



SHENANDOAH
UNIVERSITY

COMMITTED UNDERGRADUATES

ENROLLMENT GUIDE



2026 Steps to Enrollment • su.edu/admittedsteps

STEPS* TO ENROLLMENT AT SHENANDOAH UNIVERSITY

*Summer Tasks to Ensure Personal Success



On behalf of the faculty, staff and administration, I welcome you to Shenandoah University!

We know that this is a busy time of year as you strive to complete your studies and transition to university life. Therefore, we are providing you with a guide to help you navigate the necessary steps to officially become a Shenandoah student!

We are here to assist you and are eager to get you started on your journey. We have included a contact list of departments and offices that can help you. We are looking forward to seeing you at Summer Orientation and having you here at Welcome Week. Again, welcome to the Shenandoah University family!

GO HORNETS!

A handwritten signature in black ink that reads "Yolanda B. Gibson". The signature is written in a cursive, flowing style.

Yolanda Barbier Gibson, D.A.

Vice President for Student Affairs, Enrollment
Management & Athletics

540-665-4863 • ygibson@su.edu

IT'S OFFICIAL! YOU'RE A HORNET!



With your enrollment deposit submitted, you have secured your place as the newest member of the Shenandoah University community.

Use this guide to check off all of your required enrollment tasks. Each step is designed to ensure you have everything in place—from housing and meal plans to your technology and class schedule—so you can hit the ground running this fall.

STEP 1

Bookmark su.edu/admittedsteps

Visit and bookmark the STEPS to SU admitted student web page. This contains all the information you'll need to fully enroll at Shenandoah. There, you can sign up for housing, register for summer orientation and much more.



[SU.EDU/ADMISSIONS](https://su.edu/admissions)

HORNET HUB

Hornet Hub is Shenandoah's online self-service portal where you'll handle key academic and financial tasks – different from your application portal.

After being admitted, you received an email to **claim your SUNet login.** If you have not already claimed your SUNet login credentials, please refer back to the email “Shenandoah Univ - SUNet Account Login” from helpdesk@su.edu and follow the instructions. This is important.



[SU.EDU/HORNETHUB](https://su.edu/hornethub)

TO LOG IN TO SU HORNET HUB:

- Go to www.su.edu/hornethub
- **Enter your username and password.**
Access detailed tutorials by clicking the “Tech Support” tab within the Canvas site or contacting the SU Technology Help Desk at 540-665-5555 or helpdesk@su.edu.

STEP 2

Apply for Student Housing

Living on campus is often one of the most dynamic parts of your Shenandoah experience!

First-year and sophomore students are required to reside in campus housing.

2026 Housing Application and Selection Dates:

March 16	Housing application and roommate selection opens
April 7	Enrollment deposit deadline for admitted students to receive priority housing selection
April 12 at 11:59 PM ET	Priority hall/room selection opens
May 17 at 11:59 PM ET-June 30	Regular hall/room selection is open

The housing application link is on the STEPS to SU web page. If a student does not have a confirmed Roommate Group or Housing Assignment in the portal by June 30, they will be auto-assigned to a room with a student of similar preferences as indicated through the Housing Portal.

Critical housing and Office of Residence Life information is at www.su.edu/residence-life.

Questions about living on campus? Contact the Office of Residence Life at reslife@su.edu or 540-665-4504.



[SU.EDU/RESIDENCE-LIFE/
APPLY-FOR-HOUSING/](http://SU.EDU/RESIDENCE-LIFE/APPLY-FOR-HOUSING/)



STEP 3

Select Your Meal Plan

Whether you are living on campus or are an approved commuter, there are a variety of meal plans through our **Shenandoah Home** dining program to ensure you stay fueled and focused. A meal plan unlocks delicious meals, coffee, snacks, and more, at six locations across campus. Your meal plan includes meal swipes and flex dollars, conveniently loaded onto your Hornet ID. No need to carry additional cards or cash!

FOR RESIDENTIAL STUDENTS

You'll choose your residential meal plan during housing selection.

- **Weekly 19:** Includes 19 meals per week, \$50 in flex dollars, and three Guest Meals.
 - *This is the best value for students eating most meals on campus*
- **Weekly 15:** Includes 15 meals per week and \$50 in flex dollars.

Important: First-year students must choose between the Weekly 15 or Weekly 19 meal plan. If no selection is made, you will be enrolled automatically in the Weekly 19 plan.

FOR COMMUTERS

Commuter plans provide flexibility and savings for students who don't live in traditional residence halls. A commuter meal plan is a great way to be present on campus and eat with friends between classes without having to leave campus for food.

- **Premier Plan:** 15 meals per week + \$50 flex dollars + 5 guest meals
- **Deluxe Plan:** 10 meals per week + \$50 flex dollars
- **Express Plan:** 5 meals per week + \$50 flex dollars
- **Select Plan:** 50 meals per semester + \$50 flex dollars

DINING ESSENTIALS

Meal swipes: Used for all-you-care-to-eat dining at Allen Dining Hall or for meal exchanges at Brandt Food Hall, Blossom Coffee Bar, and Buzzin's.

Flex dollars: These work like cash and can be used at on-campus spots, like Brandt Food Hall or Blossom Coffee Bar, and select off-campus partners, including Sheetz and Jimmy John's.



[SU.EDU/MEALPLANS](https://www.su.edu/mealplans)

You must review and accept your aid package in order for us to process your awards. Please accept your comprehensive financial aid package in **Hornet Hub** by May 1. Students receiving their financial aid package after May 1, please review and accept within two weeks.

Note: The Work-Study award and loans require an accept OR decline decision.



[SU.EDU/HORNETHUB](https://su.edu/hornethub)

TO VIEW YOUR FINANCIAL AID AWARD IN HORNET HUB:

1. Log in to Hornet Hub
2. Sign in to the Shenandoah Domain (if needed)
3. Click “Financial Aid” at the top right of the page
4. Click “Review and accept your financial aid award package”
5. Review and accept your awards

If you haven't already, please apply for financial aid by completing the 2026-27 Free Application for Federal Student Aid (FAFSA) at www.studentaid.gov.

Once you complete the FAFSA, the Office of Financial Aid will evaluate your financial aid eligibility and provide you with a comprehensive financial aid package listing the resources available.

Questions about your financial aid? Contact the Office of Financial Aid at finaid@su.edu or 540-665-4538.

STUDENT EMPLOYMENT

Shenandoah provides **ALL** eligible full-time undergraduate students with the opportunity to participate in the Work-Study Student Employment Program.

Students eligible for Work-Study can earn up to \$2,000 a year by working between 7-9 hours per week once hired. In addition to a paid job, students develop transferable skills through on-the-job learning, gain personal and professional development experiences and build a support network of mentors and supervisors.

Do you have questions about Work-Study? Contact the Office of Student Employment at studentwork@su.edu or 540-665-4607.

Summer Orientation is fun and exciting for new students and their families! In addition to meeting other students and families, you will get your Hornet ID card, receive your first semester class schedule, learn how to prepare for university life, talk with faculty and staff, find out what goes on in and around Winchester, check out campus activities, and more.



[SU.EDU/ORIENTATION](https://su.edu/orientation)
REGISTRATION

FIRST-YEAR SUMMER ORIENTATION DATES*

FRIDAY,
June 5

SATURDAY,
June 6

FRIDAY,
June 12

SATURDAY,
June 13

MONDAY,
June 29

**Dates fill up quickly, so be sure to register as soon as possible.*

TRANSFER STUDENTS SUMMER ORIENTATION DATE

FRIDAY,
July 17

Questions about Summer Orientation? Contact the Office of Student Success at orientation@su.edu or 540-665-4863.



[SU.EDU/ENROLLMENT](https://su.edu/enrollment)
RESOURCES

ENROLLMENT RESOURCES: Learn more about your enrollment resources at Shenandoah! Resources will be added throughout the summer.



STEP 6

Complete Your Coursework Listed as
“In Progress” on Your Transcript

FIRST-YEAR STUDENTS

- **Submit your official, final high school transcript** showing graduation date to the Office of Admissions
- **Submit your official AP, IB or CLEP test scores** to the Office of Admissions
- Scores typically arrive in early July
- **Submit official college transcript(s)**, if you have taken dual-enrollment classes through another institution

TRANSFER STUDENTS

- **Submit official college transcript(s) that include final grades**, for any work in progress when you applied

STEP 7

Hornet ID Card

Your **Hornet ID** is your “key to the campus”—it provides access to your residence hall, serves as your meal card at dining locations, allows you to check out materials at the library, and more!

You will be emailed by SU Campus Services on how to submit your photo for your Hornet ID. The photo must be submitted prior to noon the day before your scheduled Summer Orientation in order to receive your Hornet ID at orientation.

Students who do not pick up their Hornet ID during orientation can pick it up during Welcome Week.



[SU.EDU/HORNETID](https://su.edu/hornetid)



STEP 8

Class Schedule Registration

FIRST-YEAR SEMINAR (FYS): GOING GLOBAL

All first-year students are required to take an FYS course in the fall semester. You select from a variety of course topics designed to engage you in stimulating discussions about global issues.

Learn more about the First-Year Seminar and submit your course selections at su.edu/fys.

FYS selection usually opens mid-May.



[SU.EDU/FYS](https://su.edu/fys)

FYS SELECTIONS MUST BE SUBMITTED BY TUESDAY, JUNE 30

After selections are made, students are placed in the course that best aligns with their schedule. Students who don't submit selections will be placed in sections with space availability.

CLASS SCHEDULE REGISTRATION

All new Shenandoah students are registered for their initial first semester classes by the Office of Academic Advising. Advisers register you based on your admitted major, curriculum course requirements and course availability.

- Course schedules are given to students who attend Summer Orientation.
- Students who are not able to attend Summer Orientation will be emailed their course schedule after July 15.
- Students who wish to make changes to their schedule are able to do so during Welcome Week and the drop/add period.



[SU.EDU/ADVISING](https://su.edu/advising)

After the first semester at Shenandoah, students are responsible for course registration with their specific academic adviser.

Your SU email address should be active in early June.



CAN'T WAIT TO SEE YOU AT SUMMER ORIENTATION!

IF YOU HAVE NOT REGISTERED YET, SEE STEP 5

Summer Orientation is more than just a series of meetings; it is an immersive introduction to campus life and new friends.

Your orientation leaders are ready to guide you through the day! You will learn how to prepare for life at SU, discover helpful resources, discuss your academic program, and learn how to access your fall semester class schedule.

Meet your peers: Connect with future classmates and your Orientation leaders, who are current students ready to share their SU experiences and tips for success.

Academic essentials: Access your first semester class schedule and SU email, review student expectations, and pick up your Hornet ID.

Discover campus resources: Attend “Tools for Collegiate Success” sessions covering essential topics like campus safety, wellness and counseling, student support services, and career development.

Parents & guardians: We host specialized concurrent sessions for parents and guardians to learn about navigating the college transition, understanding financial services, and supporting their student’s success.

Explore campus: Take a closer look at our facilities, tour our residence halls and visit the university bookstore for the newest SU gear.

STEP 10

Submit Required Health
& Insurance Documents

Academic success is related to your overall health, and the Wilkins Wellness Center is your resource for health and counseling services.

FIRM DEADLINE OF AUGUST 1

All students who are registered for 7 credit hours or more are required to submit:

- **Shenandoah University health forms.** Completed health forms and supporting documentation are to be submitted under “document upload” in **the student health portal at su.studenthealthportal.com**
- **All students are required to have health insurance.** The insurance must cover you in Virginia. Our insurance verification or purchase form must be completed online at **www.rcmdstudentbenefits.com**
- **Photocopy of required immunization documents.**
- **Health professions students:** Please double-check with your specific academic program regarding additional requirements such as First Aid and CPR certification, as these may be necessary before you can begin clinical rotations.

All NCAA athletes must submit certain requirements and forms required by the Athletics Department. Please **DO NOT** give required health and insurance forms to your coach. You must send the health form, medication form, and sickle cell test results (if required) to the Wellness Center through the **su.studenthealthportal.com**.



**SU.EDU/
HEALTHFORMS**



**SU.EDU/ATHLETIC-
HEALTH-FORMS**



STEP 11

Pay Fall Semester Bill

Tuition and fees for each semester should be paid by the deadline dates below:

**Tuition & Fees bill: Term I
(fall semester)
due August 5, 2026**

**Tuition & Fees bill: Term II
(spring semester)
due December 15, 2026**



[SU.EDU/HORNET-CENTRAL/TUITION-FEES/](https://su.edu/hornet-central/tuition-fees/)

Student Financial Services, located in Hornet Central, provides your family with financial counseling and payment plan options, including a monthly payment plan.

Contact Hornet Central at su.edu/hornet-central/tuition-fees, hornetcentral@su.edu or 540-542-6519 for assistance.

STEP 12

Pick Up Your Tech Devices

YOUR MACBOOK AND IPAD

All full-time undergraduate students pick up their MacBook Air laptop and iPad with Apple pencil during Welcome Week in August. If you're moving in early, you will receive your technology when you move in.



[SU.EDU/IMLEARNING](https://su.edu/imlearning)



STEP 13

New Student Arrival & Welcome Week

WELCOME WEEK IS THE OFFICIAL START OF YOUR LIFE AS A HORNET!

Wednesday, August 26 – Sunday, August 30

From Arrival Day to the first day of classes, this week is designed to help you settle into your new home-away-from-home, connect with classmates, and prepare for academic success.

Find the full schedule at su.edu/welcomeweek

SU NAVIGATOR: Wednesday, August 26

SU Navigator is where you can finalize all remaining business with campus offices, including securing your parking permit, resolving last-minute financial aid or billing questions, and picking up your laptop and iPad.

RESIDENTIAL MOVE-IN: Wednesday, August 26*

Move-In is an exciting, high-energy event. Students and families should pay close attention to email information from SU Residence Life to plan for and ensure a smooth process.

- **Timing:** 8 a.m. to noon – A sensory-friendly hour is available from noon to 1 p.m.
- **Logistics:** Before arriving, clearly label ALL BELONGINGS, boxes and bags, with your name, hall, and room number.

**Some residential students MAY move into campus prior to this date, such as fall athletes and Marching Band students.*

NEW STUDENT CONVOCATION: Wednesday, August 26 at 3PM FOR ALL NEW UNDERGRADUATE STUDENTS AND PARENTS**

Your formal induction into the Shenandoah community! Convocation is a spirited ceremony featuring the “Legend of Shenandoah” and President Fitzsimmons’ official charge to the incoming class. You will also receive your Shenandoah Star—a token to keep until you walk across the stage at Commencement.

MANDATORY RESIDENCE HALL MEETINGS	ACADEMIC PROGRAM ORIENTATION**	FIRST-YEAR SEMINAR ACADEMIC FAIR**
Wednesday, August 26 (Evening)	Thursday, August 27 (Morning)	Thursday, August 27 (Afternoon)

Be sure to follow the schedule for social highlights like commuter social, block party, late night bingo, and more!

FIRST DAY OF CLASSES: Monday, August 31

***Required events for all new first-year and transfer students.*

GET TO KNOW THE FACULTY & STAFF SUPPORTING YOU ON YOUR ACADEMIC JOURNEY.

COLLEGE OF ARTS & SCIENCES

Office of the Dean
Henkel Hall, Room 206
540-665-4587
URL: su.edu/arts

DIVISION OF ADVANCED TECHNOLOGY

Office of the Director
Howe Hall, Room 114
540-665-5465
URL: su.edu/advanced-technology

DIVISION OF EDUCATION & LEADERSHIP

Office of the Director
Henkel Hall, Room 206
540-665-5442
URL: su.edu/education

ELEANOR WADE CUSTER SCHOOL OF NURSING

Office of the Dean
Pruitt Health & Life Sciences
Building
540-678-4374
URL: su.edu/nursing

SCHOOL OF BUSINESS

Office of the Dean
Halpin-Harrison Hall,
Room 158
540-665-4572
URL: su.edu/business

SHENANDOAH CONSERVATORY

Office of the Dean
Ruebush Hall, Room 108
540-665-4600
URL: su.edu/conservatory



HORNET CENTRAL

is your one-stop center for financial aid, registration, billing and payments. The Office of the Registrar handles student records, transcripts and veterans benefits. These offices are all located in the Wilkins Administration Building.

HORNET CENTRAL

540-665-4514
Fax: 540-665-5433
E-mail: hornetcentral@su.edu
URL: su.edu/hornet-central

OFFICE OF FINANCIAL AID

540-665-4538 or
800-432-2266
Fax: 540-665-4939
E-mail: finaid@su.edu
URL: su.edu/financialaid

OFFICE OF STUDENT ACCOUNTS

540-665-4607 or
540-542-6519
Fax: 540-665-5433
E-mail: studacct@su.edu
URL: su.edu/studentaccounts

OFFICE OF THE REGISTRAR

540-665-3499
E-mail: registrar@su.edu
URL: su.edu/registrar

CAMPUS RESOURCES ARE READY TO HELP YOU SUCCEED

OFFICE OF STUDENT SUCCESS

Wilkins Administration Building,
Room 235
540-665-4517

E-mail: orientation@su.edu

OFFICE OF RESIDENCE LIFE

Cooley Hall, Room 214
540-665-4504

E-mail: reslife@su.edu

URL: su.edu/reslife

WILKINS WELLNESS CENTER - HEALTH & COUNSELING SERVICES

Racey Hall
540-665-4530

Fax: 540-665-5576

Wellness Center E-mail:

wwcenter@su.edu

Wellness Center URL:

su.edu/health-wellness

Counseling Center E-mail:

counseling@su.edu

Counseling Services URL: [su.edu/
health-wellness/counseling-center](http://su.edu/health-wellness/counseling-center)

STUDENT SUPPORT SERVICES

Smith Library, 3rd Floor
540-665-4928

Fax: 540-665-3470

E-mail: sss@su.edu

URL: su.edu/learning-support

FIRST-YEAR SEMINAR (FYS): GOING GLOBAL

Cooley Hall, Room 120
540-542-6202

E-mail: fys@su.edu

URL: su.edu/goingglobal

iMLEARNING TECHNOLOGY

Information Technology (IT) Help Desk
Howe Hall, Room H-204
540-665-5555

E-mail: helpdesk@su.edu

URL: su.edu/institutional-computing

CAREER & PROFESSIONAL DEVELOPMENT

Cooley Hall, Room 314
540-665-5412

Fax: 540-665-4765

E-mail: career@su.edu

URL: su.edu/careerservices

DEPARTMENT OF CAMPUS SAFETY

Wilkins Administration Building,
Room 145
540-678-4444

E-mail: safety@su.edu

URL: su.edu/campussafety



#SUHereICome



SHENANDOAH
UNIVERSITY

Wilkins Administration Building
1460 University Drive
Winchester, VA 22601



Get Active and Get Involved!

Join a student organization and make
the most of your college experience!