



Welcome to the Family! Things you Need to Know and Do

Here is a list of everything you need to do to complete your pre-matriculation items. We tried to give you all the information that you need, but we're just a phone call away if you have questions.

My Checklist		Deadline
R = Required!		
<input type="checkbox"/> R	Accept the Offer	2 weeks after offer
<input type="checkbox"/>	Join Facebook Group, Class of 2023 – 2019 <i>Link Coming Soon!</i>	
<input type="checkbox"/>	Follow the LongSOM Page on Facebook – Click Here	
<input type="checkbox"/>	Put Welcome Weekend on the calendar (Saturday, May 4)	April 24
<input type="checkbox"/> R	Put White Coat Ceremony Rehearsal on the calendar (Friday, July 19)	
<input type="checkbox"/> R	Register for the White Coat Ceremony (Saturday, July 20)	June 14
<input type="checkbox"/>	Tell your family members about Family Chat (Friday, July 19)	July 1
<input type="checkbox"/> R	Put Veritas Meeting on calendar (Friday, July 19)	
<input type="checkbox"/> R	Put The Retreat on your calendar (July 22 & 23)	
<input type="checkbox"/> R	Put Orientation on the calendar (July 24 – 26)	
<input type="checkbox"/>	Review Matriculation Processing & Student Email Account Information	
<input type="checkbox"/> R	File FAFSA & Review Financial Aid website	
<input type="checkbox"/>	Review Scholarship Information, submit Scholarship Application	July 1
<input type="checkbox"/> R	Submit Final Transcripts to UT Health Registrar	June 28
<input type="checkbox"/> R	Submit Final Transcripts to TMDAS	June 28
<input type="checkbox"/>	Review Course Requirement & Deficiency Information	May 1
<input type="checkbox"/> R	Submit Background Check : CompuFACT Research Inc. – (Link opens April 1)	May 15
<input type="checkbox"/> R	Submit Immunization Record Form to Student Health Clinic	May 1
<input type="checkbox"/>	Review Computer Requirements	
<input type="checkbox"/> R	Send Name Pronunciation File to Office of Admissions & Outreach	July 2
<input type="checkbox"/>	Review Housing Information	
<input type="checkbox"/> R	Purchase Your Diagnostic Kit! <i>Order link coming soon!</i>	TBA
<input type="checkbox"/>	Wellness Survey	June 20
<input type="checkbox"/> R	Review items for Certification Agreement (Distributed June 3)	July 1

Accept the Offer:

Please go into the Long School of Medicine admissions portal to accept the offer. Remember, this is non-binding, and no deposit is required. This simply acknowledges your acceptance, and saves your seat in the Class of 2023!! A formal letter of acceptance will be sent to your permanent address on record with TMDAS.

- Please log into <https://amp.uthscsa.edu> to review the acceptance terms and accept offer.

Connect with your future classmates!

Please join the [Class of 2023 student Facebook group](#). *2019 Link Coming Soon!*



Follow the LongSOM Page on Facebook

Please follow the [LongSOM Facebook Page](#).



Class of 2022 Welcome Weekend:

Date: Saturday, May 4, 2019

Time: You can anticipate a full day from 9:00 AM to 4:00 PM.

Location: Holly Auditorium, Long School of Medicine

Highly Recommended

Deadline: Wednesday, April 24, 2019

Contact Person: Vanessa Torres, 210-567-6080, LongSOM@uthscsa.edu

Registration Link: *2019 Link Coming Soon!*

Information: Join us on May 4, 2019 for Welcome Weekend to celebrate the Class of 2023. You will meet your classmates and enjoy a day full of activities and information on housing, roommates, the curriculum, financial aid, student life, student organizations, and socializing. This event is at no cost! A detailed schedule of events will be available soon.

White Coat Ceremony Rehearsal:

Date: Friday, July 19, 2019

Time: To Be Announced

Location: Long School of Medicine

Required: Your attendance is required from this day forward.

Contact Person: 210-567-6080, LongSOM@uthscsa.edu

Registration Link: *not applicable-IMPORTANT link below!*

Information: Join our Associate Dean for Admissions & Outreach, Dr. Judianne Kellaway, of Undergraduate Medical Education for a meet and greet! We will run through the ceremony to get you prepared!

White Coat Ceremony:

Date: Saturday, July 20, 2019

Time: 10:00 AM to 12:00 PM

Location: Tobin Center for the Performing Arts (100 Auditorium Circle, San Antonio, TX 78205)

Parking: [Click here](#) to view parking information for The Tobin Center for the Performing Arts.

Required; professional attire required

Deadline: June 14, 2019

Contact Person: Vanessa Torres, 210-567-6080, LongSOM@uthscsa.edu

Registration Link: *Register, order your white coat, and obtain guest tickets. 2019 Link Coming Soon!*

Information: The White Coat Ceremony is your initial entry into the medical profession. Long School of Medicine faculty will greet you as you enter the medical profession. Each of you will receive a white coat as a concrete symbol of your new professional role. The White Coat Ceremony was initially conceived by Dr. Arnold P. Gold, a

faculty member at Columbia University College of Physicians and Surgeons, and today many medical schools have such a ceremony.

Family Chat:

Date: Friday, July 19, 2019

Time: To Be Announced

Location: Long School of Medicine

Parking: Visitor's Lot, [see map](#)

Not Required; optional for parents, family members and significant others

Contact: Office of Admissions & Outreach, 210-567-6080, LongSOM@uthscsa.edu

Registration: *2019 Link Coming Soon!*

Information: Wondering what medical school will be like for you who are spouses, parents, and significant others? Join Drs. Eddins and Kellaway, deans of the UME office, for an information session about The Long School of Medicine and what the future looks like for our medical students and their families.

Veritas Meeting:

Date: Friday, July 19, 2019

Time: To Be Announced

Location: Long School of Medicine

Required

Contact: Office of Student Affairs; Medstudentaffairs@uthscsa.edu

Registration Link: Registration is not necessary as all new students are required to attend.

Information: Veritas is our Student Mentoring Program. Each of you will be assigned a Veritas Society, your family for the next four years and beyond. Meet your MS2 Veritas Peer Advisors (VPAs) and MS4 Mentors in Medicine (MiMs), student leaders who will provide support, camaraderie, and advice about your future in medical school and as a physician. Also, you will be assigned a faculty mentor whom you can communicate about your experience in medical school. This person is always available to help you with a variety of experiences, from choosing a specialty to finding mentors in your field and finding your strength academically. Your Veritas group forms your "professional family" here at UT Health, which is why this first meeting is extremely important.

The Retreat:

Date: Monday, July 22, 2019 – Tuesday, July 23, 2019

Time: 8:00 AM

Location: Trinity University (1 Trinity Place, San Antonio, TX 78212)

Required

Contact Person: Dr. Roxanna Nelson; Medstudentaffairs@uthscsa.edu

Registration: Not applicable

Information: Lots of fun to be had at the Retreat! You'll have a blast socializing, playing games, and making new friends. More details about the retreat activities are sent closer to the event.

Orientation:

Date: Wednesday, July 24, 2019 – Friday, July 26, 2019

Time: 8:00 AM

Location: Long School of Medicine, Room Number TBA

Required

Contact Person: Dr. Roxanna Nelson; Medstudentaffairs@uthscsa.edu

Registration Link: Not applicable

Information: This is the time you will learn about textbooks, laptop check, ID badge, health insurance, etc. More details about orientation activities will be sent closer to the event.

Matriculation Processing & Student Email Account Information:

The Registrar's Office will matriculate you into our student system for you to officially be seen as a student. This process will begin by end of January. This then prompts our Information Management & System (IMS) department to get you set up with an email account.

- New students will receive an email with their university account information from the IMS Department. (Livemail email address assignment, domain name, student ID number). A second email will contain your temporary password. Once you have this ID and Password, you can then log in to your student portal.
- If you do not receive one or both of these emails, you will need to contact the Information Management & System (IMS) Department helpdesk at 210-567-7777 for assistance. The Registrar's Office has no access to resend the communications, or to help reset your password.
- Holds on your medical school account: holds may be placed at various points along the way during your four years here. Holds are placed for transcripts not received, course deficiency decisions, current immunizations, background checks and more. Just make sure you hand in everything on your checklist, and the hold will eventually be removed by the appropriate office. For example, background checks are completed early, but you will still see the hold there. Don't worry – we see that you've done it. Just give us a little time for processing. Once all holds are removed you will be able to register for classes and receive financial aid.
- By early May the Registrar's Office will email you with instructions on how to complete the coursework web registration process.
- **As soon as you have your LSOM email, PLEASE BEGIN checking it regularly!! We don't want you to miss anything important!**

FAFSA & Financial Aid Website:

Required

- **File your [FAFSA](#).**
- **Complete financial aid office application**
- **PLEASE BEGIN USING YOUR LSOM EMAIL, or you will miss important information!**
 - Pay attention to any and all emails sent to you by the Financial Aid Office
 - Set up direct deposit through [My Student Center](#) so you don't get your money by snail mail.
[Link to Direct Deposit Setup Instructions](#)
- **Financial Aid Inquiries:** Please contact the Office of Financial Aid directly with any financial-aid related questions. Their office number is 210-567-2635 or visit their website at [Veteran Services & Financial Aid](#)
- **OUT-OF-STATE STUDENTS:** in order to receive an academic waiver to receive in-state tuition you **MUST** submit your FAFSA **AND** UTHSCSA SCHOLARSHIP APPLICATION each academic year. Your tuition will not be modified until both applications are processed!

[How to Apply for Aid at Long SOM/UT Health San Antonio](#)

[Paying for Medical School, AAMC Resource](#)

Scholarships:

Our school has awarded scholarships for entering medical students, in addition to travel awards and other competitive scholarships throughout your four years here. Students who have completed the necessary documents are eligible for various types of scholarship awards. Most of our students will benefit from these funds, and they help to defray the amount of loans you will need throughout medical school.

In order to be eligible for any scholarship awards, it is VERY important to do two things:

1. Fill out your FAFSA, and put our school in the list of six schools that you can enter.
2. Fill out our scholarship application. The official application is open to you after Registrar processing, and you will receive notice by the Financial Aid Office. Much of this information is already in your TMDSAS application, so you can copy and paste, to save you a little time. Use the previous year's application, linked below, as a template to get started in advance.

In addition, our out-of-state students are eligible for competitive scholarships that will allow them in state tuition, a value of nearly \$75,000.

Read more in these links, there are many helpful tips:

General Information: [Scholarship Information](#)

The Long School of Medicine specific: [LSOM Scholarships](#)

Sample Application Template: [Sample Scholarship Application 2016](#)

Submit Official Final Transcripts to UT Health SA Registrar

Required

Deadline: June 28, 2019

Contact person: registrars@uthscsa.edu; 210-567-2621

Information: UT Health San Antonio Office of the Registrar requires official and original transcripts from all institutions you have previously attended. You may hand deliver a sealed official transcript, send by snail mail or email an electronic official transcript. No student may register for coursework until these transcripts are received by the Office of the Registrar. All final transcripts, including coursework successfully completed and degrees earned (if any), must be received in the Office of the Registrar before Friday, June 28, 2019. Visit the [UT Health San Antonio catalog](#) page to view the university transcript requirements policy.

Please mail transcripts to:

UT Health San Antonio
Office of the Registrar
7703 Floyd Curl Dr., MC 7702
San Antonio, TX 78229-3900

For electronic official transcripts:

Email: registrars@uthscsa.edu

Submit Final Transcripts to TMDSAS

Required

Deadline: June 28, 2019

Contact: www.tmdsas.com; 512-499-4785

Information:

TMDSAS requires **all** official transcripts from all school attended to be delivered to TMDSAS. **Transcripts must be submitted from each school attended even if:**

- Coursework appears as transfer credit on another school's transcript
- Coursework does not count toward a degree

- Coursework was taken while attending high school

Print a [Transcript Request Form](#) from the TMDSAS website for each college/university attended and request that the Registrar's Office attach the form to all transcripts sent to TMDSAS:

Please mail transcripts to:

TMDSAS	Address for overnight package delivery (e.g. Fed Ex):
Attn: Transcripts	TMDSAS
P.O. Box 2175	210 W. 7 th Street
Austin, TX 78768	Austin, TX 78701

Prerequisite Coursework & Deficiency Information:

Course requirements for our school can be found at this [link](#).

1. The Registrar's Office will audit your transcripts after you are matriculated into the student system and all your transcripts have been received.
2. **You will be notified if they find any deficiencies**, and given instructions about how to proceed.
 - a. If you are deficient, the Registrar's Office will provide you with a [Petition for Course Review for Medical Admissions Prerequisite Form](#). You will complete this form by indicating a course(s) to be considered as meeting the prerequisite deficiency as a substitution.
 - b. In May, the Admissions & Outreach Office will look at the course deficiencies and make decisions about what substitutions can be made.

Background Check: CompuFACT Research Inc.

Date: April 1, 2019 – Do not perform background check prior to April 1

Required; background checks completed prior to April 1, 2019 will not be accepted

Deadline: May 15, 2019

Contact Person: Trey Ximenez, 210-450-8397, ximenez@uthscsa.edu

Registration Link: *Not available until April 1, 2019*

Information: A successful background check is required prior to matriculation at the UT Health San Antonio Long School of Medicine. We will start removing holds after May 1, and until the start of the fall semester. Please keep in mind it can take up to 3 days to complete a background check. Based on your authorization, the UTHSCSA Long School of Medicine will receive background information from CompuFact Research. Fee is approximately \$35, payable by credit card. If you have any technical problems please contact the background check company, CompuFact Research at support@compufact.com for assistance.

Immunization Requirements:

Date: Once you have been issued a student ID number by the Registrar's Office.

Required

Deadline: May 1. Fax or email your Immunization Record to The Student Health Center at 210-567-5903 or SHC@UTHSCSA.edu

Contact: Student Health Center, 210-567-9355 & SHC@uthscsa.edu

Link: For accepted students, the student immunization record can be downloaded [here](#).

Information: University policy mandates a full completed immunization profile prior to registration. Immunization UT Health San Antonio immunization information information/policy is provided on the [Student Health & Wellness Center](#) Website.

Computer Requirements:

The Office of Undergraduate Medical Education will distribute computer specifications, equipment requirements and syllabi fees in mid-May 2019. Representatives from our Tech Zone will be at Welcome Weekend to answer your questions.

Make and Send the Name Pronunciation File

Date: Start now!

Required

Contact Person: Trey Ximenez, 210-450-8397, ximenez@uthscsa.edu

Deadline: July 2, 2019

Information:

You have some very auspicious days coming in your future, White Coat Ceremony, the Student Clinician Ceremony, and then...finally, Long School of Medicine Commencement. We want to make absolutely sure that we use the **correct pronunciation of your name** when announcing it on these momentous occasions. I think we might do a proper job of it if your name is Daniel Robert Smith or Mary Elizabeth Nelson, but if your name doesn't sound like it looks, or is a little unusual, we want to make absolutely sure we announce it accurately- so we need this voice file! We will collect name files on everyone, even if you think your name is easy, please send in this voice file.

Please send us a voice recording of the pronunciation of your name. Here are the three easy steps:

1. Open the voice recording app on your smartphone. iPhones have **"Voice Memo"**, Android users can download the free app **"Google Keep."**
2. Use the app to record the proper pronunciation of your name. Please articulate well- slowly and deliberately. Like an announcer! Say your name **THREE TIMES** during this recording. **INCLUDE YOUR MIDDLE NAME!**
3. Email this file to Trey Ximenez by July 2 deadline, Ximenez@uthscsa.edu

Housing Information:

The Office of [Student Life](#) maintains a list of available housing as well as a list of students seeking roommates for UT Health San Antonio students, faculty, and staff only. The Office of Admissions & Outreach has collected neighborhood and apartment reviews from our current students. Please [click here](#) to access this helpful guide. We will provide you with more information on housing during your visit at Welcome Weekend!

Purchase Your Diagnostic Kit!

Deadline: *To Be Announced*

Required

Contact Person: Dr. Roxanna Nelson; Medstudentaffairs@uthscsa.edu

Information: The Medical Store will be offering all the equipment required for your Clinical Skills Module in a discounted equipment package that can conveniently be ordered online. The package contains everything you need to have to be an excellent physician, as determined by the faculty in that module. There ARE some options and upgrades that you will want to learn about. To see various items and options, check out The Medical Store: <https://themedicalstore.biz/>

Also, there will be an equipment demonstration at Welcome Weekend, Saturday, May 4, 2019. Manufacturers' representatives will be on campus with samples of all equipment. When you order online by the deadline (TBA), you get a nice discount, no shipping charges, and guaranteed to be here on time!

In your Kit:

- Ophthalmoscope
- Otoscope
- Stethoscope
- Reflex hammer
- Two tuning forks
- Penlight
- Colors and engraving available

Order Form: *Link to Online Order Form Coming Soon! Deadline TBA.*

ELEMENTS! Your Wellness Matters at Long SOM

Having a support system is very important throughout your medical school journey. The Long School of Medicine Wellness division, in collaboration with the Admissions team is interested in expanding our relationship with the special people in your life so together, we can positively impact your wellness journey!

Please forward this [survey](#) to at least 3 people you would consider to be "your tribe!" They will have a chance to win 1 of 4 gift cards! Survey is open through June 20, 2019.

Certification Agreement Document

Date: Not available until June 3, 2019

Required

Contact: Office of Admissions & Outreach, 210-567-6080

Deadline: July 1, 2019

Information: This document will contain links to important information you must read about Long SOM policies, procedures and more. We ask you to:

- Re-acknowledge the TMDSAS certifications that are in your application
- Acknowledge that you have read and understand the [Technical Standards](#)
- Read the [Media Waiver](#)
- Read about the curriculum; information about the Long School of Medicine Curriculum can be found
- Read the [Long School of Medicine Catalog](#) for MD Program requirements, grading policies, [curriculum](#) and course descriptions.
- Review the Office of Student Affairs information: <https://oume.uthscsa.edu/student-affairs/qr/>
- Commit yourself to a high professional standard of honesty and integrity.

Long SOM Physical Address

The Long School of Medicine is located at
7703 Floyd Curl Drive, San Antonio, TX 78229

Office of Admissions & Outreach

Contact Number: 210-567-6080

Email Address: LongSOM@uthscsa.edu