



SCHOOL OF
HEALTH
PROFESSIONS

ESSENTIAL INFORMATION LETTER

Date: May 5, 2022

To: Students Entering the Genetic Counseling Program in 2022

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 events beginning Thursday, July 28, 2022. Classes begin Monday, August 1, 2022.

Your enrollment will begin a partnership between you and our faculty that will lead to your completion of the Master of Science degree 21 months from your matriculation date.

The attached pages provide a good deal of information important to your acclimation to Baylor and to your graduate program. Please be familiar with these provisions and contact us as soon as possible regarding any questions or concerns. Depending on the concern, you may reach out to your Program Directors, Mr. Dan Riconda and Ms. Salma Nassef, our School's lead administrator, Ms. Jeannette Adams, or to me, your dean. Any of us will be happy to help.

The coronavirus has changed the way social gatherings are planned. The School of Health Professions would like to believe we will be able to meet on campus and hold an in-person orientation in July 2022. A Zoom orientation will be scheduled if that is not possible. All incoming health professions students should plan to be in Houston by July 28 to attend the required New Student Registration and Orientation beginning on Thursday, July 28 at 8:00am..

Please contact me with any questions or concerns about our plans. I look forward to your being part of the "Baylor Family."

Regards,

A handwritten signature in cursive script that reads "Ashley Mullen".

Ashley Mullen, Ph.D., MSAT, CPO
Interim Dean, School of Health Professions

ESSENTIAL INFORMATION

New Student Information

Congratulations and welcome! We are excited about your arrival at the start of the new academic year, July 28, 2022. The information provided in this document will assist you to make the transition to become a student at Baylor College of Medicine.

Secure Access

Baylor is a secure-access facility where you must wear an ID badge visibly throughout your time here. All students will be issued a BCM student ID. Please take a picture/headshot (head and shoulders only) of yourself against a white background and save it in a jpg format. Please email the jpg file to Diana Rangel at diana.rangel@bcm.edu by July 15, 2022. Just to cover our bases, please bring a picture ID (e.g., driver's license or passport) to present to the Baylor security guard to gain access to the building on your first day. The security guard will issue you a visitor's badge, if needed. For future reference, know that children are not allowed in the main academic buildings of the College and visitors require advance authorization.

School of Health Professions Orientation

Incoming Genetic Counseling students are required to attend School of Health Professions Orientation Thursday, July 28 at 8:00 a.m. Casual but presentable attire is acceptable. Bring a pen, as you will be completing several documents. Barring the need for Orientation to be "virtual," we expect Orientation to occur in Room M112 (first floor of the DeBaKey Building on the main Baylor campus. To the left of the School of Health Professions offices.).

Genetic Counseling Program Orientation

Friday, July 29, 2022 is your second day of orientation activities devoted entirely to your Program. Program orientation will be held in the Jewish Wing, Room O22D, beginning at 8:30am.

Transportation/Parking

On Thursday, July 28, 2022, you may park in Garage 6 (refer to campus map on accepted applicant webpage). Garage parking is \$15/day. You will be responsible for the cost of parking. Additional information about parking and transportation will be provided during the first day of orientation.

Before You Arrive

Please read and follow the below sections carefully. Each paragraph may contain information you must address prior to matriculation.

Financial Aid

The College offers many financial aid opportunities. Financial Aid materials are available at <https://www.bcm.edu/education/financial-aid>. Be aware that half of your financial aid award each year is available in August and half in January.

Veterans' Benefits

If you are in a military program, provide to Student Account Services (sas@bcm.edu) a copy of your contract, military orders, etc., so they may bill the government for your tuition/fees. NOTE: Failure to do this may mean you will be required to pay certain expenses that ordinarily would be paid by the government, simply because Student Account Services was not informed. Direct questions regarding veteran benefits to the Registrar's Office at (713) 798-7766.

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. **All students must have complete records on file in Occupational Health by**

the end of June. Failure to do so may affect your ability to matriculate. Find a link to OccupationalHealth on the accepted applicant webpage. **Prior to matriculation, you must submit copies of your immunization records or lab tests indicating immunity.** 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).

Final Transcript

A copy of all your college/university final transcripts is required for our records. It is essential that students completing courses and/or degrees in the Spring 2022 semester arrange to have a copy of your final transcript sent to the GC 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

Name changes will need to go through the Registrar’s Office after matriculation is completed. The Registrar cannot process the change until the student officially matriculates. The name change request form can be found at <https://www.bcm.edu/sites/default/files/2018/36/name-change-request.pdf>

Compliance Training

You are required to complete online training modules before your matriculation date of July 28, 2022. These modules apply to HIPAA, BCM Social Media Policy, Confidentiality Policy, and other compliance issues that may include COVID-19. One month prior to matriculation, you will receive an email with links to the training. You will also receive login information for the Learning Management Site which you need to access the training modules.

Tuition and Fees

New students are required to pay half of the tuition along with fees (Education Resource Center, Educational IT, Facility, and Malpractice Insurance, and Health Insurance) on/before September 1, 2022. The remaining half is due February 1, 2023.

	Payment #1 Due September 1, 2022	Payment #2 Due February 1, 2023	Total for Year 1
Tuition	\$12,500	\$12,500	\$25,000
Fees			
Curriculum Materials	293	292	585
Malpractice	6	6	12
Matriculation	200	0	200
Health Insurance (student only)	2,810	2,810	5,620
Yearbook	51	0	51
Educational IT	120	120	240
Educational Resource Center	75	75	150
Documentation	100	0	100
Student Activities	740	0	740
Student Services Fee	38	0	38
Research Fees	150	0	150
Total	\$17,083	\$15,803	\$32,886

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 Office adds the premium charges to your account as of July 24; thereafter, you are billed every 6 months. You can choose to include your spouse and/or child for an additional fee. *Students have the option to waive coverage if you have insurance through another health plan, if that*

plan meets all the waiver criteria set by BCM. The program will be explained in more detail on the first day of Orientation; forms to request a waiver for coverage may be obtained at that time.

Student Health Care Monthly Premiums

Coverage Level	Monthly Premium (Includes Medical and Dental)
Student Only or International Visitor Only	\$ 468.25
* Spouse/Domestic Partner Only	\$ 468.25
* One Child	\$ 446.33
* Two or More Children	\$ 892.66
* Spouse/Domestic Partner and One Child	\$ 914.58
* Spouse/Domestic Partner and Two or More Children	\$1,360.94

*** Note: These premiums are in addition to the student premium.**

Address questions concerning coverage for BCM students to Human Resources –Benefits office: ask-studentinsurance@bcm.edu or 713-798-1500.

Minimum Computer Requirements 2022-2023

All incoming learners and/or any current learner replacing a laptop at BCM are required to have a laptop computer commencing in Fall 2022. In addition to testing, the laptops will prove useful in accessing Baylor College of Medicine’s resources, the TMC Library, digital recordings of lectures and other instructional resources. The classes that you take at BCM are paperless; therefore, you must have a computer to access class materials including course notes, presentations and classroom recordings. In addition, most exams at BCM are administered over wireless networks at the College. Many learners use both a laptop and a tablet – the laptop for note-taking and the tablet for study on the go.

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 Microsoft or Apple operating systems. Learners at Baylor College of Medicine are required to provide their own laptops for these examinations. Please do not buy a Chrome Netbook because it will NOT work for your wireless exams

The minimum technical requirements of the laptop (*current as of Jan 2022*) are as follows:

	Windows Based Specifications	macOS Based Specifications
Operating System	Supported Genuine Versions: <i>Windows 10: 1909, 2004, 20H2</i> <i>Windows 11: 21H2</i> <i>“S Mode” is not compatible with ExamSoft</i>	Supported Genuine Versions: <i>Big Sur (version 11.0) or higher</i>
Processor	Intel Core i5 or equivalent 8 GB of RAM, 250 Gb hard drive (SSD Recommended)	
Camera/Webcam & Mic	A USB webcam or integrated camera & mic are required for online learning	

Monitor/Screen Size	No smaller than 13” 1280x768 minimum resolution with 32-bit color <i>(SOM & SHP: Exemplify does not support touchscreen input devices for Mac or PC.)</i>
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 operating systems.</i>
Applications	Microsoft O365 <i>Once you officially become a BCM Learner you will qualify for a number of discount programs. These will be presented to you at orientation from IT in your first week on campus.</i>
Peripherals	LAN Dongle if you do not have a full-size network socket A working USB port (Newer devices may require an adaptor)
Web Browser	<i>Mozilla Firefox or Google Chrome</i>
Apple iPad	<i>iPadOS 14 or higher and must not be Jailbroken Hardware recommendations = iPad 5+, iPad Air 2+ and iPad Mini 4+ *iPads are supported in course exams, but NOT exams taken with ExamMonitor <u>Are NOT intended to take the place of a laptop.</u></i>
<p>Netbooks & Chromebooks are <u>NOT</u> supported for online exams *Refer to each individual school’s policy about these devices*</p> <p><i>Microsoft Surface devices - Surface Pro, Surface Books, and Surface Laptops are supported <u>(Non-Pro Surface devices are NOT supported for any College in the Institution)</u></i></p>	

The most current Minimum Computer Requirements can always be found on the Student Ed-Tech page.
<https://www.bcm.edu/education/academic-faculty-affairs/student-services/academic-success-center/studenttrainee-tech-resources>

A word about mobile devices...

Tablets and smartphones are amazingly useful learning tools, although they are not a replacement for a laptop computer. Many of the on-line educational resources available at BCM and elsewhere are accessible via these mobile devices.

Remote Internet Access

A high-speed internet connection (cable modem, fiber or DSL) is required of all learners to access BCM curriculum resources off-campus. Many course materials, including streaming video files, are accessible through the College’s electronic course support system and Blackboard. 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. Please carefully explore your ISP solution. No matter which one you choose, we strongly suggest that you look closely at their reputation for reliability and customer support (not just price).

Click here for [ExamSoft Minimum Computer Requirements](#).

For further technical information or questions, please contact Education Technology at ed-tech@bcm.edu

Contact Information

Genetic Counseling Program (713) 798-5400
 Registrar's Office (713) 798-7766
 Health Professions Administration (713) 798-4613