

April 26, 2024

Dear Class of 2028,

Welcome to Texas Tech University Health Sciences Center School of Medicine! We, in the Office of Student Affairs, are looking forward to working with each of you and helping you adjust to medical school. This office plays an integral role in the education of medical students. The Office of Student Affairs offers academic and career counseling and provides a wide variety of other support services for our students on a daily basis. The office serves as a student advocate and a liaison between students, faculty, and administration.

Please go to the [Class of 2028 link](#) to access the following important documents related to your upcoming matriculation into TTUHSC School of Medicine:

- Class of 2028 important dates
- Clinical campus information (Amarillo, Covenant Branch, Lubbock-HSC, Odessa)
- Clinical Campus Assignment Preference form
- Significant Other Verification Form
- Computer requirements for academic year 2024 – 2025
- Medical services and immunization requirements
- Student health insurance requirement
- TTUHSC Student Health Insurance Process Flowchart
- TTUHSC SOM Immunization Requirements Form
- Financing medical school information (from TTUHSC Financial Aid Office)
- New Student Safety Training Modules
- Safety trainings help sheet
- Title IX and HIPAA modules instruction sheet
- Required equipment for MS 1 students
- New Student Information instructions
- White Coat Ceremony information

Items to be returned/submitted to the **Office of Student Affairs**:

- [Clinical campus preference request](#) (online submission) – due **May 13, 2024**
 - Form can be accessed here:
<https://app4.ttuhscc.edu/formbuilder/ViewForm.aspx?FormKey=75c91f37-bb94-49ec-ab7c-0d4fa5ef435d>
- New Student Information – complete by **May 13, 2024**

Documents to that need to be returned to the **Office of Institutional Health**:

- SOM immunization requirements and supporting documentation – due **June 3, 2024**

Other important information related to joining the TTUHSC School of Medicine community:


1. **SOM students are required to have an email address that meets TTUHSC formatting guidelines** of firstname.lastname@ttuhsc.edu. A correctly formatted HSC email is a prerequisite to gaining access to many third-party clients associated with participating in the SOM curriculum including: MedHub (SOM evaluation software), ExamSoft (SOM examination software), and Poll Everywhere (SOM audience response software).

To verify or change your email address, go to eraider.ttu.edu and click on *Manage Your Account*. Sign in with your eRaider information. Once signed in, scroll down to Email and Activate your HSC email if you haven't already done so or click on *More Info* and then *Change Your Email Address*. Please note – if the preferred format of firstname.lastname@ttuhsc.edu is already taken firstname.middleinitial.lastname@ttuhsc.edu is acceptable.

2. **Prior to MS 1 orientation (by July 22nd)**, you are expected to complete several required online training modules. Follow the instructions provided for each set of required trainings:
 - **HIPAA Privacy and Security Training**
 - **Title IX Training**
 - **Safety Training Education for Students (STEPS)**
 - **Lab Safety Essentials (LSE) 1 & 2**
3. For the protection of our TTUHSC health care personnel and patients the School of Medicine has adopted a [Blood Borne Pathogen Infection Policy for Medical Students](#). Please be familiar with this policy upon entry into the School of Medicine. If you have any questions regarding the Blood Borne Pathogen Infection Policy for Medical Students, please contact the School of Medicine Office of Student Affairs.
4. **Class of 2028 MS 1 orientation will be in person**. The current dates for MS 1 orientation are July 24th – July 26th. Attendance at MS 1 orientation activities is **mandatory for all incoming students**. Details regarding MS 1 orientation will be made available to the class in a second communication you will receive from our office in July. The Phase 1 curriculum officially starts Monday, July 29th. All Class of 2028 students are expected to be present in Lubbock for the start of the Phase 1 curriculum.
5. **It is your responsibility to keep us informed of any contact information changes** by emailing jennifer.acevedo@ttuhsc.edu to ensure you are receiving timely communication from us that is necessary prior to your matriculation.
6. If you choose to purchase a home in Lubbock, please be mindful that purchasing a house in Lubbock after receiving your acceptance to the School of Medicine **does not** impact assignment to a Lubbock based clinical campus.
7. The pre-clinical/Phase 1 curriculum will begin in late July 2024 and conclude for Class of 2028 in late March – early April 2026. Students relocating to a regional clinical campus in Amarillo or Odessa may elect to move in March or April 2026. For those who enter a Lubbock based rental agreement for housing while completing Phase 1, be aware of how your initial lease agreement or renewal is structured to avoid incurring fees due to moving out of Lubbock in Spring 2026. To access the online Lubbock Apartment Guide, you can visit www.lubbockapartments.com/.

We look forward to welcoming you to Lubbock and TTUHSC School of Medicine. Please visit, email, or call us at (806) 743-3005 if you have any questions, or if the Student Affairs staff can assist you in any way as you prepare to enter medical school.

Sincerely,

A handwritten signature in black ink that reads "Lauren Cobbs MD". The signature is written in a cursive, flowing style.

Lauren Cobbs, M.D., M.Ed., FACP
Associate Dean for Student Affairs
TTUHSC School of Medicine
lauren.cobbs@ttuhsc.edu