INFORMATION LETTER

Date: November 2022

To: Students Entering Orthotics and Prosthetics and Physician Assistant Programs in 2023

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 19, 2023. Classes will begin on June 21, 2023.

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 questions or concerns about our plans. I look forward to your being part of the "Baylor Family."

Todd A. Reinhart, ScD
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 19, 2023. 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 19 at 8:00am. Students should plan to be in the Houston area by June 18. Although some classes may have remote components, most coursework will occur on campus.

All students will be issued a BCM student photo ID. Pictures for a class composite will also be taken. The photos will be head and shoulder shots and thus attire is business casual.

Program-Specific Orientation

Tuesday, June 20, 2023 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 19, 2023, parking is available in Garages 4 and 6 (refer to campus map on accepted applicant webpage). Garage parking is $15/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 2023.** Failure to do so may affect your ability to matriculate.

*For PA Students - While BCM does not require the COVID-19 (initial series plus most recent booster) or Influenza (updated yearly) vaccinations as a student, the affiliated institutions where you will complete clinical training will require them. Failure to have these completed at matriculation may delay or prevent your completion of the degree plan.

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 2023 semester, it is essential that you arrange to have a copy of your final transcript sent to the PA 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.

Basic Life Support/CPR Certification
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 June 2024 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 19, 2023. 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.

Tuition and Fees
The annual tuition, fees, and student health insurance rates are published each year in early spring and can be found online at the following URL: https://www.bcm.edu/education/school-of-health-professions/tuition-and-fees. Unless otherwise indicated, all charges are billed half in fall and half in spring. Payment for fall semester charges is due each September 1st*, and payment for spring semester charges is due each February 1st*. A list of Frequently Asked Questions about student billing and payments can be found online at www.bcm.edu/sas/.

*Note: the payment due date for students in the 2nd year of the Physician Assistant program is one month after the standard due date, both for fall and spring.

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.

Coverage Level	Monthly Premiums
Student Only	*$468.25
Premiums below are in addition to the student premium	
Spouse/Domestic Partner Only	*$468.25
One Child	*$446.34
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

*Rates are subject to change.

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!

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:* **Windows 10:** *1909, 2004, 20H2* **Windows 11:** *21H2* *"S Mode" is not compatible with ExamSoft*	*Supported Genuine Versions:* *Big Sur (version 11.0) or higher*
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** *(SOM & SHP: Examplify does not support touchscreen input devices for Mac or PC.)*	
Wireless Capabilities	**Compatible with 802.11 a/g/n** *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.*	
Applications	***Microsoft O365*** *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.*	
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	*Mozilla Firefox or Google Chrome*	
Apple iPad	*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**_ _Are NOT intended to take the place of a laptop.*	
Netbooks & Chromebooks are <u>NOT</u> supported for online exams ****Refer to each individual school's policy about these devices**** *Microsoft Surface devices - Surface Pro, Surface Books, and Surface Laptops are supported* *(Non-Pro Surface devices are NOT supported for any College in the Institution)*		

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).

School of Medicine NBME Exams
Netbooks, Tablets & Chromebooks are not supported on licensure exams. These requirements are based upon our experience with National Board of Medical Examiners online examinations that we now administer. Laptops with lower capability are also not suitable.

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

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