

INFORMATION LETTER

Date: January 2020

To: Students Entering Orthotics and Prosthetics and Physician Assistant Programs in 2020

From: School of Health Professions

On behalf of the administration, faculty, and staff of the School of Health Professions, it is my honor to welcome you to Baylor College of Medicine. We are anticipating your arrival for Orientation and Registration on Monday, June 22, 2020. Classes will begin on June 24, 2020.

Your enrollment will begin a partnership between you and our faculty that will lead to your completion of the Master of Science degree some two and one-half years from your matriculation date.

Please feel free to contact me if you have any questions or concerns about our plans. I look forward to your being part of the “Baylor Family.”

Robert J. McLaughlin, Ph.D.
Dean, School of Health Professions

New Student Information

Congratulations and welcome! We are excited about your arrival here at the start of the new academic year on June 22, 2020. The information provided through this website will assist you in making the transition to being a student at Baylor College of Medicine.

New Student Registration

All incoming health professions students are required to attend the New Student Registration and Orientation beginning Monday, June 22 at 7:30 a.m. in Cullen Building, Cullen Auditorium. All matriculating students from the PA Program and the Orthotics and Prosthetics Program will be in attendance. To gain access to the building on your first day, you will be required to show a picture ID (e.g., driver’s license or passport) to the security guard at the entrance. The security guard will issue you a visitor's badge that you must wear while on campus. Casual dress is suggested, but keep in mind you will have a photo ID made. Bring something with which to write, as you will be completing several documents. Please know that children are not allowed in the main academic buildings of the college. Your first day at Baylor will end with a social and dinner at a local restaurant.

Program-Specific Orientation

Tuesday, June 23, 2020, is your second day of orientation activities devoted entirely to your program, either the Physician Assistant or Orthotics and Prosthetics Program.

Transportation/Parking

On Monday, June 22, 2020, parking is available in Garages 4 and 6 (refer to campus map on the accepted applicant webpage). Garage parking is \$13/day. You will be expected to bear this initial cost of parking. Additional information about parking and transportation will be provided during the first day of orientation.

Please read and follow the below sections carefully. Each paragraph contains information that needs to be addressed prior to matriculation.

Before You Arrive

Financial Aid

Many financial aid opportunities are offered through the College. Financial Aid materials are available to you at <https://www.bcm.edu/education/financial-aid>. We will include \$2,000 in every first-year student's financial aid allocation to purchase a new computer or upgrade your current computer. If you already own a computer or can purchase a computer or an upgrade for less than \$2,000, you should decline all or part of your financial aid allocation so you borrow only what you actually need (*see Smart Phone below). Be aware that half of your financial aid award is available in August and half in January. Be sure to read the Health Professions and Graduate Student Application [Instructions](#) before beginning your application packet.

Veterans' Benefits

The Office of the Registrar assists active duty military service members, veterans and their eligible dependents and spouses in obtaining their educational benefits and acts as a liaison to the regional VA office to process enrollment certifications. For more information, contact the [Office of the Registrar](#).

Immunizations/Health Requirements

The state of Texas requires all students in health care fields to be immunized against certain diseases before beginning study in their field. **Prior to matriculation, you are required to submit copies of your actual immunization records or actual lab tests indicating immunity.** A link to Occupational Health is provided on the accepted applicant webpage. Please note that students must have received a bacterial meningitis vaccination dose or booster in the last five years (not applicable to students 22 years of age or older). **All students must have complete records on file in Occupational Health by the end of May. Failure to do so may affect your ability to matriculate.**

Final Transcript

A copy of all your college/university final transcripts is required for our records. For students completing courses and/or degrees in the Spring 2020 semester, it is essential that you arrange to have a copy of your final transcript sent to the OP Program office immediately following your graduation or the end of the semester. Inform your institution that the mailing address is One Baylor Plaza, MailStop BCM115, Houston TX, 77030.

Name Changes

If your name has changed since your acceptance to Baylor College of Medicine, please contact us as soon as possible before matriculation. You must submit the appropriate documentation (e.g., marriage license, court decree) before we can change your name in our systems. Please contact Liz Haecker at lizh@bcm.edu or Jeannette Adams at jlewis@bcm.edu if you need to change your name.

Basic Life Support/CPR Certification (This doesn't apply to OP students)

Prior to matriculation, you must have completed a course leading to certification that follows either the American Heart Association or American Red Cross guidelines. Online courses without practical experience are not acceptable. Current BLS certification must be through April 2021 or later. PA students are REQUIRED to bring a copy of your card to the PA Program orientation.

Compliance Training

You will be required to complete online training modules before your matriculation date of June 22, 2020. These modules have to do with HIPAA, BCM Social Media Policy, Confidentiality Policy, and other compliance issues. An email will be sent to you one month prior to matriculation with links to the training. Your BCM username and password will also be provided in the email and will be required to access the training modules.

Tuition and Fees

New students pay one-half of their tuition along with fees (Education Resource Center, Educational IT, Facility, Student Activities and Malpractice Insurance, and Health Insurance) before September 1, 2020. The remaining one half of these fees will be due on February 1, 2021. The international student (F-1 Visa), Yearbook, Matriculation, Lab Materials, Documentation, Curriculum Materials, and Research fees are to be paid in full on September 1, 2020. Student Account Services Office processes your tuition and fee payments.

	Payment #1 Due September 1, 2020	Payment #2 Due February 1, 2021	Total for Year 1
Tuition	\$13,346	\$13,346	\$26,692
Fees			
<i>Foreign students only International (F-1 Visa)</i>	75	0	75
<i>Foreign students only International (F-1 Visa)</i>	100	0	100
BCLS/ACLS	0	250	250
Curriculum Materials	758	758	1,516
Lab Materials	56	0	56
Malpractice	6	6	12
Matriculation	200	0	200
Health Insurance (student only)	*2,804	*2,804	*5,608
Yearbook	51	0	51
Educational IT	120	120	240
Educational Resource Center Facility	75 2,400	75 2,400	150 4,800
Documentation	100	0	100
Student Activities	20	20	40
Student Services Fee	35	0	35
Research Fees	25	25	50
Total	\$19,991	\$19,799	\$39,790

*Rates are subject to change.

The cost for curriculum materials reflected in the above table includes the cost of required equipment for performing physical examinations. The PA Program purchases the equipment for you and distributes it to you on the second day of orientation.

Health Insurance (includes comprehensive dental)

Every BCM student is automatically enrolled in the health care program for students each academic year. The Student Account Services Offices adds the premium charges to each student's account as of July 1. Health Insurance is billed to you every 6 months. You can choose to include your spouse and/or child for an additional fee. ***Students also have the option to waive coverage if you have insurance through another health plan.*** The program will be explained in more detail at new student orientation and waivers for coverage will be provided at that time.

	Monthly Premiums
Student Only	*\$467.25
Spouse Only (would be added to Student Only amount)	*\$467.25
One Child (would be added to Student Only amount)	*\$446.34
Two or More Children (would be added to Student Only amount)	*\$892.68

*Rates are subject to change.

School of Health Professions Minimum Computer Requirements (This doesn't apply to OP Students)

All incoming students are required to have a laptop computer. The primary use of the laptop will be to take exams. In addition to testing, the laptops will prove useful in accessing Baylor College of Medicine's resources, the HAM-TMC Library, digital recordings of lectures and other instructional resources. Most laptops purchased in the last three years will be more than adequate for the exam testing applications with the possible exception of adequate RAM. It is recommended that consideration be given to upgrading the computer's RAM to at least 8 GB.

The campus has no preference for a particular computer manufacturer provided the computer supports either the Windows or Macintosh operating systems. Please do not buy a Chrome Netbook because it will NOT work for your wireless exams

The minimum technical requirements of the laptop are as follows:

	Windows	Macintosh
Operating System	Windows 7, or higher	OS X 10.190.3 (Yosemite) or higher
Processor	Intel Core i5 or equivalent 8 GB of RAM, 250 Gb hard drive (SSD Recommended)	
Screen Size	No smaller than 13" 1024x768 minimum resolution	
Wireless Capabilities	Compatible with 802.11 a/g/n <i>The Baylor Enterprise Wireless Network requires the use of the Cisco PEAP protocol for authentication and encryption. Wireless access is now achieved by the proper configuration of the Wi-Fi utility included in Windows & Apple</i>	
Applications	Microsoft O365 <i>Once you officially become a Baylor student you will qualify for a number of student discount programs. These will be presented to you at student orientation to IT in your first week on campus.</i>	
Anti-virus software	Required and available from BCM IT <i>Whatever computer you own, we require that you download and update the Symantec Endpoint Protection software (corporate edition) available to you free of charge through the college's Information Technology program. Additionally, we require that you install and run any manufacturer security patches or "hot fixes" that are suggested for your Operating System.</i>	

Peripherals	LAN Dongle if you do not have a full-size network socket
Flash Drives	A USB 3 Flash Drive (8-64 GB, used to store and transfer large files)
<p><i>Netbooks & Chromebooks are NOT supported for online exams</i></p> <p><i>These requirements are based upon our experience with online examinations that we now administer. Laptops with lower capability are not suitable.</i></p>	

If purchasing a notebook computer, an Active Matrix Display (often referred to as TFT) is recommended because it has a sharper display.

- Whatever computer you own, we **require** that you download and keep updated the Symantec Antivirus protection software (corporate edition) available to you free of charge through the College’s Information Technology program.
- Additionally, we **require** that you install and run any manufacturer security patches or “hot fixes” that are suggested by your Operating System manufacturer.

Smart Phones (OP students will be provided with an iPad during the OP Program orientation)

A smart phone or iPad is required for second- and third-year physician assistant students. The \$2,000 financial aid allowance should be sufficient for you to purchase both a computer and a smart phone. Service plans are the responsibility of the student.

- You may use either an Android phone (such Samsung Galaxy or Google Nexus) or an iPhone/iPad.
- These devices have full-fledged browsers already included. With any handheld device or phone, BCM recommends accessing the website with a 4G or Wi-fi internet connection for the best user experience.

Wi-Fi Network Access on Campus

Wireless access is provided in our academic spaces on campus.

Remote Internet Access

A high speed internet connection is required of all Health Professions students to access BCM curriculum resources.

- Many course materials, including streaming video files, are accessible through the College’s electronic course support system, Blackboard Learning Management System.
- Streaming video does not display over a dial up line. Many course materials contain images that download more quickly and efficiently over a high speed connection. In addition, the College’s Education Resource Center provides resources, like Exam Master, that connect much more quickly and reliably with a high-speed connection to the Internet.
- Please carefully explore your ISP solution. No matter which one you choose, we strongly suggest that you look closely at the company’s reputation for reliability and customer support (not just price).

Contact Information

Physician Assistant Program (713) 798-3663

Orthotics and Prosthetics Program (713) 798-3098

Registrar's Office (713) 798-7766

Health Professions Administration (713) 798-4613

Please let us know if we can provide further assistance to you. See you soon!