

**Boston University** Chobanian & Avedisian School of Medicine  
Graduate Medical Sciences

# Master's Program in Oral Health Sciences

---

## *STUDENT HANDBOOK* *2025-2026*



## TABLE OF CONTENTS

INTRODUCTION TO THE ORAL HEALTH SCIENCES PROGRAM .....	5
Oral Health Sciences Mission Statement.....	5
Program Overview .....	5
Program Directors, Advisors, & Administrators: .....	6
Course Directors for Core Courses: .....	7
ACADEMIC REQUIREMENTS.....	7
Coursework.....	8
Required Courses.....	8
Other Required Courses Offered Through GMS Include: .....	8
Elective Courses .....	9
Sample Program Timeline.....	11
Sample Curriculums .....	12
Sample Curriculum, 1-year Completion-*Most Common .....	12
Sample Curriculum, 1.5-year Completion.....	12
Sample Curriculum 2-year Completion.....	13
THESIS AND CAPSTONE.....	13
Thesis Information .....	13
Thesis Requirements.....	14
Capstone Information.....	14
Capstone Requirements .....	15
Program Completion and Commencement.....	15
STUDENT SUPPORT .....	16
Advising.....	16
Disability & Access Services .....	16
AADSAS Support .....	16
ACADEMIC SUPPORT .....	17
DMD Course Review Sessions.....	17
Tutoring.....	17
Peer Mentoring.....	17
OHS Class Blackboard Site .....	17
OHS Google Calendar.....	17
ACADEMIC POLICIES AND PROCEDURES .....	17

GMS Academic Policy and Procedures .....	17
OHS Academic Policy and Procedures .....	18
Academic Integrity .....	18
Grades .....	18
Academic Probation .....	18
Course Remediation .....	19
Program Completion .....	19
Ethical Conduct and Academic Professionalism .....	19
Student Rights & Responsibilities .....	20
Incoming and Continuing Students Requirements .....	20
Student Health Insurance .....	20
Behavioral Medicine on the Medical Campus .....	20
Transcripts Requirement .....	20
Compliance Requirements: .....	20
Office of the Registrar .....	21
Transcript Requests .....	21
IMPORTANT STUDENT SUPPORT SERVICE LINKS .....	21
STUDENT ORGANIZATIONS .....	21
Graduate Medical Sciences Organizations .....	21
GSDM Student Organizations .....	22
Community Catalyst Center Mentor Groups .....	22
Other Groups on Medical Campus .....	22
Groups/Resources on Charles River Campus .....	22
GRADUATE MEDICAL SCIENCES OFFICE RESOURCES .....	23
GMS Mission Statement .....	23
E-Mail Communications .....	23
GMS Office Contact Information .....	23
The GMS Website .....	25
Financial Aid .....	25
Transportation (TransComm) & Public Safety .....	25
ACADEMIC AND LEARNING RESOURCES .....	26
MyBU .....	26
Blackboard Learn .....	26
The Alumni Medical Library .....	27

Print/Copy Card Policy .....	27
STUDENT HEALTH AND WELLNESS RESOURCES (INCLUDING FITREC MEMBERSHIP) .....	27
Student Health Services .....	27
Medical Insurance .....	27
Dental Insurance .....	28
Recreation Options .....	28
BUMC Fuller Gym .....	28
BU Fitness and Recreation Center .....	28
Lockers .....	28
GENERAL POLICIES AND PROCEDURES GOVERNING GRADUATE STUDY .....	28
GMS Fair Expectations for all graduate students .....	29
Appropriate Treatment In Graduate Education .....	29

## INTRODUCTION TO THE ORAL HEALTH SCIENCES PROGRAM

Welcome to the Oral Health Sciences Program (OHS) in Graduate Medical Sciences (GMS) at the Boston University Chobanian & Avedisian School of Medicine. This guide, in addition to the GMS Student Handbook that can be 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 a 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 to be successful. 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, not by memorizing facts but by learning to integrate concepts at a higher conceptual level.

### Oral Health Sciences Mission Statement

The mission of the M.S. in Oral Health Sciences 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 a strong academic foundation along with 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 biomedical science courses at [Boston University Henry M. Goldman School of Dental Medicine](#) (BUGSDM) as well as [courses offered through Graduate Medical Sciences \(GMS\)](#) at the [Boston University Chobanian & Avedisian School of Medicine](#). Two of the first-year DMD courses – Physiology and Biochemistry - will be in a 50:50 live attendance/streaming format; meaning you will attend 50% of the course in-person and 50% via viewing of a live stream of class sessions. In addition, elective course work is available in a variety of disciplines, including public health, evidence-based dentistry, and clinical research. This MS degree 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) and ends the following summer in mid-July. 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 MS in Medical Sciences (MAMS) program. Since the OHS program's inception, over 300 students have completed the Program and over 90% have been accepted to the US dental schools (in one- or two-years following matriculation). Due to its great success and increased recognition, in 2013 the OHS track became its own independent MS degree program.

 **90% OF GRADUATES MATRICULATE TO DENTAL SCHOOL**

## Our Success:

### OHS graduates have been accepted to the following dental schools:

Arizona School of Dentistry and Oral Health	University of Maryland School of Dentistry
Boston University Goldman School of Dental Medicine	University of California San Diego School of Dentistry
Case Western Reserve University School of Dental Medicine	University of California San Francisco School of Dentistry
College of Dental Medicine-Arizona	University of California Los Angeles School of Dentistry
Columbia University's College of Dental Medicine	University of Colorado School of Dental Medicine
Creighton University School of Dentistry	University of Detroit Mercy School of Dentistry
Dalhousie University of Faculty of Dentistry	University of Florida College of Dentistry
East Carolina School of Dental Medicine	University of Illinois at Chicago College of Dentistry
Howard University College of Dentistry	University of Michigan School of Dentistry
Marquette University School of Dentistry	University of the Pacific, Dugoni School of Dentistry
Meharry Medical College School of Dentistry	University of Pennsylvania School of Dental Medicine
Midwestern University's College of Dental Medicine – Illinois	University of Puerto Rico School of Dental Medicine
New York University College of Dentistry	University of Southern California, Herman Ostrow School Dentistry
Temple University-Kornberg School of Dentistry	University of Tennessee College of Dentistry
Touro College of Dental Medicine, New York Medical Col	University of Washington School of Dentistry
Tufts University School of Dental Medicine	Western University of Health Sciences, College of Dental Medicine

Please see the website for [Student Testimonials](#).

### **Program Directors, Advisors, & Administrators:**

**Theresa A. Davies, PhD, Program Director, Student Advisor**, Assistant Dean, Graduate Medical Sciences and Clinical Associate Professor of Medical Sciences & Education. Dr. Davies can be contacted by phone at 617-358-9546, by email at [tdavies@bu.edu](mailto:tdavies@bu.edu), or in her office within the OHS Program office suite located at R1019.

**Aaron W. Young, PhD, Assistant Director, Student Advisor**, Assistant Professor of Pharmacology, Physiology, & Biophysics. Dr. Young can be contacted by email at [youngaw@bu.edu](mailto:youngaw@bu.edu), by phone at 617-358-8480, or in his office, R1017C, within the main OHS Program office suite located in R1017.

**Karen Bottenfield, PhD, Senior Academic Program Manager, Student Advisor**, can be contacted by phone at 617-358-0922, by email at [karenrb@bu.edu](mailto:karenrb@bu.edu), or in her office, R1017D, within the main OHS Program office suite located in R1017.

**Andrew Best, Program Manager** can be reached at 617-358-9509, by email at [andy95@bu.edu](mailto:andy95@bu.edu), or in his office located at the entrance to the main OHS Program office suite in R1017A.

**Haya Herscovitz, Program Faculty**, is involved with thesis and capstones mentoring, as well as mock interviews. She can be reached by phone at 617-638-4012 or by email at [haya@bu.edu](mailto:haya@bu.edu).

**Elizabeth Duffy, Program Faculty, Course Director** for Applied Histology, is involved with thesis and capstone mentoring as well as mock interviews. She can be reached by phone at (617) 358-2677 or by email at [eschul@bu.edu](mailto:eschul@bu.edu).

### Course Directors for Core Courses:

[Theresa A. Davies, PhD](#), Course Director of **GMS Evidence Based Dentistry** and Faculty Educator for **DMD Biochemistry**

[Aaron W. Young, PhD](#), Course Director of **GMS Applied Physiology**; Faculty Educator for **DMD Physiology**

[William Lehman, PhD](#), Professor and Vice-Chair of Pharmacology, Physiology, & Biophysics; Course Director of **DMD Physiology**

[Ratnakar Deole, PhD](#), Microbiology Faculty; Course Director, **DMD Microbiology and Immunology & GMS Infectious Diseases**

[Barbara Schreiber, PhD](#), Associate Professor and Director of Graduate Studies, Department of Biochemistry; Course Director of **DMD Biochemistry**

[Elizabeth Duffy, MA](#), Assistant Professor, Pathology & Laboratory Sciences and Program Director, MS in Pathology & Laboratory Medicine; Course Director of **GMS Applied Histology**

[Karen Bottenfield, PhD](#), Senior Academic Program Manager, Oral Health Sciences Program; Co-Course Director, **GMS Biomedical Information** and Course Director, **GMS Neuroanatomy**

[David Flynn, MS \(LIS\)](#), Head of Library & Information Management Education; Co-Course Director, **GMS Biomedical Information**; Assistant Professor, Medical Sciences & Education

[Raul Garcia, DMD, CAGS](#) Chair of Health Policy & Health Services Research; Director of CREED (Center for Research to Evaluate & Eliminate Dental Disparities); Co-Course Director, **GMS Prevention and Oral Health Promotion in Dentistry**

[Ashwini Ranade, PhD, MPH, BDS](#), New Health Policy & Health Services Research Faculty; Co-Course Director **DMD GMS Prevention and Oral Health Promotion in Dentistry**

[Brian Moore, MD, Med](#), Clinical Professor, Pathology & Laboratory Medicine; Course Director, **DMD Pathology**

### ACADEMIC REQUIREMENTS

Candidates for the MS 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 two 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). DMD Biochemistry and Physiology are taught in a 50:50 live attendance-streaming format where 2 weeks a month, students attend classes in-person with dental students and 2 weeks students watch live streaming classes in our streaming classroom. The remaining credits are fulfilled with electives as well as your research related to your capstone (or thesis) project. In the spring semester, you will be allowed to choose between DMD Pathology and Microbiology, and you will attend class in-person. All DMD courses are recorded and fall classes are live-streamed. Not all GMS courses are recorded, none are live streamed, and in person attendance is expected.



Up to 8 credits can be used towards a thesis, whereas the capstone is equivalent to 2 credits. All students must enroll in course(s) to meet the 32 credit MS requirement.

## Coursework

### Required Courses

#### **DMD COURSE: GMS OH 751 BIOCHEMISTRY, 1<sup>ST</sup> 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 and will be in a blended 50:50 live attendance-stream format.

#### **DMD COURSE: GMS OH 732 PHYSIOLOGY, 1<sup>ST</sup> SEMESTER**

This course presents the physiology of cells, tissues, organs, and integrated body functions, including the physiological basis for the understanding of clinical conditions. The course begins by addressing general aspects of cell physiology and regulation during the Neuroscience section of the course. How cells, organs and tissues communicate with each other and control their respective activities is also covered. There is also discussion of sensory and motor control as well. During the Muscle and Cardiovascular Physiology sections, the course discusses muscle contraction and its regulation, the overall design of the CVS system, viz. the hemodynamics of blood circulation, the heart as a pump, the coordination of heartbeat, the mechanical events of the cardiac cycle, the nature and control of cardiac output and the vascular system. During the Blood and Respiratory Physiology section, the course discusses the composition of blood and the function of blood cells and components. In addition, the overall organization of the respiratory tree, ventilation, lung mechanics, respiratory regulation, gas exchange, oxygen, carbon dioxide and H<sup>+</sup> transport and delivery between tissues and lungs are discussed. This course is taken with DMD I students and will be in a blended 50:50 live attendance-stream format. [4cr]

#### **DMD COURSE: GMS OH 733 PHYSIOLOGY, 2<sup>ND</sup> SEMESTER**

This course is a continuation of GMS OH 732. This course begins with the Gastro-Intestinal Physiology section, the digestion and absorption of food material are discussed by integrating the motor, secretory, digestive and absorption functions of the G-I tract. The functions and general organization of the kidney are discussed during the Renal Physiology section, as well as the control exerted by the kidney over body water, electrolyte and H<sup>+</sup> ion levels. Finally, during the Endocrinology section, general hormonal control mechanisms are discussed, as are the function and mechanisms of all major endocrine glands and their respective hormones. An integrated approach is taken to endocrinology and reproduction. Hormonal aberrations and their end results in humans are presented in clinical correlations. This course is taken with DMD I students and will be in a blended 50:50 live attendance-stream format. [4cr]

### Other Required Courses Offered Through GMS Include:

#### **GMS OH 750 PREVENTION AND HEALTH PROMOTION IN DENTISTRY, 2<sup>ND</sup> 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. [3cr] This course is taken at the dental school and taught by GSDM faculty.



### **GMS MS 640 INTRODUCTION TO BIOMEDICAL INFORMATION, 2<sup>ND</sup> SEMESTER**

This course teaches students how to find, use, and contribute to biomedical literature while supporting the graduate capstone and thesis through lectures and hands-on instruction. Topics include the retrieval, evaluation, management of information, Evidence Based Medicine, and the ethical use of research. [2cr]

### **GMS OH 971 / OH 972 ORAL HEALTH SCIENCES RESEARCH, 1<sup>ST</sup>, AND 2<sup>ND</sup> SEMESTER**

Capstone Project [2cr] or Thesis research [Maximum 8cr].

## **Elective Courses**

### *Fall Semester*

### **GMS OH 710 APPLIED HISTOLOGY**

This course focuses on the histology (normal human microscopic anatomy) of cells and tissues with regular correlations to common human disease pathology in a traditional lecture and discussion format. Students learn to identify tissues and organ systems and gain a greater understanding of functionality in the normal state, to better understand how this function changes in a disease state. Specifically, students learn cell histologic methods and how morphology impacts function and disease in various cells and tissues including blood cells and vessels, the epithelium, connective tissue, brain, the immune system, lungs, the skeletal system, the gastrointestinal tract, liver, kidney, and the heart. [2 cr.]

### **GMS OH 735 APPLIED PHYSIOLOGY**

Prereq: Consent of Instructor; must be in the Oral Health Sciences program. This course is comprised of a series of system-based modules: Molecular, Cellular, and Neurophysiology; Muscle and Cardiovascular System; and Respiratory System, Hematology, and Thermoregulation. In contrast to the Dental Physiology course (MD514/OH732) which delivers physiology content in a largely lecture-based format, this course emphasizes the context of normal human physiology and highlights important physiological mechanisms that are targets for pathophysiology and therapies, utilizing a case/problem-based approach, with students working in small groups/teams. The course will be coordinated with the Dental Physiology course to integrate and reinforce the physiology content being covered within that course. The application of physiology, as one of the scientific foundations of dentistry, will aid the Oral Health Sciences (OHS) student in developing skills necessary to establish a therapeutic relationship with their future patients and develop appropriate treatment plans. Knowledge of normal physiology will enhance the ability to recognize pathophysiology. [2cr]

### **GMS OH 770 EVIDENCE BASED DENTISTRY**

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]

### **GMS MS 701 CLINICAL SKILLS IN BIOMEDICAL SCIENCES**

The major goal of this course is to provide students with an understanding and experience in the fundamental methods and techniques commonly employed in the clinical biomedical sciences. Emphasis is placed on the client/patient relationship, attending and listening skills, cognitive, affective, and behavioral counseling interventions, role-playing activities, and the concerns commonly expressed by early biomedical science professionals. [2cr]

## **GMS MS 750 FUNDAMENTALS OF BIOSTATISTICS USING R**

The goal of this course is to provide students with a fundamental knowledge of Biostatistics and practical experience in coding using R software. This course familiarizes students with the basic concepts of Biostatistics, with the goal of understanding the study design and the appropriate statistical methods that are appropriate to use to evaluate their research hypotheses as well as different tools for data reporting. This course will be taught by a trained Biostatistician with extensive expertise in study design and data analysis. The course is enhanced by including dedicated sessions in R so students can learn the basics of coding with the R software, providing them with hands-on experience and the opportunity to apply the theoretical concepts they were taught in previous sessions, so they are able to conduct their own research. [2cr]

### *Spring Semester*

## **GMS OH 690 INFECTIOUS DISEASES**

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. [2cr]

## **DMD COURSE: GMS OH 701 PATHOLOGY**

This course covers the fundamental concepts of modern pathology and explains how to apply the process of differential diagnosis in the major human diseases. Pathologic mechanisms and principles of most organs and systems of the body are discussed, with emphasis on those most relevant to oral health and care of dental patients. The course includes lectures by the School of Medicine Pathology faculty and Integrated Problem Sessions presented by students. [2cr] This course is taken with the DMD I students.

## **DMD COURSE: GMS OH 740 MICROBIOLOGY & IMMUNOLOGY**

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. [4cr] This course is taken with the DMD I students.

## **GMS OH 771 FUNDAMENTALS OF HEAD AND NECK ANATOMY**

This course is a fundamental course in head and neck anatomy taught using a regional approach rather than the systems approach. We begin with history and specialized terminology, then proceed 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 are also incorporated. [3cr]

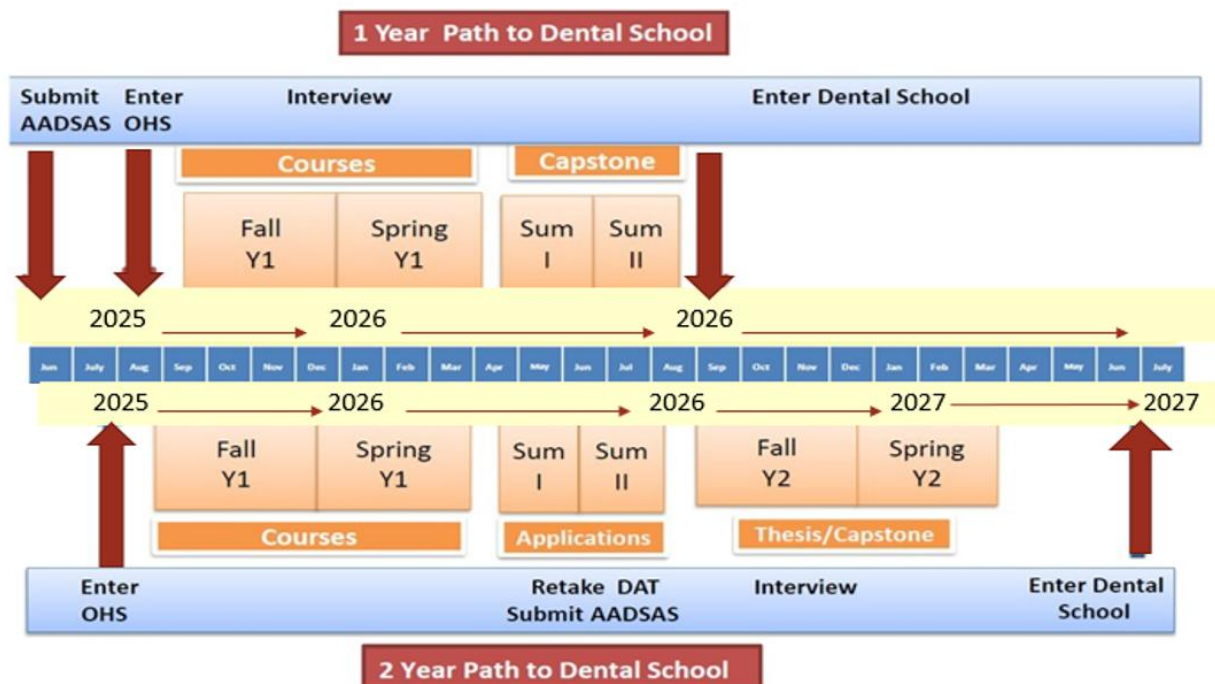
## **GMS MS 700 BIOSTATISTICS**

This course introduces the concepts and techniques of biostatistics. [2cr]

## GMS MS 600 INTRODUCTION TO BIOMEDICAL LEADERSHIP,

This course focuses on the basic principles of personal and interpersonal leadership as they relate to the wide range of biomedical and health science careers that BU graduates may enter. We will explore the areas of voice, vision, emotional intelligence, conflict resolution, teamwork and more. The material presented in this course will give way to the 5 practices of exemplary leaders that can be applied to any expertise area, but particularly for this course the biomedical research and health sciences areas. [2cr]

### Sample Program Timeline



## Sample Curriculums

### Sample Curriculum, 1-year Completion-**\*Most Common**

August ('25) to July ('26) with graduation in August 2026

**NOTE:** \*DMD I Courses | **Required Courses** | \*Common Elective Courses

<b>Complete AADSAS in June/July prior to matriculating to OHS</b>	
<b>Fall 1</b>	<b>Spring 1</b>
*OH 751 <b>Biochemistry</b> (6cr)	*OH 733 <b>Physiology</b> (4cr)
*OH 732 <b>Physiology</b> (4cr)	*MS 640 <b>Biomedical Information</b> (2cr)
*OH 770 Evidence Based Dentistry (2cr)	OH 750 <b>Oral Health Promotion in Dentistry</b> (3cr)
*OH 735 Applied Physiology (2cr)	*OH 771 Head and Neck Anatomy (3cr)
*OH 710 Applied Histology (2cr)	*OH 740 Microbiology/Immunology (4cr) or *OH 701 Pathology (2cr)
	*OH 690 Infectious Disease (2cr)
	*MS 600 Introduction to Leadership (2cr)
<b>Summer I</b>	<b>Summer II</b>
MS 986 Continuing Student (Capstone)	OH 971 (Capstone) (2cr)

### Sample Curriculum, 1.5-year Completion

August ('25) to December ('26) with Graduation in January 2027

**NOTE:** \*DMD I Courses | **Required Courses** | \*Common Elective Courses

<b>Fall 1</b>	<b>Spring 1</b>
*OH 751 <b>Biochemistry</b> (6cr)	*OH 733 <b>Physiology</b> (4cr)
*OH 732 <b>Physiology</b> (4cr)	MS 640 <b>Biomedical Information</b> (2cr)
*OH 770 Evidence Based Dentistry (2cr)	OH 750 <b>Oral Health Promotion in Dentistry</b> (3cr)
*OH 735 Applied Physiology (2cr)	*OH 771 Head and Neck Anatomy (3cr)
*OH 710 Applied Histology (2cr)	*OH 740 Microbiology/Immunology (4cr) or *OH 701 Pathology (3cr)
	*OH 690 Infectious Disease (2cr)
	*MS 600 Introduction to Leadership (2cr)
<b>Summer I</b>	<b>Summer II</b>
<b>AADSAS in June/July &amp; retake DATs as needed</b>	
	MS 986 Capstone or OH 972 Thesis (2cr)
<b>Fall 2</b>	<b>Graduate January</b>
Elective courses:	
MS 750 Intro to Biostatistics using R (2cr)	
*OH 701 Clinical Skills (2cr)	
BN 779 Beginning Basic Neurosciences (2cr)	

## Sample Curriculum 2-year Completion

August ('24) to May ('26) with Graduation in May 2026

**NOTE:** \*DMD I Courses | **Required Courses** | \*Common Elective Courses

<i>Fall 1</i>	<i>Spring 1</i>
*OH 751 <b>Biochemistry</b> (6cr)	*OH 733 <b>Physiology</b> (2cr)
*OH 732 <b>Physiology</b> (6cr)	MS 640 <b>Biomedical Information</b> (2cr)
*OH 770 Evidence Based Dentistry (2 cr)	OH 750 <b>Oral Health Promotion in Dentistry</b> (3cr)
*OH 735 Applied Physiology (2 cr)	*OH 771 Head and Neck Anatomy (3cr)
*OH 710 Applied Histology (2cr)	*OH 740 Microbiology/Immunology (4cr) or *OH 701 Pathology (2cr)
	*OH 690 Infectious Disease (2cr)
	*MS 600 Introduction to Leadership (2cr)
<i>Summer I</i>	<i>Summer II</i>
<b>Complete AADSAS in June/July retake DATs</b>	MS 702 Neuroanatomy (2cr)
<i>Fall 2</i>	<i>Spring 2</i>
MS 985 Capstone or OH 971 Thesis (2-4cr)	MS 986 Capstone or OH 972 Thesis or Capstone (2cr)
<b>Additional Elective(s)</b>	<b>Additional Elective(s)</b>
MS 750 Intro to Biostatistics using R (2cr)	* OH 740 Microbiology/Immunology (4cr) or *OH 700 Pathology (2cr) (if did not take Y1)
BN 779 Beginning Basic Neurosciences (2cr)	*OH 690 Infectious Disease (2cr) (if did not take Y1)
MS 701 Clinical Skills (2cr)	*MS 600 Introduction to Leadership (2cr)

## THESIS AND CAPSTONE

A thesis (up to 8cr) or capstone project (2cr) 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 hypothesis driven, 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 the research mentor. Note that some students choose to complete a thesis while completing the OHS program in one year; however, most students choose the thesis option when completing the program in 1.5 or 2 years.

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, (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

- Students must submit the Thesis Title Form and the Thesis Agreement Form if they complete a research-based thesis for a grade. If a student has a mentor outside of BU or who is NOT a BU – GMS faculty member they must also submit the Special Service Appointment form. All forms can be found on the [GMS Forms page](#). Deadlines for all form submissions are found on the [Graduation calendars here](#).
- Length:
  - 45 pages minimum for Literature-based
  - 35 pages minimum 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 discussion.
- Additional thesis information available on the OHS [Thesis and Capstone Webpage](#) and through the MS 640 course Biomedical Information.
- All Theses must be checked on Turnitin to confirm their similarity index is below 20% and all students must submit the thesis Checklist according to guidelines found on the [OHS website](#). More information about Turnitin can be on the bottom of the GMS Thesis & Dissertation page [here](#).
- General information regarding GMS Thesis guidelines can be found on [the Research, Thesis, Capstone and Dissertation Information](#) webpage.

## Capstone Information

The 15-page Capstone project is a culminating paper 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 Chobanian & Avedisian School of Medicine or the Goldman School of Dental Medicine. The project is usually 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 required length. Your Capstone mentor must approve the topic prior to writing. Following topic approval, the [Capstone Proposal Form](#) must be submitted. The paper should ask a question, provide data that will be evaluated to answer that question, and then offer a discussion and conclusion. 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. Please review the **Capstone Guidelines** on the [OHS Capstone Information](#) webpage for details and requirements.

## Capstone Requirements

- **Submission of Capstone Proposal Form by April 1<sup>st</sup> (if walking in May Commencement)**
- All forms can be found on the [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.
- Due date for submission of the final paper ~July 5, Dec 1, April 1 (see the [Capstone Deadlines](#) for specific dates).
- Grade of Pass/Fail will be posted in late August (or January or May depending on your program completion date).
- Paper must meet all format requirements, be checked for plagiarism on Turnitin ([information found here](#)) and be submitted along with the Capstone Checklist.
- Please see the [OHS Capstone Information](#) webpage for additional details

## 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.
- Students who are registered for 0-11 credits, but are 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 [GMS Student Forms](#) page). The advisor and department chairperson or program director must approve this form during the official registration period. Continuing Student fees are equivalent to 2 credits. This form must include specific details on how you will be spending your 35-40hr/week if you are not in classwork (i.e., 25 hr. capstone research, 5 hr. shadowing, 10hr DAT studying, 10hr/wk. studying for remediation, etc.).
- 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 August, 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 1st. For August and January graduation, students must submit the diploma application by May 1 and October 1, respectively. Please check the 2025 MA & MS graduation calendars [here](#) for any changes. 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.



## STUDENT SUPPORT

### Advising

Upon entry into the program, each student is assigned a faculty advisor. The faculty advisor will assist the student throughout the program with course selection, study skills, AADSAS application questions, selection of a thesis or capstone project, as well as overall dental school advising. Advising is a strong part of the OHS program and students are encouraged to meet with their advisor regularly.

Students who choose to submit an AADSAS application prior to matriculation into OHS in August are encouraged to speak with OHS leadership in June/July for advice on how OHS can provide the most support during the application process. Additionally, students completing a thesis will choose their readers with the help of the Program Director, Assistant Program Director, and the Senior Academic Program Manager.

### Disability & Access Services

Boston University takes considerable pride in the academic and personal achievements of its many students and alumni with disabilities. The University is committed to providing equal and integrated access for individuals with disabilities to all the academic, social, cultural, and recreational programs it offers. This commitment is consistent with legal requirements, including Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act ("ADA") of 1990, and embodies the University's historic determination to ensure the inclusion of all members of its communities.

Dr. Theresa Davies, Assistant Dean for Master's Programs, serves as the liaison between GMS and the Disability & Access Services. Please contact her ([tdavies@bu.edu](mailto:tdavies@bu.edu) or 617-358-9546) with any disability services questions and visit the [GMS Disability and Access Services Webpage](#) for information on how to start the accommodation process.

The goal of BU's [Disability & Access Services](#) is to provide services and support to ensure that students are able to access and participate in the opportunities available at Boston University. In keeping with this objective, students are expected and encouraged to utilize the resources of Disability Services to the degree they determine necessary.

### AADSAS Support

The Oral Health 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 letters 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 to AADSAS in June prior to August matriculation.

## ACADEMIC SUPPORT

### DMD Course Review Sessions

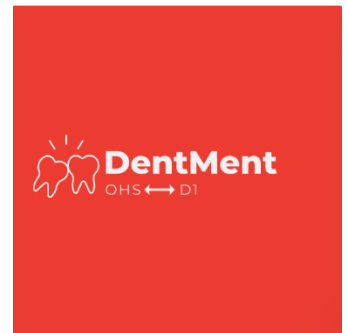
- Review sessions are provided to OHS students by Teaching Assistants for the DMD courses on Monday and Tuesday evenings throughout the Fall and Spring semesters. These sessions are optional but strongly encouraged. There are also group tutoring sessions offered for Biochemistry and Physiology to help students with study skills. Sessions are taught by OHS alum who are D1 students at BUGSDM.

### Tutoring

- One-on-one tutoring (for 2 hours per week) will be assigned to OHS students that need additional support (based on exam performance). The cost is covered by OHS and continues throughout the semester.
- Group tutoring is also provided weekly to help students develop better critical thinking and problem-based skills. These are offered weekly for the Physiology and Biochemistry courses and are led by a D1 - OHS alum tutor.
- Tutors are current D1 or D2 students who are OHS alumni.

### Peer Mentoring

- Near-Peer Mentoring is a large part of the success of the OHS program. OHS students who have completed the program and matriculated to BU's Goldman School of Dental Medicine are excited to give back to current OHS students.
- Current mentoring opportunities include programs like DentMent which help students adjust to the rigor of the OHS program by providing guidance with time management, test taking and study skills while also helping with adjusting to Boston. They also participate in the Big Sib program which is similar but more social.
- These mentors along with the tutors serve to support current OHS students and provide invaluable resources whether social or academic.



### OHS Class Blackboard Site

Materials to support you in addition to Group Tutoring, TA Review Sessions, DentMent Meetings, and other Enrichment Programming are available on the [2025 OHS Blackboard Course Site](#). We encourage you to use this site often as a resource as we will post material there often.

### OHS Google Calendar

Additionally, we will keep the [OHS Google Calendar](#) up-to-date with any changes to scheduling. Please review the calendar regularly.

## ACADEMIC POLICIES AND PROCEDURES

### GMS Academic Policy and Procedures

All students are expected to familiarize themselves with the general [Policies of Graduate Medical Sciences and Boston University](#) as well as the program-specific requirements set forth in this document. You should have already read and signed the [GMS Academic Conduct Code & Disciplinary Procedures](#).

## OHS Academic Policy and Procedures

The purpose of this policy is to clarify areas of academic integrity, professional comportment, and ethical conduct expected of the students in the Oral Health Sciences program at Boston University.

All students are expected to familiarize themselves with the general [Policies of Graduate Medical Sciences and Boston University](#) as well as the program-specific requirements set forth in this document. You should have already read, signed, and submitted the [GMS Academic Conduct Code & Disciplinary Procedures](#) document.

### Academic Integrity

It is expected students who matriculate to OHS will have completed all required prerequisites for admission. You are expected to provide GMS with your final official transcript(s) as outlined in your letter of acceptance / onboarding materials. Failure to complete your prerequisites prior to matriculation may result in removal from the program.

BU Graduate Medical Sciences also sets standards for Satisfactory Academic Progress (SAP), which are used to assess federal loan eligibility. The minimum cumulative GPA for SAP in GMS is B- or 2.7. OHS aligns with this standard, and a GPA of 2.7 is required for good academic standing. [Specific details are available here.](#)

### Grades

- To receive credit towards graduation requirements, students must receive grades of B- or higher in all required and elective courses.
- To successfully complete the OHS program, students must receive a grade of C or higher in all required courses (OH 732, OH 733, OH 750, OH 751, & MS 640), even though credit will not be given for grades lower than B-.
- 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 Director. Please note that a grade of "I" can only be given if the student is otherwise achieving a grade of B- or higher on work within the course. Students should complete the course as soon as possible, and within one calendar year.

### Academic Probation

- If a student receives a grade of C+ or lower in 6 or more credits in each semester, the student will be notified and placed on Academic Probation. Students on Academic Probation must meet with the OHS Program Director to develop a plan for academic improvement.
- Information regarding a student's Academic Probation is not included on the student's transcript but may be included in the student's permanent program record.
- Students with a GPA below the required 2.7 SAP will lose any academic scholarships and their financial aid options may be limited.
- If a student fails to pass remediation (details below) in January or June, and continues to have a grade of C for more than 8 credits, they will be automatically [dismissed from the program](#) and GMS according to GMS Academic Policies. Such students have the [right to appeal](#) as stated in the GMS Academic Conduct Code and Disciplinary Procedures.
- If a student develops a pattern of behaviour that does not meet the expectations of the [GMS Code of Conduct](#) and OHS Academic Professionalism (details below), the student will be notified and placed on Academic Probation. Students on Academic Probation for professionalism concerns must meet with the OHS Program Director and their OHS Program Advisor to develop a plan for professionalism improvement.

## Course Remediation

- For Fall courses that permit remediation (not all courses offer remediation), students may choose to remediate in early January or at the end of the Spring semester. Students should discuss their options with their advisor.
  - A student earning a grade of C or C+ in a Fall course will have the option to remediate one exam in early January, if improving their exam grade can result in a passing course grade of B-.
  - If opting to remediate in January, the student must remediate the one exam in the course for which they received their lowest score.
- If a student has earned more than one course grade of C+ or lower, the student may choose which course to remediate, however, only one exam may be remediated in January.
- For remaining Fall and Spring coursework, options to remediate are dictated by the OHS Promotions Committee at the end of the Spring semester.
  - Based on students' performance throughout the OHS Program, the OHS Promotions Committee will determine whether a student is eligible for remediation of a single exam in a course, or a cumulative exam of the entire course.
  - If remediation is recommended, the student will contact the OHS Program Director and the Course Director of the relevant course(s), for information on the format and content of the exam, and criteria for a passing grade. Remediation should be completed by the end of August of that same academic year.
- Students who remediate any course are not eligible to receive a grade higher than a B- in that course. Note: A student can raise their grade to a C or C+ without passing the course. No grade will be lowered after a remediation exam.
- No more than two courses may be remediated in an academic year without approval of the OHS Promotions Committee.
  - Note: Dental Physiology, even though two courses (OH 732 & 733), is considered only one course for remediation purposes.
- Students may not remediate a course (single exam or cumulative exam) more than once.

## Program Completion

- Students must enroll in additional coursework to reach the 32 credits required for program completion for any courses with a grade below passing (less than B-) where: 1) remediation is not offered or 2) the student failed to earn a passing grade of B- upon remediation.

## Ethical Conduct and Academic Professionalism

- Students are expected to embody the school's values by consistently demonstrating responsibility, integrity, humility, and a commitment to inclusion.
- Students are expected to always maintain professional behavior and collegiality - on and off campus – including in the classroom, at social events, and in personal settings.
- Students must follow and adhere to all deadlines, including the submission of required documents and forms, addressing compliance issues, registration, and program completion.
- Attendance
  - Course directors have the right to request a doctor's note for extended absences lasting two days or more for illness.
  - Absences for religious reasons are permitted following [Boston University's guidelines](#)
- Students are expected to check, read, and respond to emails in a timely manner. We recommend that students check their Boston University email accounts *daily*. Essential information is sent out regularly, and prompt replies are often needed.

## Student Rights & Responsibilities

- Students are expected to maintain high standards of academic honesty, integrity, and personal conduct in accordance with GMS [Student Code of Conduct](#) and [BU's Student Rights & Responsibilities](#).
- It is the responsibility of every OHS student to conduct themselves professionally and responsibly. Students who violate these standards will be held responsible per Graduate Medical Science [Academic Conduct Code and Disciplinary Procedure](#)
- Basic responsibilities include but are not limited to respecting the rights of others, respecting the property of others and the University, and refraining from actions that endanger the health, safety, or welfare of any member of the University community or its guests.

**Students who are found to be in violation of these standards will be held responsible according to Boston University's guidelines and will be placed on Academic Probation by the OHS program.**

## Incoming and Continuing Students Requirements

### Student Health Insurance

All students must have health insurance. This can be through a preexisting plan (coverage through a parent or guardian's plan, coverage through a partner's plan, etc.) or BU's graduate student Aetna plan. [Student Health Services](#) (SHS) (mental health and medical care) are available to all students and are located at the Charles River Campus at 881 Commonwealth Avenue; phone 617-353-3569. All students, whether on their own, preexisting insurance or BU graduate student Aetna 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.



### Behavioral Medicine on the Medical Campus

Solomon Carter Fuller Mental Health Center  
85 East Newton Street, Room 816  
Boston, MA 02215  
Phone: 617-353-3569 | Wednesday: 9:00 am - 5:00 pm

### Transcripts Requirement

All incoming students **MUST** submit a final official transcript indicating completion of their bachelor's degree to be able to register for courses.

- Official transcripts must be sent directly from your undergraduate institution to Admissions either via a secure electronic form or email ([gmscrpt@bu.edu](mailto:gmscrpt@bu.edu)).
- Or a paper copy can be mailed to:

Graduate Medical Sciences  
Boston University School of Medicine  
Attn: Admissions  
72 East Concord Street, L-317  
Boston, MA 02118, U.S.A.

### Compliance Requirements:

To register for courses at Boston University, all students must comply with the following policies. Students not in compliance will **NOT** be able to register for current or future semesters. Student compliance can be checked and updated on [MyBU](#).

- **Send Word Now:** BU uses an on-demand emergency 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 [MyBU](#) 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. Please check [MyBU](#) to see if SHS has received the appropriate documentation.
- **Photo Release:** All students must complete waiver the upon matriculation available in your onboarding documents on Blackboard.

### Office of the Registrar

If you need to change any personal information on your student account, including preferred names and pronouns, you may do so by visiting the [Office of the Registrar Website](#).

### 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.

## Important Student Support Service Links

### Student Organizations

#### General BU and GMS Links

- [GMS and OHS](#)
- [GMS Policies, Procedures & Handbook](#)
- [BU Main Site](#)
- [BUMC](#)
- [BUMC Safety Services](#)
- [Parking & Transportation](#)
- [Student Health Services](#)
- [Disability Services](#)
- [The Center for Anxiety & Related Disorders](#)
- [Community Catalyst Center](#)

#### Dental Related Links

- [BU School of Dental Medicine](#)
- [American Student Dental Assoc](#)
- [Metropolitan District Dental Society \(MA dental\)](#)
- [BUGSDM Community Health Programs](#)
- [CREEDD](#)
- [MA Hispanic Dental Association Boston Chapter](#)
- [MA Coalition for Oral Health](#)
- [MA Dept. of Health and Human Services – Oral Health Division](#)

#### Student Services

- [GMS Student Organizations](#)
- [GMS Disability & Access Services](#)
- [Volunteer Opportunities](#)
- [Fitrec](#)
- [Fuller Gym](#)
- [Office of Housing Resources](#)
- [Alumni Medical Library](#)
- [Office of the Ombuds](#)
- [Academic Calendar](#)
- [C3 Center](#)

### Graduate Medical Sciences Organizations

#### 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. They can be reached at [gmsso@bu.edu](mailto:gmsso@bu.edu)

### **Boston University Science Policy Network (BUSPN)**

[Boston University Science Policy Network \(BUSPN\)](#) at Boston University is committed to fostering a community of scientists engaged in public policy.

### **Student Advisory Board (SAC)**

The GMS Student Advisory Board meets a few times per semester to discuss pressing issues with the GMS Staff that impact all graduate student life at BUMC.

### **Women's Professional Development Committee (WP DC)**

The [Women's Professional Development Committee](#) provides a supportive space to host professional development opportunities for graduate-level women in science at Boston University through establishing and cultivating a network of exemplary mentorship with women in a diversity of scientific careers.

### **Student Wellness Committee (SWC)**

The [Student Wellness Committee](#) provides wellness resources and activities in collaboration with GMS Student Affairs and other MED campus Student Affairs offices to all GMS students.

## **GSDM Student Organizations**

### **OHS Students Can Join the Following DMD Student Orgs**

[American Association of Public Health Dentistry, BU Chapter \(AAPHD\)](#) (email: [aaphd@bu.edu](mailto:aaphd@bu.edu))

[Hispanic Student Dental Association, BU Chapter \(HSDA\)](#) (email: [hsda@bu.edu](mailto:hsda@bu.edu))

[Persian Student Dental Association \(PSDA\)](#) (email: [psda@bu.edu](mailto:psda@bu.edu))

[Student National Dental Association, BU Chapter \(SNDA\)](#) (email: [snda@bu.edu](mailto:snda@bu.edu))

## **Community Catalyst Center Mentor Groups**

[C3 gGlobal](#) (international students)

[gSOC](#) (students of color)

[gFIRST](#) (first gen)

[gMAV](#) (military affiliated & veterans)

[C3 gPLUS](#) (LGBTQAI+)

[gDAG](#) (disability advocacy group)

[gFAMILY](#) (students who are or planning to be parents)

[Non-traditional Students](#) ("non-traditional" peers with similar lived experiences)

## **Other Groups on Medical Campus**

[BU Medical Campus Pride](#)

[BUMC OUT & Ally List](#)

## **Groups/Resources on Charles River Campus**

[Newbury Center](#)



[Boston University Postdoctoral Affairs \(BU PDA\)](#)  
[Graduate Student Organization \(GSO\)](#)  
[Graduate Women in Science and Engineering \(GWISE\)](#)  
[Underrepresented Graduate Student Organization \(UGSO\)](#)  
[Boston University's Queer Activist Collective, "Q"](#)  
[Center for Gender, Sexuality & Activism \(CGSA\)](#)

## **GRADUATE MEDICAL SCIENCES OFFICE RESOURCES**

Graduate Medical Sciences at the Boston University Chobanian & Avedisian School of Medicine is a recognized leader in research and graduate education in the biomedical sciences. It is home to over 1000+ students from more than 30 fields of study, with interdisciplinary programs in many areas. Students pursue PhD, MD/PhD, or MD/JD degrees in 15 departments and programs. MA or MS degrees may be earned in many of the foundational sciences, as well as health professions-related fields 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 Campus](#) (BUMC), which includes the [Boston University Chobanian & Avedisian School of Medicine](#), the [Boston University School of Public Health](#) and the [Boston University Henry M. Goldman School of Dental Medicine](#). [Boston Medical Center](#), one of Boston's leading teaching hospitals and the primary teaching affiliate of the Chobanian & Avedisian School of Medicine (BMC operates 67 residency training programs with 679 resident and fellowship positions) is also located on [campus](#). Together, these institutions boast [a world class faculty](#) with many established collaborations between clinical and foundational science investigators.

### **GMS Mission Statement**

GMS trains 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 are 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, GMS' overriding goals are to ensure that all our graduates advance science and health in today's society and that they are positioned to provide leadership in the 21st century.

### **E-Mail Communications**

Throughout your studies at GMS, you will regularly receive valuable information from the GMS office, the OHS program, and course directors that will be sent 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.

### **GMS 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 GMS Office faculty/staff members.

## GMS CONTACTS

### Office Mailing Address

Boston University Chobanian & Avedisian School of Medicine  
72 East Concord Street, L-317, Boston, MA 02118

T: 617-358-9518

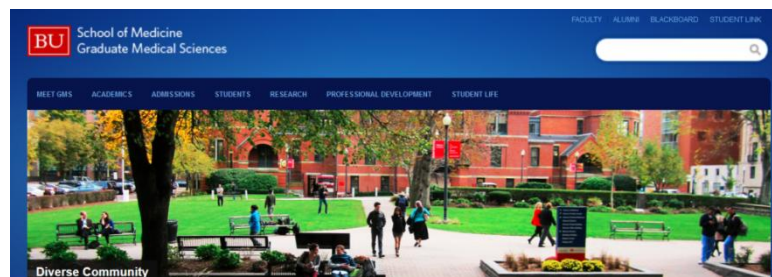
Graduate Medical Sciences

### Contact List:

C. James McKnight, Ph.D. Associate Professor of Pharmacology, Physiology, & Biophysics	Associate Provost/Dean, GMS Contact: <a href="mailto:samlynek@bu.edu">samlynek@bu.edu</a>
Gregory Viglianti, Ph.D. Associate Professor of Microbiology	Assistant Dean, GMS Operations <a href="mailto:gviglian@bu.edu">gviglian@bu.edu</a>
Dr. Theresa Davies, Ph.D. Director, Oral Health Sciences Program Assistant Dean, GMS Masters Programs Clinical Associate Professor, Medical Sciences & Education <a href="mailto:tdavies@bu.edu">tdavies@bu.edu</a>   617-358-9546   R 1019	Program Director, Advising, Mentoring, Thesis, Capstone, AADSAS support, Enrichment, Study Skills, Registration, Graduation, Admissions
Dr. Aaron W. Young, Ph.D. Assistant Director, Oral Health Sciences Program Assistant Professor, Pharmacology, Physiology, & Biophysics <a href="mailto:youngaw@bu.edu">youngaw@bu.edu</a>   617-358-8480   R 1017 B	Assistant Program Director, Advising, Mentoring, Thesis, Capstone, AADSAS support, Enrichment, Study Skills, Registration, Graduation, Admissions
Andrew Best, M.A. OHS Program Manager <a href="mailto:ohs@bu.edu">ohs@bu.edu</a>   <a href="mailto:andy95@bu.edu">andy95@bu.edu</a>   617-358-9509   R 1017 A	Advising, Wellness, Registration, Admissions, General inquiries, Enrichments, Tutors, DentMent, Calendars
Karen Bottenfield, Ph.D. Senior Academic Program Manager <a href="mailto:karenrb@bu.edu">karenrb@bu.edu</a>   617-358-0922   R1017 C	Senior Program Manager, Advising, Tutors, TAs, Mentoring, Thesis, Capstone, AADSAS support, Study Skills, Registration
Kimberly Arena, MEd Director, Graduate Student Affairs Executive Assistant to the Associate Provost <a href="mailto:krarena@bu.edu">krarena@bu.edu</a>	GMS Student Affairs, Events, and Programming, Orientation, Commencement, Student Orgs, Our Community Cupboard, Diversity Equity Inclusion
Mildred Agosto, Registrar   L309   <a href="mailto:millie@bu.edu">millie@bu.edu</a> Karen Francis, Assistant Registrar   L309   <a href="mailto:kfrancis@bu.edu">kfrancis@bu.edu</a> Brendan Hoffses   L309   <a href="mailto:bhoffses@bu.edu">bhoffses@bu.edu</a>	Registration, Tuition & Fees, Transfer of Credit, Class adjustment, Leave of Absence, Withdrawal, Diploma application, Thesis format review/submission/
Student Financial Services <a href="mailto:osfs-gms@bu.edu">osfs-gms@bu.edu</a>   Robinson B-401	Financial aid (federal, private, training grants)
Community Catalyst Center Sarah Rowan, Community Relations Specialist <a href="mailto:c3center@bu.edu">c3center@bu.edu</a>	Professional development, DEI event, workshops, masters, PhD, and post-doctoral trainees
Benedicte 'Bene' Gnanon   <a href="mailto:bgnan@bu.edu">bgnan@bu.edu</a> Director of Professional Development	Professional development, mentorship, networking, and career exploration, etc.

## 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 <https://studentaid.gov/h/apply-for-aid/fafsa>). 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 Financial Services [osfs-gms@bu.edu](mailto:osfs-gms@bu.edu)

## Transportation (TransComm) & Public Safety

Please consult the [BUMC & BMC Parking & Transportation Services website](#) for information regarding the many transportation resources for Boston University Medical Campus (BUMC) and Boston Medical Center (BMC) patients, visitors, employees, and students.

<a href="#">The BUS</a> : FREE Shuttle between campuses	<a href="#">Zipcar</a> <a href="#">Public Safety</a>	<a href="#">Bicycles and Bike Rack Locations</a>
---	---	--

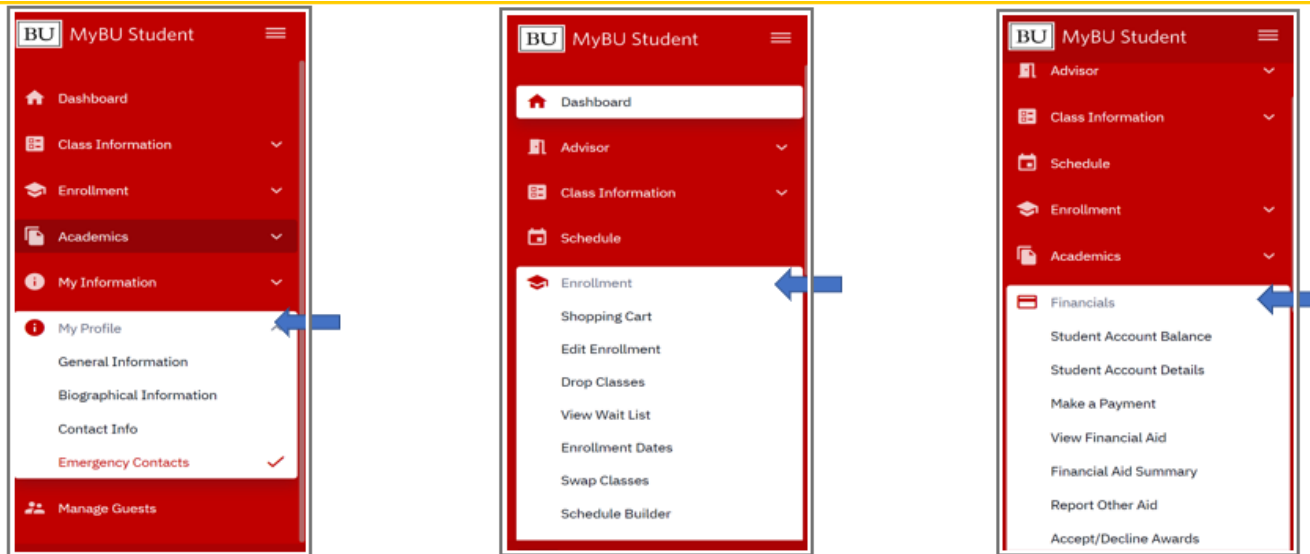


The [BUMC Public Safety Department](#) is responsible for providing a safe and secure environment and minimizing the opportunity for loss of personal and institutional assets. The BUMC Public Safety Department is staffed 24 hours a day, 7 days a week. There is one Command and Control Center located at 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.

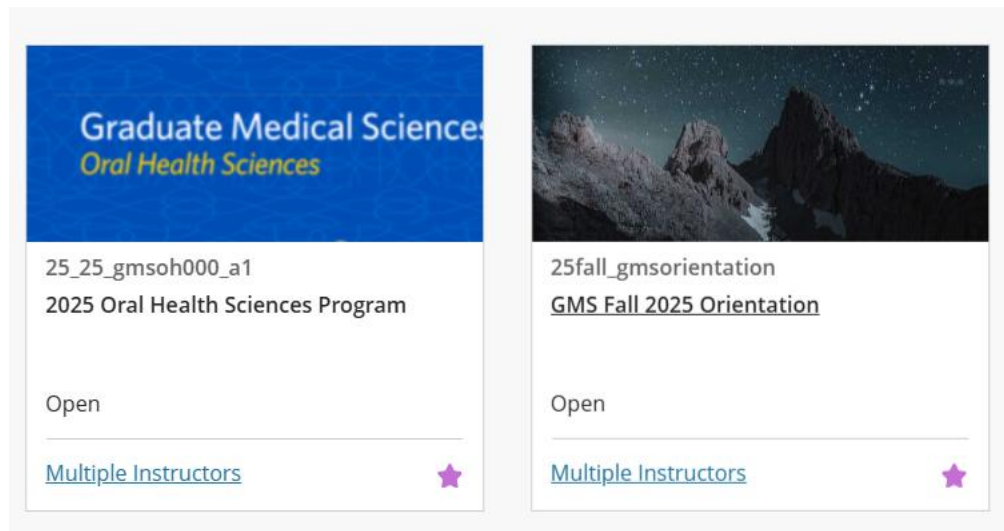
## ACADEMIC AND LEARNING RESOURCES

### MyBU

[MyBU Student Portal](#), accessed with your login and Kerberos password, is an access point to the University Class Schedule, online class registration, personal information, financial account, tuition, fees and much more.



### Blackboard Learn



Blackboard contains sites for all the courses offered by GMS. Login in to [Blackboard](#) with your username and Kerberos password for course announcements, lecture materials and updated class schedules.

OHS Blackboard site: There is a Blackboard site specific to the OHS program – [2025 Oral Health Sciences Program](#) – where much of the

information your need will be posted throughout the year. Please check it regularly.

## The Alumni Medical Library



The Alumni Medical Library is in the Instructional (L) Building of the Medical School on the 12<sup>th</sup> floor. 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 BUMC students. With an ID, students are eligible for up to 100 pages (200 when double-sided) of print or copy during each of the two following time periods: January 1 – June 30 and July 1 – December 31. [See MyPrint System](#)

## STUDENT HEALTH AND WELLNESS RESOURCES (INCLUDING FITREC MEMBERSHIP)

### Student Health Services



[Student Health Services](#) is designed to help meet your health care needs while at BU. They offer [medical care](#), a crisis intervention counselor, chiropractic care, and [behavioral medicine \(mental health\) 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.

[Behavioral Medicine \(Mental Health\)](#) All full-time students are eligible for care, regardless of health insurance. Part-time students who have Aetna Student Health insurance are also eligible.

Please use [Patient Connect](#) to arrange an appointment.

### Medical Insurance

By state law, students must have medical insurance. **You will automatically be charged for health insurance unless you verify and complete an insurance waiver on [MyBU](#).** The medical insurance coverage offered by Boston University is through Aetna and is effective August 15, 2025 to August 14, 2026. Boston University offers the BU Student Health Insurance Plan (SHIP). New graduate students may waive participation until September 20, 2025. To waive or upgrade, please visit [MyBU](#) under Student Health Insurance. For more information about health insurance, please consult the [Student Health Service's Insurance webpage](#) for more information.



## Dental Insurance

### Dental Care Options for Students of Boston University

Students may receive dental insurance through BU Goldman School of Dental Medicine's Student Discount Program, as well as Aetna Student Health Dental Discount Program.

## Recreation Options

### BUMC Fuller Gym

Access to the [Fuller Gym](#) court and recreational area has been granted to the BUMC community, as part of a campus wide pilot program. All BUMC students, staff and faculty now have access to the space from 4-9 p.m., six days a week (the gym is closed on Tuesdays). The court can be used for pick-up basketball, volleyball, soccer, and other group sports. Basketball, soccer, dodge balls as well as volleyball equipment are available in the storage closet with swipe card access. All students must sign the waiver that is part of onboarding.

### BU Fitness and Recreation Center

Boston University Physical Education, Recreation & Dance



Fitness & 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.

### Lockers

Coat and book lockers are available for assignment on a yearly basis to first year, full-time, graduate students. If you wish to be assigned one of these lockers, a sign-up survey will be sent in early September. For questions, please email [gmssa@bu.edu](mailto:gmssa@bu.edu). **All lockers must be emptied by June 1 unless notified otherwise.** At that time, the BUMC Maintenance Office will clear out anything remaining in the locker in preparation for the 2024/25 academic year.

## 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. Also, please make note of these general policies regarding professionalism and reporting as needed.



## **GMS FAIR EXPECTATIONS for all graduate students**

GMS fosters an environment that is diverse, inclusive, and antiracist. Pre-doctoral training at the Boston University Chobanian & Avedisian School of Medicine includes both didactic course work in a focused area and an apprenticeship in which the graduate student trains under the supervision of one or more faculty members who are qualified to fulfill the responsibilities of a mentor. Graduate Medical Sciences (GMS), home of the graduate programs at the School, supports the assertion that a positive mentoring relationship between the predoctoral student and the research advisor is a critical component of the student's preparation to becoming an independent and successful scientific professional. Further details can be found here in the [Fair Expectations Document](#).

## **APPROPRIATE TREATMENT IN GRADUATE EDUCATION**

Graduate Medical Sciences (GMS) in the Boston University Chobanian & Avedisian School of Medicine is committed to a work environment that is professional, collegial, supportive of all personnel, and conducive to providing the best possible teaching, training, and research. GMS places a very high priority on maintaining a work environment for staff, trainees, and faculty characterized by generosity, integrity, constructive interactions, mentoring, and respect for differences among members of our community. All faculty, staff and students are also expected to model the behavioral attributes of responsibility, empathy, service excellence, problem solving and continuous improvement, efficiency, cultural humility, and teamwork. Students are expected to embody these characteristics in the pursuit of continuous personal and professional growth and aspire to sustain the highest level of ethical and moral standards and academic excellence. These standards are exemplified in the [GMS Student Code of Conduct](#) and the [Academic Conduct Code & Procedures](#).

To ensure a supportive learning environment for its ***masters, PhD and post-doctoral trainees***, Graduate Medical Sciences established the [Appropriate Treatment in Graduate Education \(ATGE\) reporting form](#).

The [ATGE document](#) is intended to define the behaviors expected by community members of the Graduate Medical Sciences (GMS) at the Boston University Chobanian & Avedisian School of Medicine in the workplace, laboratory, clinic and classroom. GMS is committed to providing a work and educational environment that is supportive of all personnel, and is professional, collegial, and conducive to providing exceptional training in teaching, research, and patient care. We strive to provide environments in which our students, trainees, staff, and faculty can flourish.

The school places a high priority on the appropriate treatment of its community and affiliated members and provides a mechanism for both open and confidential resolution of complaints from students, post-doctoral fellows, staff and faculty by conducting thorough, prompt, and impartial investigation.