

2025 2026





# Student Planner





My Saint Paul College StarID:

My Saint Paul College Email:

Your Saint Paul College email is the primary method of communication for all official college correspondence. Please check your email at least once a day to stay informed.



this planner belongs to:



2025-2026

# Student Planner

This student planner contains important information and lists valuable resources and services to assist you while you are a student at Saint Paul College. Take advantage of these resources and do not hesitate to ask if you need assistance.

College policies and procedures can be found at:

## https://policies.saintpaul.edu

235 Marshall Avenue TEL: 651.846.1600 Saint Paul, MN 55102 FAX: 651.846.1703

This document is available in alternative formats to individuals with disabilities by contacting the Director of Access & Disability Resources at 651.350.3008 or AccessResources@saintpaul.edu. Saint Paul College is an Equal Opportunity employer and educator and a member of Minnesota State.

Saint Paul College—A Community & Technical College reserves the right to change any information published in this student planner without notice. This student planner is a resource for students to support student success. The College makes every effort to provide the courses, programs and services outlined in this planner. However, academic calendars and the delivery of services are subject to modification.

The name of the organization is Saint Paul College—A Community & Technical College, hereinafter referred to interchangeably as "the College" in policy and procedure statements. Minnesota State Colleges and Universities system is hereinafter referred to interchangeably as "Minnesota State" in policy and procedure statements.

Saint Paul College provides equal access for all students to classes, programs, activities and facilities without regard to race, sex, color, creed, religion, age, national origin, disability, marital status, status with regard to public assistance, sexual orientation, membership or activity in a local commissions defined by law, or inclusion in any other group or class against which discrimination is prohibited.

Saint Paul College—A Community & Technical College is committed to a nondiscrimination policy in employment and education opportunity. No person shall be discriminated against in the terms and conditions of employment, personnel practices, or access to and participation in, programs, services, and activities with regard to race, sex, color, creed, religion, age, national origin, disability, marital status, status with regard to public assistance, sexual orientation, gender identity, gender expression, or membership or activity in a local commission as defined by law.

Harassment of an individual or group on the basis of race, sex, color, creed, religion, age, national origin, disability, marital status, status with regard to public assistance, sexual orientation, gender identity, gender expression, or membership or activity in a local commission has no place in a learning or work environment and is prohibited. Sexual violence has no place in a learning or work environment. Further, Saint Paul College shall work to eliminate violence in all its forms. If necessary, physical contact by designated College staff members may be appropriate to avoid physical harm to persons or property.

Saint Paul College is committed to providing equal access to education for all students in an inclusive environment. Students who have a disability, or believe they may have a disability, are invited to contact the Office of Access & Disability Resources as soon as possible to determine eligibility and/or request accommodations. Accommodations are determined on a case-by-case basis to best meet each student's individual needs. Students are responsible for notifying instructors about their accommodations authorized by the Office of Access & Disability Resources and for discussing with instructors how they will be implemented. The College is committed to maintaining confidentiality. Accommodations are not provided retroactively, so it is essential to discuss your needs with the Director of Access & Disability Resources at the beginning of the semester. Additionally, only accommodations approved by the Office of Access & Disability Resources will be provided. Please email <a href="mailto:accessresources@saintpaul.edu">accessresources@saintpaul.edu</a> to inquire about or request accommodations. For additional information,

visit saintpaul.edu/student-services/access-disability-resources.

Lack of English skills will not be a barrier to admission to Saint Paul College. Please refer to the Minnesota State Colleges and Universities website for updated policy information at <a href="https://www.minnstate.edu">www.minnstate.edu</a>. For information or questions regarding Saint Paul College's adherence to Federal Laws and Regulations, please contact the Vice President of Academic and Student Affairs, at 651.846.1333 or in Office 1410 on the first floor of Saint Paul College.

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Saint Paul College—A Community & Technical College

## PRESIDENT'S MESSAGE

#### Welcome to Saint Paul College!

We're so glad you're here.

Saint Paul College is a place where you belong. We're proud to be Minnesota's most diverse college, and we work hard to make sure every student feels welcome, supported, and respected. Whether you're just starting your journey or continuing it, we're here to help you succeed.

This year is a big moment for our college. We're launching **Our Promise Plan**—a strategic guide for how we grow as a college, adapt to change, and support your success in a changing world. It's all about connecting your education to real careers, creating a bold and inclusive campus culture, and making Saint Paul College a place that breaks down barriers so everyone can thrive.

We know the world is changing fast. That's why we're staying open to new ideas, trying new things, and learning from each other. You're part of that change. Your voice matters here.

This planner is your guide to the year ahead. It includes important dates, events, and resources to help you stay on track and get the support you need.

If you have questions or need help, reach out to Admissions or visit our website. We're here for you—and we're excited to see what you'll do.

Let's make this a great year!

**Deidra Peaslee, Ed.D.**President, Saint Paul College

## **ADMINISTRATION**

#### **EXECUTIVE CABINET**

#### Dr. Deidra Peaslee

President

#### **Greg Rathert**

Vice President of Academic & Student Affairs

#### Scott Wilson

Vice President of Finance & Operations

#### Wendy Roberson

Vice President of Diversity, Equity & Inclusion

#### Dr. Austin Calhoun

Vice President of Advancement & Communications

#### Dr. Sonua Zuker

Vice President of Information Technology & Institutional Effectiveness

#### Dr. Paula Kinney

Associate Vice President of Strategy & Innovation

#### Sarah Carrico

Associate Vice President of Academic Affairs

#### **Kay Francis Garland**

Associate Vice President of Enrollment Management & Student Success

#### Raii Geneti

Associate Vice President of Human Resources & Workforce Equity

#### **CABINET**

#### Dr. Tracy Wilson

Dean of Business & Service Programs

#### Dr. Enyinda Onunwor

Dean of Science, Technology, Engineering & Mathematics (STEM)

#### Cara Garrett

Dean of Health Sciences

#### Dr. Greg Mellas

Dean of Liberal & Fine Arts

#### V.A. Hayman Barber

Dean of Trades & Technical Education

#### Dr. Clare Forstie

Dean of Academic Effectiveness & Innovation

## Pepe Wonosikou

Dean of Student Success

#### **Ruan Mauer**

Executive Director of Marketing

#### Jennifer Rohde

Executive Director of Institutional Advancement

#### Tom Bergs

Director of Public Safety

#### **Matt Williams**

Physical Plant Director

#### Sonya Thompson

Assistant Director of Human Resources

#### Angela Shevchuk

**Business Manager** 

## **MISSION / VISION / VALUES**

#### **MISSION**

Grounded in equity and inclusion, Saint Paul College educates and empowers students to lead purposeful lives and discover rewarding careers.

#### **VISION**

Saint Paul College advances racial equity; enriches community vibrancy; and inspires students to reach their full potential.

#### **VALUES**

#### We believe students are the heart of our work.

With compassion and dedication, we collaborate to create an inclusive and supportive learning environment to meet student needs, interests, and goals. When all students have access to resources and support, they are empowered to achieve success.

#### We are excellence-minded, equity-driven.

Diversity enriches our intellectual and professional community. Saint Paul College cultivates an environment of safety and transparency where all members are heard, valued, and respected. We apply anti-racism, trauma-informed practices that work to eliminate racism and increase access and opportunity for all.

#### We are guided by evidence-based decision-making.

As a learning organization, we continually strive for improvement through purposeful and transparent decision-making with intentional consideration to identify what will best serve our students and the community.

#### We strive to bring value to our community.

We value collaborating and establishing partnerships that foster and enhance community connections. We are dedicated to meeting the needs of the changing labor market, supporting economic vitality and preparing students to contribute to a more socially just world.

## **ACCREDITATION**

Saint Paul College—A Community & Technical College is fully accredited by the Higher Learning Commission, which is recognized by the U.S. Department of Education.

#### **Program Accreditation**

To ensure the highest possible program standards, Saint Paul College is also accredited by:

- Accreditation Commission for Education in Nursing (ACEN)
- Accreditation Council for Business Schools and Programs (ACBSP)
- American Society of Health-System Pharmacists (ASHP)
- American Culinary Federation Education Foundation Accrediting Commission (ACFEFAC)
- Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM)
- Commission on Accreditation for Respiratory Care (CoARC)
- Commission on Accreditation of Allied Health Education Programs (CAAHEP)
- National Accrediting Agency for Clinical Laboratory Sciences (NAACLS)
- ASE Education Foundation
- National Institute for Metalworking Skills (NIMS)

# Automatic Scholarship Match

# Our online scholarship application makes it easy to apply.

Complete one application and get matched to eligible scholarships. All students enrolled/enrolling may apply.

Apply at saintpaul.edu/Scholarships

## STUDENT RIGHTS & RESPONSIBILITIES

Saint Paul College recognizes your rights as a student are to be respected. Your rights and responsibilities as outlined in Minnesota State Colleges & Universities system Board Policy 3.1 include the following:

#### Part 1: Freedom to Learn

In addition to the basic constitutional rights enjoyed by all citizens, students at the College have specific rights related to academic freedom and their status as students. Freedom to teach and freedom to learn are inseparable facets of academic freedom. The freedom to learn depends upon appropriate opportunities and conditions in the classroom, on the campus, and in the larger community. Students are expected to exercise their freedom with responsibility.

#### Part 2: Freedom of Expression

Individual students and student organizations shall be free to examine and to discuss all questions of interest to them and to express opinions publicly and privately. They shall be free to support causes by orderly means that do not substantially disrupt the regular and essential operation of the institution. Students shall be free to take reasoned exception to the data or views offered in any course of study and to reserve judgment about matters of opinion, but they are responsible for learning the content of any course of study for which they are enrolled.

#### Part 3: Freedom of Association

Students shall be free to organize and join organizations to promote their common and lawful interests, subject to institutional policies or regulations. Registration or recognition may be withheld or withdrawn from organizations that violate institutional regulations.

#### Part 4: Student-Sponsored Forums

Students shall have the right to assemble, to select speakers, and to discuss issues of their choice. The college shall establish reasonable time, place and manner restrictions to assure that the assembly does not substantially disrupt the work of the institution or does not interfere with the opportunity of other students to obtain an education or otherwise infringe upon the rights of others. Such regulations shall not be used as a means of censorship. The president or designee may prohibit any forum when there is a likelihood of harm to individuals or damage to property if the event is held. Prior to any such prohibition, the president shall make a best effort to consult with the student association.

#### **Part 5: Student Publications**

Student-funded publications shall be free of censorship and advance approval of copy, and their editors and managers shall be free to develop their own editorial and news coverage policies. Editors and managers of student publications shall be protected from arbitrary suspension and removal because of student, faculty, administrative, or public disapproval of editorial policy or content. The student fee allocation process shall not be used as a means of editorial control of student-funded publications. All student publications shall explicitly state on the editorial page that the opinions therein expressed are not necessarily those of the college, system, or student body.

## **STUDENT RIGHTS & RESPONSIBILITIES**

#### Part 6: Student Policies

The policies of the College regarding student expectations, rights and responsibilities shall be readily accessible to students.

#### Part 7: Catalog & Course Information

To the extent possible, students shall be provided relevant and accurate information regarding courses prior to enrollment. Catalog descriptions and website postings shall be accurate and based on information existing at the time of publication. To the extent possible, class schedules shall list the names of faculty teaching courses.

#### Part 8: Student Academic Standing Information

Students shall have access to accurate information for establishing and maintaining acceptable academic standing, information which will enable students to determine their individual academic standing, and information regarding graduation requirements.

#### Part 9: Academic Evaluation

Student academic performance shall be evaluated solely on the basis of academic standards, including any requirements that are noted in the catalog, course syllabus, or student handbook. Students shall have protection against prejudiced or capricious evaluation and shall not be evaluated on the basis of opinions or conduct in matters unrelated to academic standards. Students shall have the right to review their corrected examinations or other required assignments used but he facultuin evaluating the student's academic performance.

#### Part 10: Property Rights

Term papers, essays, projects, works of art, and similar property, including property in which the student has intellectual property rights pursuant to Board Policy 3.26, shall be returned to a student upon request, within a reasonable timeframe, when no longer needed for evaluation purposes, unless the student grants written permission for them to be retained.

#### Part 11: Student Review & Consultation

Students shall have the right to appropriate levels of participation in college decisionmaking pursuant to Policy 2.3 and Procedure 2.3.1, Student Involvement in decisionmaking. The College President shall recognize the Student Senate as the official representative of the students. The Student Senate shall have the right to recommend the chartering of clubs and organizations for approval by the College President. Students shall be given the opportunity to serve as members of College committees, including the following: President's Advisory Council, Technology Committee, Finance Committee, Facilities Committee and Marketing Committee. Exceptions to participation may include committees established for the evaluation of personnel, committees established under collective bargaining agreements and management teams, presidential cabinets and committees of the board. The College President shall meet with the Student Senate at least twice per semester to discuss issues of mutual concern. The College President will structure the consultation process to provide adequate time for students to be able to discuss and consider an issue prior to any proposed recommendation.

# Prepare. Connect. Launch.

# **Explore** Career Services

at Saint Paul College to get started!

We can help you realize your potential and prepare for the future.

- Write a resume or cover letter
- Gain interview practice and advice
- Access our free online job posting service
- Find employers who want to hire you through on-campus job fairs
- Learn the skills for today's job market by meeting with a career specialist

Our services are available to all students and graduates of Saint Paul College, for as long as you need us!

saintpaul.edu/CareerServices

Questions? Call 651.846.1384 or email career.services@saintpaul.edu





The Degree Audit Reporting System (DARS) is a free service that provides you with current and accurate information about the course requirements needed to complete your degree or program of study at Saint Paul College. It also enables advisors to help with your degree plan.

#### What is on your DARS report?

- Courses and requirements you've already completed
- Courses and requirements you still need to complete
- Course options to plan your registration
- Transfer of credits and courses and how they apply toward
- Minnesota Transfer Credit (MnTC) completion
- Approved Academic Petitions/Exceptions

### Tips for reading your DARS report

The DARS report lists your program of study and the year you started that program.

If the information is inaccurate, please contact Advising as soon as possible.

Transfer credits are listed on your DARS report with a "T" preceding the grade to indicate "transfer."

Developmental credits (those numbered below 1000) are used to calculate your GPA, but do not count toward completion of your degree; they are listed at the end of the audit report.

More details at saintpaul.edu/DARS

Questions? Contact Advising at 651.846.1739 or email advising@saintpaul.edu.

# **POLICIES AND PROCEDURES**

Saint Paul College strives to create a safe and inclusive learning environment for all students, staff, and faculty. We all have a role in creating a positive college experience for ourselves and others.

Whether you are interacting with others online, over the phone, or face to face, the College's policies and expectations around behavior remain the same. Students are encouraged to review College policies available on the Saint Paul College website - https://policies.saintpaul.edu.

Specific policies we encourage you to review include:

- Academic Integrity Policy
- Class Attendance and Participation Policy
- Discrimination and Harassment Policies
- General Student Policies
- Prohibited Student Conduct
- Report/Complaint of Discrimination/Harassment Investigation and **Resolution Procedure**
- Sexual Violence
- Sexual Violence Procedure
- Student Concern, Complaint and Grievance
- Student Conduct Policy

If you feel that someone's behavior is creating an unsafe learning environment for you, let us know! Complaints can be filed online at saintpaul.edu/fileareport.

#### **ACADEMIC INTEGRITY**

Saint Paul College values truth and honesty in academics. As a Saint Paul College student, you are expected to reflect these values in your work. Students submitting work that is not their own is considered an academic integrity violation. Here are some examples of the kinds of actions that violate academic integritu:

- Copying others' work during an exam, assignment, paper, or other assessment, or using others' work without properly citing/giving credit to the source
- Using unauthorized notes or aids during an examination
- Taking an exam or test for another student or having someone take your exam for you
- Collaborating with any other person during a test without permission
- Using or giving unauthorized assistance on a take-home exam, assigned physical work, projects, or any other academic work
- Attempting to obtain an unreleased test or information about an unreleased test
- Submitting the same work for credit in more than one course (even if retaking a course) without consulting the instructors

# **POLICIES AND PROCEDURES**

- Submitting research and assignments prepared by others (e.g., purchasing the services of a commercial semester paper company, using documents found online via uploading/sharing sites, getting help from online forums or question/answer sites, etc.)
- Submitting work, papers, or research generated by artificial intelligence programs, or using such programs for exams or other assessments without permission

The College wants to make especially clear that the use of any artificial intelligence (AI) programs without the consent or permission of your instructor is a violation of policy. Such programs may include ChatGPT, but also tools like QuillBot (a paraphrasing tool artificial intelligence tool), Wordtune, and tools that generate photos, mathematical equations, etc. Works submitted should be yours alone unless cited or permitted otherwise.

#### RECREATIONAL MARIJUANA

This section is intended to clarify how the new law might come in contact with the policies at Saint Paul College (and other MinnState Colleges and Universities).

#### Who is allowed to possess marijuana under the new law?

Adults 21 and older may possess up to two pounds of cannabis at home, and two ounces while in public.

#### Is marijuana legal to possess/use/sell at Saint Paul College?

No. Because of the Federal Drug-Free Schools and Communities Act, and because marijuana is still considered a controlled substance under federal law, marijuana is not allowed on campus (or any off-campus academic sites, like a job or clinical site) under any circumstances.

#### Will Saint Paul College's policies around drugs/marijuana change?

The College's policies around drugs/marijuana will not change at this time. Along with banning the possession/use/selling of marijuana, being under the influence of marijuana while on campus (or any off campus academic sites, like a job or clinical site) is a violation of policy.

#### Questions about the policy?

Contact the Office of Student Rights and Responsibilities at michael.gerold@ saintpaul.edu or 651.846.1327. You can also contact the Dean of Students at pepe.wonosikou@saintpaul.edu or 651.403.4007.

# **COLLEGE SERVICES**

#### **ACADEMIC SUPPORT CENTERS**

The Tutoring Center (3125) and Science Study Center (3220) offer free and supportive tutoring, learning resources, and study spaces for all Saint Paul College students. Professional fellows and peer tutors provide tutoring in several subjects as well as technology and study skills. Tutoring is available in-person and online.

651.403.4466 tutoring@saintpaul.edu

saintpaul.edu/Tutoring

### **ACCESS & DISABILITY RESOURCES (ADR)**

Saint Paul College values diversity in our college community and is committed to providing an inclusive learning experience for students with disabilities. The Office of Access & Disability Resources (ADR) strives to provide holistic support to students with disabilities through collaboration with faculty and staff. The ADR office works to minimize barriers and ensure equitable access by offering reasonable accommodations. Students seeking services are asked to submit documentation of their disability and meet with a member of the Access and Disability Resources team before the start of the semester, if possible, Accommodations are determined on a case-by-case basis and are not retroactive. American Sign Language (ASL) interpreters are available to students who are deaf and/or hard of hearing. Please contact Access and Disability Resources for ASL services.

651.350.3008

accessresources@saintpaul.edu saintpaul.edu/ADR

#### **ADMISSIONS**

Transforming the student experience with the "business" of being a student. Students receive holistic service with Admissions, Records, Registration, Financial Aid, and Photo ID, all in one place, with one person. Some common things we help students with are:

- Applications
- Post-Assessment Advising and Choosing a Program of Studu
- Financial Aid Process
- Add/Drop/Withdraw
- Tuition Appeals
- (Refund/Drop/Withdraw)
- Submitting Suspension Appeals for Academic and Financial Aid
- Requesting Transcripts
- Course Permission Requests
- Assessment Testing
- Clearing Up Holds on Student Accounts
- Registration Overrides
- Change of Major
- Selecting First Semester Courses

651.846.1555

registration@saintpaul.edu saintpaul.edu/Admissions

#### **ASSESSMENT**

Assessment of basic skills in math. reading and writing is required if you are seeking a degree, diploma or certificate in a major program. This requirement may be waived if you've previously completed college level English or math with a minimum grade of "C". Some programs also require completion of additional assessments. Assessments are available on a walkin basis. No appointment is necessary. It takes approximately 21/2 hours to

## **COLLEGE SERVICES**

complete these untimed assessments. Assessments are not available during holidays and when the College is closed. Please check in at the Admissions in Room 1300.

saintpaul.edu/Assessment

#### **BOOKSTORE**

Textbooks are ordered online and are shipped to your home within 1-2 business days. Books can be shipped to the Campus Store and picked up if selected. School and personal supplies are available in the Campus Store located on the first floor near the main entrance in Room 1210. Please check the website and campus postings for hours.

651.846.1422

saintpaulcollegebookstore.com

#### **CAREER SERVICES**

Career Services (room 1326), provides free assistance to current students and alumni with all aspects of career development. Some of our services include career exploration, career interest assessments, job and internship search resources, connections with local employers, online job posting system, resume, cover letter, and interview assistance, and career fairs and other networking events. Career Services also conducts the annual followup of college graduates to determine job and continuing education status. Scheduled appointments are preferred. To schedule, call, stop by or book your own appointment through your EAB Navigate account.

651.846.1384

career.services@saintpaul.edu saintpaul.edu/CareerServices

#### **COUNSELING (HOURS VARY)**

A counselor is available to assist you with personal, educational, social, and developmental concerns as well as general life planning and goalsetting. The on-staff counselor (room 1340) also provides crisis intervention services, career counseling, mediation, referrals to community agencies, and consultations when necessary. Any student enrolled at Saint Paul College is eligible to access college counseling services at no additional charge. A personal counselor is available by appointment by completing the selfreferral form on the SPC Counselina page or an emergency walk-in basis.

651.846.1383

saintpaul.edu/Counseling

#### **FINANCIAL AID**

Students must be admitted to a program at Saint Paul College that leads toward a degree, diploma or eligible certificate programs. Financial aid disbursements depend on the number of credits enrolled by the end of drop/add period. Apply annually to be considered for each academic/award year; visit room 1300 for assistance, FAFSA is the Free Application for Federal Student Aid, and this form is used to apply for grants, loans and work-study. Apply online at www.fafsa.gov- it saves time! Saint Paul College code is: 005533.

651.846.1386

saintpaul.edu/FinancialAid

# **COLLEGE SERVICES**

#### **FOUR DIRECTIONS**

The Four Directions Pathway program at Saint Paul College helps American Indian students succeed in college though all students are welcome. You'll get support with applying to college, financial aid, study skills, tutoring, and paid internships. An American Indian Navigator will guide you through your journey. Based on the Medicine Wheel, the program focuses on four key areas: study skills, college readiness, internships, and cultural connection—helping you grow in all parts of life.

651.846.1342

4D@saintpaul.edu

saintpaul.edu/fourdirections

## ILEAD (IDENTITY, LEADERSHIP, **EXCELLENCE, ACCOUNTABILITY** & DEDICATION)

ILEAD is a high-impact, culturally responsive initiative designed to support BIPOC male students through holistic services that promote retention, persistence, and graduation (all students are welcome).

651.350.3022

saintpaul.edu/ilead

### INTERNATIONAL STUDENT **SERVICES**

Saint Paul College welcomes F-1 international students from all over the world. The dedicated International Student Advisor is located in Admissions, Room 1300. International Student Services provides assistance with all F-1 visa questions and SEVIS-

related issues, on and off-campus employment including CPT and OPT, culture shock counseling, help with family emergencies back home, and general information and assistance. This office provides the two-dau International Student Orientation. Saint Paul College also offers a student-led club - the Global Culture Club.

651.403.4470

international@saintpaul.edu

saintpaul.edu/ISS

#### LIBRARY

The Library is located in the Learning Commons area on the main floor in Room 1262 and offers a wide range of resources, including fiction and nonfiction books, academic databases, graphing calculators, VR goggles, and Minnesota's largest culinary collection. The Reference Desk is staffed Monday - Thursday and reference services are always available by appointment and email (SPC-Librarians@saintpaul.edu), or bu using the chat option on the Library website. The Library also features computers, a printer, a copier/scanner, and a dedicated book scanner, all of which can be used with a current StarID and password. All faculty, staff, and students may check out materials with their Saint Paul College ID, or a current state ID/password.

651.846.1646

saintpaul.edu/Library

#### **PATHWAY ADVISING**

Pathway Advisors in Room 1340 help students create and achieve their

## **COLLEGE SERVICES**

academic goals. We work one-on-one with students to make a customized success plan to fit individual needs. If you are seeking help with registration, need assistance with time management, or have concerns about being a successful college student, you are encouraged to meet with a Pathway Advisor. Plan on meeting with your advisor before making major academic decisions, like withdrawing from a course or changing majors, and when you need guidance on how to successfully overcome barriers to UOUT SUCCESS.

651.846.1739

advising@saintpaul.edu saintpaul.edu/Advising

### POSTSECONDARY ENROLLMENT **OPTIONS (PSEO)**

PSEO enables eligible Minnesota high school Sophomores, Juniors, and Seniors in public, nonpublic, or home schools to take college classes for high school and/or college credit. The Saint Paul College PSEO program promotes rigorous academic pursuits and provides a wider variety of course options. Tuition, fees, and required textbooks and materials are covered at no cost to the student.

651.403.4478

PSEO@saintpaul.edu

saintpaul.edu/PSEO

#### **PUBLIC SAFETY**

The Office of Public Safety is an integral part of the campus community and a positive presence on our campus. All department members strive to be sensitive to the needs of all while

protecting the rights and property of the campus community. In addition to on-campus emergency response services, Public Safety provides many non-emergency services, including vehicle jump-starts, vehicle lock-outs, and safe walks. Reach us in person at the Public Safety Department (room 1355) or visit the 1st floor west entrance desk near the main entrance.

651.846.1322

psafety@saintpaul.edu saintpaul.edu/PublicSafety

#### STUDENT LIFE & DIVERSITY

The Office of Student Life in Room 1265 offers a variety of social, wellness, educational, cultural events and programs to enhance the student experience. Student Life also encourages community and leadership involvement through participation in student organizations and interest groups, Student Senate, and honor societies. The office also oversees basic need support, including the Campus Food Pantry (LL567)-open to all Saint Paul College students, staff, and faculty.

651.846.1659

student.life@saintpaul.edu saintpaul.edu/StudentLife

#### STUDENT RECORDS

The Student Records Department (L225) is the official recorder of student academic records. Students can obtain their unofficial transcript in eServices under the left menu header for 'Academic Records.' Official transcripts are issued for a fee online through

## **COLLEGE SERVICES**

the National Student Clearinghouse. Enrollment verifications are available after the 10th day of the semester in which you are requesting. Other various forms processed by Student Records can be obtained online on the Student Records forms webpage.

651.846.1515

student.records@saintpaul.edu saintpaul.edu/StudentRecords

#### **TESTING CENTER**

The Testing Center (3240) provides proctoring service for placement exams, make-up tests, tests with accommodations, entrance exams, and credentialing exams.

651.846.1555

testing.center@saintpaul.edu saintpaul.edu/TestingCenter

#### TITI F IX

Saint Paul College is committed to creating a safe learning environment for all students. In instances of sexual assault, domestic/partner/ dating violence, and stalking, whether occurring on or off campus, the College has resources and support available. This includes accessing health and counseling services, providing academic accommodations, assisting with legal protective orders, safety planning, and more. For instances of sexual assault, domestic/partner/dating violence, and stalking between students and/or employees of the College, please refer to the College policies for potential process and remedy: policies.saintpaul. edu. Title IX also covers support for students who are pregnant and/or

who have recently given birth. Support for pregnant students can include excused absences, additional time on assignments/tests, finding a larger desk, switching to a different section of the same course, and more. Support for pregnancy requires documentation from a qualified healthcare professional. More information on the Title IX program can be found at saintpaul.edu/titleix. To file a report go to: saintpaul.edu/fileareport or contact the Title IX Coordinator at 651.846.1327. If you or a loved one has experienced violence, advocates are available to talk, safety plan, and offer resources 24 hours a day, every day.

SOS (sexual violence, local) 651.266.1000

SPIP (domestic violence, local) 651.645.2824

RAINN (sexual violence, national) 1.800.656.4673

Day One (domestic violence, MN) 1.866.223.1111

saintpaul.edu/antiviolence

## TRIO (STUDENT SUPPORT SERVICES)

TRIO is a free academic support program for eligible students. TRIO students receive personalized academic support which include individualized advising, personal coaching, transfer planning, tutoring, and workshops. This also includes grant aid, team-building & leadership development opportunities and a supportive community focused on empowering students to succeed.

651.403.4147

trio@saintpaul.edu

Apply at saintpaul.edu/TRIO

## **COLLEGE SERVICES**

#### **TUITION**

The Tuition office is located on the first floor, near the main entrance. Tuition is calculated based on the number of registered courses. Books and supplies are additional expenses. Tuition and fees must be paid no later than the due date each term. Due dates and tuition rates are listed at saintpaul.edu/tuition. Pay tuition and fees at the Tuition Office via cash, check, financial aid, agency authorization, NBS Payment Plan, or major credit card. Non-resident Tuition Status is determined when applying for admission.

651.846.1395

Dates & Rates at saintpaul.edu/Tuition

### STUDENT RIGHTS AND **RESPONSIBILITIES**

651.846.1327

File a report at saintpaul.edu/ fileareport

The Office of Student Rights and Responsibilities oversees student policies at Saint Paul College, is committed to uplifting student voice through the complaint process, and supports students experiencing sexual/domestic/stalking violence and pregnancy. The office takes an educational and safety-driven approach, focusing on critical thinking, navigating college processes, and restorative justice.

saintpaul.edu/student-rights

#### **VETERANS SERVICES**

Saint Paul College is a Beyond the Yellow Ribbon organization committed to supporting service members,

veterans and their families. Located in Room 3340, the Veterans Center is available for students, faculty and staff who are service members or enrolled spouses or dependents of service members.

The center is staffed during posted office hours and contains veteran resources, computers, and a study area.

651,403,4067

veterans.center@saintpaul.edu saintpaul.edu/Veterans

#### **WE THRIVE**

The We Thrive program builds community, empowerment, and academic success for BIPOC women and gender-expansive students (all students are welcome). It mirrors ILEAD with its own unique components, including a capstone project that encourages students to apply their skills, program interests, or field of study and creativity to address realworld issues. Our mission is to redefine success for our students.

Support Services:

- Basic needs assistance
- Scholarships
- Leadership development
- Mentoring
- Proactive advising
- Culturally relevant programming

651.846.1342

wethrive@saintpaul.edu saintpaul.edu/thrive

## **DIRECTORY OF COLLEGE SERVICES**

Academic Support Centers Academic Divisions:	651.403.4466
Business Programs	651.403.4329
Trades & Technical Education Programs	
Health Science Programs	
Liberal & Fine Arts Programs	
Science, Technology, Engineering &	
Math (STEM) Programs	651.403.4329
Service Programs	651.403.4329
Access & Disability Resources (ADR)	651.350.3008
Admissions & Financial Aid	651.846.1555
Advising	651.846.1739
Alumni Relations	651.846.1741
Assessment	651.846.1555
Bookstore	651.846.1422
Career Services	
Counseling (Hours Vary)	651.846.1383
English for Academic Purposes (EAP)	
Financial Aid	
Four Directions	
ILEAD	
International Student Services	
IT Services/Help Desk	
Library	
Pathway Advising	
MN Textbook Center	
Postsecondary Enrollment Options (PSEO)	
Public Safety	
Student Life & Diversity	
Student Records	
Testing Center	
Student Rights and Responsibilities & Title IX	
TRIO (Student Support Services)	
Tutoring	
Tuition	
Veterans Services	
Vice President of Academic & Student Affairs	
We Thrive	

## **WEEKLY PLANNER**

#### YOUR SUCCESS IS IMPORTANT TO US

Saint Paul College provides you with this planner to help you succeed in college. Studies have shown that your ability to manage time is one of the major predictors of your success in school.

#### **Planner Highlights**

- 2025-2026 Academic calendar dates pre-printed in the planner:
  - » College Services Information
  - » Successful Student Reminders
  - » Semester begin & end dates
  - » Registration dates
  - » Tuition due dates
  - » Graduation application dates
  - » Holidays & spring break
  - » No-classes scheduled dates
- Student life events and activities
- Career related events
- College-wide events
- A notes section to jot down important information, along with the contact information for friends, classmates and other people important to your education.





Through a personalized app, Navigate helps schedule advising appointments, view your personalized to-do list, find information on financial aid, see and add your class schedule to your calendar, and more.

College can be tough. Let us make it easier by letting you know how and when to get important things done.

Login at https://saintpaul.navigate.eab.com

# TIPS FOR USING THIS PLANNER

#### IT'S AS EASY AS...

#### Input all your scheduled personal events.

- Take each of your syllabi and input all assignments and due dates. Tip – Using a different color pen for each class will help to visually distinguish how much work you have due each week.
- Input your work schedule, your school schedule and any other commitments you may have that occur on a regular basis.

#### Schedule one thing each week that is just for you.

- Whether it is watching your favorite TV show or time with friends, a key to being productive is practicing good self-care. It has been said that time is our most valuable commodity. We hope this planner will help you manage that commodity and assist you in achieving your goals.
- Input all things in your life that are required but have flexible time-frames.
  - Write in study times for each class. Be sure to indicate which course you will be studying for, ex: "Study History." This way you will know if you don't have any school work that needs to be completed and you can use that time to do something else.

Tip – For each hour you are in class, you should schedule two hours of homework time. Studying before and after each class will increase your ability to learn the new information.

## **FALL SCHEDULE**

	MON	TUES	WED	THUR	FRI	SAT
8:00						
9:00						
10:00						
11:00						
12:00						
1:00						
2:00						
3:00						
4:00						
5:00						
6:00						
7:00						
8:00						
9:00						

		Final	
Course	Time	Instructor, Email	Room #

24 Saint Paul College—A Community & Technical College

# **SPRING SCHEDULE**

	MON	TUES	WED	THUR	FRI	SAT
8:00						
9:00						
10:00						
11:00						
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6:00						
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8:00						
9:00						

		Final	
Course	Time	Instructor, Email	Room #

# **NOTES**


# **AUGUST 2025**

Notes for the week

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Check your Saint Paul College email.

Mental Health support sessions can be scheduled through EAB Navigate.

## **AUGUST 2025**

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## SEPTEMBER 2025

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Q	FALL SEMESTER BEGINS
_	Fall Welcome Week Kickoff Event
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Monday	
<b>Jor</b>	
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_	
26	Fall Welcome Week -
26	Fall Welcome Week -  Cultural Food Trucks & Campus Free Store
26	
Γuesday 26	

27	Fall Welcome Week -					
Wednesday	Student Club Orientation & Involvement Info Session					
iy 28	Fall Welcome Week - SPC IDs & Ice Cream					
Thursday						
29	Fall Welcome Week - Student Life Open House					
	Final Date to Change Fall Semester Registration					
Friday						
	Saturday 30 Sunday 31					

Notes for the week

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Review the syllabus for each class. Add important dates to your planner.

# **OCTOBER 2025**

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Labor Day Holiday: College Closed Monday 2

Ю	General Assembly
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Student Club Orientation Monday 6

10	Community Reso	ource Fair		
Wednesday				
Thursday 11				
Friday 12				
	Saturday	13	Sunday	14

Notes for the week

SEPTE	EMBER	2025
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Review the syllabus for each class.
Add important dates to your planner.

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15	Student Success Week 9/15 - 9/19
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Monday	
91	Hispanic Heritage Month Event
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17				
Wednesday				
8				
Thursday				
19				
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Friday	Saturday	20	Sunday	21
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Notes for the week

# SEPTEMBER 2025

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Mental Health support sessions can

be scheduled through EAB Navigate.	

# **OCTOBER 2025**

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Final Date to Withdraw to Receive Tuition Adjustment (Tuition refund is pro-rated for a complete withdrawal from the College)

		Friday	26	Thursday 25	Ŋ	Wednesday	24
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	27						
- Gondag	Sunday						
20	28						

Notes for the week

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Review the syllabus for each class.
Add important dates to your planner.

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# **OCTOBER 2025**

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Oct	General Assemb	oly		
Wednesday				
Oct	Metro Transit 10	01		
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ŏ	Saturday	Oct 4	Sunday	Oct 5
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Notes for the week

# **OCTOBER 2025**

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Check your Saint Paul College

Mental Health support sessions can be scheduled through EAB Navigate.

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Leadership Series Monday

Spring Semester & Summer Term 2026 Priority Registration Begins	

ω	Leadership Series			
Wednesday				
Thursday 9				
<b>O</b>				
Friday				
	Saturday	11	Sunday	12

Notes for the week

# **OCTOBER 2025**

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Review the syllabus for each class. Add important dates to your planner.

# **NOVEMBER 2025**

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Monday

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16	Mid Term Break:	No Classes		
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1	Mid Term Break:	No Classes		
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17	Mid Term Breαk:	No Classes		
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Friday 17	Mid Term Breαk:	No Classes		
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Notes for the week

# OCTOBER 2025

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Check your Saint Paul College email.

Mental Health support sessions can be scheduled through EAB Navigate.

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20	Spring & Summer 2026 Course Registration Begins for New Students
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Monday	
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Tuesday 21	

22	LGBTQIA Visibility Event
Wednesday	
23	AutoCare 101
Thursday	
24	Final Date to Apply for Fall Semester Graduation
Friday	
	Saturday 25 Sunday 26
	Saturday 25 Sunday 26
	Saturday 25 Sunday 26

Notes for the week

# **OCTOBER 2025**

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Review the syllabus for each class.

Add important dates to your planner.

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31	Scholarship Application Deadline for Spring 2026
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Friday	
	Nov. Nov.
	Saturday Nov Sunday Nov 2

# NOVEMBER 2025 **NOVEMBER 2025** Notes for the week Check your Saint Paul College email. Mental Health support sessions can **DECEMBER 2025** be scheduled through EAB Navigate. Monday

വ	General Assembly
Wednesday	
9	First Generation Appreciate Event
Thursday	
7	Scholarship Reference Submission deadline for Spring 2026
7	Scholarship Reference Submission deadline for Spring 2026
Friday 7	Scholarship Reference Submission deadline for Spring 2026
Friday 7	Scholarship Reference Submission deadline for Spring 2026  Saturday 8 Sunday 9
Friday 7	
Friday 7	

4

Tuesday

# NOVEMBER 2025

Notes for the week

# **NOVEMBER 2025**

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Review the syllabus for each class. Add important dates to your planner.

## **DECEMBER 2025**

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Leadership Series Monday

Veterans Day Holiday: College Closed

12	Leadership Serie	es		
Wednesday				
13				
Thursday				
41				
Friday				
	Saturday	15	Sunday	16

# NOVEMBER 2025

Notes for the week

Check your Saint Paul College email.
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Mental Health support sessions can be scheduled through EAB Navigate.

## **NOVEMBER 2025**

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## **DECEMBER 2025**

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17	Hunger and Homeless Week Food Drive 11/17 - 11/21
Monday	
8	SNAP 101 Event
Tuesday	

19	Food for Art and Advocacy						
Wednesday							
20	Nourish & Connect: Comr Discussion around Food A						
	Native American Art Popu	ıp Shop					
dαy							
Thursday							
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Friday 21							
	Saturday 22	Sunday	23				
	Saturday 22	Sunday	23				
	Saturday 22	Sunday	23				
	Saturday 22	Sunday	23				

# NOVEMBER 2025

Notes for the week

# **NOVEMBER 2025**

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Review the syllabus for each class.

Add important dates to your planner.

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28	29	30	31				

Monday 25

Wednesday 26			
Thursday 27	Thanksgiving Holiday: Colleg	ge Closed	
Friday 28	Thanksgiving Holiday: Colleg	ge Closed	
	Saturday 29	Sunday	30

Notes for the week

Check	וחור	Saint	Paul	College	e email.
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Mental Health support sessions can be scheduled through EAB Navigate.

# DECEMBER 2025

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# **JANUARY 2026**

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-	Scholarship Awards Announced for Spring 2026 12/1 - 12/17
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М	General Assembly			
Wednesday				
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Thursday				
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Friday				
	Saturday	6	Sunday	7

Notes for the week

# **DECEMBER 2025**

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Review the syllabus for each class.

Add important dates to your planner.

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Leadership Series Monday 6

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Notes for the week

# DECEMBER 2025

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Check your Saint Paul College email.

Mental Health support sessions can be scheduled through EAB Navigate.

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15 Monday **16** 

17	Tuition Due Date
Wednesday	
Thursday 18	
19	FALL SEMESTER ENDS
Friday	
	Saturday 20 Sunday 21

Notes for the week

# **DECEMBER 2025**

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Review the syllabus for each class.

Add important dates to your planner.

JANUARY	2026
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Notes for the week

# **DECEMBER 2025**

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Mental Health support sessions can be scheduled through EAB Navigate.

## **JANUARY 2026**

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Friday	Saturday		Sunday	

# **JANUARY 2026**

Notes for the week

# **JANUARY 2026**

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Review the syllabus for each class.
Add important dates to your planner.

# FEBRUARY 2026

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# **JANUARY 2026**

Notes for the week

# **JANUARY 2026**

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Check your Saint Paul College email.

Mental Health support sessions can be scheduled through EAB Navigate.

FEBRUARY	2026
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SPRING SEMESTER BEGINS Monday 13 Tuesday

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Wednesday			
15			
Thursday			
16	Final Date to Change Spri	ng Semester Registration	ı
Friday			
	Saturday 17	Sunday	18
	Saturday 17	Sunday	18
	Saturday 17	Sunday	18

# **JANUARY 2026**

Notes for the week

# **JANUARY 2026**

Review the syllabus for each class.
Add important dates to your planner.

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# FEBRUARY 2026

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# **JANUARY 2026**

Notes for the week

#### **JANUARY 2026**

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Check your Saint Paul College email.

Mental Health support sessions can be scheduled through EAB Navigate.

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Notes for the week

<b>FEBRUARY</b>	2026
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Review the syllabus for each class.

Add important dates to your planner.

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s	М	Т	W	Т	F	s	
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Monday

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Caucus Day
(No courses meeting after 6:00pm)

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Wednesday				
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Thursday				
9				
Friday				
	Saturday	7	Sunday	8
100	) Days until Graduat	ion		

Notes for the week

#### FEBRUARY 2026

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Check your Saint Paul College email.

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be scheduled through EAB Navigate.

#### **MARCH 2026**

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Monday	
10	Final Date to Withdraw to Receive Tuition Adjustment (Tuition refund is pro-rated for a complete withdrawal from the College)
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Notes for the week

FEB	RU	ARY	2026
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Review the syllabus for each class.

Add important dates to your planner.

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	22	23	24	25	26	27	2
	29	30	31				

Monday

Presidents' Day Holiday: College Closed

Tuesday

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Wednesday				
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	Saturday	21	Sunday	22

Notes for the week

#### FEBRUARY 2026

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Check your Saint Paul College email.

Mental Health support sessions can

be scheduled through EAB Navigate.	

#### **MARCH 2026**

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Monday	
Mor	
	Drofossional Development
24	Professional Development (Classes starting at or after 4:00pm will be held.)
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25			
Wednesday			
26			
Thursday			
27	Final Date to Apply for Spri	ng Semester Graduation	<u> </u>
Friday			
	Saturday 28	Sunday	Μα <b>r</b> 1
Sc De	holarship Application eadline for Summer 2026		

Notes for the week

#### **MARCH 2026**

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Review the syllabus for each class. Add important dates to your planner.

#### **APRIL 2026**

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19	20	21	22	23	24	25
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Monday

2

Fall Semester 2026 Priority Course Registration Begins

	Friday 6	Thursday 5	Wednesday	4
Saturday				
7				
Sunday				
8				

Scholarship Reference Submission Deadline for

Summer 2026

for the week	25122611200				
s for the week	MARCH 2026				

Check your Saint Paul College email.
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Mental Health support sessions can be scheduled through EAB Navigate.

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#### **APRIL 2026**

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Notes for the week

#### **MARCH 2026**

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Review the syllabus for each class. Add important dates to your planner.

#### **APRIL 2026**

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16	Spring Break: No Classes 3/16 - 3/20
	Fall Semester 2026 Course Registration Begins for New Students
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Wednesday				
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Notes for the week

#### **MARCH 2026**

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Check your Saint Paul College email.

Mental Health support sessions can be scheduled through EAB Navigate.

APRIL	202	6
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Tuesday 24	

25	
Wednesday	
Thursday 26	Graduation Ceremony Sign Up (Required in order to participate in the May ceremony.)
27	Final Date to Apply for Summer Term Graduation
Friday	

Notes for the week

#### **MARCH 2026**

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Review the syllabus for each class. Add important dates to your planner.

#### **APRIL 2026**

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Graduation Ceremony Sign Up (Required in order to participate in the May ceremony.) Monday 31

Apr Wednesday 1				
Apr 2				
Thursday				
Apr 3				
Friday				
	Saturday	Арг 4	Sunday	Арг 5

Notes for the week

#### **APRIL 2026**

Check your Saint Paul College email.	

Mental Health support sessions can	
be scheduled through EAB Navigate.	

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#### **MAY 2026**

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9	Scholarship Awards Announced for Summer 2026 4/6 - 5/4
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Notes for the week

#### **APRIL 2026**

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Review the syllabus for each class.

Add important dates to your planner.

#### **MAY 2026**

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Notes for the week

#### **APRIL 2026**

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Check your Saint Paul College email.

Mental Health support sessions can be scheduled through EAB Navigate.

#### **MAY 2026**

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Notes for the week

#### **APRIL 2026**

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Review the syllabus for each class.

Add important dates to your planner.

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	Saturday	2	Sunday	3

Saturday	May 2

Sunday	3

# **MAY 2026**

Notes for the week

#### **MAY 2026**

Check your Saint Paul College email.
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Mental Health support sessions can be scheduled through EAB Navigate.

be scheduled through EAB Navigate.	
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#### **JUNE 2026**

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4	Tuition Due Date
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Wednesday			
7			
Thursday			
ω	Scholarship Application De	eadline for Fall 2026	
Friday			
Friday	Saturday 9	Sunday	10
Friday	Saturday 9	Sunday	10
Friday	Saturday 9	Sunday	10

# MAY 2026 Notes for the week Review the syllabus for each class. Add important dates to your planner.

#### **MAY 2026**

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# JUNE 2026

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15	SPRING SEMESTER ENDS		
	Scholarship Reference Subi	mission Deadline for Fall 20	26
Friday			
	Saturday 16	Sunday	17

# **MAY 2026 MAY 2026** Notes for the week Check your Saint Paul College email. Mental Health support sessions can be scheduled through EAB Navigate. **JUNE 2026** Graduation Ceremony 2025/2026 Monday

20				
Wednesday				
21				
Thursday				
22				
Friday				
	Saturday	23	Sunday	24

# **MAY 2026** 27 **MAY 2026** Notes for the week Wednesday Review the syllabus for each class. Add important dates to your planner. **JUNE 2026** 28 Thursday Memorial Day Holiday: College Closed 29 Final Date to Change Summer Term Registration Monday Friday 26 **SUMMER TERM BEGINS** Saturday Sunday 30 Tuesday

31

# **JUNE 2026**

Notes for the week

JUNE 2026

Check your Saint Paul College email.

Mental Health support sessions can be scheduled through EAB Navigate.

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#### **JULY 2026**

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	Saturday 6	Sunday 7
		Final Date to Withdraw to Receive Tuition Adjustment (Tuition refund is pro-rated for a complete withdrawal from the College)

#### **JUNE 2026** Notes for the week

#### **JUNE 2026**

Review the syllabus for each class.
Add important dates to your planner.

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#### **JULY 2026**

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#### **JUNE 2026** Notes for the week

**JUNE 2026** 

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Mental Health support sessions can be scheduled through EAB Navigate.

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19	Juneteenth Holic	day: College	Closed	
Friday				
	Saturday	20	Sunday	21
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#### **JUNE 2026** Notes for the week

#### **JUNE 2026**

Review the syllabus for each class.
Add important dates to your planner.

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#### **JULY 2026**

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# **JUNE 2026**

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Check your Saint Paul College email.	14	15	16	17	18	19	20
	21	22	23	24	25	26	27
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Mental Health support sessions can be scheduled through FAB Navigate.

be scheduled through EAB Navigate.	

#### **JULY 2026**

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Tuesday 30	

July Wednesday 1			
July Thursday 2			
Friday July	Independence Day Holida	ay: College Closed	
	Saturday July 4	Sunday	July 5

Notes for the week

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Review the syllabus for each class.

Add important dates to your planner.

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Notes for the week

**JULY 2026** 

Check your Saint Paul College email	
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Mental Health support sessions can be scheduled through EAB Navigate.

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#### **AUGUST 2026**

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Notes for the week

#### **JULY 2026**

Review the syllabus for each class.
Add important dates to your planner.

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#### **AUGUST 2026**

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Notes for the week

#### **JULY 2026**

Review the syllabus for each class.
Add important dates to your planner.

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#### **AUGUST 2026**

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#### **SCHOLARSHIPS**

Saint Paul College offers a wide range of scholarships for students registered for classes in the current or upcoming term. The application window is open year-round, but each semester has specific deadlines for submission and review.

#### **Key Dates:**

#### Spring 2026

- Application Deadline October 31, 2025
- Reference Submission Deadline: November 7, 2025
- Awards Announced: December 1-17, 2025

#### Summer 2026

- Application Deadline February 28, 2026
- Reference Submission Deadline: March 7, 2026
- Awards Announced: April 6 May 4, 2026

#### Fall 2026

- Application Deadline May 8, 2026
- Reference Submission Deadline: May 15, 2026
- Awards Announced: mid-July, 2026

#### **Key Details:**

- You only need to complete one application. The system will automatically match you with eligible scholarships.
- A professional reference is required each semester.
- Writing support is available through the Academic Support Center.

#### Questions? Contact: scholarships@saintpaul.edu

For full details and to apply, visit the Saint Paul College Scholarships page. saintpaul.edu/alumni/scholarships



# Are you completing your academic program? Do you plan to graduate during this academic year?

#### Submit your application to graduate:

- Fall Graduate Deadline October 24, 2025
- Spring Graduate Deadline February 27, 2026
- Summer Graduate Deadline March 27, 2026

#### Apply at saintpaul.edu/ApplyForGraduation

Questions about the Graduation Application Process? Please contact the Student Records Office student.records@saintpaul.edu

If you would like to participate in the graduation ceremony, attend one of the graduation sign-up sessions.

- Thursday, March 26, 2026
- Monday, March 30, 2026

This process is separate from applying to graduate. Graduation Ceremony Sign Up events provide an opportunity for Fall 2025, Spring 2026, and Summer 2026 graduates to complete important steps and secure their place in the graduation ceremony.

Additional information is available at saintpaul.edu/graduation

#### BEING AN UPSTANDER IN RISKY SITUATIONS











You can help stop relationship or sexual violence or stalking. When something is not right it is essential for members of the community to intervene. Risky situations and harassment can escalate quickly so it is helpful to plan some strategies. If you have a plan, you will know what to do when something happens.

#### **Identifying Risky Situations**

We know that it can be hard to know how and when to intervene. It might feel awkward or strange to intervene but being prepared will help you take action when the time comes.

#### How can I tell someone needs me to intervene?

- They look like they are uncomfortable or are shifting positions,
- They are ignoring the other person but the other person is not going away,
- They have already said "no" or tried to end the conversation,
- They are trying to move away but their path is blocked,
- They are asleep, passed out, or too intoxicated to care for themselves,
- You feel like the situation is not okay trust your instincts!
- What else can you think of?

#### **Options for intervening**

The best option is the one that works for you. Here are some ideas:

- Direct Talk directly to the person causing harm so they know their actions are not okay.
- Distract Interrupt harmful actions or words before they escalate by causing a distraction.
- Delegate Gather resources and support people or authorities to address the situation
- Delay Check-in with the victim afterward because sometimes waiting is safest.
- Document Record the situation so there is evidence of what happened. Always ask the victim what they want to do with the footage and never post it online or use it without their permission.

For more information and resources for supporting survivors visit saintpaul.edu/AntiViolence.

#### **CONTACTS**

NAME	。 PHONE/EMAIL
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# **3-YEAR CALENDAR**

S   M   T   W   T   F   S	August 2025  S M T W T F S  3 4 5 6 7 8 9  10 11 12 13 14 15 16  17 18 19 20 21 22 23  24 25 26 27 28 29 30  31	September 2025           s         M         T         W         T         F         S           1         2         3         4         5         6           7         8         9         10         11         12         13           14         15         16         17         18         19         20           21         22         23         24         25         26         27           28         29         30	October 2025           s         M         T         W         T         F         S           5         6         7         8         9         10         11           12         13         14         15         16         17         18           19         20         21         22         23         24         25           26         27         28         29         30         31
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FALL SEMESTER   AUGUST 25, 2025 - DECEMBER 19, 2025	
Tuition Due Date	8/4/2025
FALL SEMESTER BEGINS	8/25/2025
Final Date to Change Fall Semester Registration	8/29/2025
Labor Day Holiday: College Closed	0/1/2025
Final Date to Withdraw to Receive Tuition Adjustment*	9/23/2025
Spring Semester & Summer Term 2026 Priority Registration Begins	10/7/2025
Mid Term Break: No Classes	10/16 - 10/17/2025
Spring Semester & Summer Term 2026 Registration Begins for New Stud	ents10/20/2025
Final Date to Apply for Fall Semester Graduation	10/24/2025
Veterans Day Holiday: College Closed	
Final Date to Withdraw to Receive "W"	Varies
Withdrawal date varies. – Check online course schedule.	
Thanksgiving Holiday: College Closed	11/27 - 11/28/2025
FALL SEMESTER ENDS	12/19/2025
SPRING SEMESTER   JANUARY 12, 2026 - MAY 15, 2026 Tuition Due Date	12/17/2025
SPRING SEMESTER BEGINS	1/12/2026
Final Date to Change Spring Semester Registration	•
Martin Luther King Holiday: College Closed	
Caucus Day (No courses meeting after 6:00pm)	2/3/2026
Final Date to Withdraw to Receive Tuition Adjustment*	2/10/2026
Presidents' Day Holiday: College Closed	2/16/2026
Professional Development (Classes starting at or after 4:00pm will be held.)	
Final Date to Apply for Spring Semester Graduation	0/07/000/
Fall Semester 2026 Priority Course Registration Begins	
	3/16 - 3/20/2026
Fall Semester 2026 Course Registration Begins for New Students	
Final Date to Apply for Summer Term Graduation Final Date to Withdraw to Receive "W"	Varies
Withdrawal date varies Check online course schedule.	varies
SPRING SEMESTER ENDS	5/15/2026
Graduation Ceremony 2025/2026	5/18/2026
Graduation defending 2020/2020	0/10/2020
SUMMER TERM   MAY 26, 2026 - JULY 31, 2026	
Tuition Due Date	5/4/2026
Memorial Day Holiday: College Closed	5/25/2026
SUMMER TERM BEGINS	5/26/2026
Final Date to Change Summer Term Registration	5/29/2026
Final Date to Withdraw to Receive Tuition Adjustment*	6/7/2026
Juneteenth Holiday: College Closed	/ /10/000/
Independence Day Holiday: College Closed	7/3/2026
Final Date to Withdraw to Receive "W"	Varies
Withdrawal date varies Check online course schedule.	
SUMMER TERM ENDS	7/31/2026

<sup>\*</sup> Tuition refund is pro-rated for a complete withdrawal from the College. Calendar is subject to change.

# () SAINT PAUL COLLEGE

#### saintpaul.edu

235 Marshall Avenue Saint Paul, MN 55102 TEL: 651.846.1600 FAX: 651.846.1703



Saint Paul College A member of Minnesota State