

# Admission & Registration: 7 Easy Steps

## Admissions

- 1
  - Complete an online Application for Admission at [www.southark.edu](http://www.southark.edu).
  - Send official transcript(s) directly to Office of Admissions from your college or high school/GED attended.
  - Provide immunization records proving 2 MMR shots if born after January 1, 1957, to the Office of Admissions.
  - Submit placement test scores (Accuplacer, ACT, ASSET, COMPASS, SAT).

**Office of Admissions:** 870.864.7195, [admissions@southark.edu](mailto:admissions@southark.edu), 2<sup>nd</sup> floor, Conference Center, Student Services, 870.864.7137

(F)

## Placement Testing and Test Prep

- 2
  - Reading, English/writing, and math placement scores must be submitted.
  - Our placement exam is not timed, costs \$10, and takes approximately 2 hours to complete.
  - The Testing Center has test prep resources, including practice tests, skill-building websites, and tutoring.

**Testing Center:** 870.864.7196, [testing@southark.edu](mailto:testing@southark.edu), 2<sup>nd</sup> floor, Conference Center, Room 220

## Financial Aid

- 3
  - Students are **strongly** encouraged to complete the FAFSA (Free Application for Federal Student Aid).
  - Go to [www.fafsa.ed.gov](http://www.fafsa.ed.gov) SouthArk's school code is 013858.
  - Financial aid programs include scholarships, loans, and student employment opportunities.

**Office of Financial Aid:** 870.864.7150, [finaid@southark.edu](mailto:finaid@southark.edu), 2<sup>nd</sup> floor, Conference Center, Student Services

## Advising, Registration, and Orientation

- 4
  - **Make an appointment** with your academic advisor. See reverse side for contact information.
  - On-campus registration with an academic advisor is **strongly** encouraged for first-year college students.
  - Sign up for New Student Orientation at [www.southark.edu/NSO](http://www.southark.edu/NSO). Students who complete this mandatory orientation are more likely to have a smoother transition to SouthArk.

**Academic Advising:** 870.862-8131 ext. 622, [advisor@southark.edu](mailto:advisor@southark.edu), 2<sup>nd</sup> floor, Conference Center, Student Services

**Orientation:** 870.864-8416, [studentactivities@southark.edu](mailto:studentactivities@southark.edu), 1<sup>st</sup> floor, Computer Technology Building, Room 123

## Student ID and Parking Decal

- 5
  - All students are required to have a SouthArk photo ID.
  - A FREE student ID and lanyard are provided to all new students.
  - Parking decals and student ID's are available in the SouthArk Library.

**Library:** 870.864.7115, [librarystaff@southark.edu](mailto:librarystaff@southark.edu), Library

## Tuition and Fees

- 6
  - All tuition and fees must be paid by the payment deadline or all courses will be dropped.
  - Out-of-state tuition waiver form can be found at [form.jotform.com/61015795019960](http://form.jotform.com/61015795019960)
  - Payments can be made using the following methods: pay with cash or check through the Business Office; debit or credit payments using Cashier under Pay for College; or a payment plan set up through My Campus ([www.southark.edu](http://www.southark.edu)).
  - The student ID number is sent to the email address provided on the application.
  - See reverse side for username and password information.

**Business Office:** 870.862.8131, ext 620; [businessoffice@southark.edu](mailto:businessoffice@southark.edu), 2<sup>nd</sup> floor, Administrative Building

## Textbooks and Classes

- 7
    - Log on to [southark.ecampus.com](http://southark.ecampus.com) to order all required textbooks and materials.
    - Retain all receipts in case purchased items need to be exchanged or returned.
    - Visit all on-campus classrooms prior to the first day of classes to become familiar with their locations.
- eCampus:** 859-209-6958, [bookstore@ecampus.com](mailto:bookstore@ecampus.com)

# Academic Advisors

Academic Advisors are assigned according to major. You may find your advisor below based on your major.

## **Associate of Arts/General Studies, Business, Criminal Justice, Entertainment and Media Arts, Forestry Technology, and Medium/Heavy Truck Diesel Service Technology**

Ms. Kathy Reaves, 870.864.7141, [kreaves@southark.edu](mailto:kreaves@southark.edu)  
Student Services, Room 253, Conference Center, West Campus

## **Automotive, General Technology, Industrial Engineering Technology: Industrial Maintenance and E&I; Industrial Engineering Technology: Chemical Process Technology, Welding, Radiologic Technology, Emergency Medical Technician, Paramedic, and Medical Coding.**

Ms. Sarah E. Sullivant, 870.875.7233, [sejohnson@southark.edu](mailto:sejohnson@southark.edu)  
Student Services, Room 244, Conference Center, West Campus

## **Computer Information Technology**

Ms. Roslyn Turner, 870.864.7170, [rturner@southark.edu](mailto:rturner@southark.edu)  
Computer Technology Building, Room 124, West Campus

## **Concurrent Credit**

[earlycollegestart@southark.edu](mailto:earlycollegestart@southark.edu)  
<https://www.southark.edu/college-credit-in-high-school>

## **Early Childhood and Education**

Ms. Susan Spicher, 870.864.7184, [sspicher@southark.edu](mailto:sspicher@southark.edu)  
Whitfield Classroom Building, Room 239, West Campus

## **Nursing, Surgical Technology, and Physical Therapist Assistant**

Mr. Kevin Seymore, 870-865-7207, [klseymore@southark.edu](mailto:klseymore@southark.edu)  
Student Services, Room 254, Conference Center, West Campus

## **Student Athletes**

Ms. Kathy Reaves, 870.864.7141, [kreaves@southark.edu](mailto:kreaves@southark.edu)  
Student Services, Room 253, Conference Center, West Campus

## **Office of the Registrar**

Jayna Winiecki, 870.864.7142, [registrar@southark.edu](mailto:registrar@southark.edu),  
Student Services, Conference Center, West Campus

---

## **MyCampus, Blackboard, and Email Log In Information**

Email Username: First 3 letters of first name, First 3 letters of last name, Last 4 digits of student ID number, & @southark.edu

Username: First 3 letters of first name, First 3 letters of last name, & Last 4 digits of student ID number

Password: SA\* then the complete new student ID | Example: SA\*777000000