

Boston University School of Medicine (BUSM)
Wellness/Service Learning Program
2014/2015

The Office of Student Affairs would like to inform students about the BUSM Wellness/Service Learning Program.

The School of Medicine has many wellness/service learning groups that would be eligible for funding from these programs for the academic year 2014/2015.

Attached is a Funding Application that would have to be completed and given to Dr. John Polk, in the Office of Student Affairs, A Building, 2nd floor for approval prior to any event.

The funding request should consist of:

- name of the Wellness/Service Learning group
- name(s) of the student leadership
- goals and objectives of the event.

The Office of Student Affairs Advisor for the Wellness/Service Learning Program is John Polk, MD., Assistant Dean for Student Affairs (jipolk@bu.edu).

Each group would be eligible to receive funding for the academic year 2014/2015 to help support Wellness/Service Learning events they see fit with the approval of the Office of Student Affairs.

Students will submit, in writing, a proposal to the Office of Student Affairs 30 days prior to the event. The funding should not be used for lunches, dinner, or travel. Funding can be used for materials and supplies associated with an event. SCOMSA funding will not be available for Wellness or Service Learning events.

Students are required to pay for materials and submit the “itemized receipt(s)” within 14 days after the event to the Office of Student Affairs for reimbursement. The turnaround time for the reimbursement is approximately two weeks from the day of receipt.

The group must also submit a report of the event with their receipts to include the names of the students who participated, and a brief report on the outcome of the event.

The applications will be reviewed by the Office of Student Affairs and the decision to approve or deny will be made within 7 days from the date received.

If you have any questions about the funding available, please stop by the office and speak with John Polk or Jessica Smith, Director of the Office of Student Affairs.