



Dear Class of 2022,

Congratulations on your acceptance to the University of Central Florida College of Medicine (UCF COM)!

Before I start, I wanted to take a moment to introduce the Student Services team. My name is Soraya Smith and I am the Director of Student Services and Service Learning here at UCF COM. Casey Smith is the Student Services Coordinator and Karen Peterson is our Credentialing Liaison. We will be your main points of contact for enrollment requirements, orientation and the White Coat Ceremony. Any questions or concerns you might have about anything, please do not hesitate to contact any one of us. If you need to contact anyone in any other area (i.e. Registrar, Financial Services or Academic Support Services), their information can be found on our website - <https://med.ucf.edu/student-affairs/>.

Below please find more information on your enrollment requirements.

## ENROLLMENT REQUIREMENTS

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### IMMUNIZATIONS

The part that will probably take the most time is your immunizations. You can find immunization information and necessary forms at <http://med.ucf.edu/administrative-offices/student-affairs/student-services/enrollment-requirements/>.

**The Liaison Committee on Medical Education (LCME), the accrediting body for all medical schools in the United States, does not allow Student Affairs offices to receive, store, or otherwise manage immunization documentation. Do not send any personal health information to the Office of Student Affairs.**

A couple of important points on immunizations –

1. Your requirement for Hepatitis B is not complete until you have documentation of a **positive** titer (basically, a quantitative blood test (QUANTITATIVE Hepatitis B Surface Antibody Titer) that shows that you are immune to Hepatitis B).
2. Having had chickenpox does not count for the Varicella requirement. You will need the vaccine series (two shots), or a **positive** titer.
3. You need two (2) tuberculosis screening tests 12 months before enrollment (i.e. August). Ideally, you would have your first PPD test, then a second one 1 – 3 weeks after the first one. However, if you had a PPD test six months ago, you would just have to get another completed before enrollment and that would be fine. More information on this requirement can **be found online**.
4. For Tetanus/Diphtheria/Pertussis, you need the **TDaP** vaccine, **NOT** DTaP (they're spelled so similarly, we get a lot of confusion on this one). Many of you have had the DTaP vaccine as kids, you would now need the adult vaccine; a TD booster **does not** fulfill this requirement.

### HEALTH INSURANCE

Medical students are required to have health insurance. You will need to submit proof of health insurance information to Immunitrax. If you are interested in enrolling with the UCF sponsored health insurance plan,

that will not be available until early July, but you will be able to enroll online. For more information, please log on to <http://www.hs.sdes.ucf.edu/payment>.

## DISABILITY INSURANCE

Medical students are required to have disability insurance. If you have disability insurance already, please complete the “Proof of Disability Insurance” form and submit it to our office. If you are interested in enrolling in the AMA disability insurance plan, please visit <https://med.ucf.edu/administrative-offices/student-affairs/student-services/enrollment-requirements/insurance/disability-insurance/> for payment information.

**Please DO NOT sign up for AMA disability on your own.** It has to be done through UCF. For more information on the disability insurance being offered by Med Plus Advantage (sponsored by the American Medical Association), please log on to [www.medplusadvantage.com](http://www.medplusadvantage.com) and enter I D number **644245**. There you’ll find information on the disability insurance, as well as information on emergency global travel service. They are also offering discounts on auto, home and renters insurance.

## TEXTBOOKS

Information on required textbooks can be found at <https://med.ucf.edu/library/student-textbooks/>. We don’t suggest going out and buying all of these now, as you never know if things might change before class starts, and during orientation week you’ll have a lot of time with the M2 students and you can get more information on where they purchased books, what worked for them, etc.

## LAPTOPS

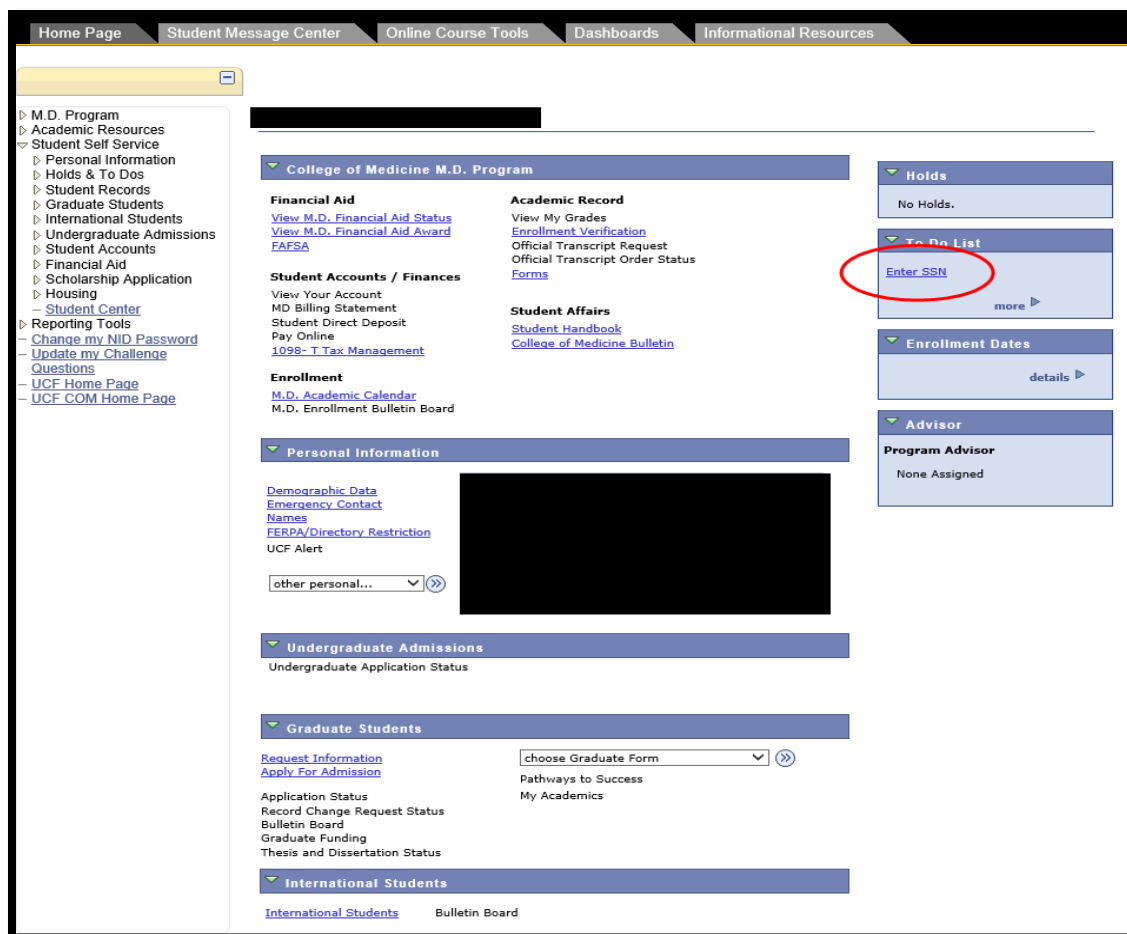
You will be receiving a laptop during orientation week.

## FINANCIAL AID

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In order for financial aid (loans and gift aid) to be awarded, you must enter your Social Security Number into the UCF system. This can be done on your College of Medicine M.D. Program student portal at myUCF (please see below for a screenshot of the home page). Find your To Do List on the right and then click the link that reads “Enter SSN.” Please take care of this requirement as soon as possible **after June 1** in order to have financial aid funds awarded at the beginning of your first year.

Additional information regarding financial aid and the loan process will be e-mailed to all new students in July.



## ORIENTATION SCHEDULE

We will be sending out more information as the date draws nearer, but orientation will be held from August 6 – August 10, 2018. We will begin at 9 a.m. Monday, August 6<sup>th</sup> on the **MAIN campus** (where we will hold White Coat Ceremony). You will be receiving your formal invitation to White Coat later on this summer. Orientation week is pretty busy, but we do try to work in some free time for you to take care of any personal matters (i.e. moving, etc.) during the week. It's not a lot of free time, so the more you can take care of beforehand the better. During orientation you will be introduced to different departments of the college, undergo BLS training (basic life support), and learn more about the curriculum.

## WHITE COAT CEREMONY

You are cordially invited to the University of Central Florida's College of Medicine White Coat Ceremony on Monday, August 6 at 10 a.m. at the Pegasus Ballroom (**ON THE MAIN CAMPUS**). Students should plan to **arrive at 9 a.m.** Guests may begin arriving at 9:30 a.m. for the 10 a.m. ceremony. *I cannot stress how important it is that you arrive at the Student Union by 9 a.m. sharp.* The White Coat Ceremony is a formal event, and we need to make sure you're there in time to hear Dr. Verduin's announcements and line up for your procession into the Pegasus Ballroom. Please let your family and friends know that they should be

seated by 9:45 a.m. to make sure they don't miss the procession. They will check in *separately* from where you're checking in, right outside the Pegasus Ballroom.

Each student will be permitted to invite up to four guests. I know many of you have more than four guests you'd like to invite, but there is very limited room in the ballroom. There aren't any tickets, you will simply register the names of your guests and they will check-in the day of the ceremony. **A separate RSVP link will be sent out in early summer.**

The ceremony is expected to end at noon, at which time you will be free to spend the remainder of the day with your families and friends. The White Coat Ceremony is a formal event requiring business attire (for men a dress shirt and tie, and dress pants; for women, a jacket, blouse or shell, and skirt or dress pants). However, it can be difficult to "coat" you if you are wearing a jacket. For this reason, we will request that you remove your jackets and secure any personal valuables before the White Coat Ceremony begins. We will provide a room for you to secure these items. For women, we recommend that you have an appropriate blouse or top (i.e., not a camisole) underneath your suit jacket, as you will not receive your white coat until mid-way through the ceremony. We also recommend that you choose a skirt or dress longer than your white coat that you will receive on stage.

We will have information on our website regarding White Coat Ceremony at <http://med.ucf.edu/white-coat-ceremony/> as we get closer.

We look forward to working with all of you! Please contact us if you have any questions.

Credentialing Liaison - Karen Peterson – [Karen.Peterson@ucf.edu](mailto:Karen.Peterson@ucf.edu)

Student Services Coordinator - Casey Smith – [Casey.Smith@ucf.edu](mailto:Casey.Smith@ucf.edu)

Director of Student Services and Service Learning - Soraya Smith – [Soraya.Smith@ucf.edu](mailto:Soraya.Smith@ucf.edu)