BU Henry M. Goldman School of Dental Medicine

PRE-DOCTORAL ORIENTATION CHECKLIST
DMD 2018

To Do:	Deadline:
☐ **Set up BU log-in and email account** Early Access Code and instructions for setting up your BU log-in and email account will be emailed to you through BU Information Services &Technology • The message will include an access link unique to you • Your BU email must be activated **as soon as possible** for you to receive important messages regarding orientation and other matters, including the e-bill student account invoice. All students MUST have a bu.edu email address, as all official communications from the University will be sent to this BU email address. Please contact IT ithelp@bu.edu or DMD Admissions Coordinator with any questions.	**As soon as possible**
☐ **Complete Dean's Certification** • Your completed Dean's Certification form must be submitted **as soon as possible.** Boston University Henry M. Goldman School of Dental Medicine Attn: DMD Admissions Coordinator 100 E. Newton Street, G-305 Boston, MA 02118	**As soon as possible/ June 1, 2014**
☐ **Certiphi Background Check Report** • Review email received from Certiphi. • Initiate background check and pay fee • Review report provided by email from Certiphi *Please contact DMD Admissions Coordinator with any questions.*	**As soon as possible/ June 1, 2014**
☐ **Final Transcript** You must submit your *official, final transcript from your undergraduate university or college* and/or your *final transcript for any advanced degree.* • Your official, final transcript must indicate the degree conferred and date awarded. • If the final transcript does not include a statement of the degree awarded, you must also submit a photocopy of your diploma or a letter from your school's Registrar's Office verifying your completion of the degree. *2014 graduates must submit the official transcript indicating degree earned as soon as it is available.* *A bachelor's degree is a requirement for matriculation.*	**July 1, 2014**
☐ **Complete & Submit Immunization & Physical Exam Form** Detailed instructions can be found http://www.bu.edu/shs/resources/ihr/mchealthform/	**July 1, 2014**

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☐ **Settle your Student Account** — **July 11, 2014**

- Make sure that you have activated your BU email
- Student Account E-Bill for Fall 2014 will be emailed to your BU email address.
  - *NOTE: Paper bill will NOT be sent*
- View your balance via the Student Link (www.bu.edu/studentlink)
- You are responsible for settling your student account by the deadline, regardless of account balance notification.

Need to grant access to your student account /e-bill notification to someone else?

Go to Student Link and then:

- Money Matters → Student Account Inquiry → Sharelink Access

☐ **Student Health Insurance (option to waive)** — **Varies**

- All students are required to carry United States-based medical insurance that meets or exceeds the GSDM Student Health Insurance Plan (Aetna Student Health)
- For more info regarding Student Health Insurance, please go to http://www.bu.edu/dental/about/offices/registrar/tuition/health-ins-costs/
- *No action is needed if you will be accepting the GSDM Student Health Insurance Plan*
- *If you **elect to waive the BU Plan,** go to the Student Link after the waiver function is activated (mid-June)*
  - *Click on the tab "Money Matters" → "Medical Insurance"*

☐ **Update Local Address and Emergency Contact Information** — **Upon arrival in Boston**

- When you have made housing arrangements, enter your emergency contact information and your local address and telephone number in the Student Link.

☐ **Obtain BU ID card (Terrier Card) upon arrival in Boston** — **Upon arrival in Boston**

- BU ID number required

ID Office is located at 710 Albany Street

☐ **Check in at ISSO (International Students only)** — **Within 1 week upon arrival in Boston**