S	Freshman English II	CR	3.000		0.000

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:	6.000	6.000	6.000	0.000	0.000	0.000

Unofficial Transcript

INSTITUTION CREDIT

-Top-

Term: SUSLA - 2019 Summer I

Majors:

General Studies

Academic Standing:

Subject	Course	Level	Title	Grade	Credit Hours	Quality Points	
MATH	135S	SU	Pre-Calculus Algebra	C	3.000		6.000

Term Totals (SUSLA-Undergraduate)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:	3.000	3.000	3.000	3.000	6.000	2.000
Cumulative:	3.000	3.000	3.000	3.000	6.000	2.000

Unofficial Transcript

Term: SUSLA - 2020 Spring

Majors:

Emergency Medical Tech-Basic

Academic Standing:

Good Standing

Additional Standing:

Honor Roll

Last Academic Standing:

Good Standing

Subject	Course	Level	Title	Grade	Credit Hours	Quality Points	
EMTB	200S	SU	Emergency Medical Technician	B	9.000		27.000
EMTB	201S	SU	Emergency Medical Technician	B	12.000		36.000

Term Totals (SUSLA-Undergraduate)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:	21.000	21.000	21.000	21.000	63.000	3.000
Cumulative:	24.000	24.000	24.000	24.000	69.000	2.875

Unofficial Transcript

Print

2 pages

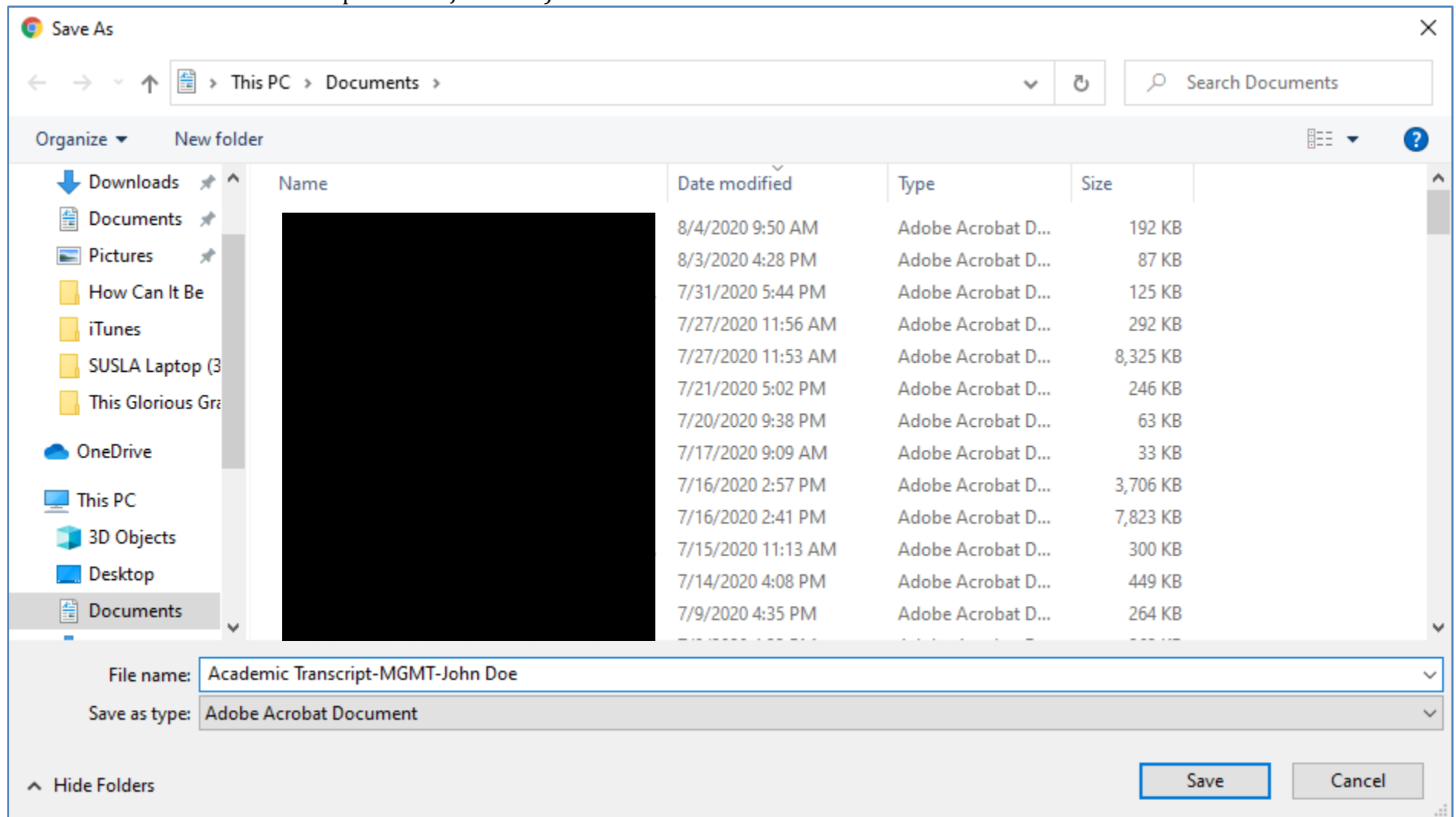
Destination

Save as PDF

Pages

All

- v. Name File in the following format – “***Academic Transcript – Your Major Code – Your Name***” (i.e., Academic Transcript-MGMT-John Doe)



2. Provide a copy of your academic transcript to your academic (major) advisor
 1. Sign into your SUSLA email account
 2. Click ***New Mail***
 3. Copy your academic advisor's email from the Find Your Advisor list
 4. Paste the email address in the TO: field
 5. Type ***Academic Transcript – Your Major Code – Your Name*** in the SUBJECT: field

6. Click ***Insert***
 7. Select ***Attachments***
 8. Select your transcript (File Name: ***Academic Transcript – Your Major Code – Your Name***)
 9. In the message box, type ***“Please view the attached for my academic advising session.”***
 10. Click ***Send***
-
3. Access your academic degree plan
 - a. Visit www.susla.edu
 - b. Click Academic Affairs and Workforce Development
 - c. Click Academic Degree Plans
 - d. Select the Division for your Major
 - e. Click the Degree Plan for your Major
 - f. Download the degree plan to your computer or mobile device
 - g. Cross reference the degree plan with your academic transcript to determine which classes are needed to complete degree requirements

III. Participate in your Advising Appointment

You can expect to have 15 minutes from your scheduled appointment start time with your academic (major) advisor during your virtual academic advising session. To maximize the time you have with your academic (major) advisor, you are expected to complete the following prior to the appointment:

- Schedule an appointment with your academic (major) advisor (Refer to the Find Your Advisor list)
- Email an unofficial transcript to your academic (major) advisor (Refer to the Find Your Advisor list)
 - The subject line should read “Transcript – Your Major – Your Name” (i.e., Academic Transcript – MGMT– John Doe)
- Access a copy of the degree plan for your major at <http://www.susla.edu/page/academic-degree-plans>
- Prepare to discuss class selection using your transcript and degree plan (have copies of both for the session)

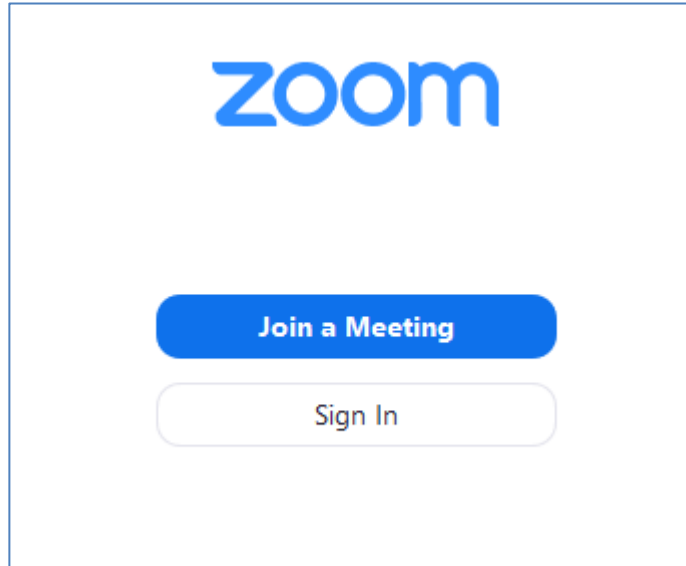
We understand that unexpected events may affect your scheduled appointment. If you are unable to make the appointment, you will need to reschedule. If your sessions does not begin within 5minutes of the scheduled start time you will be asked to reschedule.

1. For ZOOM video conferencing appointments:
You will need to create a ZOOM account for this option.

If you select a ZOOM video conferencing appointment, you should use a computer or tablet for the best screen sharing capability.

- a. Open the Zoom desktop client.
- b. Join a meeting using one of these methods:

- c. Click **Join a Meeting** if you want to join without signing in.



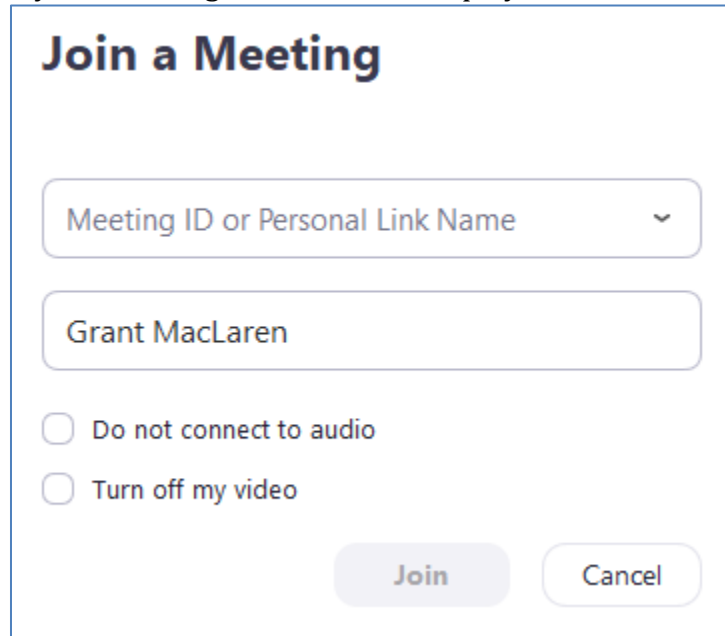
- d. Sign in to Zoom then click **Join**.



Join

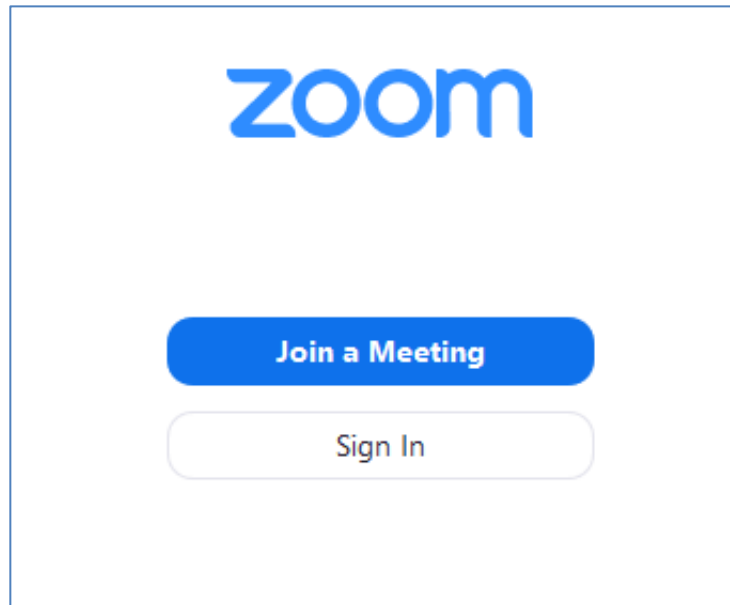
- e. Enter the meeting ID number and your display name.
f. If you're signed in, change your name if you don't want your default name to appear.

- If you're not signed in, enter a display name.



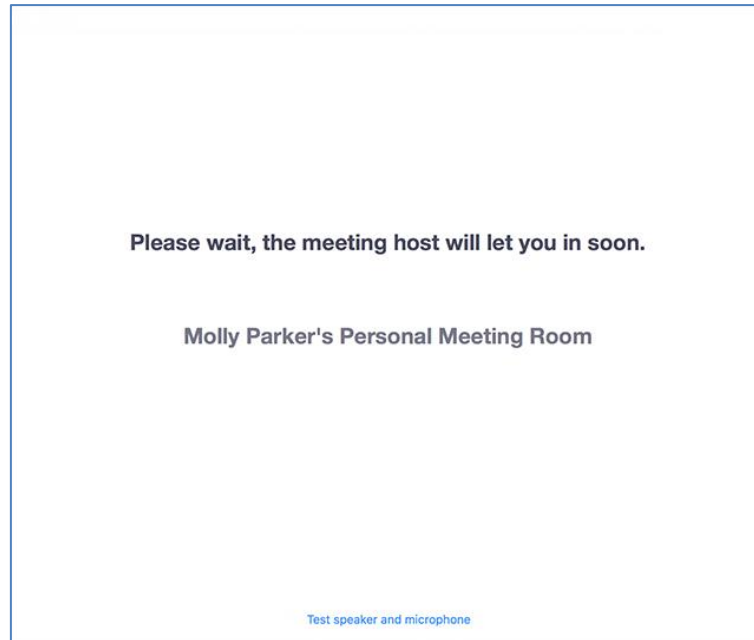
The image shows a 'Join a Meeting' dialog box from Zoom. It has a title 'Join a Meeting' at the top. Below the title is a text input field containing 'Meeting ID or Personal Link Name' with a dropdown arrow on the right. Underneath that is another text input field containing the name 'Grant MacLaren'. Below the name field are two radio button options: 'Do not connect to audio' and 'Turn off my video'. At the bottom right of the dialog are two buttons: 'Join' and 'Cancel'.

- g. Select if you would like to connect audio and/or video and click **Join**.



You can expect the same level of quality service in an online appointment as you would receive during an in-person advising appointment

When you access your Online Advising Appointment via the Zoom meeting link, you will briefly enter a waiting room until your advisor starts the appointment.

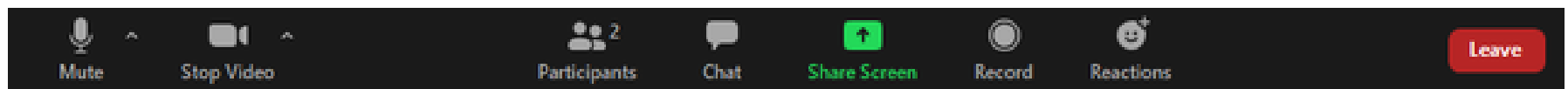


While in the waiting room, be prepared to begin the appointment as soon as you are accepted into the meeting room by your advisor. Advising appointments are scheduled back-to-back and not being ready to begin will result in a shortened appointment time.

Once the advisor has accepted you into the meeting, the meeting room interface appears.

Make sure your speakers are turned on and your webcam (if you have and wish to use a webcam) is turned on.

At the end of your appointment click "Leave Meeting" to end the meeting.



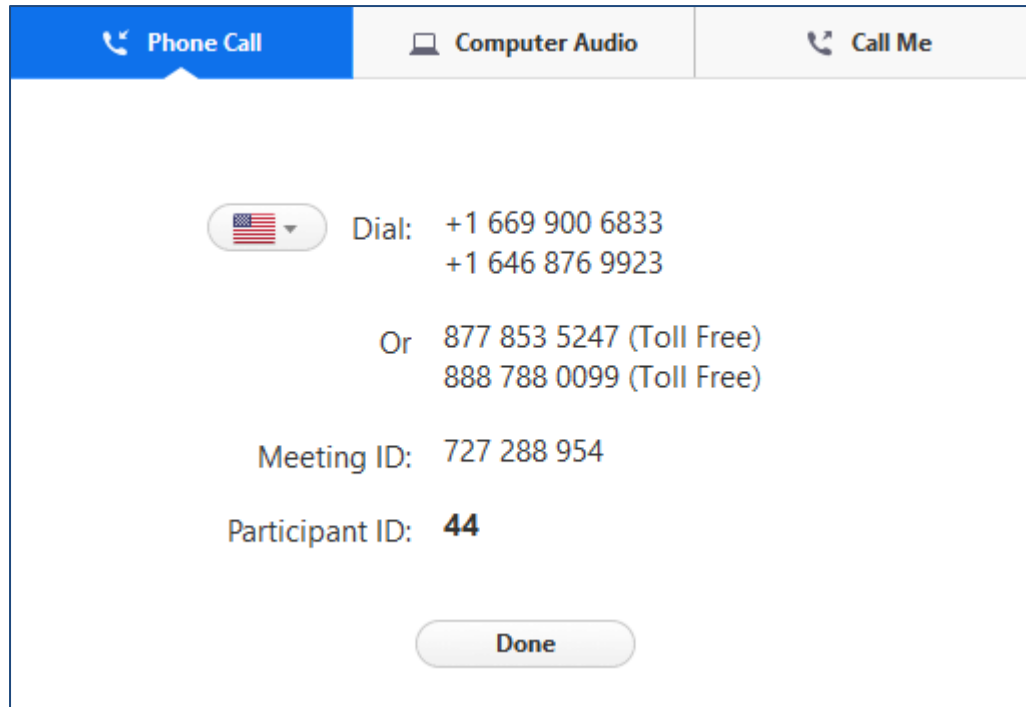
2. For Phone Appointments using Zoom:

Refer to the Find Your Advisor list to obtain the phone number assigned for your virtual academic (major) advising session.

- a. After joining a Zoom meeting, you will be prompted to join the audio automatically. If this prompt does not appear or you close out of it, click **Join Audio** in the meeting controls.



- b. Click **Phone Call**.



Phone Call Computer Audio Call Me

🇺🇸 Dial: +1 669 900 6833
+1 646 876 9923

Or 877 853 5247 (Toll Free)
888 788 0099 (Toll Free)

Meeting ID: 727 288 954

Participant ID: **44**

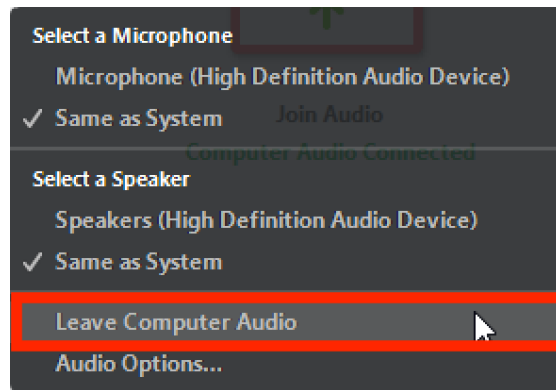
Done

- c. Follow the instructions for dialing in:

- Select the country you're calling from in the flag drop-down menu.
- Call one of the numbers provided.
- Enter your meeting ID followed by #.
- Enter your participant ID followed by #.

If you joined computer audio automatically, you can leave the computer audio and join by phone:

- d. Click the arrow next to **Mute/Unmute**.
- e. Click **Leave Computer Audio**.



- f. Click **Phone Call** and follow the prompt to dial in.

IV. Finalize/Complete Registration

Finalize registration for this semester through your [Self-Service Banner](#) account.

Once logged in, you will need to go to the following:

1. Select the "Student" tab.
2. Select "Students Accounts"
3. Select "Payments and Payment Plan"
4. From the drop menu, select "SUSLA-Summer 2020"
5. Review the "Financial Responsibility" Section
6. Click "Complete Enrollment"

Should you encounter any difficulties with this process, you will need to follow up with the Bursar's Office at bursar@susla.edu.

Once you have ended the academic (major) advising session and have a class schedule, if you have registration-related questions, need assistance with completing registration or paying fees click the appropriate link below to join an enrollment management Zoom session.

Business Office	https://sus.zoom.us/j/95821080152
Financial Aid	Students will be referred to the financial aid Zoom session upon completion of adding classes in Self-Service Banner.
Registrar's Office	https://sus.zoom.us/j/95821080152

V. After Completing Registration/Enrollment (Paying Fees)

How do I . . .	
Obtain an ID Card	Contact the IT Department at IT@susla.edu for details.
Purchase Textbooks	The University Bookstore staff is cross-trained to serve any enrolled student (with paid fee sheet) in need of securing textbooks. The Southern University at Shreveport Bookstore is operating with reduced hours until further notice. We are open Monday and Thursday from 8:30 a.m. until 12:00 p.m. A better way to obtain your texts and supplies is to visit our website: http://www.suslashop.com You can even use your Financial Aid to purchase school supplies and texts. At check out select the box that says Financial Aid/Scholarship and enter your UID including the U as your account number.
Obtain a Parking Permit	The University Police staff is cross-trained to serve any enrolled student (with paid fee sheet) in need of registering a vehicle for campus parking. The Southern University at Shreveport University Police Department is operating with reduced hours until further notice. Parking Permits will be released on Mondays only between 8:30 a.m. and 4:30 p.m. The PDF fillable parking permit request form (with the electronic signature option) is located at http://www.susla.edu/page/university-police-forms Students should call the cashier at 318-670-9305 to pay the required fee.