

GUIDE FOR ENTERING DENTAL STUDENTS

2015-2016

CLASS OF 2019

**THE UNIVERSITY OF TEXAS
SCHOOL OF DENTISTRY
AT HOUSTON**

**Office of Student and Alumni Affairs
Office of Academic Affairs**

GUIDE FOR ENTERING DENTAL STUDENTS

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Dear Students:

On behalf of the faculty, staff and administration of The University of Texas School of Dentistry at Houston, I extend a hearty welcome to the Class of 2019! You now have a special place in the UTSD family of nearly 600 undergraduate, professional and advanced education students and residents.

We know your expectations are high, and we share your enthusiasm. You're embarking on a journey that will change your life and the lives of those you care about. Along the way, you'll forge lifelong friendships with classmates who may be strangers today, but will soon be lifelong colleagues and friends.

As you begin your studies, we challenge you to participate, question, contribute and innovate as you learn. I encourage you to be active learners outside the classroom — in the lab, clinics and even the hallways and casual gathering places. Information today is constant and easily accessible, so stay current via email, newsletters, town hall meetings, social media and other means. Be active in class meetings, student organizations and volunteer opportunities. Doing so will enhance your experiences in ways that will pay off for a lifetime.

We look forward to working with you over the next few years and to celebrating together when you join the ranks of more than 11,000 UTSD alumni.

If you have questions or need information, please don't hesitate to ask for help. Be sure to check out the information in this guide, and please accept our best wishes for continued success along your path of learning. We never forget that you're the reason we're here!

Warmest regards,

A handwritten signature in black ink, appearing to read "J. Valenza". The signature is fluid and cursive, with a large initial "J" and a long, sweeping underline.

Dean John A. Valenza, D.D.S.

William N. Finnegan III Distinguished Teaching Professor in the Dental Sciences

THE UNIVERSITY OF TEXAS SCHOOL OF DENTISTRY AT HOUSTON

For more than 110 years, The University of Texas School of Dentistry (UTSD) at Houston has set the standard for oral health excellence by educating outstanding dentists and dental hygienists, discovering new oral health advancements and caring for the people of Texas. Founded in 1905 as the privately owned Texas Dental College, UTSD was the first dental school in Texas and the first professional school in Houston. The school became part of UT System in 1943 as “The University of Texas School of Dentistry” and in 1955 was renamed “The University of Texas Dental Branch,” a name it held until June 1, 2011, when it again became the UT School of Dentistry. In 1945, the UT System Board of Regents authorized creation of the Dental Hygiene Program as part of UTSD, and the first dental hygiene class was admitted in 1955. Since 1972, the School of Dentistry has been part of The University of Texas Health Science Center at Houston (UTHealth).

The school offers 10 accredited programs: DDS, dental hygiene, two primary care general residency programs and specialty programs in endodontics, oral and maxillofacial surgery, orthodontics, pediatric dentistry, periodontics, and prosthodontics, as well as an MD degree through the UTHealth Medical School, with an oral and maxillofacial surgery certificate.

THE SCHOOL OF DENTISTRY DENTAL EDUCATION PROGRAM (D.D.S.) CURRICULUM

The University of Texas School of Dentistry at Houston Dental Education Program curriculum is designed to maximize the students’ learning experiences through a structured presentation of basic sciences, pre-clinical training, and clinic activities. There is integration of the various disciplines to aid the student in assimilating the foundational knowledge and skills necessary for comprehensive patient care. The building blocks are the various courses, laboratories, and clinics offered at the School of Dentistry. Our goal is for you to graduate after four years of study, competent to practice general dentistry.

Courses use a variety of educational instruments to aid the student in learning. These include traditional lectures, problem-based learning sessions, written self-directed materials, textbooks and other printed materials, as well as non-printed materials such as video and Canvas posted electronic resources. A syllabus is provided for each course as a guide.

The syllabus contains all of the necessary information for successful completion of the course. A goal is stated, describing the overall aim of the course. Every course syllabus contains a list of behavioral objectives i.e., what the student should know, or be able to do, when the course has been completed successfully. Comprehension of these objectives allows the student to reach the educational goal. The syllabus also contains a list of resources used to achieve the course objectives. These resources include media, online, and human resources.

All syllabi have a suggested study plan and state the specific requirements of the course. Finally, all course syllabi list evaluation methods used to determine the course grade. This section states not only the type of examination/evaluation that will be administered, but also the relative weights of other evaluation instruments, e.g., quizzes, laboratory projects, etc.

The courses presented at the School of Dentistry have been scheduled to promote integration of information and timely progress from one course to the next. Students are required to attend all scheduled course sessions as

presented in the semester schedule. The organization of instructional material is intended to help students appreciate the inter-relationships among the various academic and clinical disciplines. Students are exposed to clinical experience in the first year and assume the responsibility for comprehensive patient care following pre-clinical training in the second year of the curriculum. As an addition to the core curriculum, the electives program at the School of Dentistry offers enrichment courses in a variety of areas beyond the scope of the required pre-doctoral curriculum. Every student must complete 4 credit hours of elective courses and 2 continuing education courses in addition to the core curriculum.

The academic year is composed of two 18-week semesters. An eight-week summer session follows the first, second and third years. School of Dentistry students are expected to complete their dental studies within four years. The graduation time is scheduled to coincide with the Western Regional Examining Board Examination.

ADVISORS

A faculty advisor is assigned to each student at the beginning of the school year. The student is strongly recommended to meet with the advisor for an orientation meeting at the beginning of each semester and maintain regular contact throughout the year. The advisor will monitor the students' progress through their academic program and serve as mentor and counselor when needed. The advisor will refer the student for services and support as necessary, and the student should consider the advisor as the first person to contact whenever advice is needed.

STUDENT PEER MENTOR PROGRAM

In the next few months you will receive information from the Class of 2018 about scrubs, mentors, and student "survival kits". Each first-year student is assigned a peer mentor from the second-year class to facilitate the entering students' transition into the dental school. First-year dental students meet their second-year peer mentor during orientation week. Thereafter, student pairs meet as needed during the year.

SCHOOL OF DENTISTRY AT HOUSTON CALENDAR

2015-2016

2015

August 5 - 7	Orientation for entering students
August 8	Open House and White Coat Ceremony
August 10	Fall semester begins at 8am
September 7	HOLIDAY - Labor Day
November 26 - 27	HOLIDAY - Thanksgiving
December 11	Fall semester ends at 5pm

2016

January 04	Spring semester begins at 8am
January 18	HOLIDAY - Martin Luther King Day
March 14-18	Spring Break
May 13	Spring semester ends at 5pm
May 30	HOLIDAY - Memorial Day
May 31	Summer term begins at 8am
July 04	HOLIDAY – Independence Day
July 22	Summer term ends at 5pm

***Dates and Holidays are subject to change*

REGISTRATION

Applicant and Student services are provided through MyUTH. Once your applicant information is loaded into the student system you will receive two email notifications providing you with login instructions.

Upon receiving your login information, students should use myUTH (<http://myuth.uth.tmc.edu>) to:

- View Account information/To Do list/Holds
- You must submit your immunizations through myUTH by logging in and selecting the immunizations link. This may be found under the “Holds and To Dos” sections. List required dates and upload your immunization documentation and supporting proof. You will be able to upload multiple documents.
- Remove Health Insurance HOLD (this will need to be done each year before enrollment)
- Select an installment plan
- Make online payments
- Update your contact information
- Request transcripts
- View grades and course history

Doctor of Dental Surgery (DDS) Students are enrolled in classes by the Registrar’s Office. A variety of information regarding Graduation, Registration & Student Information is listed on their website at <http://registrar.uth.tmc.edu> or by using the following methods:

Phone: 713-500-3361

Email: Registrar@uth.tmc.edu

Fax: 713-500-3356

If you incur issues logging onto myUTH, contact the HELP Desk at 713-486-4848.

CRIMINAL BACKGROUND CHECK

Your acceptance to the School of Dentistry is conditional until you complete a criminal background check. The University of Texas School of Dentistry at Houston has selected an outside company, Pre-Check, to conduct these checks. Please visit the “Accepted Students” section of our website at <http://www.db.uth.tmc.edu/education/doctor-dental-surgery/admissions/accepted-students> for instructions.

The results will be released directly to the School of Dentistry. If untoward search results are identified, you will be informed and subsequently given the opportunity to contest/question the report with the vendor.

Please keep in mind that they need time to process your application, and it must be completed by June 1, 2015. If you have questions or problems using the website, please contact Amanda Napier of Pre-Check at Amanda@pre-check.com

ORIENTATION

A required three-day orientation for first year dental students will be conducted August 5 – 7, 2015. Students should be present in Room 4310 of the School of Dentistry on August 5th, promptly at 8:00 a.m. Slacks/pants/skirts and collared shirts/blouses are recommended – no jeans or shorts please. Comfortable shoes are suggested as much walking is involved. The School of Dentistry Open House and White Coat Ceremony will take place on Sunday, Saturday, August 8th, located in The Denton A. Cooley, MD and Ralph C. Colley, DDS University Life Center. An invitation will be sent to your email address with the event details.

On the first day of orientation, you will receive your student ID badge. Along with this, you will need to bring an additional government issued photo ID, such as a valid driver's license or passport. These items will be needed in order to setup your UT e-mail address.

TEXTBOOKS

As in the case of instruments, students will need specific required textbooks and manuals. Students purchase books at the UT School of Dentistry Bookstore (Room 2202). Approximate book costs: \$2112.00.

MAGNIFICATION

All first year students enrolled in the DDS program must have visual magnification for use in pre-clinical courses and clinics. Various companies will have representatives present at the School of Dentistry during the mid-part of the year to display their products. First year dental students will be able to ask these representatives questions about their products and determine which product is most appropriate for their use. The financial aid budget includes an amount towards the purchase of magnification.

HEALTH INSURANCE REQUIREMENTS FOR ALL STUDENTS

The Board of Regents of The University of Texas System mandates health insurance for all students enrolled in the UT System health components. As such, each UTHHealth student who cannot provide evidence of continuing coverage under another approved plan will be enrolled in the student insurance plan with Academic HealthPlans and assessed a health insurance fee. The health insurance fee is \$1,859.00 for the academic year 2014-2015.

Before being able to register for classes each semester, every student must complete the health insurance certification process through his/her myUTH account. Through this process, students either provide proof of their own coverage or confirm their participation in Academic HealthPlans. For students who attest to coverage under another approved plan, the health insurance fee will not be assessed to their student account.

For further information, please access the Auxillary Enterprise website at <http://www.uthouston.edu/auxiliary-enterprises/insurance/index.htm>; email studentinsurance@uth.tmc.edu or call 713-500-8400.

INSTRUMENTS AND SUPPLIES

All first year dental students must participate in the dental instrument rental program. You must also purchase the expendable instrument and supply kit from the UT School of Dentistry Bookstore (Room 2202) before the start of classes (during orientation).

Purchase may be made with cash, personal check, Master Card, Visa, Discover or American Express. The estimated cost of the first year expendable kit for Fall 2015 is **approximately \$5,424.00**.

School of Dentistry Educational Support Services (Room 3450) provides many items that you may check out and use as needed at no additional cost to you other than for loss or damage. Some of these items are: Instrument Cases, Microscopes, Surveyors, Casting Equipment, and Gypsum Materials.

INCOMING STUDENT LAPTOP REQUIREMENTS

- a. Laptop computer (PC or Mac) with at least a 13-inch screen with minimum of 1024 x 768 resolution
- b. Minimum of 8GB RAM
- c. Minimum of 120GB HDD space (larger would be better)
- d. Minimum of 1.6GHz processor (Core i5 or better)
- e. 256mb video card
- f. PC users must run either Windows 7 or Windows 8.1. Mac users must have OS Mavericks (10.9) or higher
- g. Wi-Fi enabled
- h. Microsoft Office 2010 or later (This can be purchased from the School Bookstore at educational pricing if needed)
- i. Off campus internet access
- j. An up-to-date virus scanner must be installed
- k. Windows users should install Malwarebytes Anti-Malware Free Version

Encryption

In order to use your laptop at the School, the hard drive in your machine must be encrypted.

Mac users must turn on FileVault 2.

PC users must install Symantec Encryption software. Instructions for downloading and installing the software will be sent to students who are confirmed as attending UTSD.

All students will be required to sign a statement declaring that they will keep their computer hard drives encrypted for as long as they are students of the UT School of Dentistry.

Your laptop will be reviewed during Orientation to ensure that it complies with these specifications.

Airwatch

Students attending UTSD may also get their School email sent to their cell phone (iPhone, Droid or Windows phone only). In order to do this you must have your UT login credentials and install the Airwatch MDM application on your phone.

Additional Information can be found at: <http://go.uth.edu/airwatch>

If you have any questions about computer specifications or requirements please contact Richard "Hal" Halpin at richard.halpin@uth.tmc.edu or at 713-486-4216.

ACCREDITATION

The programs offered by The University of Texas School of Dentistry at Houston are accredited by the Commission on Dental Accreditation of the American Dental Association.

The Commission on Dental Accreditation will review complaints that relate to program compliance with the accreditation standards. The commission is interested in the sustained quality and continued improvement of dental and dental-related education programs but does not intervene on behalf of individuals or act as a court of appeal for individuals in matters of admission, appointment, promotion or dismissal of faculty, staff or students.

A copy of the appropriate accreditation standards and/or the Commission's policy and procedure for submission of complaints, may be obtained by contacting the Commission at 211 East Chicago Avenue, Chicago, IL 60611-2678, or by calling 1-800-8099, ext. 4653.

CHECK CASHING AND MAIL

Accommodations for cashing personal checks must be arranged through one of the local banks. Once you have established residence in Houston, personal mail should be sent to your home address since the Health Science Center cannot handle personal mail for students or employees. We would also recommend that students utilizing Financial Aid take advantage of the direct deposit option.

PARKING

Student contract parking is available. For more information, please visit <http://www.uthouston.edu/parking/sod-parking.htm>. You may also call 713-500-3405 or email parking@uth.tmc.edu.

STUDENT ORGANIZATIONS

There are several organizations that provide an opportunity for School of Dentistry students to become familiar with activities of professional societies. These include the Texas Dental Association, American Student Dental Association, Zeb Poindexter Chapter of the Student National Dental Association, Hispanic Student Dental Association, Asian American Student Dental Association, Christian Dental Fellowship, Muslim Health Professional Society, American Dental Education Association, Texas Association of Women Dentists, Student Research Group, Pediatric Education in the Dental Society (PEDS), Donald Butler Dental Society, AGD Student Chapter, and others.

All students regularly enrolled at the School of Dentistry are members of the Student Association, which coordinates a number of student-related activities. The Student Council serves as the governing body of the Student Association. Members of the Student Council are the elected officers from each class. Students may also participate in University of Texas Health Science Center student organizations such as the Student Intercouncil.

Fraternalities represented at the School of Dentistry are Delta Sigma Delta, Alpha Omega and Psi Omega. You will be provided more information on Dental Fraternalities during Orientation.

Mu Mu Chapter of Omicron Kappa Upsilon, the National Honor Dental Society, was established in 1940. This society provides recognition for those students who have been outstanding in their class during their four years of training at the School of Dentistry. Members of the graduating class who warrant such consideration, in the opinion of faculty members of OKU, are recommended to the Officers of Omicron Kappa Upsilon for membership in the honor society. The chapter annually recognizes the top ten percent of the first year class at the OKU Awards Convocation in the spring.

ESSENTIAL SKILLS FOR DENTISTS AND DENTAL HYGIENISTS

To be successful, dentists and dental hygienists must demonstrate cognitive skills in critical and logical/analytical thinking. Dentists and dental hygienists must possess and demonstrate psychomotor skills (fine motor dexterity and coordination) and observational skills (vision, hearing and tactile abilities) sufficient to master the clinical procedures essential in the treatment of dental disease.

All individuals who apply for admission to The University of Texas School of Dentistry at Houston, without exception, must be able to perform essential functions. Essential functions are the basic activities that a student must be able to perform to complete the curriculum. An applicant who cannot perform the following essential functions - either with or without reasonable accommodations - will not be considered for admission. If you feel you cannot fulfill any of these functions, you are to contact the Associate Dean for Student Affairs immediately.

COMMUNICATION

Students must be able to communicate effectively with patients and patient family members, peers, staff, faculty and other members of the health care team. Communication requires the ability to assess all information provided by the patient including non-verbal responses, within safety-related timeframes. Students must be able to communicate in oral and written format that is succinct, organized and complete. These communications will include assessments, prescriptions and dental record notes. Students must be able to demonstrate sensitivity to cultural, emotional and societal issues.

SENSORY AND PSYCHOMOTOR SKILLS

Students must be able to gather patient information needed for a diagnosis through adequate visual, tactile, smell, and auditory senses. Students must have sufficient physical abilities and stamina to provide dental care and respond to emergency situations. Students must have the manual dexterity to execute both gross and fine motor movements required to provide dental care for their patients.

COGNITIVE ABILITIES

Students must have the cognitive abilities to master the dental curriculum, including the basic, behavioral, and clinical sciences. Students must be able to measure, calculate, reason, analyze, synthesize, integrate and apply information. In addition, students must be able to comprehend three-dimensional relationships and to understand the spatial relationships required to provide dental care. Students must be able to demonstrate

critical thinking, problem solving, and decision-making skills required in the practice of dentistry.

BEHAVIORAL AND SOCIAL ATTRIBUTES

Students must be able to demonstrate professional behavior and function with integrity and responsibility while maintaining a high ethical standard. In addition, the students must be able to demonstrate the ability to be compassionate, emphatic and tolerant. Students must be able to interact in a collegial manner and demonstrate the ability to participate in teamwork. Students must possess the emotional health required to use their intellectual abilities fully, such as exercising good judgment, promptly completing all responsibilities attendant to the diagnosis and care of patients, and developing mature, sensitive, and effective relationships with patients. Students must be able to tolerate physically taxing workloads and to function effectively under stress. Students must be able to adapt to changing environments, respond appropriately to unpredictable circumstances, and to display flexibility.

CHRONIC CONDITIONS

Students must not possess any chronic or recurrent illnesses such as infectious, psychiatric or substance abuse problems that would interfere with quality patient care or safety and that are not compatible with dental practice or training.

POLICIES AND RESPONSIBILITIES

PROFESSIONALISM

Professionalism is defined as, “the conduct, aims, or qualities that characterize or mark a profession or a professional person.” While these characteristics may vary from profession to profession, the practice of dentistry requires professionalism that goes far beyond basic honesty and integrity. The faculty and administration are dedicated to the development of professionalism in all School of Dentistry students. One aim of the institution is to create a learning environment, which offers students the opportunity to develop standards of excellence, which will sustain them throughout their professional careers.

EMAIL

All School of Dentistry students are assigned a school email address. This is the university’s primary method of communicating important messages to you. You are responsible for checking your school email at least once a day.

PERSONAL APPEARANCE

Personal Hygiene

Students should follow good principles of personal hygiene on a daily basis.

Men should be clean-shaven, or if wearing a beard or mustache, it should be neatly trimmed.

Hands and fingernails should be clean, with fingernails trimmed to be no longer than the end of the finger.

Attire

Students are expected to maintain a professional appearance. During operating hours, students are prohibited from wearing shorts. Men's shirts must have sleeves and women are prohibited from wearing tank tops, halters, or shirts that bare the midriff. Baseball caps, jeans, and T-shirts are not considered appropriate attire in classes, preclinical laboratories, or clinics. Preferred attire for classes and clinics is surgical scrubs. Scrubs allow for a professional appearance, are relatively inexpensive, durable and comfortable. The vertically integrated intra-professional nature of our clinics does require differentiation between the various classes of dental and dental hygiene students, a scrub color variation allows for this distinction. To insure standardization of the colors, you will be expected to obtain your scrubs from the School of Dentistry Bookstore or a vendor selling the White Swan line. Your class will be asked to wear among the following colors: Navy, New Navy, Teal, Wine, Seaspray, Caribbean, Galaxy Blue, Ciel, Granite or Sand.

The color for your **entering class of 2015 is "GRANITE" (DARK GRAY)**. You may purchase the scrubs from the bookstore or the same brand for consistency of color. Students who are not in compliance with these minimal dress requirements will not be allowed to remain in the building.

ESTIMATED FIRST YEAR DENTAL EDUCATION COSTS 2015-2016

**TUITION:	Texas Residents - 25,382.	Non-Residents - 36,974
REQUIRED FEES		
Instrument Replacement Kit Fee	1,575.00	1,575.00
Laboratory Fees	50.00	50.00
Anatomy Lab Fee	500.00	500.00
Professional Liability Insurance	25.00	25.00
American Student Dental Association membership fee	140.00	140.00
Information Technology Access	99.00	99.00
Technology Resource Fee	1,190.00	1,190.00
Library Resource Fee	150.00	150.00
Health Insurance	1,859.00	1,859.00
Student Services Fee	512.00	512.00
PURCHASED		
Expendable Instrument Kit	5,709.00	5,709.00
Gold	0	0
Magnification	1,290.00	1,290.00
Monographs	22.00	22.00
Scrubs	75.00	75.00
Textbooks	2,120.00	2,120.00
**FEES & PURCHASED ITEMS - SUBTOTAL:	\$15,316.00	\$15,316.00
**TUITION:	\$25,382.00	\$36,974.00
**TOTAL:	\$40,698.00	\$52,290.00

****NOTE: Tuition and fees are subject to change by the Texas Legislature or The University of Texas Board of Regents.**

Health Insurance: <http://www.uthouston.edu/auxiliary-enterprises/insurance/index.htm>

Office of Student Financial Services: <https://www.uth.edu/sfs/>

Student Service Fees: http://registrar.uth.tmc.edu/Registration/Dent_Fees2012.html

Estimated Educational Expenses for the 2nd, 3rd and 4th years may be found on the Financial Aid website: <https://ww2.uthouston.edu/sfs/financial-aid/attendance.htm>

Payment Methods: <https://www.uth.edu/registrar/current-students/registration/payment-methods.htm>

Tuition Payment Schedule: <https://www.uth.edu/registrar/current-students/registration/tuition-payment-schedule.htm>

FINANCIAL AID

The awarding of financial aid through The University of Texas Health Science Center at Houston is limited by the availability of funds. All awards are made on the basis of established financial need. Any funds awarded will be released on the first day of orientation. To continue receiving financial aid, a student must maintain satisfactory academic progress and submit the annual renewal application.

The Office of Student Financial Services strongly encourages all students to enroll in direct deposit to expedite the receipt of and access to funds.

For further information, or to obtain a loan application:

Office of Student Financial Services
<https://www.uth.edu/sfs/>
713-500-3860

STUDENT SERVICES FEE

The Student Services Fee (listed in the previous educational cost table) covers your enrollment in the student health service, recreation center membership, shuttle, UTHSC Student Inter-council, and student governance for the respective schools of the Health Science Center.

Included in Student Health Services is general outpatient medical services such as routine office visits, health assessment, routine immunizations, and care for needle stick related injuries. You will be required to pay charges incurred for other services such as laboratory tests, radiological services, pharmaceuticals, hospital and referred consultations, and expensive immunizations such as the Hepatitis B vaccine. Student Health Services is open from 8:30am-12pm and from 1pm-5pm Monday through Friday. Acute illness walk-ins can be seen from 9:00am-11:00am. The Student Health Service is located in The University of Texas Professional Building, 6410 Fannin, Suite 130. For further information or an appointment you may contact them at 713-500-5171 or visit their website at <http://www.uthouston.edu/studenthealth/>

Optional recreational student services fee coverage for family members is available as follows:

Categories	Monthly	Quarterly	Yearly
UTHSC Student			
Spouse Only or Student	\$23.00	\$58.00	\$207.00
Family Package (spouse & child only)	\$34.00	\$87.00	\$310.00

**Prices are subject to change

SCHOOL OF DENTISTRY AND HEALTH SCIENCE CENTER ADMINISTRATION

Health Science Center telephone numbers you may find useful:

Student Counseling	University Center Tower, Ste. 1670	713-500-3327
Student Health Services	UT Professional Bldg., Ste. 130	713-500-5171
Office of Student Affairs	School of Dentistry, SOD 4120	713-486-4151
Office of Academic Affairs	School of Dentistry, SOD 4120	713-486-4166

Administration

Giuseppe N. Colasurdo, M.D.
President, UT Health Science Center

UCT 1707 713-500-3000
Giuseppe.N.Colasurdo@uth.tmc.edu

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