

**PRE-DOCTORAL ORIENTATION CHECKLIST
DMD 2017****To Do:****Deadline:**☐ **Set up BU log-in and email account****As soon as possible**

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 at 617-353-HELP (4357) or ithelp@bu.edu with any questions.

☐ **Complete Dean's Certification****As soon as possible/
June 1, 2013**

- Your completed [Dean's Certification](#) form must be submitted **as soon as possible**.

BUGSDM
Office of Admissions
Attn: DMD Admissions Coordinator
100 E. Newton Street, G-305
Boston, MA 02118

☐ **Certiphi Background Check Report****As soon as possible/
June 1, 2013**

- 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.

☐ **Final Transcript****July 1, 2013**

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.

*2013 graduates must submit the official transcript indicating degree earned as soon as it is available.
A bachelor's degree is a requirement for matriculation.*

☐ **Complete & Submit Immunization & Physical Exam Form****July 1, 2013**

Detailed instructions can be found <http://www.bu.edu/shs/resources/forms/mchealthform/>

**PRE-DOCTORAL ORIENTATION CHECKLIST
DMD 2017**

<input type="checkbox"/> Settle your Student Account <ul style="list-style-type: none"> • Make sure that you have activated your BU email • Student Account E-Bill for Fall 2013 will be emailed to your BU email address. <ul style="list-style-type: none"> ◦ <i>NOTE: Paper bill will NOT be sent</i> • 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. 	July 12, 2013
<p><i>Need to grant access to your student account /e-bill notification to someone else?</i></p> <p>Go to Student Link and then:</p> <p>- Money Matters → Student Account Inquiry → Sharelink Access</p>	
<input type="checkbox"/> Student Health Insurance (option to waive) <ul style="list-style-type: none"> • 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/ • <i>No action is needed if you will be accepting the GSDM Student Health Insurance Plan</i> • If you elect to waive the BU Plan, go to the Student Link after the waiver function is activated (mid-June) <ul style="list-style-type: none"> ◦ Click on the tab "Money Matters" → "Medical Insurance" 	Varies
<input type="checkbox"/> Update Local Address and Emergency Contact Information <ul style="list-style-type: none"> • When you have made housing arrangements, enter your emergency contact information and your local address and telephone number in the Student Link. 	Upon arrival in Boston
<input type="checkbox"/> Obtain BU ID card (Terrier Card) upon arrival in Boston <ul style="list-style-type: none"> ▪ BU ID number required <p>ID Office is located at 710 Albany Street</p>	Upon arrival in Boston
<input type="checkbox"/> Check in at ISSO (International Students only)	Within 1 week upon arrival in Boston