

All You Need to Know

An Orientation Guide for DMD '18 and Advanced Standing '16 Students

WELCOME!



Welcome to the Henry M. Goldman School of Dental Medicine (GSDM) and to the great city of Boston!

This guide was created to answer many questions often asked by incoming dental students. We have included detailed information, web links and contact information for you to help answer these questions.

Also included is important information about your responsibilities as a new student enrolling at GSDM. We kindly request that you review the information contained in this guide thoroughly and carefully.

Additionally, you can go to <http://www.bu.edu/dental/admissions/accepted-applicants/> and <http://www.bu.edu/dental/students/> to find more information. If you have questions not answered in this Guide or online, please contact Student

Affairs at 617-638-4790 or via email at gsdmsa@bu.edu.

The information provided within this guide is accurate as of publication time, but *is subject to change*.

You are responsible for checking directly with offices and resources regarding current policies, procedures, opportunities and deadlines. If you become aware of out-of-date or inaccurate materials in this publication, please contact Student Affairs, gsdmsa@bu.edu, 617-638-4790.

Thank you! 😊

All You Need To Know: An Orientation Guide for DMD '18 and Advanced Standing '16 Students

CONTENTS

YOUR BOSTON UNIVERSITY RECORDS

Pg. 3-4

Admission | Boston University identification number & Terrier Card | Registrar's Office
Academic records/Registration | Transcripts/Verifications | BU Student Link | Compliance status

EMAIL, COMPUTING AND INFORMATION TECHNOLOGY

Pg. 5

Boston University login and email account | Electronic list-servs | Laptop Computer Requirements

ACADEMIC AFFAIRS

Pg. 6-7

Components | Division of Curriculum & Program Evaluation | Student expectations and responsibilities | Alcohol & Drug Policy

STUDENT AFFAIRS

Pg. 8-10

Components | Career Resources | Orientation Week | Lockers | Instrument Kits | Class Scrubs | Student Organizations | Intramurals | Fitness and Recreation

STUDENT HEALTH & HEALTH INSURANCE

Pg. 11-13

Health history and immunization forms | GSDM Health requirements and compliance | Student Health Services | Health insurance | Dental insurance

FINANCIAL MATTERS

Pg. 13-14

Account Settlement | Making tuition payments | Student Financial Services | Loan deferment enrollment verification | Withdrawals and Refund Policy

HOUSING

Pg. 15

BUMC Housing Resources | BU Rental Property Management | Off-Campus Services

TRANSPORTATION

Pg. 15-16

The "T" | Transcomm | BU Shuttle (The BUS) | Biking | Zipcar | Evening Shuttle
Taxi Reimbursement Program

INTERNATIONAL STUDENTS

Pg. 17

ISSO Check-In | Cultural Adjustment | Getting a cell phone | Setting up a bank account

HELPFUL LINKS AND CONTACT INFORMATION

Pg. 18

All You Need To Know: An Orientation Guide for DMD '18 and Advanced Standing '16 Students

YOUR BOSTON UNIVERSITY RECORDS

ADMISSION

Accepted applicants who submit the tuition deposit and acceptance confirmation form are enrolled in the relevant academic program. A Boston University record is created on the University and the GSDM systems.

OFFICIAL, FINAL COLLEGE OR UNIVERSITY TRANSCRIPTS

All entering students are required to submit the following to the GSDM Admissions prior to July 28, 2014:

- Official, original FINAL transcript in a sealed envelope
 - Transcript must indicate the degree and the date awarded

If the official, final transcript does not include degree information, a photocopy of the diploma showing the degree and date awarded must also be submitted. A Bachelor's degree is required for matriculation in the four year DMD program. If you were enrolled in an advanced degree program, evidence of successful completion of that degree is also necessary.

Advanced Standing Students

If your prior institution is *outside* the United States or Canada, must submit the following:

- Copy of Dental Diploma
- Official, final Dental Transcript
- Official, final transcript of advanced degrees (if relevant)
- Official ECE Course-by-Course transcript evaluation
- Official TOFEL Report (if not previously submitted)
- Official NBDE Part 1 Report (if not previously submitted)

BOSTON UNIVERSITY IDENTIFICATION NUMBER

All students are assigned a UID number or University number (the letter U followed by eight numbers). This BU ID number appears on University records and assures that your information is accurately recorded. The BU ID number will also be printed on your BU identification card (Terrier Card).



BOSTON UNIVERSITY IDENTIFICATION CARD (Terrier Card)

When you arrive in Boston, you should visit the [Boston University Medical Campus Identification Card Office](#) to obtain your Terrier Card.

What to bring with you:

- an official form of identification (i.e. a driver's license or passport)
- Admissions letter
- your UID number

You should carry your BU ID at all times when on campus, and you will need to display your ID to gain access to certain buildings and resources.

REGISTRAR'S OFFICE

GSDM Registrar's Office manages academic records and registration, and processed enrollment verifications and transcript requests.

ACADEMIC RECORDS/REGISTRATION

All student academic records are produced through the GSDM Registrar's Office. This office registers students as full-time in the University's student information system, provided that they are in compliance as outlined below.

All You Need To Know: An Orientation Guide for DMD '18 and Advanced Standing '16 Students

TRANSCRIPTS/VERIFICATIONS

Students may request transcripts via the [GSDM Portal](#). Enrollment verifications can be submitted via request form to the GSDM Registrar's Office. Requests will only be processed for students that are in compliance.

GRADES

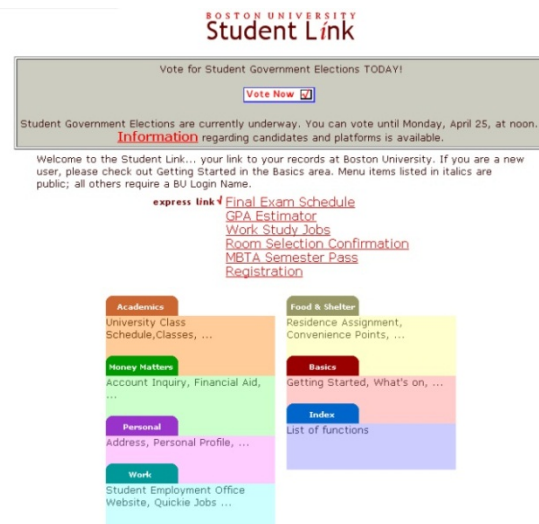
Pre-doctoral dental students' final course grades are accessible through [Student Performance System \(SPS\)](#). Additional information about SPS will be provided to you at a later date. Due to the separate storage of dental student academic records, final course grades are not accessible through the Student Link.

ACCESS TO YOUR INFORMATION ON THE [BU STUDENT LINK](#)

The [Student Link](#) is a web resource that allows BU students to view their student account balance, immunization/TB/health record compliance status, and other important information. BU login and Kerberos password are required to access the Student Link. You are responsible for checking the Student Link and responding appropriately to the information to maintain good status for your student account and clinical compliance.

To view your compliance status via the Student Link:

- go to www.bu.edu/studentlink
- login with BU login and Kerberos password
- click on "Personal Tab"
- click on "Compliance Status"



YOUR "COMPLIANCE" STATUS

All students must be in compliance with Boston University's "Safe, Settled and Healthy" requirements. You must visit the Student Link to track and update your personal compliance status on a regular basis, as your compliance status will change at intervals as described below.

⇒ The "Safe" requirement

Enter your cellular telephone number for the BU Alert automated message system that will provide you with information and instructions in case of an emergency situation on campus. You must reconfirm your emergency contact number on the Link every six months.

⇒ The "Settled" requirement

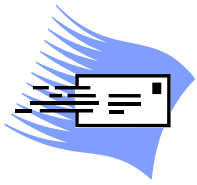
Settle your student account through payment and/or approved financial assistance by the settlement deadline for the dental school. You will need to settle your account for the fall and the spring semester each academic year.

⇒ The "Healthy" requirement

You must complete the immunization, titer and TB (tuberculosis) testing protocol. Annual updates are required for the TB clearance. All students at the GSDM are required to comply with the "clinical" requirements, which are more comprehensive than the standard requirements.

All You Need To Know: An Orientation Guide for DMD '18 and Advanced Standing '16 Students

EMAIL, COMPUTING AND INFORMATION TECHNOLOGY



BOSTON UNIVERSITY LOGIN AND EMAIL ACCOUNT

As a member of the GSDM Community, you are required to maintain a BU email account. A free email account will be provided to each student, and will enable you to stay informed and to communicate efficiently with faculty, fellow students, and staff.

To set up your BU email address, you should follow the instructions provided in the e-mail that you received from Boston University. If you no longer have this email, you should contact your Admissions Coordinator.

All dental students, faculty and staff using Boston University computers, facilities, and communications systems must maintain professional standards in content and communications and are expected to adhere to Boston University's "[Conditions of Use and Policy on Computing Ethics](#)"

All current students are provisioned with a [BU Google Apps](#) account. E-mail sent to your **bu.edu account** is available through BU Google Apps, desktop clients and mobile devices via IMAP, and integrated with other BU Google Apps components such as Sites, Calendar and Documents. You can continue to use your bu.edu email address even after you graduate.

ELECTRONIC LIST-SERVS

Dental School student list-servs are created and maintained by the GSDM Information Technology to facilitate communications among and between students, faculty and staff at the GSDM

Acceptable uses of the list-servs include, but are not limited to:

- announcements of school-sponsored or student-organization sponsored meetings and events
- communicating personal (non-commercial) sales or exchanges of textbooks, dental instruments or equipment by dental students
- posting of course information, class information, and policy information by course directors and/or their designees.

The list-servs **may not be used** to:

- endorse or advertise commercial products or services
- publicize events associated with GSDM that includes the presence or the consumption of alcohol or any illegal drugs
- communicate political or personal opinions
- share messages that do not meet the guidelines set forth in Boston University's "[Conditions of Use and Policy on Computing Ethics](#)"

Student organizations wishing to distribute announcements via the List-servs must complete a "Student Mass Communications Approval Request" via the [GSDM Portal](#).

LAPTOP COMPUTER

Pre-doctoral students are required to have a laptop computer (Requirements can be found [here](#)). GSDM strongly recommends that you use a **PC-based laptop** as you will be using software applications that work with the PC-based format only. Macs and iPads are not compatible with most of the school's clinical applications, however students with Mac computers will still be able to access curriculum.



Student discounts for:

Computers - <http://www.bu.edu/tech/desktop/purchase/personal>

Microsoft and Adobe software - <http://ithc.collegestoreonline.com>

If you have any laptop related questions, please contact Mr. Ibrahim Kachouh, GSDM Information Technology, 617.638.5999, kachouh@bu.edu

All You Need To Know: An Orientation Guide for DMD '18 and Advanced Standing '16 Students

ACADEMIC AFFAIRS

100 E. Newton Street, G-708

[Academic Affairs](#), under the direction of the Associate Dean for Academic Affairs, is responsible for administrative oversight of the academic components of the School's pre-doctoral and post-doctoral/graduate programs, including the following:

- Pre-doctoral Curriculum
 - Compliance with Accreditation Standards
 - Course Review and Improvement
 - Coordination of Instruction in Biomedical Sciences
 - Textbook Lists
 - National Board Dental Examinations Part I & II
 - Student Government
- Postdoctoral Curriculum
 - Interdisciplinary Curriculum
 - Research Curriculum
 - Postdoctoral Student Handbook
- Student Performance and Conduct
 - Excused Absences
 - Promotions Status
 - Academic/Ethical Code of Conduct
- Academic Schedules
 - Course Schedules
 - Clinical Rotations
 - Room Assignments
 - Library Training
 - Course Evaluations
- School, University, and National Compliance Policies
 - CPR Certification
 - Assistance with Compliance for OSHA, HIPAA, Immunizations, and University Contact Lists
 - School Policy on Recording of Lectures and Oversight of Audio/Visual Upgrades
 - CODA Complaints Policy

Division of Curriculum & Program Evaluation

Since 1994, the [Division of Curriculum & Program Evaluation](#) has advanced GSDM's vision of excellence in teaching and learning by supporting faculty, students, administrators, and staff in the:

- Design, development, and delivery of instruction grounded in educational research and practice;
- Assessment and evaluation of educational programs, processes, and outcomes, enabling continual improvement and adaptation by helping anticipate rapid changes in health care, science, technology, and education;
- Analysis of internal and external factors that impact the curriculum, instructional methods, patient services, and student quality of life;
- Analysis, interpretation, and use of data to guide empirically based administrative decision-making;
- Study of learning and learning to measure impact and develop new methodologies;
- Dissemination of educational research in higher education that can be applied to dental education; and
- Preparation for accreditation.

All You Need To Know: An Orientation Guide for DMD '18 and Advanced Standing '16 Students

EXPECTATIONS AND RESPONSIBILITIES

All students are expected to familiarize themselves with GSDM Policies, which can be found at

<http://www.bu.edu/academics/sdm/policies>

Boston University ADMISSIONS **ACADEMICS** RESEARCH GLOBAL CAMPUS LIFE ABOUT

Schools & Colleges Bulletin Degree Programs Policies & Resources **SEARCH ACADEMICS**

SDM

Policies

The individual schools and colleges of the University may have variations or additional stipulations affecting certain general university policies. Students are responsible for being familiar with the regulations of the University and their college of enrollment.

- [About Henry M. Goldman School of Dental Medicine Policies](#)

Registration and Attendance

- [Absence for Religious Reasons](#)
- [Adding or Dropping a Course](#)
- [Attendance](#)
- [Cross-Registration](#)
- [Registration](#)
- [Suspension or Dismissal](#)
- [Withdrawal, Leave of Absence, and Reinstatement](#)

Course, Grade, and Degree Policies

- [Academic Progress and Graduation](#)
- [Auditing Courses](#)
- [Dean's List](#)
- [Declaring or Changing a Concentration/Major](#)
- [Examinations](#)
- [Grades and Course Credits](#)
- [Graduation with Honors](#)
- [Incomplete Coursework](#)
- [Intra-University Transfer](#)
- [National Board Dental Examinations](#)
- [Postdoctoral and Graduate Academic Policies and Procedures](#)

Student Records

- [Address Changes](#)
- [Administrative Policies Relating to Federal Guidelines](#)
- [Identification Cards and Numbers](#)
- [Name Changes or Corrections](#)
- [Student Retention Information](#)
- [Transcripts](#)

Harassment and Discrimination Policies

- [Complaint Procedures in Cases of Alleged Unlawful Discrimination or Harassment](#)
- [Disability Accommodation](#)
- [Equal Opportunity Policy](#)
- [Sexual Harassment Policy](#)
- [Student Grievance Procedure in Cases of Alleged Disability Discrimination](#)

Related Bulletin Pages Beyond the Bulletin

Programs Departments Courses **Policies**

- Policies and Procedures
- Registration
- Cross-Registration
- Adding or Dropping a Course
- Attendance
- Absence for Religious Reasons
- Withdrawal, Leave of Absence, and Reinstatement
- Suspension or Dismissal
- Declaring or Changing a Concentration/Major
- Grades and Course Credits
- Dean's List
- Examinations
- National Board Dental Examinations
- Incomplete Coursework
- Intra-University Transfer
- Auditing Courses
- Academic Progress and Graduation
- Graduation with Honors
- Identification Cards and Numbers
- Name Changes or Corrections
- Address Changes
- Transcripts
- Administrative Policies Related to Federal Guidelines
- Student Retention Information
- Sexual Harassment Policy
- Disability Accommodation
- Equal Opportunity Policy

ALCOHOL AND DRUG POLICY

Boston University's Statement on Illegal Drugs and Alcohol is available online at

<http://www.bu.edu/dos/policies/lifebook/drugs-alcohol/>

Additional information specifically for the Dental School can be found at <http://www.bumc.bu.edu/busm-od/bumc-guidelines-for-serving-consuming-alcohol-at-bumc-events/>. (BU login and Kerberos password required)

All You Need To Know: An Orientation Guide for DMD '18 and Advanced Standing '16 Students

STUDENT AFFAIRS

100 E. Newton Street, G-305

[Student Affairs](#) strives to help students enrich their lives through academic, professional, and social experiences while in dental school and to serve as their advocate with school and university administration. We encourage students to be engaged in the GSDM community through participation in school-wide and extracurricular activities.

Student Affairs oversees a number of aspects of student life including:

- Orientation & Pinning Ceremony
- Lockers
- Student Organizations
- Educational Resources/students with disabilities
- Tutoring
- Academic advising/counseling
- Career Resources
- Academic advising
- Health and Wellness
- White Coat Ceremony
- Graduation & Senior Awards Brunch

CAREER RESOURCES

[Career Resources at GSDM](#) is part of Student Affairs and provides workshops, seminars, trainings, resources, and tools to assist all pre- and post-doctoral students in making decisions that best fit their dental career objectives. Career Resources also assists students with applying for residencies and post-doctoral opportunities.

Career Resources provides the following services:

- Career counseling
- Resume and Cover Letter review
- Personal Statement review
- Prospective employer information
- Loan repayment and tuition remission opportunities for careers in dentistry
- Career Fair and other related events

ORIENTATION WEEK

GSDM orientation is a week-long and is mandatory for all DMD-1 and AS-1 students. Please review the [Orientation Schedule](#) in advance and familiarize yourself with the time and location of each orientation session.

PROFESSIONAL CEREMONY

The Professional Ceremony will be held on Friday, August 1, 2014. At this ceremony, you will receive a GSDM lapel pin and take an Oath of Professionalism. A Welcome Barbeque, hosted by Dean Hutter and Mrs. Hutter, will follow. Details on how to register and additional event information will be emailed to you at your bu.edu email address.

All You Need To Know: An Orientation Guide for DMD '18 and Advanced Standing '16 Students

LOCKERS

OSA manages locker assignment for all incoming students.



DMD 2018 Lockers

- DMD1 student lockers are located in the Medical School basement (L-bldg, 72 E. Concord St.)
- Two students will be assigned to each DMD1 locker
- DMD 1 students contact their locker partner during the first week of school

Advanced Standing 2016 Lockers

- Advanced Standing1 lockers are located in the basement of GSDM, by the Information Technology office
- They are accessible by the front stairs and elevator

All students should put locks on their lockers to protect their materials, instruments, etc. **AS 2016 Lockers require a 3" Shackle lock** like the one pictured on the right.



Use of a locker that is not assigned to you is prohibited and in violation of locker policy. If it is discovered that you are using a locker that is not assigned to you, the lock will cut by Security, and your possessions discarded. Students with locker issues should contact Student Affairs, gsdmsa@bu.edu, 617-638-4790.

TEXTBOOKS

You may be required to purchase textbooks for your classes. If so, you will receive that information during orientation from Academic Affairs. Textbooks can be purchase through [Barnes and Noble at Boston University Bookstore](#), 660 Beacon Street, Kenmore Square on the Charles River Campus.

INSTRUMENT KIT

You will receive instrument kits from the GSDM Supply Store during Orientation (see Orientation Schedule for date, time, & location).

Be prepared with a wheeled carrier or suitcase such as the one below to transport your instruments home.
Kits are large and heavy so you may want to consider arranging for a ride.



Insuring your Instrument Kit

Students are encouraged to insure their instrument kits. Check with your current renter's or homeowner's insurance provider to learn about their "floater policy", which may cover your instruments. It is also possible to attain an individual personal property policy which would cover dental instruments and any other personal items such as textbooks.

All You Need To Know: An Orientation Guide for DMD '18 and Advanced Standing '16 Students

CLASS SCRUBS

GSDM chapter of the American Student Dental Association (ASDA) will coordinate the ordering of class scrubs for all entering pre-doctoral students. ***Students cannot purchase scrubs from outside vendors.***

- DMD 2018 will wear navy blue scrubs.
 - o You will receive **6 pairs** of scrubs total (3 pairs in 1st Year Instrument kit and 3 pairs in 2nd Year Instrument kit)
- AS 2016 will wear royal blue scrubs
 - o You will receive 3 pairs of scrubs total (3 pairs in 1st Year Instrument kit)

Students will be able to purchase additional scrubs at \$35.00 per set (1 top & 1 bottom).

STUDENT ORGANIZATIONS

Student Affairs encourages you to get involved in both curricular and extracurricular activities. Your years of study will be enhanced by developing friendships with your peers, who will be your future colleagues. Participation will enhance the student community at GSDM, the interests and affiliations represented by the groups you choose to join and the activities or services your organization pursues.

Current GSDM Student Organizations:

American Student Dental Association (ASDA)

Student National Dental Association (SNDA)

Asian Dental Student Organization (ASDO)

American Association of Women Dentists (AAWD)

American Association of Public Health Dentistry (AAPHD)

Hispanic Student Dental Association (HSDA)

Uniformed Services Student Dental Association (USSDA)

Muslim Student Association (MSA)

Alpha Omega (AO)

Student organizations sponsor various activities, fundraisers, educational outreach, service and volunteering, cultural exploration and professional development. If you have a group of students interested in starting a new student organization, please contact Student Affairs at gsdmsa@bu.edu.

INTRAMURALS

GSDM students are encouraged to participate in [BU Intramural Sports](#). Intramural teams are organized entirely by students. Over the last few years, GSDM Intramural teams have won numerous University Championships in flag-football, dodgeball, softball, ice hockey, floor hockey, and kickball, just to name a few!

Find out more information about BU Intramurals & registering a team, contact Student Affairs, gsdmsa@bu.edu

FITNESS AND RECREATION

GSDM students are eligible for membership at two fitness centers: BU FitRec and South End Fitness Center. Incoming students will not be eligible to apply for membership until the week of Orientation. Details about the fitness centers are below and can be found at <http://bu.edu/dental/students/resources/fitness/south-end-fitness-center/>

- [The Boston University Fitness and Recreation Center](#) is a state-of-the-art facility located at 915 Commonwealth Avenue on the Charles River Campus. All full-time BU students may make use of the facilities as a privilege of enrollment. You must complete the [FitRec Usage Agreement](#), prior to using the facility. If you have a spouse or dependents, you may purchase [family memberships](#) at FitRec.
- South End Fitness Center is a facility of the [Boston Public Health Commission](#) (BPHC) located near campus (35 Northampton Street, 4th floor). SEFC is not a BU facility, so your BUID does NOT grant you access. GSDM students have the opportunity to join the SEFC through a BUMC affiliation membership. Subsidized enrollment is on a *first-come, first-served, school-by-school basis*. You cannot apply for membership until after the first day of orientation.
 - o Membership is a privilege, not a right, and may be revoked at any time by GSDM or SEFC. Authorization of subsidized membership follows verification of satisfactory standing at GSDM in regard to enrollment, judicial and compliance status ("safe, settled, healthy").

All You Need To Know: An Orientation Guide for DMD '18 and Advanced Standing '16 Students

STUDENT HEALTH

HEALTH HISTORY AND IMMUNIZATION RECORDS

★ **YOU MUST SUBMIT YOUR MEDICAL HISTORY FORM PRIOR TO ENROLLMENT** ★

You must submit your completed Immunization and Physical Form by July 1, 2014.

[Immunization and Physical Form](#) is available online on BU's [Student Health Services](#) website. Make sure you complete the Medical Campus version of the health report.

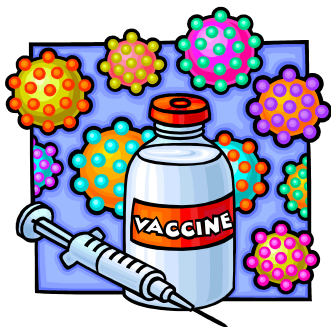
What do I need to do?

- Print out Immunization and Physical Form.
- Schedule a physical exam with your primary care physician, as soon as possible
 - This is a pre-matriculation requirement
 - Student Medical Plan WILL NOT cover cost of required pre-enrollment exam and immunizations
- Give these forms to your doctor for them to complete
 - Take special notice of the Tuberculosis (aka PPD) testing and Hepatitis B (HepB) inoculations
- Make several copies of your completed health reports for your records.
- Enter immunization and health history into the SHS portal
 - Instructions can be found at <http://www.bu.edu/shs/resources/ihr/mchealthform/>
- Mail or fax completed reports to:

Boston University Student Health Services
881 Commonwealth Avenue
Boston, MA 02215
Fax: 617-353-3557

Do not send the health report to the dental school.

Students who fail to complete all of these requirements prior to matriculation **may be restricted** in academic and clinical activities, until such time as they have completed the required immunizations, Tuberculosis skin tests, have demonstrated the required titers, and provided the necessary documentation to [Student Health Services \(SHS\)](#).



REQUIREMENTS:

Hepatitis B vaccine:

- HepB vaccine is a series of three inoculations.
 - 1st inoculation: at initial appointment with your doctor
 - 2nd inoculation: 1 month after the 1st shot
 - 3rd inoculation: 4 months after the 2nd shot
- If there is insufficient time to complete the series at these intervals before matriculation, you should remain on schedule with the immunization series. You will remain "in compliance" as long as you continue on the schedule provided.
- A Hepatitis B surface antibody (HBsAb) titer must be performed four to six weeks

after the third inoculation.

- If this test does not demonstrate a protective titer, additional inoculations may be required.
- For students who enroll shortly before the program start date, the vaccination series may be completed after matriculation.

Tuberculosis skin test:

- A baseline two step tuberculosis skin test with purified protein derivative (PPD)
- The 1st 2-part TB test must be performed 6 months prior to Orientation.
- **The 2nd 2-part TB test will be performed free of charge during Orientation.**
- The skin tests should be 1 to 2 weeks apart.

All You Need To Know: An Orientation Guide for DMD '18 and Advanced Standing '16 Students

- Each student must be evaluated and receive TB clearance on an annual basis while enrolled at GSDM. Student Affairs will coordinate and inform students of these yearly TB requirements.
- If you have a positive PPD skin test, you must provide evidence of an evaluation for tuberculosis
 - a chest radiograph report
 - a record of having been evaluated by a professional with expertise in TB
 - any prophylactic TB treatment

If you have received the BCG vaccination, you are required to have a QuantiFERON-TB Gold test (QFT-G). You will not have to do the TB skin test.

Varicella (Chicken Pox) Vaccination or Titer:

- Students must provide proof of 2 doses of the varicella vaccine or a proof of a positive titer.
- Dates of vaccinations or positive titer must be provided on the Immunization & Physical Form.
- History of disease, verified by a medical provider will also be accepted.

Immunization history:

- To be completed by your physician's office.
- Dates of the immunizations must be specified (month, day, and year).
- Statements such as "received as a child," "records were lost," or "up to date" are not acceptable.
- Student should then enter this information into the Immunization Portal on the Student Health Services website. More information on how to do this can be found at <http://www.bu.edu/shs/resources/ihr/mchealthform/>

BOSTON UNIVERSITY STUDENT HEALTH SERVICES (SHS)

881 Commonwealth Avenue

[Student Health Services \(SHS\)](#) is available to help meet the health care needs of all enrolled full-time Boston University students, regardless of your insurance choice. SHS provides medical service, behavioral medicine, crisis intervention and helps to address students' immediate and ongoing health care needs. Care is offered on an open-access, walk-in basis, and students can make an [appointments online](#).

There is no charge for most services provided for Boston University students at SHS. Charges for some drugs, immunizations, supplies, and some laboratory tests are applied. See the [fee schedule](#) on the web for details. Care received outside of SHS falls under coverage benefits associated with your selected health insurance plan.

Students Enrolled in the Boston University Insurance Plan

Visit the [Student Accounting Services](#) website then follow the link to the [Boston University Student Plus Plan](#) to review benefits provided.

Students Enrolled in a non-Boston University Insurance Plan

Students are financially responsible for lab fees and immunizations at SHS. Contact your insurance company to investigate your benefits, especially for specialty referrals.

HEALTH INSURANCE

- Massachusetts law requires all students to participate in a qualifying health insurance plan each academic year of their enrollment.
- Students enrolled at GSDM are assigned to the [Boston University Student Plus Plan](#)
 - Optional coverage for a spouse and/or children is available under the "Basic" Plan.
- Each fall semester a health insurance fee is charged to your student account.

All You Need To Know: An Orientation Guide for DMD '18 and Advanced Standing '16 Students

Have your own insurance?

Students enrolled in a [comparable health plan](#) may file a "Medical Insurance Waiver" via [Student Link](#). This waiver must be completed **each academic year** by the appropriate deadline. If your existing insurance plan is **not** comparable to what is offered by the Boston University Student Plus Plan, you will remain enrolled in the university's plan.

Finding a doctor

Students are encouraged to find a local doctor, either at [Boston Medical Center \(BMC\)](#) or a local community health center.

To **waive the Boston University student insurance** and the associated fee, students must:

- Provide evidence of enrollment in a qualifying USA-based insurance plan that meets or exceeds the dental student Plus Plan
- Those who wish to waive the plan can do so electronically through the [Student Link](#).
 - Click on the tab "Money Matters" → "Medical Insurance"

Dental Insurance

- [GSDM Student Dental Plan](#)
 - This plan offers low-cost, high-quality care for students' basic dental needs such as cleanings and fillings, performed by GSDM dental students under the supervision of licensed dentists.
 - Plan information - www.bu.edu/dental/patients/sdp
- [Dental Discount Program – Vital Savings on Dental](#)
 - Dental discount program through Aetna Student Health

FINANCIAL MATTERS



STUDENT ACCOUNT SETTLEMENT

You must settle your student account by July 11, 2014.

****Please note that the GSDM Fall settlement deadline is different from other BU schools****

Entering students are registered as full-time students for the **Fall 2014** and **Spring 2015** semesters. [Pre-Doctoral tuition and fees](#) and [health insurance costs](#) pertinent to your program are applied to your student account. Tuition, fees, account balances, and health insurance charges are viewable on the [Student Link](#).

A Fall 2014 student account e-bill notification will be emailed to your BU email address mid-June. You will not receive a printed invoice.

If your BU email address is not set up **prior to the invoice date**, paper invoices will be produced and mailed to the student's permanent address or to another billing address if one was provided by the student to Student Accounting Services. You may add an additional billing address via the Student Link.

If an invoice has been sent to an old address, you must contact Student Accounts to request that an additional invoice be mailed to the new address. Regardless of whether you receive an invoice, you are responsible for settling your student account by July 11, 2014.

If you wish to grant another person access to your student account information and/or would like them to receive balance notification emails, go to Student Link → Money Matters → Student Account Inquiry → Sharelink Access.

All You Need To Know: An Orientation Guide for DMD '18 and Advanced Standing '16 Students

MAKING TUITION PAYMENTS

[Tuition and fee payments](#) must be made through **Boston University Student Accounting Services**. When making payments, include reference to your name and BUID number to ensure prompt credit towards your account. For tuition payment options, visit <http://www.bu.edu/studentaccountingservices/your-bill/payment-options/>. All students have a health insurance fee assessed. For instructions on how to waive GSDM Student Insurance Plan, see the "Health Insurance" section.

STUDENT FINANCIAL SERVICES

Students intending to take out loans towards tuition and living expenses must contact the [Boston University Medical Campus Student Financial Services \(OSFS\)](#).

If you have questions regarding the status of your loans or if you need additional assistance, contact OSFS at 617-638-5130, or via email osfs-sdm@bu.edu. The office is open Monday through Friday, 8:30 AM to 5:00PM.

Financial Assistance forms are available at <http://www.bumc.bu.edu/osfs/webforms/>

*Please note that the Boston University Medical Campus Office of Student Financial Services **does not process tuition and fee payments**. Payments are made through [Student Accounting Services](#), which is located on the Charles River Campus.*

LOAN DEFERMENT ENROLLMENT VERIFICATION

All enrollment verification requests should be submitted to the GSDM Registrar's Office who will complete verification for loan deferment forms on behalf of students, provided that they are in compliance with the University. Forms must be submitted annually.

WITHDRAWALS AND THE POLICY ON REFUNDS

Students withdrawing before orientation and classes begin are eligible to receive full credit or refund of tuition, excluding non-refundable deposits and fees. The withdrawal process will not occur without the receipt of an official signed and dated letter of withdrawal.

Withdraw Prior to Orientation:

- Mail withdrawal letter to:
Boston University Henry M. Goldman School of Dental Medicine
[Admissions Office](#)
100 East Newton Street G305
Boston, MA 02118
- Fax the letter to 617-638-4798
- Call the DMD Admissions Coordinator (617-638-4787) to confirm receipt of the letter

Withdraw After Orientation:

Once orientation has begun, if a student withdraws, a percentage of tuition is refunded, depending upon the effective date of withdrawal. The [percentage refund is based on the GSDM calendar and is applied to tuition only](#); all fees are non-refundable once orientation has begun.

- Inform the Assistant Dean of Admissions
- Meet with the Associate Dean for [Academic Affairs](#) in G-708 and the [Registrar](#) in Robinson Bldg, Room 305 to complete a "Withdrawal/Leave of Absence form."

All You Need To Know: An Orientation Guide for DMD '18 and Advanced Standing '16 Students

HOUSING



Boston University Medical Campus Housing Resources

<http://www.bumc.bu.edu/ohr/>

Boston University Medical Campus Housing Resources (OHR) assists students with finding a place to live in Boston and surrounding areas. They are able to walk you through the entire housing search process – from picking a neighborhood, to finding a roommate, to signing a lease. OHR can also help with any issues you may have getting settled in Boston or working through roommate or landlord conflicts.

OHR also provides an online [Housing Resources Guide](#) for all BUMC students. It includes information about the city, its environs, and provides convenient options such as roommate and apartment search tools. If you have questions or need advice, call the Housing Resource Manager at 617-638-5125 or email ohr@bu.edu.

Rental Property Management

www.bu.edu/rpm (website available in 7 languages)

Rental Property Management leases, manages and maintains residential apartments, a limited number of parking spaces, and commercial properties owned by Boston University. Residential apartments are leased to full time BU graduate students, faculty, and staff only. Inventory of residential apartments includes single rooms, one bedroom, two bedroom, and limited number of three bedroom apartments. Apartment availability is not guaranteed.

Off-Campus Services

<http://www.bu.edu/offcampus/>

Off-Campus Services maintains listings of available apartments and sublets in the greater Boston area. The service is free of charge to all BU students and alumni. You can also find information about tenant rights and responsibilities, neighborhood descriptions, definitions of common rental terms, what to consider before signing a lease, and other resource for your housing search.

Note: Boston University does not own, inspect, endorse, or recommend any specific unit listed with this service.

CHANGE OF ADDRESS

Updates to your address (permanent, local or billing) or telephone number change at any time via the [Student Link](#). If your contact information changes before orientation, contact your Admissions Coordinator by email, and provide your new contact information, in addition to updating your information on the [Student Link](#).

TRANSPORTATION

MAPS

For help navigating your way around Boston University, take a look at these Interactive and PDF [Maps](#).



"THE T"

[The Massachusetts Bay Transportation Authority](#) is Boston's public transportation system. It offers train, streetcar, subway and bus services, and is known as the MBTA, or just "The T" for short.

The T also has boat service in Boston Harbor. The T serves communities beyond Boston with trolley and bus service and also with the Commuter Rail. Helpful tools include "[Plan a Trip](#)" and "[T Service Alerts](#)"

Students are [eligible for 11% semester pass discount](#).

All You Need To Know: An Orientation Guide for DMD '18 and Advanced Standing '16 Students

TRANSCOMM

710 Albany Street, 617-638-6816, bumctranscomm@gmail.com, twitter: @bumctranscomm

TranSComm, Transportation Solutions for Commuters, Inc., is a resource for members of the Boston University Medical Campus community. TranSComm supports public transportation, bicycling, shuttle bus service, and ride sharing efforts.

THE BUS: BOSTON UNIVERSITY FREE SHUTTLE BUS

Boston University's free shuttle bus service ("the BUS", or "BU Shuttle") makes a loop between BUMC and Charles River Campus on weekdays. The BUMC BUS stop, C1, is in front of 710 Albany Street, near the Office of Parking and Transportation. Information and schedules are available on the [BUS website](#). You can also download the free BU App via the iTunes App Store, which includes BU Bus Schedule and live bus positions. Go to iTunes and search "BU Mobile".

BIKING



Around GSDM, there are many bike racks and three secured bike cages for all members of the medical community to use. The racks are accessible 24 hours a day, 7 days a week, are not reserved but are on a "first-come/ first-served" basis. The cages are sheltered from the weather and are BU ID access. The annual fee for the bike cages is \$20. Application for bike cage can be found at <http://www.bumc.bu.edu/transcomm/bike/bike-cage-application/>.

ZIPCAR

ZipCar is a company that provides automobiles in convenient community locations for short-term rental. ZipCars are located on the Boston University Medical Campus in designated parking spaces. BU students are eligible for a [reduced-cost annual membership](#) to join the ZipCar program. It is possible to use a ZipCar on an hourly basis for errands, or to rent one by the day.



SAFE COMMUTING AT NIGHT

Keep in mind that in any urban setting it is important to pay attention to personal safety, and safety is a particular concern at night. The [Public Safety Department](#) (617-414-4444) recommends that you use the [Evening Shuttle](#) service for transport to authorized MBTA stops. On request, the Public Safety Department will provide an escort to the Evening Shuttle stop, subject to availability.

EVENING SHUTTLE

The [Evening Shuttle](#) serves the Medical Campus community within the BUMC area. The shuttle travels on request to BUMC parking facilities and local MBTA stations.

TAXI REIMBURSEMENT PROGRAM

Students are eligible for [taxi reimbursements](#) (up to \$10) for rides from BUMC to local MBTA stations or to their home, if it is located within two miles of campus. This is only applicable on weekend and holiday evenings between dusk and 1:00 AM, when shuttles are not in operation.

All You Need To Know: An Orientation Guide for DMD '18 and Advanced Standing '16 Students

INTERNATIONAL STUDENTS

INTERNATIONAL STUDENTS AND SCHOLARS OFFICE (ISSO)

888 Commonwealth Avenue (Charles River Campus), 617-353-3565, isso@bu.edu



All new international students must check in with the [International Students and Scholars Office \(ISSO\)](#) **within ONE week of your arrival in Boston.**

Special sessions will be scheduled during orientation to meet with ISSO advisors and you should bring the following immigration documents with you - your passport, your visa, your I-94 card (or print out), your I-20 form or DS-2019 form. ISSO will make copies of your documents for their records.

CULTURAL ADJUSTMENT

International students may not be familiar with all the cultures and language idioms of the United States or U.S. institutions of higher learning and it takes time to adjust to new ways of life, teaching and learning styles. You are welcome to visit [Student Affairs](#) to talk about questions you may have about expectations, culture, American values and customs.

CELL PHONES

There are few options for obtaining a cell phone as an international student. When contacting companies, be sure to ask about student discounts and international calling plans. Some US cell phone companies are [Verizon Wireless](#), [AT&T](#), [T-Mobile](#), [Sprint](#), [Virgin Mobile](#). Review their websites before making any decisions.

Types of plans:

Contract plans

- Most contract plans requires a Social Security Number (SSN) for credit check purposes
- Some providers will ask for a large deposit if you do not have a SSN, but generally speaking providers will refund your deposit after 12 months of good standing
- Please note that breaking a contract before the end date will result in large fees
- Contract plans normally run 2 years

Pay-as-you-go plan

- These plans may have slightly higher rates on all phone functions (talk, text, web)
- Offer these services without requiring a SSN or a hefty deposit

Family plans

- These wireless service plans allow up to five lines to be on the same contract
- Keep in mind that it is difficult to add/drop lines once the contract is signed without paying fines or penalty fees
- Family plans might be an inexpensive option if you know a group of individuals that are signing up for a contact plan

NOTE: Many international cell phones only require purchase of a US SIM card and service plan to work in the United States. Please check with the below service providers to see if your International mobile phone is compatible with a US SIM card and their services.

SETTING UP BANK ACCOUNTS

There are two primary types of banking accounts in the U.S. - Checking and Savings. Helpful information about opening up a US bank account can be found at <http://www.bu.edu/isso/students/prospective/pre-arrival/currency-banking/index.html>

There are many banks in the Boston area that are well known and have many branches in the area. They are also most likely to offer special services for students. Boston University is not affiliated with any banks; however, below are links to some major banks in the area:

[Metro Credit Union](#)
[Citibank](#)

[Citizens Bank](#)
[Santander](#)

[Bank of America](#)
[City of Boston Credit Union](#)

All You Need To Know: An Orientation Guide for DMD '18 and Advanced Standing '16 Students

Boston University - Student Link: http://www.bu.edu/studentlink	
GSDM Student Affairs Room G-305	617-638-4790 telephone 617-638-4789 fax gsdmsa@bu.edu
GSDM Admissions Room G-305	617-638-4787 telephone 617-638-4798 fax
GSDM Academic Affairs Room G-708	617-638-5241 telephone
GSDM Registrar Robinson Bldg, Room B-305	617-638-4708 telephone 617-638-4732 fax
Boston University Medical Campus Student Financial Services 72 East Concord Street, Room A-303	617-638-5130 telephone 617-638-5116 fax osfs-sdm@bu.edu
Boston University Medical Campus Housing Resources 72 East Concord Street, Room A-311	617-638-5125 telephone ohr@bu.edu
International Students and Scholars Office 888 Commonwealth Avenue, 2nd Floor	617-353-3565 telephone 617-358-1170 fax isso@bu.edu
Student Health Services 881 Commonwealth Avenue, Charles River Campus	617-353-3575 telephone 617-353-3557 fax
Student Accounting Services 881 Commonwealth Avenue, Charles River Campus	617-353-2264 telephone 617-353-3313 fax studenta@bu.edu
Information Services & Technology's IT Help Center Computer sales online	617-353-4150 telephone
Boston University Medical Campus TranSComm Transportation Solutions for Commuters	617-638-7473 telephone
Fitness and Recreation Center 915 Commonwealth Avenue, Charles River Campus	617-353-2748 telephone 617-353-5147 fax fitrec@bu.edu
GSDM on Facebook	http://www.facebook.com/budental
Bay State Basics: A Student Guide to Living in Massachusetts	http://www.sec.state.ma.us/cis/cisbsb/cisbsb.htm
Massachusetts Government Information	http://www.mass.gov/
Boston.com	http://www.boston.com/bostonglobe/
Official Website of the City of Boston	http://www.cityofboston.gov/
Massachusetts Travel Information	http://www.massvacation.com/