M.S. in Oral Health Sciences

STUDENT GUIDE 2015-2016

Revised July, 2015
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Introduction to the Oral Health Sciences Program

Welcome to the Oral Health Sciences Program in the Division of Graduate Medical Sciences at Boston University School of Medicine. This guide, in addition to the GMS Student Handbook found on the Policies, Procedures & Handbook page will provide you with a wealth of information that will enable your success here in OHS.

The OHS program has an extremely rigorous, graduate-level, curriculum that will provide you with the opportunity to improve your academic preparedness for dental school admission. It is extremely challenging and you will need to devote 100% of your energy and focus. The DMD and graduate level coursework will challenge you to improve your study and test taking skills as well as learn how to assimilate the large amount of material taught by not memorizing facts but learning to integrate concepts at a much higher level.

Oral Health Sciences Mission Statement

The mission of the Oral Health Sciences program is to prepare students to become strong candidates for future admission to dental school and other health-related professions. Through immersion in a rigorous graduate biomedical sciences curriculum, students develop essential critical thinking and research skills. The program fosters an environment of high standards for professionalism, integrity and collegiality where students build upon their abilities to enable future success.

Program Overview

The Program: As an Oral Health Sciences student, you will take courses at Boston University Henry M. Goldman School of Dental Medicine (BUGSDM) as well as courses offered through the Division of Graduate Medical Sciences (GMS) at the School of Medicine. In addition, optional course work is available in a variety of disciplines, including public health, bioethics, evidence based dentistry, and clinical research. The M.S. program takes four semesters to complete. Due to the unique summer calendar at Boston University, it is possible to complete the degree in one full calendar year commencing in the fall semester (which starts in early August). Students must complete 32 credits, attend 4 semesters (over 1 or 2 years) and complete a Thesis or a Capstone project.

Our History: The OHS Program was initiated in 2005 as a track within the well-established Medical Sciences program. Since the Program's inception, nearly 140 students have completed the Program and over 80% have been accepted to the US dental schools. Due to its great success and increased recognition the OHS track was approved in 2013 as an independent M.S. degree program. The curriculum of the M.S. degree is very similar to the original OHS track with one additional feature – the option to complete either a Capstone project OR a Thesis under the guidance of faculty from BUGSDM and GMS.

Our Success: OHS graduates have been accepted to the following dental schools: Arizona School of Dentistry and Oral Health, Boston University Goldman School of Dental Medicine, Case Western Reserve University School of Dental Medicine, Columbia University's College of Dental Medicine, Creighton University School of Dentistry; Herman Ostrow School of Dentistry of University of Southern California, Howard University, Dalhousie University of Faculty of Dentistry, Howard University College of Dentistry, Marquette University School of Dentistry, Meharry Medical College School of Dentistry, Midwestern University College of Dental Medicine, New York University College of Dentistry, Tufts University School of Dental Medicine, University of California Los Angeles School of Dentistry, University of California San Francisco School of Dentistry, University of Detroit Mercy School of Dentistry, University of Illinois at Chicago College of Dentistry, University of Michigan School of Dentistry, University of Pennsylvania School of Dental Medicine, University of Puerto Rico School of Dental Medicine, University of Washington School of Dentistry, Western University. Please see the website for Student Testimonials.
Program Contact

DIRECTOR AND ADVISOR

Theresa A. Davies, Ph.D., Program Director, Assistant Professor of Medical Sciences & Education. Dr. Davies can be contacted by phone at 617-638-5242, by email at tdavies@bu.edu, or in her office located in GMS office, Room L317 at BU School of Medicine.

COURSE DIRECTORS FOR CORE COURSES

Barbara Schreiber, Ph.D., Course Director, DMD Biochemistry
William Lehman, Ph.D., Course Director, DMD Physiology
Stephanie Oberhaus, Ph.D., Course Director, DMD Microbiology and Immunology
Elizabeth Kaye, Ph.D., MPH, Course Director, DMD Prevention and Oral Health Promotion in Dentistry
Theresa A. Davies, Ph.D., Course Director Evidence Based Dentistry and Fundamentals of Head and Neck Anatomy, Co-Course Director, Biomedical Information

David Flynn, M.S., LIS Head of Library & Information Management Education, Co-Course Director, Biomedical Information

Academic Requirements

Candidates for the M.S. in Oral Health Sciences (OHS) are required to complete a minimum of 32 graduate credit hours, including a final Capstone or Thesis project. All MS students must be registered for 4 semesters including the final semester during which their Thesis or Capstone is submitted.

The first 2 semesters (fall and spring year 1) students are full-time students and pay full-time tuition. The final 2 semesters (summer I/II or fall/spring year 2) students pay the continuing student fee, equivalent to only 2 credits, and are certified with full-time student status while completing their Thesis or Capstone project.

The Program consists of 19 required credits (DMD Biochemistry, DMD Physiology, GMS Prevention and Oral Health Promotion and GMS Biomedical Information). The remaining credits are fulfilled with electives as well as your research related to your Thesis or Capstone project.

Up to 8 credits can be used towards a Thesis whereas the Capstone is equivalent to 2 credits. Students completing the Capstone must enroll in an additional course(s) to meet the 32 credit MS requirement.

COURSEWORK

Required Courses

GMS OH 751 BIOCHEMISTRY, 1ST SEMESTER
This course is designed to acquaint the student with the basic principles of modern biochemistry. The topics to be covered include proteins, enzymes, DNA, RNA, and protein synthesis, metabolism, lipids, connective tissue, and hormones and second messengers. [6cr]. This course is taken with the DMD I students. (Schreiber)

GMS OH 730 PHYSIOLOGY, 1ST SEMESTER
This course presents the physiology of cells, tissues, organs and integrated body functions, including the physiological basis for the understanding of clinical conditions. An integrated approach is taken to endocrinology and reproduction. Hormonal aberrations and their end results in human are presented in clinical correlations. [6cr.] This course is taken with the DMD I students. (Lehman)
GMS OH 731 PHYSIOLOGY, 2ND SEMESTER
This course is a continuation of GMS OH 730. Students will be given the same grade for each course upon completion of both courses. [2 cr.] This course is taken with the DMD I students. (Lehman)

GMS OH 750 PREVENTION AND HEALTH PROMOTION IN DENTISTRY, 2ND SEMESTER
This course introduces the concepts and techniques of dental public health, disease prevention and health promotion in dentistry and health. The course emphasizes caries, periodontal diseases, and oral cancer prevention in the individual and community. [3 cr] This course is taken at the dental school and taught by GSDM faculty. (Kaye)

Other required courses offered through GMS include:

GMS MS 640 INTRODUCTION TO BIOMEDICAL INFORMATION, 2ND SEMESTER
This course teaches how to find, use, and contribute to biomedical literature while supporting the graduate thesis through lectures and hands-on instruction. Topics include the retrieval, evaluation and management of information, Evidence Based Medicine, and the ethical use of research. [2cr.] (Davies & Flynn)

GMS MS 971 / MS 972 RELATED MEDICAL SCIENCES, 1ST AND 2ND SEMESTER
Capstone Project [2cr] or Thesis research [Maximum 8 cr]

Elective Courses

FALL

GMS OH 770 EVIDENCE BASED DENTISTRY, 1ST SEMESTER
Prereq: Consent of Instructor; must be in the Oral Health Sciences program. This course consists of lectures and online modules as well as student presentations and discussion sessions. Topics will range from basic study design, research methodology and statistical analysis to dental ethics and critiques of evidence based research articles. The focus will be on evidence based dentistry and both reasoning and critical thinking skills will be challenged. [2 cr] (Davies)

GMS CI 670 BIOSTATISTICS WITH COMPUTING, 1ST SEMESTER
This course is designed for students with no prior experience with statistics who want to utilize computer software in performing statistical analysis. Topics include the collection, classification, and presentation of descriptive data; the rationale of hypothesis testing; t-tests and chi-square tests; correlation and regression analysis; sample size calculations, and analysis of contingency tables. Computer Laboratory course. [4cr] (Travison)

GMS MA 640: CULTURAL FORMATION OF THE CLINICIAN: ITS IMPLICATIONS FOR PRACTICE 1ST SEMESTER
This course will provide a context for exploring and reflecting on one’s own cultural formation in relation to such topics as gender, sexual orientation, race, class, religion, body size, and other areas where there are the greatest risks for health disparities through unexamined bias. [3cr] (Barnes)

SPRING

GMS OH 740 MICROBIOLOGY, 2ND SEMESTER
The overall goals of this course are to provide students with: (1) a basic background in microbiology, including the nomenclature, structure, physiology, genetics, mechanisms of pathogenesis, and clinical manifestations associated with the major pathogenic microorganisms (bacteria, fungi and viruses); (2) an understanding of how the basic principles of microbiology are integral to effective diagnosis, treatment and prevention of infectious disease, and (3) a basic background in immunology including the functions and disorders of the immune system. [4 cr.] This course is taken with the DMD I students. (Oberhaus)
GMS OH 771 FUNDAMENTALS OF HEAD AND NECK ANATOMY, 2\textsuperscript{ND} SEMESTER
This course is a fundamental course in head and neck anatomy taught using a regional approach rather than the systems approach. We begin with the history and specialized terminology, then proceeding to anatomic concepts in the oral cavity, palate, and pharynx. We proceed with the osteology of the skull, then to regional anatomy, the brain, the spinal cord, and the cranial nerves with their associations to the autonomic nervous system and their distributions in the head and neck. Clinical considerations will also be incorporated. [3 cr] (Davies)

GMS MS 585 INFECTIOUS DISEASES: AGENTS, EPIDEMIOLOGY, AND CLINICAL MANIFESTATIONS
Infectious Diseases course explores principles of infection, host factors, epidemiology, treatment, prevention, and clinical approach to infection of different organs and systems as well as basic description of medically important infectious agents, i.e. bacteria, viruses, fungi and parasites. [4cr] (Ilyinskii)

GMS PA 600 INTRODUCTION TO PATHOLOGY, 2\textsuperscript{ND} SEMESTER
Lectures and discussion sessions presenting the basic morphologic and functional changes of major disease processes: cell injury and death, inflammation, cell and tissue response to microbial organisms, atherosclerosis, cancer, etc. [4cr] (Christensen)

GMS PM 730 – INTRODUCTION TO MEDICAL PHARMACOLOGY, 2\textsuperscript{ND} SEMESTER
Principles of pharmacology are covered and several major classes of therapeutic agents, with attention to their mechanisms of action. [4cr] (Walsh)

GMS MS 700 BIOSTATISTICS, 1\textsuperscript{ST} AND 2\textsuperscript{ND} SEMESTER
This course introduces the concepts and techniques of biostatistics. [2cr] (Joseph)
SAMPLE CURRICULUM

Most Common Curriculum, 1 year completion – Graduate in September following Year 1

Complete AADSAS and secondary applications in June/July prior to matriculating to OHS

<table>
<thead>
<tr>
<th>Fall 1</th>
<th>Spring 1</th>
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<tbody>
<tr>
<td>OH 751 Biochemistry (6cr)</td>
<td>OH 731 Physiology (2cr)</td>
</tr>
<tr>
<td>OH 730 Physiology (6cr)</td>
<td>MS 640 Biomedical Information (2cr)</td>
</tr>
<tr>
<td>OH 770 Evidence Based Dentistry (2 cr)</td>
<td>OH 750 Oral Health Promotion in Dentistry (3cr)</td>
</tr>
<tr>
<td>OH 730 Physiology (6cr)</td>
<td>OH 771 Head and Neck Anatomy (3 cr)</td>
</tr>
<tr>
<td>Electives (2-4 cr)</td>
<td>*OH 740 Microbiology (4cr)</td>
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<td>MS 600 Pathology (4cr)</td>
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Summer I
MS 971 (Capstone) (2cr)
MS 986 Continuing Student (Capstone)

* DMD I courses
Required Courses

Sample Curriculum – 1 year completion – Graduate in September following Year 1

Complete AADSAS and secondary applications in June/July prior to matriculating to OHS

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<td></td>
<td>Electives (8-10 cr)</td>
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<tr>
<td>OH 770 Evidence Based Dentistry (2 cr)</td>
<td>OH 771 Head and Neck Anatomy (3 cr)</td>
</tr>
<tr>
<td>MS 600 Ethical Issues of Bioscience (3cr)</td>
<td>MS 700 Biostatistics (2cr)</td>
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<tr>
<td>MA 640 Cultural Formation of a Clinician (3cr)</td>
<td>*OH 740 Microbiology (4cr)</td>
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<tr>
<td>MS 793 Fundamentals of Biotechnology (2cr)</td>
<td>PM 730 Medical Pharmacology (4cr)</td>
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<tr>
<td>CI 670 Biostatistics with Computer (4cr)</td>
<td>PA 600 Pathology (4cr)</td>
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<td></td>
<td>MS 793 Fundamentals of Biotechnology (2cr)</td>
</tr>
</tbody>
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Summer I
MS 971 (Capstone) (2cr)
MS 986 Continuing Student (Capstone)

* DMD I courses
Required Courses
### Sample Curriculum – 1.5 year completion – Graduate in January, Year 2

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<th>Fall 1</th>
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<td>Electives (8-10 cr)</td>
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<td><strong>ELECTIVES</strong></td>
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<td>Summer I</td>
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<td>Complete Applications and Take DATs</td>
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<td>Fall 2</td>
<td>Spring 2</td>
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<tr>
<td><strong>MS 986 Capstone or MS 971 Thesis (2cr)</strong></td>
<td><strong>MS 972 (Capstone or Thesis) (2cr)</strong></td>
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<td>* DMD I courses</td>
<td>* Required Courses</td>
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### Sample Curriculum – 2 year completion – Graduate May, Year 2

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<tr>
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<td><strong>MS 986 Capstone or MS 971 Thesis (2cr)</strong></td>
<td><strong>MS 972 (Thesis) (2cr)</strong></td>
</tr>
<tr>
<td>* DMD I courses</td>
<td>* Required Courses</td>
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ACADEMIC POLICIES AND PROCEDURES

All students should familiarize themselves with the general Policies of the Division of Graduate Medical Sciences that can be found on the GMS website as well as the program-specific requirements set forth below.

Incoming and Continuing Students Requirements

**Student Health Services:** All students must have health insurance. This can be through your parents or BU’s Aetna plan. Student Health Services (SHS) and Behavioral Medicine Services are available to all students and are located at the Charles River Campus at 881 Commonwealth Avenue; phone 617-353-3575. All students whether on their parents insurance or BU Aetna student insurance are encouraged to sign up for a PCP physician while in Boston. For help in finding a physician, call BMC Connect to learn more. Please see the GMS Student Handbook for more information.

**Transcripts Requirement:** All incoming students MUST submit a final official transcript indicating completion of their bachelor’s degree being able to register.

**Compliance Requirements:** All students, in order to register for courses at Boston University, must comply with the following two policies: Students not in compliance will NOT be able to register for current or future semesters. Student compliance can be checked and updated on Student Link.

**Send Word Now:** BU uses an on-demand alert and response system called Send Word Now that enables BU to contact the entire campus community immediately. Students must provide an emergency alert phone number (cell phone number) on Student Link EACH SEMESTER prior to registration.

**Immunizations:** Massachusetts requires that all full-time students complete a series of immunizations (outlined on the Student Health Services website). You are informed of this requirement when you enroll at Boston University and we remind you of this each year. Please check Student Link to see if SHS has received the appropriate documentation.

**Grades**

- To receive credit towards graduation requirements, students must receive a grade of B- or higher in all courses (both required and elective).
- Grades of C and C+ in a required course do fulfill program requirements but DO NOT earn credit towards the total 32 credits required for the degree.
- When course requirements have not been met during the semester of registration due to extenuating circumstances, a grade of Incomplete (I) may be assigned at the discretion of the Course Manager. Please note that a grade of I can only be given if the student is doing passing work in the course (grade of B- or higher). Students should complete the course as soon as possible or within one calendar year.
- Please see the GMS website for Policies & Procedures for additional information.

**Academic Probation**

- If a student receives grades of C+ or lower in 8 or more credits in a given semester, the student will be notified and placed on Academic Probation.
- The option to remediate is dictated by the Course Manager with some courses not permitting remediation.
- Students who remediate any exam are not eligible to receive a grade higher than a B-.
- Please see the GMS Policies, Procedures and Handbook for additionally details.
THESIS AND CAPSTONE

A thesis (up to 8 cr) or capstone project (2 cr) is required to complete the OHS program.

Thesis Information

A thesis is scholarly work that must be approved by two faculty members in the field of study. The project must be well-conceived, of modest scope and have an original conclusion. The thesis may be literature based or research based (laboratory, clinical, survey, retrospective) and is eligible for a grade of ‘A’ if recommended by research mentor.

Research-based theses are quite variable and do not necessarily need to be traditional bench research projects. Many students do perform these types of projects and gain valuable research exposure however other types of projects are also available. These “other” thesis opportunities include but are not limited to (i) clinical research working with patients directly, (ii) retrospective studies of previously collected data including statistical work-up (iii) public health or oral health education related and (iv) the development of a survey eliciting information on topic of interest followed by data collection and analysis.

Thesis Requirements

- Length:
  - 45 pages for Literature-based
  - 35 pages for Research-based
- Grade
  - Literature – Pass/Fail
  - Research – Grade of A eligible (Students completing a research-based thesis can be recommended by their primary thesis mentor to be eligible for a grade of “A”).
- Readers
  - Two faculty readers with the First Reader being a BU faculty
  - Non-BU faculty can serve as second reader provided a Special Service Appointment form is completed and approved. All forms can be found on the [OHS Student Forms page](#) on the website.
- Research thesis should include a thorough literature review, methods, results and discussion.
- Literature-based thesis should include a literature review, published studies and a discussion
- Additional thesis information available on the [MS in Medical Sciences Thesis Information page](#) and through MS 640 Biomedical Information.

Capstone Information

The 15 page Capstone project is a culminating experience whereby students choose a research topic that is relevant in the field of dentistry. This project is overseen by a faculty mentor, who has expertise in the topic chosen, either at the School of Medicine or the Goldman School of Dental Medicine. The project will be completed over the summer, will be graded as Pass/Fail, and is designed for students completing the MS in 12 months.

The topic chosen is open-ended but should be a reasonable scope keeping in mind the length required length. The topic must be approved by your Capstone mentor. Following topic approval the Capstone form must be submitted. The paper should provide a thorough review of the field chosen. The format of the paper should include the background needed to understand the topic followed by a presentation of published results. A discussion should follow with your personal insights.
Capstone Requirements

- Submission of Capstone Form by May 1st. All forms can be found on the OHS Student Forms page on the website.
- Page length: 15 pages (including title page but not including the citations).
- References: Minimum of 15 peer-reviewed references should be used (APA format)
- Due date for submission of the final paper is 2-4 weeks before general thesis deadline (~July 15, Dec 1, April 1).
- Grade of Pass/Fail will be posted at the end of the summer (or Jan or May depending on your program completion date).
- Format includes a Title page (Capstone Title, Name, Graduation date (September 20##, January 20## or May 20##))
- Abstract (not to exceed 300 words) – Brief summary of the paper on the title page.
- Literature Review of chosen topic (1-12 pages)
- Discussion (including your personal insights) (3-5 pages)
- References (APA style recommended) (minimum of 15)
- Please see the website for additional details and samples.

PROGRAM COMPLETION AND COMMENCEMENT

- We encourage all students to review the Thesis and Capstone forms, GMS guidelines and deadlines and associated paperwork early to assure completion of the program in a timely manner.
- Students must be registered for any regular semester or summer term during which a degree requirement is completed or University facilities are used.
- Students must register for a total of 4 semesters with the last 2 being consecutive. Students working on their Capstone or Thesis who have completed course requirements register as a continuing student, certified full-time, with or without classes for Thesis and Capstone, respectively.
- A student, who is registered for 0-12 credits but is engaged in full-time research related to the completion of degree requirements, may be certified as a full-time student. Such a student must pay tuition on a per credit basis as well as full-time student fees. A student desiring full-time certification must submit to the Registrar a completed Certification Full-Time (CFT) Form (which can be found on the OHS website under student forms). This form must be approved by the advisor and department chairman or program director during the official registration period. Continuing Student fees are equivalent to 2 credits.
- Payment of the Continuing Student fee each semester entitles the student to appropriate access to and use of the libraries, research laboratories, academic staff, and other academic facilities of BU.
- M.S. in Oral Health Science degrees are awarded in September, January, and May. Commencement exercises are held in May only. Students planning to receive their degrees at the May commencement must submit diploma applications by January 5. For September and January graduation, students must submit the diploma application by June 1 and November 3, respectively. The diploma application is valid only for the graduation date specified; a new application must be filed if the student does not graduate as planned. Please see the Calendars and Important Dates for specific deadlines.

ADVISING SUPPORT

Upon entry into the program, each student is assigned a faculty advisor who will assist the student throughout the program with course selection, study skills, AADSAS application questions, selection of a thesis or capstone topic as well as overall dental school advising. Advising is a very strong part of the OHS program and students are encouraged to meet with their advisor regularly.
Students choosing to submit an AADSAS application prior to matriculation into OHS in August are encouraged to arrange to speak with Dr. Davies in June in order for OHS to provide the most support during the application process. Additionally, students will choose a thesis advisor and reader or a Capstone mentor with the help of the Program Director.

**IMPORTANT STUDENT SUPPORT SERVICE LINKS**

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**AADSAS SUPPORT**

The Division of Graduate Medical Sciences Office will make every effort to assist you in the AADSAS application process providing support in the following areas:

- Personal Statement Critique
- Preparation of Letter Packet
  - [Dental School Letter Submission Process for OHS Student](#)
  - [OHS Recommender Instructions](#)
  - [OHS Letter Request Form](#)
  - Potential letter to be included are from the: Program Director, Core Science Faculty, Research mentor and other Post-undergraduate mentors and/or supervisors.
- Interview Preparation
- School Selection

We strongly encourage accepted students to speak with Dr. Davies, Program Director, before submitting AADSAS in June prior to August matriculation.

**Transcript Requests**

For information on requesting a transcript, please refer to the [Office of the University Registrar](#) website on the Charles River Campus. Your AADSAS transcript request form can be included when ordering either in person or electronically.

**The Graduate Medical Sciences Student Organization (GMSSO)**

The purpose of the GMSSO is to bring students together from all departments and programs of GMS, to share ideas, and to pursue common student issues with a combined voice. The GMSSO meets once per month (every second Wednesday) and consists of one or two representatives (PhD, MA or MS) from each program. Representatives keep the information flowing between faculty and graduate students.
2015-2016 GMSSO Officers

· Kanwal Haq, President
· Parul Agnihotri, Vice President
· Ludy Registre, Media and Public Relations
· Jun Son, Secretary
· Lauren Palitz, Treasurer
· GMSSO E-Mail Address, gmsso@bu.edu

The Division of Graduate Medical Sciences

The Division of Graduate Medical Sciences (GMS) at Boston University School of Medicine (BUSM) is a recognized leader in research and graduate education in the biomedical sciences. It is home to over 900+ students from 33 fields of study, with interdisciplinary programs in many areas. Students pursue Ph.D. or M.D./Ph.D. degrees in 15 departments and programs. M.A. or M.S. degrees may be earned in many of the basic science fields as well as health profession related such as Medical Sciences, Mental Health Counseling and Behavioral Medicine, Clinical Investigation, Biomedical Imaging and Genetic Counseling.

GMS is located in the historic South End of Boston in the hub of a modern urban academic health center, Boston University Medical Center (BUMC), which includes Boston University School of Medicine, Boston University School of Public Health and the Boston University Henry M. Goldman School of Dental Medicine. Also on campus is Boston Medical Center, one of Boston’s leading teaching hospitals and the primary teaching affiliate of BUSM. Together, these institutions boast a world-class faculty with many established collaborations between clinical and basic science investigators.

GMS MISSION STATEMENT

As a Division we will train future professionals to think critically and use evidence to solve problems, to effectively communicate their ideas, to uphold the highest ethical standards, and to promote excellence and integrity in their respective professions. Our PhD and Master’s students will be trained as scientists who will utilize their knowledge and skills to lead in their chosen professions whether it is biomedical research, education, public policy, business development or some other career. With issues related to health, science and technology having a larger impact on everyday life, the Division’s overriding goals are to assure that all our graduates advance science and health in today's society and that they are positioned to provide leadership in the 21st century.

GMS DIVISION OFFICE CONTACT INFORMATION

Throughout your studies in OHS, you will have many interactions with the staff in the GMS office. GMS will be an important resource for information throughout your graduate career. Following is a list of the GMS staff and a synopsis of who to contact for your specific needs. For specific questions or concerns, please refer to the following Division Office faculty/staff members.
**Office Mailing Address**
Boston University School of Medicine  
Division of Graduate Medical Sciences  
72 East Concord Street, L-317  
Boston, MA 02118

**Phone, Fax and email**
T: 617-638-5255  
F: 617-638-5740  
gmsuser@bu.edu

**Dr. Linda Hyman**  
Associate Provost and Associate Dean, GMS  
Professor of Microbiology  
Ihyman@bu.edu

**Kayleigh Klegraefe**  
Marketing and Communications Specialist  
GMS Website  
kay416@bu.edu

**Dr. Hee-Young Park**  
Professor of Dermatology  
Commencement, Orientation  
hypark@bu.edu

**Dr. Theresa Davies**  
Director, Oral Health Sciences Program  
Adjunct Assistant Professor of Biochemistry  
MS in Oral Health Sciences program  
tdavies@bu.edu

**Dianna Puleo**  
Assistant Registrar, L309  
Registration / Class scheduling  
dianna@bu.edu

**Mildred Agosto**  
Registrar, L309  
Class Adjustment, Health insurance waiver  
millie@bu.edu

**Sherill Ashe**  
Director, Oral Health Sciences Program  
Adjunct Assistant Professor of Biochemistry  
Diploma application, Thesis format review/submission/  
sashe@bu.edu

**Rachel Weiss**  
GMS Disabilities Liaison  
racweiss@bu.edu

**Michelle Hall**  
Associate Director, Admissions  
Student verification for international students  
natashah@bu.edu

**Natasha Easter**  
Administrative Assistant, Admissions  
Application status checks  
tashah@bu.edu

**Dan Stultz**  
Operations and Evaluation Manager,  
dstultz@bu.edu  
Student tutoring, Payroll, Travel Awards

**THE GMS WEBSITE**

The [GMS Website](#) has information from Orientation to Commencement, as well as everything in between!
FINANCIAL AID

Students applying for Financial Aid must submit the following:

1. FAFSA (may be filed at www.fafsa.ed.gov). Boston University’s title IV code is 002130.
2. Boston University Loan Application (Federal Direct Loan Application).
3. Entrance interview and electronically sign a master promissory note.

Please see the GMS Student Handbook for additional details, the financial aid page on the website and/or speak to Sherill Ashe (L-317),

COMMUNICATION AND LEARNING RESOURCES

E-Mail Communications

Throughout your studies at GMS, you will regularly receive important information from the GMS office, the OHS program, and course directors that will be e-mailed to your BU e-mail address. If you wish to use another e-mail server, be sure to forward your BU e-mail account’s mail to your preferred e-mail account.

Student Link

Student Link, accessed with your login and Kerberos password, is an access point to the University Class Schedule, online class registration, personal information, financial account, tuition and fees and much more.

Degree Advice

Degree Advice is a tool for students and student advisors to follow the progression of degree requirement completion. This tool can be found within Student Link.

Blackboard Learn

Blackboard contains sites for all of the courses offered by GMS. Login in to Blackboard with your username and Kerberos password for course announcements, lecture materials and updated class schedules.
The Alumni Medical Library

The Alumni Medical Library is located in the Instructional (L) Building of the Medical School on the 11th, 12th, and 13th floors. Please visit the Alumni Medical Library website for more information.

Print/Copy Card Policy

The Alumni Medical Library provides a print/copy service for all BUSM students. With an ID, students are eligible for up to 100 pages or 200 double-sided pages of print or copy during each of the two following time periods: January 1 – June 30 and July 1 – December 31.

STUDENT HEALTH AND WELLNESS RESOURCES (INCLUDING GYM MEMBERSHIP)

Student Health Services

Student Health Services is designed to help meet your health care needs while at BU. They offer medical services, a crisis intervention counselor, chiropractic care, and behavioral medicine services. Student Health Services is located at the Charles River Campus at 881 Commonwealth Avenue; phone 617-353-3575. Please see the GMS Student Handbook for more information.

Medical Insurance

By state law, students must have medical insurance. You will automatically be charged for health insurance unless you complete an insurance waiver on Student Link. The medical insurance coverage offered by BU is effective August 23, 2014 to August 22, 2015. Since the OHS program has a unique start date students may arrange for coverage starting August 4 by contacting Ellen Millman in Student Accounting Services.

Office of Disability Services

BU takes great pride in the academic & personal achievements of its students and alumni with disabilities. Rachel Weiss (racweiss@bu.edu) serves as the liaison between GMS & Office of Disability Services.

BU Fitness and Recreation Center

Boston University’s Fitness and Recreation Center is located on the Charles River Campus and is easily accessible by the BUS and membership is automatically granted to all students enrolled full-time. The building provides approximately 270,000 square feet of space, supporting physical education, non-credit courses, intramurals, club sports, student organizations, and much more.
GENERAL STUDENT SERVICES

Lockers

A limited number of lockers are available for assignment on a yearly basis to full-time graduate students. To obtain a locker please bring a $5 deposit and see Ms. Natasha Easter in the GMS office.

Transportation/TranSComm/Public Safety

Please consult the TranSComm website for:

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The BUMC Public Safety Department is responsible for providing a safe and secure environment and minimizing the opportunity for loss of personal and institutional assets. The BUMC Public Safety Department is staffed 24 hours a day, 7 days a week. There is one Command and Control Center located at 750 Albany Street and can be reached at 617-414-4444. Please add this number to your cell phone address book for easy access in case of an emergency. More public safety information can be found in the GMS Student Handbook or on their website.

GENERAL POLICIES AND PROCEDURES GOVERNING GRADUATE STUDY

The general regulations concern all graduate students. Each student is responsible for becoming familiar with the general regulations and the specific requirements of their individual programs. Please review the GMS website, GMS Student Handbook and the Student’s Policies, Procedures and Handbook page for detailed information pertaining to registration, orientation, graduation as well as compliance. Please refer to the GMS Student Handbook for the following issues:

1. GMS Academic Standards and Disciplinary Procedures
2. Physical Examination and Immunizations Requirements
3. Compliance Requirements for All Students
4. Sexual Harassment Policy and Complaint Procedures
5. Student Grievance Procedure in Cases of Alleged Disability Discrimination