



Wayne State University School of Medicine

July 2017 - Transition to M1 Checklist

Table of Contents

Important Messages.....	1
Oreintation Schedule.....	1
NameCoach for White Coat Ceremony.....	1
Activating AccessID and Email.....	2
Required Modules.....	3
Important Information.....	3-4
Required Insurance.....	3
Office of Student Disability Services.....	4
Financial Aid - Student Loans.....	4
Ongoing Checklist.....	5-6
Classes.....	5
Office of Student Affairs.....	5
Medical Alumni Association.....	5
Student Life.....	5
Parking.....	5
Office of MD Program Health Records.....	6
Financial Aid, Housing, Communications.....	6

Important Messages

NameCoach - White Coat Ceremony

You have the opportunity to use NameCoach to voice-record your name pronunciation for the White Coat Ceremony. See details below.

If you have not already...

WSU AccessID and Email

Activate your Wayne State University Access ID and Email. See steps below.

Required Modules

Please complete the required modules. See steps on page 2.

Ongoing Checklist

Review and complete any open items you have on the ongoing checklist. See pages 5-6.

Orientation Schedule

Week 1 Schedule

<https://www.med.wayne.edu/ume-student-affairs/files/2015/12/2017-WSUSOM-Orientation-Schedule-Week-One.pdf>

Week 2 Schedule

<https://www.med.wayne.edu/ume-student-affairs/files/2015/12/2017-WSUSOM-Orientation-Schedule-Week-Two.pdf>

NameCoach for White Coat Ceremony

New this year, all students will have the opportunity to use NameCoach to voice-record their name pronunciation for the White Coat Ceremony. Using this free online tool can greatly reduce the chance of name mispronunciation.

Visit the link below and follow the instructions:

- Type in your name as you would like it announced at the Ceremony.
- List the phonetic spelling of your name as you did on the White Coat Ceremony form.
- Enter your phone number and the system will call you and prompt you to record your name pronunciation.
- You can re-record your name as many times as you like until you are comfortable with how it sounds (be sure to speak slowly and clearly, with minimal background noise).

Once recorded and saved in the system, our reader can review and practice your name pronunciation so it can be read correctly at the Ceremony.

Please visit this link to take advantage of NameCoach: <https://www.name-coach.com/record/WHITECOAT72817>

NOTE: If you have a coater, please call the system again to record your coater's name pronunciation:

- Just enter your first, middle and last name on the online form, so that we can identify you as the student.
- List the full name and phonetic spelling of your coater in the text boxes.
- When voice-recording your coater's name, please say your name first; then say, "My coater is...", then give the name pronunciation of your coater.



Activating WSU AccessID and Email

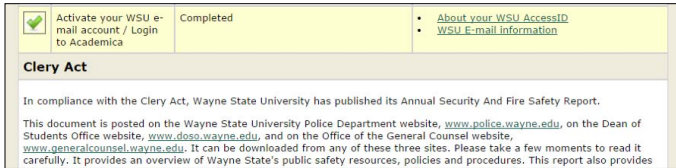
Your Wayne State AccessID and email address is your key to WSU computing services and resources, including: Academica, Blackboard and Wayne Connect.

- The AccessID is a unique identification code assigned to each applicant, student and employee. It is a combination of two letters followed by four digits (e.g., xy5678).
- The Wayne State email address is your AccessID followed by @wayne.edu (e.g., xy5678@wayne.edu).

Getting Started

Follow the steps below to log in with your AccessID and temporary password to set up self-services.

1. Open your application checklist.
2. Scroll down to “Activate your WSU e-mail account/Login to Academica”.



Note: The green check mark will not appear until you have completed the activation.

3. Log in using your AccessID and temporary password. The temporary password will be the 9-digit Student ID, which is also located on the application checklist.
4. Follow the prompts.
5. When you are prompted to change your password, choose a secure one that you will easily remember.
Note: Your password must be at least eight characters.

Important: Your AccessID and password will be your key to accessing many Wayne State services, including email, online classes, and wireless internet.

Keep your password safe and do not share it with anybody!

For help, contact the Computing & Information Technology Desk at 313-577-HELP or helpdesk@wayne.edu.



Required Modules

To participate in the medical education clinical activities, a medical student must be compliant with the School of Medicine health standards.

Completing the Modules

Please plan to complete each student module by **July 16, 2017**.

- Your Wayne State email will need to be activated prior to completing the following required modules.
- Complete the [HIPPA Module](#)
- Complete the [Bloodborne Pathogens Module](#)

All medical students are required to pass both HIPPA and Bloodborne Pathogens Module quizzes.

- Upon receiving a passing score, an email will be sent to you and should be kept for your records.

Any questions regarding this policy or procedures, contact

Amie Dozier

Medical Education Support Group

313-577-1086

mededsupport@med.wayne.edu

Important Information

Required Insurance

All medical students are required to have health and disability insurance or an approved waiver on file as a condition of enrollment in the medical school.

- Health Insurance:** More information will follow.
- Disability Insurance:** To avoid delaying coverage, please plan to bring your Professional Disability Insurance Premium of \$48.00 payable by check or money order with you to your orientation no later than **July 18, 2017**.
 - Checks should be made out to, Guardian Insurance.

Office of Student Disability Services

The Office of Student Disability Services is designed to serve as a resource for the Wayne State University community in order to ensure academic access and inclusion for students, supporting a view of disability guided by social, cultural, and political forces.

Student Disability Services works to create inclusive academic environments by promoting the construct of universal design throughout the university.

- If you are interested in registering with SDS for accommodations and services, please visit:
<http://studentdisability.wayne.edu/index.php>

OR

Visit us in person at

Office of Student Disability Services

5155 Gullen Mall

1600 Undergraduate Library

Detroit, Michigan 48202



Important Information

Financial Aid - Student Loans

Loans can be utilized to cover your educational costs. This is money that you borrow and usually repay with interest. It is important to carefully consider how much you will need before accepting or applying for a loan.

Below is some additional information about the loans that you may be able to utilize as a physician in training.

Direct Unsubsidized Loans

- Direct Unsubsidized loans are presented to you under a status of “offer”.
 - Loans left in offered status will **not** disburse to you.
- To accept loan offers
- Login into Academica
 - Click on the following: Student Resources >Financial Aid >Accept Financial Aid Awards.
 - Select the 2017-2018 aid year.
 - You will be able to accept your full loan amount, accept a partial amount or decline the loan offer.
- If you are accepting Direct Unsubsidized loans, please also complete the Entrance Counseling and Master Promissory Note (MPN) online at www.studentloans.gov.
- Complete the requirements under Wayne State University – All campuses.

Direct Graduate PLUS loans

- Direct Graduate PLUS loans are available to use to cover authorized expenses not covered by Direct Unsubsidized loans.
- You can apply for this loan online at www.studentloans.gov.
- A credit check will be run as part of the loan approval process.
- If you are applying for a Direct Graduate PLUS loan, please complete an additional Master Promissory Note (MPN) online at www.studentloans.gov.
- Complete the requirements under Wayne State University – All campuses.

Alternative (Private) loan

- Alternative (Private) loan are loans a students may initiate an application with any participating lender.
 - You should compare loan programs before choosing the one that best suits your needs.
 - Comparison should be based on such factors as interest rates; frequency of capitalization; fees; and deferment, forbearance and repayment options.
 - Once the loan is approved, the lender will contact the WSU Office of Student Financial Aid to certify the loan.
- Use the ELM Select Loan Comparison Tool (<http://www.elmselect.com/#/>) to determine which lender best meets your needs.



Ongoing Checklist

Note: If this is the first time you are receiving this checklist, please review the information below.

Classes

- Plan to attend **orientation** starting **Monday, July 17 - Friday, July 28, 2017.**
- Classes will begin Monday, July 31, 2017.**
- Orientation is a required program for all students.
 - Scheduled activities will run daily from Monday through Friday and expected to be from approximately 8:30 a.m. to 5 p.m.
 - Details about the schedule, venues and parking information will follow.

Office of Student Affairs

The **2017 White Coat Ceremony** will be held at the Detroit Symphony Orchestra on **Friday, July 28 at 11 a.m.**

- Each student will be permitted a maximum of four guest tickets.
- Additional details will follow.

Please complete and submit the forms below by **July 1st.**

- Complete and submit your information to participate in the White Coat Ceremony.
[White Coat Ceremony Information form](#)
- Upon completing the White Coat Ceremony form, please submit the White Coat order form.
[White Coat Order form](#)

For questions and additional information, contact

Nicole Collier
Student Affairs Supervisor
313-577-1463
ncollier@med.wayne.edu

Medical Alumni Association

As a gift to you, the Wayne State School of Medical Alumni Association will provide you with a complimentary T-shirt during Year 1 Orientation.

- Complete and submit your order form to request your complimentary T-shirt.
[Alumni T-shirt Order form](#)

Student Life

The Warrior Experience is an unparalleled opportunity in an incomparable city. When you become a Wayne State Warrior, you open the door to a life-changing experience.

- Learn more about the Warrior Experience, please visit: <https://wayne.edu/campus#intro>

Parking

Structure PS-4 and Lot 75 are the closest parking to the School of Medicine.

- Learn more about parking, please visit: <http://parking.wayne.edu/>



Ongoing Checklist cont.

Office of MD Program Health Records

As a physician in training and future member of the healthcare workforce, you are required to have all vaccinations and comply with policies.

Please complete and submit all forms and documentation forms by **July 1**.

- [Complete Health Certification form](#)
- Review important policies on Health Records on the [M.D. Program Health Records Office website](#).

For help, email your questions to: MDhealthrecords@wayne.edu

Visit us at: <https://www.med.wayne.edu/ume-mededusupport/m-d-program-health-records-office/>

Financial Aid

- Complete your 2017-18 Free Application for Federal Student Aid (FAFSA) form.
 - Wayne State University's school code is 002329.
- View your award information on Academica.
 - Login using the same information as when accessing your checklist.
 - For login help, contact the Computing & Information Technology Desk at 313-577-4357.

WSU Financial Aid staff are available to assist you with understanding financial aid programs, eligibility and the financial aid process.

- Visit us in person at:
Mazurek Education Commons
320 E. Canfield, Suite 317
Detroit, MI 48201
- Make an appointment at wams.wayne.edu
- Email: finaidmed@wayne.edu
- Phone: 313-577-1039

Housing

Need to make living arrangements?

- On-campus housing is available and information can be found online at housing.wayne.edu.
- Fellow medical students looking for housing or roommates can use the [School of Medicine roommate finder](#) to find a match.

Communications

Follow the School of Medicine on social media to stay up-to-date on news and events.

- Facebook: [facebook.com/WayneStateMedSchool](https://www.facebook.com/WayneStateMedSchool)
- Twitter: [@waynemedicine](#), #WarriorMD
- Instagram: [@waynemedicine](#)