The University of Texas Medical Branch
School of Health Professions
New Student Orientation for Physician Assistant Studies
Hosted by the Office of the Dean, Academic and Student Affairs and
The Department of Physician Assistant Studies

Monday, June 30, 2014
The School of Health Professions - Room 1.304 (#57 on campus map)
UTMB Campus 1100 Mechanic Street, Galveston, TX  77550
Parking will be available in Garage #4 (#93 on campus map) located between 12th and 13th and Mechanic and Strand.
(see parking memo)

7:30 am – 8:30 am  Auxiliary Enterprises – Student Parking
Students may purchase Student Parking Permits (cash or checks only – see parking memo)

8:00 am – 8:30 am  Check in – Lobby of SON/SHP Building
General registration and name tag pick up.

8:30 am – 9:00 am  Welcome - Dr. Elizabeth Protas, Vice President and Dean, School of Health Professions

9:00 am – 9:30 am  Student Health and Counseling
Cynthia DeSanto, MSN, RN, FNP-BC, Director of Student Health
Isaac Abraham, RN MSN, Interim Executive Director of Student Health & Counseling

9:30 am – 9:45 am  Break

9:45 am – 10:45 am  Administrative Follow up (completion of required forms)
Shirley McGraw and Angela Donnella, Department of Physician Assistant Studies

10:45 am  Walk over to Levin Hall for student composite Photos (escorted by Shirley McGraw)

11:00 am – 11:45 am  Student Composite Photos - Levin Hall, 4th Floor Photo Studio (#55 on campus map)
William C. Levin Hall, 4th Floor Photo Studio, Room 4.444
UTMB Campus 1100 Market Street, Galveston, TX 77550

11:00 am – 11:45 am  Open Time – after composite photos
Students are encouraged to use Open Time for items highlighted on page two

11:45 am – 12:00 pm  Return to The School of Health Professions, Room/Quad 1.402/1.408 (#57 on campus map)

12:00 pm – 1:00 pm  Student Faculty Advisors: PAS Faculty meet with student advisory groups (Lunch provided)
Lunch sponsored by the Office of the Dean – Boxed Lunches catered by Smooth Tony’s
Room 1.402/1.408

1:00 pm – 2:15 pm  Academic and Student Affairs Part 1
Henry Cavazos, Associate Dean for Academic and Student Affairs
Darlene Bordelon, Administrative Associate, SHP Office of Academic and Student Affairs
Mary Ellen Beaupre, Administrative Secretary, SHP Office of Academic and Student Affairs

Academic and Student Affairs Part II – Student Survival Strategies
Michelle Conley, Recruiting and Events Coordinator, SHP Office of Academic and Student Affairs

2:15 pm – 2:45 pm  University Student Services and Student Life
Scott Boeh, Executive Director of Enrollment Services and University Registrar
Mike Cromie, Student Life Manager and Jessika Davidson, Student Life Program Coordinators

2:45 pm – 3:00 pm  Break

3:00 pm – 4:00 pm  Faculty Introductions and Q&A - Physician Assistant Studies Faculty

If you have any questions or need assistance, please contact the SHP Office of Academic and Student Affairs
(409) 772-3030 or stop by office 4.226 in the School of Health Professions building located at 11th and Mechanic.
Reminders and Miscellaneous

To ensure your matriculation is complete please use the checklist located on the newly admitted students page to complete all university required items before you arrive for New Student Orientation and classes.

Visit Newly Admitted Students page: [http://shp.utmb.edu/ASA/newly_admitted.asp](http://shp.utmb.edu/ASA/newly_admitted.asp)

Complete Required Online New Student Orientation Modules in Blackboard

**SHP Student Orientation 101**

Our goal is to provide you with information that compliments your professional program orientation.

Instructions
1. Log on to Blackboard at: [https://eclass.utmb.edu/](https://eclass.utmb.edu/).
   You will need your username and UTMB password.
   Your username is the first part of your UTMB email address. Example: mebeaupr@utmb.edu
2. Under “My Announcements” click on WELCOME!
3. Go to “My Courses” and click on “SHP Student Orientation 101”
4. On the side bar in red, click on “Modules”
5. Click on Module 1 – University Requirements
6. Open the link and begin.
7. Complete Modules in sequence. You may log in and out as often as you wish.
8. When you finish Module 10, check the acknowledgement that you have completed the orientation.
9. **Complete the online orientation by July 15.** A hold will be issued after this date.

Students are encouraged to use **Open Time** for the following:

- **Lockers:** Lockers can be rented anytime for one year. The cost is $20.00. There is only one size locker. They are located on the second floor of the SHP building. You have one year rental up to June 15th of the following year.
  - Fill out the form located at: [http://shp.utmb.edu/asa/Forms/Student%20Forms/Locker%20Fee%20Rental.pdf](http://shp.utmb.edu/asa/Forms/Student%20Forms/Locker%20Fee%20Rental.pdf).
  - Take form and pay at the Cashier’s office located in Rebecca Sealy, Room 2.758.
  - Bring receipt of payment to Mary Ellen Beaupre in Academic and Student Affairs room 4.226 between the hours of 8:30-11:30 and 1:30-4:30.

- **Moody Medical Library:** (#24 on campus map)
  Access library to purchase copy cards, familiarize self with computing facilities and verify UTMB Student email access account. [http://ar.utmb.edu/ar/library/tabid/155/default.aspx](http://ar.utmb.edu/ar/library/tabid/155/default.aspx)

- **A new Learning Resource Center** (LRC) (#57 on campus map) has recently opened in the School of Health Professions on the first floor, room 1.800. Use this facility to make copies, print, and scan. It also has multiple study rooms on a first come-first served basis. The LRC is open Monday through Friday from 8:00 am until 5:00 pm.

- **UTMB Bookstore:** (#24 on campus map)
  For text book purchases. Located in the Moody Medical Library building, 1st Floor main level. [http://www.utmb.edu/ehs/cbooks2.htm](http://www.utmb.edu/ehs/cbooks2.htm)

- **Student Parking/Auxiliary Enterprises:** (#121 on campus map)
  Permits may be purchased from the Parking Office, located in the Rebecca Sealy building, room 2.756 (409) 772-1581. [http://www.utmb.edu/auxiliaryenterprises/ParkingFacilities/index.htm](http://www.utmb.edu/auxiliaryenterprises/ParkingFacilities/index.htm)

- **UTMB Student Health and Counseling** (#56 on campus map)
  Turn in additional immunization records, student insurance verifications through student information system, MySTAR and schedule immunizations. Representatives from Student Wellness will be on hand to answer questions. Located at: University Health Clinic (UHC), 6th Floor (409) 747-9508, Fax (409) 747-9330 [http://www.utmb.edu/studenthealth/students/index.html](http://www.utmb.edu/studenthealth/students/index.html)

- **Background Checks**
  All entering students must have undergone a security background check **no earlier than 60 days prior to matriculation.** A copy will be returned only to you and the Associate Dean for Academic and Student Affairs. Please keep your background check in a file where you can find it and have easy access to it. You will need it when you do your rotations. It would be wise to have a copy on file in your department. Please check the Orientation website to purchase this requirement.