July 9, 2013

Dear Members of the Class of 2017,

On behalf of the faculty, administration and staff, it gives me great pleasure to welcome you to the Florida International University Herbert Wertheim College of Medicine!

You are about to begin one of the most exciting and rewarding experiences of your life, with privileges and responsibilities unmatched by any other profession. Congratulations and welcome to this honored profession!

We are immensely proud of HWCOM, the first public medical school in South Florida, and our innovative medical education program. We are confident that over the next four years our program will provide you the opportunity to acquire the knowledge, skills, attitudes and behaviors necessary to become an outstanding physician for the 21st Century. Your acceptance to the HWCOM reflects our belief that you have the potential to excel in our program and ultimately make outstanding contributions to the profession of medicine and to the health of the community.

This memo describes important information and a number of tasks that you must complete in preparation for medical school. This information, required forms, advice, and much more are available on the HWCOM freshman orientation website:

http://medicine.fiu.edu/admissions/md/orientation/index.html

1. Orientation begins on Monday, August 5th, 2013 in AHC2 Room 170. Sign in starts at 7:30 a.m. Orientation starts promptly at 8:00 a.m., so please plan on arriving early.

2. Orientation will continue throughout the week, culminating with the White Coat Ceremony on the afternoon of Friday, August 9th, 2013. Attendance is mandatory for all orientation activities. Dress should be professional. You may wish to bring a light sweater or jacket as the auditorium can sometimes get cold.

3. Classes start Monday, August 12th at 9:00 a.m. We strongly urge you to take care of all moving arrangements and other personal matters well before August 4th. Be assured that medical school is a full time commitment and we hit the ground running full speed on Monday!
4. Forms to complete and submit **before** orientation. If you have not already done so, the following forms should be completed and submitted as soon as possible. These forms are available on the HWCOM **freshman orientation website**.
   a. Medical Student White Coat Order Form
   b. RSVP for White Coat Ceremony
   c. Florida Proof of Residency
   d. Final official transcripts from all post-secondary schools that you have attended. Have your transcripts sent to:
      FIU Herbert Wertheim College of Medicine
      Office of Student Affairs
      11200 SW 8th Street – AHC2 693
      Miami, FL 33199
   e. The American Databank website (http://www.fiumedicinescreening.com/) will help you submit forms and meet requirements necessary to participate in clinical training. There are two areas of the site that you must go to:
      i. “**Place Your Background Check Order**” – this link will take you to the area where you will order a level II criminal background check and a 10 panel drug screen. Unlike the level I background check you have already done with the AAMC and Certiphi, the level II check is a more detailed search that requires fingerprinting. Once you read the necessary information, go to “**Click Here to Order Your Background Check**” and order the following packages:
         1. Package 2 (Level II Comprehensive Criminal Check)
         2. Package 4 (Drug Screen).
      ii. “**Immunization Tracking System: Class of 2017**” – this link will take you to the area where you can create an account with American Databank, and download, complete and submit the following required health forms.
         1. Medical History and Physical Examination Form
         2. Immunization Documentation
         3. Tuberculosis Screening Questionnaire
         4. Health Insurance Verification Form
         5. Health and Safety Agreement Form

5. Tutorial to complete. You must complete the following online tutorials before the start of courses. Students who fail to complete these tutorials will not be allowed to participate in any clinical activities. Instructions on how to register and take these trainings can be found on the **freshman orientation website** under Freshman Orientation – Items to Complete Prior to Start of Courses – Complete required inline tutorials.
   a. Online OSHA, Airborne and Blood-borne Pathogen Training
   b. Online HIPAA training (will be able to access after July 15th)
6. Items to bring to orientation.
   a. Updated Student Information Form (if anything has changed)
   b. Completed Time Capsule Reflection Questionnaire
   c. Government issued photo ID (e.g. Driver’s license, Passport)
   d. Check for disability insurance. The check should be made out to FIU for $86.

7. FIU One Card and Medical ID Badge. The FIU Once Card will serve as your student ID and ATM card if you choose to open a Wells Fargo account with FIU. This card will also grant you door access to medical school resources, the library, the recreation center, athletics events, and can serve as a meal pass.

   Time will be provided during orientation week to obtain the FIU One Card and your medical ID badge. However, you can obtain these items before orientation. The card office is located by the Gold Parking Garage (PG1 Room 100) on the Modesto A. Maidique (MMC) main campus. First time users must bring a government-issued photo ID (driver’s license or passport) with them to obtain their FIU One Card and Medical ID Badge. Click here for more information about the FIU One Card.

8. A parking decal is required for students who wish to park on the FIU campus. Click here for information about parking on the FIU campus. You will have time during orientation week to obtain a parking decal.

9. On Monday of orientation you will receive a Lenovo ThinkPad x230t. The Office of Information Technology will help you set it up and orient you to the use of various IT systems and services. Prior to orientation, you may find it beneficial to review information and tutorials made available by IT on the orientation website, including Help Desk information, accessing your FIU e-mail account, connecting to the FIU VPN, how to install and use SkyDrive, and how to print to FIU printers.

10. Annual tuition and fees for the M.D. program is $38,353 for Florida residents and $69,853 for non-residents. Arrangements must be made for payment of the first half of tuition and fees by August 5th. The second half of tuition and fees will be due in January 2014. A complete description of the cost of attendance, along with important dates and helpful financial resources can be found on the orientation website.

11. It is recommended that you not purchase textbooks until you arrive. A list of required textbooks will be made available by the Office of Medical Education. Medical textbooks are expensive and you should choose wisely. Also, some textbooks will be made available to you in electronic version, which will help you save money.

12. White coats. You will receive a short white coat at the White Coat Ceremony on Friday, August 9th. We suggest that you purchase at least one additional white coat.
to use when one requires cleaning. FIU HWCOM white coats can be purchased at the
FIU bookstore located in the Graham Center.

13. Medical Instruments. The Leon Medical Center has graciously donated to each
entering freshman medical student an ADC 601 Cardiology Stethoscope. You will
receive your stethoscope at the White Coat Ceremony. You are responsible for
purchasing any other medical instruments required for use during the Clinical Skills
course and on clinical rotations. A complete list of required instruments will be
made available when you arrive.

14. Complete the AAMC Matriculating Student Questionnaire (MSQ). The Association of
American Medical Colleges administers the MSQ annually to all first-year medical
students. This voluntary, web-based questionnaire asks first-year medical students
to share their thoughts on a variety of topics, such as pre-medical experiences,
medical school selection processes, future career interests, and educational debts
and financing. Student responses to the MSQ are analyzed and then reported, in
aggregate, to each participating medical school. This feedback helps medical schools
fine-tune their educational programs to fit the needs of their students.

Students who have problems accessing the MSQ should contact MSQ staff directly at
msq@aamc.org and include their full name and AAMC ID in their message.

15. If you are unfamiliar with housing in Miami, or you have not yet been able to obtain
housing, you can go to these links for more information and assistance: FIU housing
and off-campus housing.

I hope you find this information to be helpful as you prepare to start your training. There is
more valuable information on the orientation website, so please take the time to review it
carefully. Please do not hesitate to contact us at 305-348-0644 if you have any questions or
if we can be of any assistance.

Once again, congratulations and welcome to the FIU Panther Family!

Sincerely,

Robert L. Hernandez, Jr., M.D.
Executive Associate Dean for Student Affairs