



# INCOMING STUDENT REFERENCE GUIDE







# Class of 2026

## REFERENCE GUIDE



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Class of 2026,

One of my favorite aspects of my career in podiatric medicine is that I am able to treat patients both clinically and surgically – while building long-term relationships with those individuals. When I became Dean of the College of Podiatric Medicine at Kent State University in 2014, I ensured that I would continue to do what I love while serving as a leader to the students, faculty, and staff of this institution. And to be a leader, you need to serve alongside those students, faculty and staff.

For one morning each week, I prioritize treating patients at Cleveland Foot and Ankle Clinic. I work together with current students as we assess, diagnose, and treat patients with foot and ankle problems. This experience allows me to continue doing what I love – interacting and treating patients with a hands-on approach, but also allowing me to witness our students sharpen their skills when treating patients. The best moment as a physician educator is being able to watch the students you train excel in a field you both love.

I am happy that you have chosen to pursue a career in podiatric medicine and that you have elected to attend Kent State University for your medical training. The next four years of your academic career will be rigorous and demanding. The faculty will expect much from you. I will expect much from you. I challenge you to remain determined and driven, because there are endless opportunities that lie ahead as you embark upon your career as a foot and ankle physician and surgeon.

I look forward to working alongside you in the years to come.

Allan M. Boike, DPM, FACFAS  
Dean



Class of 2026,

Congratulations! I am happy to welcome you to Kent State University. I am excited that you will be joining the vibrant and passionate student body at the College of Podiatric Medicine.

You are joining Kent State University College of Podiatric Medicine at a truly remarkable time in the college's history. The college celebrated its centennial a few short years ago. The college was founded in September of 1916 as the Ohio College of Chiropody. The college opened with only one lecture hall, one laboratory, one microscope, a few Bunsen burners and a clinic with six chairs for patients. Only one year of study and training was required to earn your Doctor of Surgical Chiropody degree. In fact, there were only 700 hours of instruction required.



Obviously, the college has made major strides since its inception over 100 years ago. Which brings me to you, as a member of the Class of 2026. You were admitted into this program because the faculty and administration expect you to continue the tradition of excellence that was established by the first graduating students so many years ago. I can't wait to see what we can accomplish together over the next four years!

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The Office of Enrollment Management and Student Services has provided a detailed Incoming Student Reference Guide, this document is filled with resources that are available to you as a student. Information in this incoming student guide will include information about financial aid, housing options, Flashline, and much, more. In addition, we have included the contact information of each person from the Office of Enrollment Management & Student Services; as well as contact information for several KSUCPM students. If you have questions or concerns, or need more information, please call us at 216-231-3300 or email us at [podiatry@kent.edu](mailto:podiatry@kent.edu).

Welcome to the Kent State University family!

Carla A. Ronnebaum  
Director of Enrollment Management & Student Services

Dear Class of 2026,

My name is Robert Scanlon. I am a student in the class of 2024 and the President of the Ohio Podiatric Medical Student Association (OPMSA). I was elected to this position by the students at Kent State University College of Podiatric Medicine (KSUCPM). OPMSA is a club that oversees the other clubs on campus and represents the interests of our podiatry students. As such, it is my privilege to congratulate you on your acceptance and to welcome you to the KSUCPM community.

By becoming a student here, you are taking the next step on your journey in medicine and your first into the field of podiatric medicine. There is no doubt in my mind that your story is unique and that you will bring new insight to not just your classmates and peers, but to podiatric medicine as a whole. I also hope that you will share in the experience I have had here and continue to learn from the experiences of your peers as well.



Medicine is at a turbulent point and there is much going on in terms of current events. However, you have chosen a school which prides itself on its community and we are all here to support you on your journey. There will be times where you will be challenged academically but you should never forget that, by virtue of being here, we believe that you will succeed. If you ever need help, please be sure to reach out to your peers and we will help in whatever way we can.

If there is one piece of advice I would give, it would be to form connections with your fellow students in every class. The students in the years above you have been where you are and are eager to help you understand challenging material. The students who will come after you are your colleagues as well, and it is my hope that you will help them where you can.

In closing, I would like to congratulate you again on your achievements and welcome you to Kent State University College of Podiatric Medicine. Thank you for taking the time to read my letter and I look forward to seeing you on campus soon.

Best Regards,

Robert Scanlon  
KSUCPM Class of 2024  
President, OPMSA

# Questions? *Contact the Office of Enrollment Management & Student Services*



## **Carla Ronnebaum**

Director of Enrollment Management & Student Services

Phone: 216-916-7488

Email: [cronneba@kent.edu](mailto:cronneba@kent.edu)



## **Angela Dessables**

Assistant Director, Enrollment Management

Phone: 216-916-7487

Email: [adessabl@kent.edu](mailto:adessabl@kent.edu)

Contact Angela if you are interested in scheduling a (virtual) recruiting visit at your undergraduate institution or general admission questions.



## **Lorie Evans**

Assistant Director, Student Services

Phone: 216-916-7489

Email: [lfranck2@kent.edu](mailto:lfranck2@kent.edu)

Contact Lorie with questions about housing, roommates, health insurance, health services, immunizations, orientation or the white coat ceremony.



## **Kathy Wright**

Assistant Director, Financial Aid

Phone: 216-916-7490

Email: [kwright32@kent.edu](mailto:kwright32@kent.edu)

Contact Kathy with any and all questions relative to financial aid.

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## **Ashley Butler**

Senior Admissions Advisor

Phone: 216-916-7486

Email: [abutle27@kent.edu](mailto:abutle27@kent.edu)

Contact Ashley with questions about visiting campus, application status, requirements, or general admission questions.

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## **Melinda Velka**

Admissions Representative

Phone: 216-916-7493

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Contact Melinda with questions about application status, requirements, or general admission questions.

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# Questions for KSUCPM Student Ambassadors?



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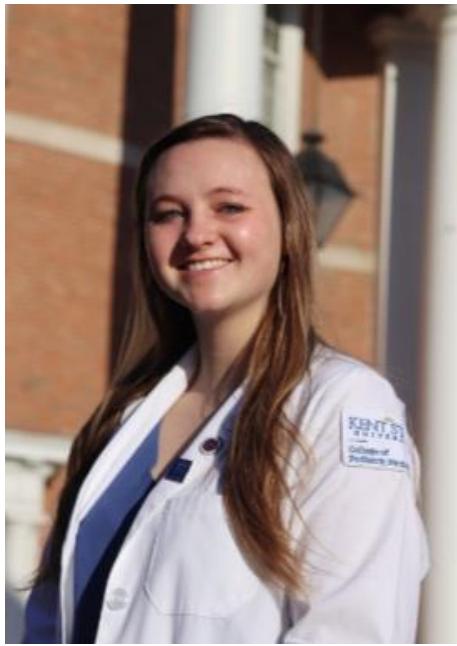


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KENT STATE UNIVERSITY | College of Podiatric Medicine

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College of  
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UNIVERSITY**

# Impact of Covid-19

Nearly every single aspect of life has been impacted by Covid-19, including the educational experience at KSUCPM. Beginning in March 2020, KSUCPM students have experienced some in-person classes moved to a remote delivery, worn layers of PPE to work in anatomy lab, and sat six feet apart while wearing face masks and shields to participate in rotations.

We are fortunate in that nearly everything has returned back to “normal.” As we look ahead, we remain cautiously optimistic that educational experience will not be further impacted by the virus. That being said, Covid-19 has changed the delivery of some educational or clinical experiences. In fact, some changes have been well-received by students. Therefore, some tutoring may be offered remotely. We will continue to evolve to meet the educational needs of our students while ensuring the health and safety of our community.

Please visit the KSUCPM Covid-19 website for additional information:

<https://www.kent.edu/cpm/cpm-covid-19>

# Class of 2026 Incoming Student Website

KSUCPM has a website specifically designed for incoming members of the Class of 2026. This website includes MOST of what incoming students need to submit or prepare for leading up to orientation and the start of classes.

You can find the Class of 2026 Incoming Student Website here: [Class of 2026 Website](#)



# Steps to Your Future

Steps to Your Future is an e-newsletter designed to supplement and provide updates to information included in the Class of 2026 Incoming Student Website. The e-newsletter will contain updates on the academic calendar, orientation, White Coat Ceremony, housing options, financial aid, textbook and supply listings, as well as many other items that you will find useful as you prepare for your first year at KSUCPM.

It is sent monthly from January through July; however, you may receive more frequent e-newsletters if we have additional information to release to the Class of 2026. It will be emailed to the e-mail address you provided on your application. Once Kent State University e-mail addresses are produced, the e-newsletter will be sent to both e-mail addresses.

The image shows a screenshot of an e-newsletter. At the top is the Kent State University logo with a sunburst graphic. Below it is the text 'KENT STATE UNIVERSITY' in blue and gold, with a registered trademark symbol. Underneath is the 'College of Podiatric Medicine' logo in blue. The main title 'Steps to Your Future' is in large gold letters, followed by 'KSUCPM Class of 2019' in blue. A dark blue horizontal bar below contains the text 'Class of 2019 E-newsletter: Steps to Your Future' in white. The main content area starts with a paragraph about the newsletter's purpose, followed by a welcome message and an announcement for orientation dates. The entire newsletter is framed by a thin orange border.

January 2015

**Class of 2019 E-newsletter: Steps to Your Future**

Steps to Your Future is an e-newsletter designed to inform the Class of 2019 of any news or updates related to your class and Kent State University College of Podiatric Medicine. The newsletter will contain updates on the academic calendar, orientation, White Coat Ceremony, housing options, financial aid, textbook and supply listings, as well as many other items that you will find useful as you prepare for your first year at KSUCPM.

Welcome to Kent State University College of Podiatric Medicine!

**Orientation Dates Announced**

# Incoming Student Checklist

Members of the Class of 2026 will need to complete the checklist items prior to matriculating at KSUCPM. Look for the checklist picture throughout the Incoming Student Reference Guide.

Please note that there are consequences for missing deadlines.



- REQUIRED:** Fill out a FAFSA (Kent State Code: 003051)
  - Refer to the separate Financial Aid Checklist for all your financial aid requirements
- REQUIRED:** Log-in to FlashLine upon receiving your Kent State e-mail address, FlashLine ID, and student ID number
  - FlashLine IDs and e-mails will be sent out beginning in late January and continually as students secure their seat in the Class of 2026. Please allow a few weeks for processing.
- REQUIRED:** Enter “Emergency Contact” info in FlashLine.
- REVIEW:** Review the Pre-Matriculation Program to see if this may be something you are interested in participating in, and if so, apply!
- REQUIRED:** Complete Immunization and Titer Requirements. Collect your records and obtain required immunizations, titers and TB testing.
- REQUIRED:** Submit any outstanding transcripts that may be required by KSUCPM
- REQUIRED:** Send KSUCPM your white coat size (*Due upon deposit to secure your seat*)
- REQUIRED:** Submit any outstanding letters of recommendation
- REQUIRED:** Complete your background check (*Summer 2022 – As directed by KSUCPM*)
- REQUIRED:** Complete your drug test (*Summer 2022 – As directed by KSUCPM*)
- REQUIRED:** Complete the Learning and Study Strategies Inventory (*Summer 2022 – As directed by KSUCPM*)
- REVIEW:** Review list of supplies (textbooks, supplies, laptop) and purchase what is needed.
- REVIEW:** Research housing options in the area and secure housing
- REVIEW:** Join the Class of 2026 Facebook Group for periodic updates & helpful hints from upperclassmen
- REVIEW:** Continue to check your e-mail (personal and Kent State e-mail) for updates regarding the upcoming academic year and other requirements
- REQUIRED:** Register for your parking permit (*Information will be sent in Summer 2022*)

# Dates to Remember

## Orientation:

Tuesday, July 26 – Thursday, July 28, 2022

Kent State University College of Podiatric Medicine will hold incoming student orientation beginning on Tuesday, July 26, 2022 through Thursday, July 28, 2022. During orientation, students will meet Dr. Allan Boike, Dean, Dr. Bryan Caldwell, Senior Associate Dean, and many faculty members. In addition, students will listen to presentations from the Offices of Enrollment Management and Student Services and meet upperclassmen.



More information, including the specific start time and tentative agenda will become available later this spring.

## White Coat Ceremony:

Friday, July 29, 2022

## Start of Classes:

Monday, August 1, 2022



# White Coat Ceremony



Kent State University College of Podiatric Medicine will hold the White Coat Ceremony for members of the Class of 2026. The White Coat Ceremony is a formal event where you will be welcomed into a community of physicians. This ceremony symbolizes the beginning of your journey to becoming a Doctor of Podiatric Medicine.

Additional details about this event will be provided in Spring/Summer 2022. Students will be made aware of all details (including ticket count,) logistics and expectations.

## Instructions to Order your White Coat

White Coats have been generously donated by Gordon Labs. White coats will be presented to you at the White Coat Ceremony.

Each student is asked to provide their coat size to KSUCPM.

Please complete this form so we can order your numerical size.



### Submit your White Coat Size

*Please Note: The school does not supply or sell white coats. Students will need to purchase any additional white coats themselves at a uniform shop or online.*



# Pre-Matriculation Program

Kent State University College of Podiatric Medicine's Pre-Matriculation Program is an intensive two and a half week course (July 6-22, 2022) designed to provide members of the Class of 2026 an extensive basic science preparation and to the demands of the first year medical school curriculum. Students will learn how to navigate the volume, pace and rigor of the curriculum at KSUCPM, while brushing up on pre-clinical science concepts.



The Pre-Matriculation program will be presented by faculty members and educational specialists to help students to master high yield anatomy concepts and essential strategies such as time management, success strategies and evidence-based learning skills.

More detailed information will be provided upon application.

Schedule:

- Classes will be offered on campus with some days being online instruction.
- 8:30am - 3pm
- All sessions will be instructed by KSUCPM faculty, staff and upperclassmen.

Content:

## **Learning skills**

Strategies

Self-assessments

Time Management

Self-regulated learning

## **Medical Terminology**

Interactive practice sessions (flipped classroom)

## **Basic Sciences**

Thermodynamics

Cells

Tissues

Embryology

The pituitary gland

Biochemistry  
Physiology  
Upper extremity anatomy  
Lower extremity anatomy  
Nervous system  
Genetics

### **Wellness practices**

Exercise / Nutrition  
Curiosity  
Bandwidth  
Life Story Presentations  
Reflective Practice

...and many fun, social activities.

### **2022 Pre-Matriculation Program Application**

Only students admitted into the KSUCPM Class of 2026 and accept the offer of admission may register for participation in the Pre-Matriculation Program. Admitted students who do not have a strong background in the medical sciences are encouraged to register.

You will receive a confirmatory email once your registration has been received and reviewed.



Students who register for the Pre-Matriculation program should be made aware that your AACPMAS application and all other data included as part of the application will be shared with the KSUCPM Pre-Matriculation Committee.

To register for this program, please complete this application: [REGISTRATION is now open](#)

### **Application Deadline - June 24, 2022**

Questions?

For more information about the KSUCPM Pre-Matriculation Program, please contact Viveka Jenks, Education Innovations & Learning Design Manager, at [vjenks@kent.edu](mailto:vjenks@kent.edu) or 216-916-7479.

# **Technical Standards & Essential Requirements**

Kent State University College of Podiatric Medicine is committed to the admission and advancement of all qualified students. College policy prohibits discrimination against anyone solely based on race, sexual orientation, gender, Veteran's status, color, national origin, religion, age, handicap or disability.

The Faculty and Administration have adopted the following technical standards and essential requirements that must be met by all students for advancement and graduation. These technical standards expected of students seeking the degree of Doctor of Podiatric Medicine reflect the college's highest commitment to the safety of its students and patients and recognition of the essential functions of the profession of Podiatric Medicine.

The following standards and requirements describe the academic abilities and non-academic qualifications that are essential to the program of instruction, are directly related to the licensing requirements, and are directly related to those physical abilities, mental abilities, skills, attitudes and behaviors that students must demonstrate or perform at each stage of their education to ultimately ensure patient safety.

## **VISUAL OBSERVATION AND INTEGRATION**

Candidates and students must be able to observe demonstrations, video materials, slides through a microscope and computer screens. They must acquire information from written documents, radiographs, photographs, charts and diagrams. They must be able to observe a patient accurately close at hand and at a distance to assess asymmetry, range of motion and tissue/texture changes.

## **COMMUNICATION**

Candidates and students must be able to communicate effectively in oral and written formats, and in settings where time span is limited. This includes communication in classroom, clinical and laboratory settings. Candidates and students must be able to accurately elicit information in a timely and efficient manner. Candidates must be able to describe a patient's condition to the patient and to others in the diagnosis and treatment process.

## **OTHER SENSORY CAPACITIES**

Students must independently be able to take an oral history, do stethoscopy and communicate while wearing a surgical mask. Students must also have sufficient somatosensory capacity to palpate pulses, use a tuning fork and assess skin temperature.

## **MOTOR FUNCTIONS**

Candidates and students must have sufficient motor function to undertake classes, laboratories and demonstrations and to provide general patient care as well as emergency treatment to patients. This includes cadaver dissection, microscopy, aseptic technique and safe handling of microbiological specimens. Also included is the motor capacity for chart and prescription writing, palpation, percussion, auscultation and other diagnostic maneuvers. All of these tasks must be done in a timely and efficient manner within prescribed time limitations relative to the context of a practicing physician. Examples of common daily treatments include, but are not limited to, palliative care of foot and ankle problems, injections, orthotic impressions, taking and processing of pedal radiographs, and performance of soft tissue and osseous tissue surgical procedures. Examples of emergency treatments include CPR, administration of intravenous medications, the opening of obstructed airways, and hemostasis techniques.

#### **INTELLECTUAL, CONCEPTUAL, QUANTITATIVE AND INTEGRATIVE ABILITIES**

Candidates must have sufficient cognitive abilities and effective learning techniques to assimilate the detailed and complex information presented in the medical student curriculum. Candidates must engage in critical thinking and problem solving. They must be able to learn through a variety of modalities including, but not limited to, classroom and lab instruction and exams; small group, team and collaborative activities; individual study; preparation and presentation of reports; and use of computer technology. Candidates must be able to consistently, quickly and accurately measure, calculate, interpret, reason, memorize, analyze, synthesize and transmit information across modalities. Candidates must be able to demonstrate these skills and procedures under pressure and in a timely fashion across a range of conditions and time frames. They must recognize and draw conclusions about three-dimensional spatial relationships and logical sequential relationships among events. These skills and abilities are fully defined by the faculty and explained in the course syllabi.

#### **BEHAVIORAL AND SOCIAL ATTRIBUTES**

Candidates must demonstrate the maturity and emotional stability required for full use of their intellectual abilities. They must accept responsibility for learning, exercising good judgment and promptly completing all responsibilities attendant to the diagnosis and care of patients. They must understand the legal and ethical aspects of the practice of medicine and function within both the law and ethical standards of the medical profession. Candidates must be able to work effectively, respectfully and professionally as part of the healthcare team, and to interact with patients, their families and health care personnel in a courteous, professional and respectful manner. They must be able to tolerate physically taxing workloads and long work hours, to function effectively under stress and to display flexibility and adaptability to changing environments.

Candidates must be able to work effectively, respectfully and professionally with faculty, staff and student colleagues. They must be capable of regular, reliable and punctual attendance at

classes and in regard to their clinical responsibilities. Candidates must be able to contribute to collaborative, constructive learning environments; accept constructive feedback from others; and take personal responsibility for making appropriate positive changes.

#### **INVOLVEMENT IN INVASIVE AND EXPOSURE-PRONE PROCEDURES**

Candidates and students must be qualified to be personally and actively involved in invasive and exposure-prone procedures without being a danger to patients, other health care professionals or fellow students, faculty and staff. They must demonstrate adherence to the universal precautions as defined by the Center for Disease Control. As part of the technical standards and essential requirements to matriculate at the college, the following statement shall apply: If you are HIV seropositive, you may be restricted by the State Medical Board of Ohio from performing procedures required for graduation. If you are HBV and/or HCV positive and do not demonstrate noninfectivity, you may be restricted by the State Medical Board of Ohio from performing procedures required for graduation. Any questions regarding these requirements should be directed to the Senior Associate Dean.

*Essential Requirements and Technical Standards issued July 23, 2014*

# Academic Resources

The 2022-2023 Academic Calendar will be released in the early summer. This calendar will include your entire schedule for fall and spring semesters. The summer schedule will be released in the spring of 2022. The following outline describes the current first year curriculum for the DPM program. ***Please note that this is the current outline. Some class names or credits may change.***

First Year		
FALL SEMESTER		CREDITS
<a href="#"><u>PCS 80109</u></a>	HUMAN ANATOMY	6
<a href="#"><u>PCS 80110</u></a>	EMBRYOLOGY	2
<a href="#"><u>PCS 80112</u></a>	CELL AND TISSUE	5
<a href="#"><u>PCS 80113</u></a>	STAYING ALIVE	5
<a href="#"><u>PCS 80118</u></a>	MEDICAL GENETICS	2
<a href="#"><u>PMD 80113</u></a>	MEDICAL ETHICS	1
<a href="#"><u>PMD 80114</u></a>	PRINCIPLES OF MEDICAL RESEARCH	1
<a href="#"><u>PMD 80117</u></a>	PODIATRY, PROFESSIONALISM AND SOCIETY I	1
Credit Hours		<b>23</b>
SPRING SEMESTER		
<a href="#"><u>GMD 80121</u></a>	PHYSICAL ASSESSMENT AND DIAGNOSIS	3
<a href="#"><u>PCS 80121</u></a>	NEUROMUSCULAR SYSTEMS	5
<a href="#"><u>PCS 80122</u></a>	CARDIOVASCULAR SYSTEM	3
<a href="#"><u>PCS 80123</u></a>	RENAL AND RESPIRATORY SYSTEMS	3
<a href="#"><u>PCS 80124</u></a>	LOWER EXTREMITY ANATOMY	8
<a href="#"><u>PCS 80128</u></a>	MEDICAL MICROBIO/IMMUNOLOGY	6
Credit Hours		<b>28</b>
SUMMER TERM		
<a href="#"><u>ORT 80131</u></a>	BIOMECHANICS I	3
<a href="#"><u>ORT 80132</u></a>	REHABILITATIVE MEDICINE	2
<a href="#"><u>PMD 80132</u></a>	LOW EXTREMITY ASSESSMENT AND DIAGNOSIS	2
<a href="#"><u>PMD 80133</u></a>	INTRODUCTION MEDICAL IMAGING	1
Credit Hours		<b>8</b>

You can find the entire course catalog, with course descriptions, (as it currently exists) here:  
<http://catalog.kent.edu/colleges/pm/podiatric-medicine-dpm/#roadmaptext>

### **Academic Catalog**

Kent State University College of Podiatric Medicine has an online academic catalog for easy reference. The academic catalog includes valuable information relative to your class schedule, clinical rotations, professionalism deficiency, attendance policy, remediation, board preparation and much more.

You may find the 2021-2022 academic catalog at  
<http://catalog.kent.edu/colleges/pm/podiatric-medicine-dpm/>.

The 2022-2023 academic catalog will become available in late Spring 2022. It may be beneficial for you to review the current catalog policies to become familiar with the areas included in the academic catalog.



### **Registration**

KSUCPM students do not need to register for classes. You will be automatically registered for classes according to year and academic progress. However, all KSUCPM students must complete a registration form (to be distributed by the Office of Academic Services & Institutional Research during orientation) each year. Students who fail to complete registration requirements by the assigned deadline are subject to a professionalism deficiency.

### **Family Educational Rights and Privacy Act (FERPA)**

The Family Educational Rights and Privacy Act of 1974 (FERPA), is a federal law that sets forth requirements regarding the privacy of student records. FERPA governs the disclosure of student records maintained by an educational institution as well as access to those records. FERPA grants four specific rights to the student:

- The right to review and inspect their educational records;
- The right to have their educational records amended or corrected;
- The right to limit disclosure of some portions of their educational records; and
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by institutions to comply with the act.

Kent State University gives designated individuals access to view selected student information online. However, it doesn't allow other people to discuss student information with university representatives. To have those conversations, you (the student) must give your Family Educational Rights and Privacy Act (FERPA) authorization.

When a student begins attending Kent State, the student is automatically protected under FERPA, regardless of age. Concerns such as progress in a course, deficiencies in a subject area, scores and

grades on papers, exams, etc. are all examples of personally identifiable information that constitute part of the student's education record. Kent State is not permitted by FERPA to release or provide access to this information to a student's parent or legal guardian, except under the following conditions:

1. A student provides written authorization to the Registrar's office that specifically identifies what information may be released to the parent(s). At Kent State, the student may complete this authorization online through FlashLine, or in person at the Registrar's office.
2. The parent(s) establish that the student is a tax-dependent according to the Internal Revenue Code of 1986, Section 152.

For more information regarding Kent State University's policy on student records, please visit [www.kent.edu/registrar/student-records-policy-ferpa](http://www.kent.edu/registrar/student-records-policy-ferpa)

# Educational Resources

The mission of KSUCPM Office of Educational Resources is to empower and support our students to achieve their full potential as active, self-directed life-long learners and highly competent doctors of podiatric medicine who excel in residency training.

Our goal is to enhance and support the learning and professional development process through advising, advocacy, counseling, opportunities for personal and professional growth including special emphasis on the knowledge, attitudes and skills expected of a medical professional. To achieve these goals, we offer confidential educational counseling, peer tutoring, computer-assisted instruction, Boards prep counseling and testing, workshops, e-resources and study aids.

Tutoring is provided at no charge to KSUCPM students who voluntarily request the service or who are referred to Educational Resources by their Instructor. Additionally, the Office provides optional course specific student-generated study aids designed to support mastery of the material. Group tutoring is available to all students regardless of current academic standing in any class. Individual tutoring is considered on a case-by-case basis depending on need and resources available. Students who do not pass a course exam are highly encouraged to immediately seek help. Prior to attending a tutoring session, students are expected to prepare in the following ways:

- Attend or Boxcast all classes and remain up to date with the course material
- Be familiar with the course syllabus and learning objectives
- Review exam(s) when posted
- Attend any Faculty led review session and/or office hours
- Attend any Tutor led Large Group Review Sessions offered
- Attempt assignments and formulate questions before arriving for a session
- Arrive promptly or notify Tutor 24 hours in advance if re-scheduling

Students wishing to improve their study habits and learning skills often request help in the following areas:

- Time management
- Test taking skills
- Note Taking skills
- Interpersonal and group communication skills
- Managing test anxiety
- Stress Management
- Health and Wellness

Office Hours and contact information: Monday – Friday, 8:00am – 4:00pm; 1st Floor of KSUCPM Campus. To schedule an appointment or for more information on the Office of Educational Resources please contact Gina Ralston, Director, Office of Educational Resources: [gralsto3@kent.edu](mailto:gralsto3@kent.edu) or 216-916-7499. The Office of Educational Resources will be sending out more information/questionnaire to all incoming students in the summer of 2022.

# Student Accessibility Services

Kent State University does not discriminate based on disability in its programs and activities. Visit Student Accessibility Services [www.kent.edu/cpm/student-accessibility-services](http://www.kent.edu/cpm/student-accessibility-services) for more information about accessibility services available to KSUCPM students.

KSUCPM Student Accessibility Services (SAS) provides support services for students with documented disabilities. KSUCPM SAS utilizes an interactive, case-by-case approach when determining eligibility for services and reasonable accommodations. Students requesting accommodations from KSUCPM SAS may be required to provide documentation regarding their specific disability. This documentation should demonstrate a disability covered under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (and the ADA as Amended in 2008). To learn more about accommodations or the process to secure accommodations, please visit the website: [www.kent.edu/cpm/student-accessibility-services](http://www.kent.edu/cpm/student-accessibility-services)

KSUCPM SAS Office Hours and contact information: Monday – Friday, 8:00 am – 4:00 pm; 1st Floor of KSUCPM Campus. For more information on SAS please contact Gina Ralston, Director, Office of Educational Resources: [cpmsas@kent.edu](mailto:cpmssas@kent.edu) or 216-916-7499.



# Textbooks, Laptop, and Supplies

## Textbooks

A list of textbooks will be provided to students once the materials have been approved by faculty. Textbooks will be available for purchase through the online Kent State University bookstore in the summer. Students may, of course, purchase textbooks from other sites instead of the University bookstore.



## Laptop

Kent State University College of Podiatric Medicine (KSUCPM) requires all students to have a laptop (PC or Mac) for computer-based testing. Unfortunately, an iPad or other type of tablet will not suffice. For laptop requirements, please click here: [Laptop Requirements for KSUCPM Students](#). Please review carefully. If you have questions about a laptop, you may email our IT office at [CPMIT@kent.edu](mailto:CPMIT@kent.edu) or call 216-916-7545.

## Dissection Kit

1<sup>st</sup> year students will take Human Anatomy as part of the fall semester. Students will be provided with a dissection kit for the lab. Do NOT purchase a kit. The dissection kit is already included in your fees.

## Instrument Kit

1<sup>st</sup> year students will receive a kit of instruments towards the end of the fall semester to be used in spring and summer coursework. This instrument kit is included in your fees already.

## Attire

Students need scrubs (any color, any print) for Human Anatomy lab as part of the fall semester. Students will also need a full-length lab coat for use in anatomy lab. This is different than the white coat you will receive for clinical experiences during the White Coat Ceremony. Students may be required to wear additional safety attire during anatomy lab. Additional information will be communicated by faculty.

# University Resources

## Kent State University Policies

Kent State University College of Podiatric Medicine attempts to provide for all students an environment that is conducive to academic growth and individual self-discipline. In pursuit of this goal, we expect students enrolled in the Doctorate of Podiatric Medicine program to maintain professionalism at all times. You are expected to abide by local, state and federal laws, as well as all policies and guidelines as noted below.

College of Podiatric Medicine students are expected to be familiar and comply with Kent State University policies whether noted in this Incoming Student Reference Guide or the KSUCPM Student Guidebook (campus-specific policies), the KSUCPM Academic Catalog (academic policies) or on the Kent State University website (university policies). A clinical handbook will be provided to students as they prepare for clinical rotations.

- You may find the academic catalog online: <http://catalog.kent.edu/colleges/pm/>
- You may find the Kent State University Policy Register online: [www.kent.edu/policyreg](http://www.kent.edu/policyreg)

## Student Conduct

Kent State University has a Code of Student Conduct that all students must abide by while enrolled at the university. Explore its contents below to find out the rules you must follow while attending Kent State University College of Podiatric Medicine. The code also includes student discipline procedures. You can find the entire code of student conduct on the university website: [www.kent.edu/studentconduct/code-student-conduct](http://www.kent.edu/studentconduct/code-student-conduct)

## University Services

Kent State University has a variety of services and programming offered to students. Below are just a few examples of resources available for CPM students. Please visit [www.kent.edu](http://www.kent.edu) to learn more.

## LGBTQ

The Lesbian, Gay, Bisexual, Transgender and Queer Plus (LGBTQ+) Center is dedicated to providing the students, faculty and staff at Kent State University with education, training, support and resources that cater to the gender and sexual minority community and its allies. The center is located on Kent State's main campus. **The center is open to KSUCPM students.** The LGBTQ Student Center supports the mission of Kent State University through a commitment to diversity, equity, and inclusion with particular respect to sexual orientation, biological sex, gender identity, and gender expression. The LGBTQ Student Center promotes an inclusive campus and community that welcomes all people. In reaching these goals, supportive services are offered through the center including trainings, programming, resources, advocacy, and leadership development for students and the greater University community. The focus of the Center is to provide a welcoming environment where LGBTQ students, their allies, families, and friends may connect with caring and informed staff that can provide assistance, resources, and referrals.

The LGBTQ Student Center office is located in the Kent Student Center, room 024 lower level. The phone number is 330-672-8580. Their website is [www.kent.edu/lgbtq](http://www.kent.edu/lgbtq). Brochures and contact information can also be found in the Student Services hallway on the CPM campus.

## **The Office of Sexual & Relationship Violence Support Services**

The Office of Sexual and Relationship Violence Support Services (SRVSS - pronounced "serves") at Kent State University was established to educate students about personal safety and violence prevention, to empower them to build healthier relationships, and to be responsive to students in need.

The SRVSS office offers resources and education for:

- Students
- Faculty and Staff
- Personal Safety
- Sexual Assault and Rape
- Relationship Violence
- Stalking

It is our hope that this website will be helpful to anyone in our community who may be dealing with power-based personal violence and are in need of services, education, or support.

The Office of Sexual and Relationship Violence Support Services (SRVSS) is located on Kent State's main campus. It provides a safe space to anyone who has experienced sexual violence (including sexual assault, intimate partner/relationship violence and stalking) to access resources, get support when participating in a criminal or conduct process and navigate support within the campus community. The office is open to all KSUCPM students, faculty and staff. You can learn more on their website:

[www.kent.edu/cpm/support-services-sexual-assault](http://www.kent.edu/cpm/support-services-sexual-assault)

# FlashLine

FlashLine is Kent State University's Web-based portal that provides access to the university's online academic, student and administrative services, such as email, financial aid, bursars account and registrar. These tools and other informational resources are organized and arranged by user groups (e.g., student user groups, faculty user groups and staff user groups) for easy access.



The Office of Enrollment Management will begin sending out Kent State Usernames, E-mail addresses and Student ID numbers beginning in late January and will be processed continuously as students commit to the Class of 2026 at Kent State University. Once you receive this information via mail, you will be able to access FlashLine by logging in from Kent State's home page at [www.kent.edu](http://www.kent.edu). Click on the Flash button (This looks like a lightning bolt) on the top right hand corner and then click "New User."

You will enter your email address as supplied to you by KSUCPM and complete the other questions to determine your temporary password and gain access. Please have your KSU Banner ID handy, as well.

Most student services are available via the Student Tools tab. To get to the Student Tools tab, log in to Flashline. You should see a Student Tools tab at the top of the page. Click on this tab and you will have access to most student services, including basic financial aid information, and student information.

You may also update your Emergency Contact through FlashLine. We strongly encourage all students to provide an emergency contact.



For students who are employees, the "My HR" tab will appear. This is where you will access your pay stubs and tax forms and set up or modify your direct deposit. Once your account is established in FlashLine, you can find additional support at [www.support.kent.edu/password](http://www.support.kent.edu/password)

## Kent State University E-mail

Kent State University provides you with an email address which you may keep, even after you graduate. E-mail is the main form of communication at the university and should be checked regularly once enrolled. Note that any Kent State email may be forwarded to another address through FlashLine. For information about how to access your Web mail account, contact the Helpdesk at 330-672-4357 or visit support.kent.edu.

KSUCPM provides each class (Class of 2024, Class of 2025, etc.) with its own email address which will automatically default into your email address. This address will be used by faculty, staff, class officers and tutors to communicate with the whole class.

Your Kent State email account is hosted by Google and typically referred to as Kent State Gmail. You can access your Kent State Gmail through FlashLine by clicking on the E-mail symbol in the upper right-hand corner of the page. Gmail offers many services: virtually unlimited storage capacity (7300 MB and counting), calendars, groups and online document editing. For more information about Kent's Gmail service, including forwarding instructions, please visit <http://support.kent.edu/email-student>.

### **KSUCPM Student ID Card**

Your KSUCPM Student ID is your link to many services here on campus as well as the Kent Campus. Your Student ID card will be provided to you during orientation.

1. Identification: Your ID identifies you as a KSUCPM student. You may be asked to produce it anytime by security, faculty, or staff.
2. Door Access: KSUCPM is a secure campus. Your ID serves as your “key” on campus, allowing you access to the building entrance doors both day and evening hours. Your ID will allow you entry by waving it near door readers.
3. Dining Services: Your ID card will be loaded with your “Food Fee” each semester. Funds are placed on your card at the beginning of each semester to be used in the café. Funds do not expire until you graduate from KSUCPM.
4. Timekeeping Badge: If you are a work study student on campus your ID allows you to punch in/out at either of the two timeclocks located on campus.
5. Clinic Access: As a KSUCPM student, you may be required to scan your ID badge when you enter and exit Cleveland Foot and Ankle Clinic.
6. Library Card: Your ID is your library card on the KSUCPM and other Kent Campuses.

Do not punch any holes in the card. Use the provided badge holder and clip. Your ID is a Smartcard that contains both antennas and a microchip.

If you lose your card, report it immediately to KSUCPM so your funds are secure and access to the doors can be deactivated.

You will receive your KSUCPM Student ID card at orientation.

# Financial Aid

Kathy Wright is the Assistant Director of Financial Aid at KSUCPM. You can reach Kathy by telephone at 216-916-7490 or via email at [kwright32@kent.edu](mailto:kwright32@kent.edu). Financial aid can seem like a large, daunting task as an incoming medical student. Kathy can help you with any questions or concerns you have.

The first step towards the Financial Aid Application Process is to complete your 2022 - 2023 FAFSA (Free Application for Federal Student Aid). The FAFSA application can be accessed online at

<https://studentaid.gov/h/apply-for-aid/fafsa>. If you have not done so, you will be required to create a Username and Password. The FSA Id has replaced the Federal Student PIN and must be used to log in certain Department of Education websites. Please click this link for helpful tips and information - <https://studentaid.ed.gov/sa/fafsa/filling-out/fsaid>.

**Please make sure you indicate 003051 for the Federal School Code and Kent State University - Kent Campus for the school.**

You will receive instructions regarding further requirements for your loans once you receive your Financial Aid Awards. Financial aid award offers should start to become available in April 2022 and continue throughout the academic year, depending on when a FAFSA is submitted.

Once FlashLine usernames and emails are provided to students, you will be able to check your financial aid status (usually after April 2022 or after), view outstanding requirements and important messages and review, accept or decline your awards by logging into your FlashLine account at [www.kent.edu](http://www.kent.edu). For more information, please contact the Student Financial Aid Office at (216) 916-7490 or visit [www.kent.edu/cpm/financial-aid](http://www.kent.edu/cpm/financial-aid)

## *Student Refunds and BankMobile Vibe*

Kent State University students are issued a BankMobile Welcome Packet once they are registered for classes. KSUCPM students are registered automatically in the early summer. The BankMobile Welcome Packet will be emailed and mailed to your permanent address about 5-7 days after your initial registration. It is important that you log into the <https://bankmobilevibe.com> website once you receive your card and make a refund selection. Students can choose from different refund delivery options (direct deposit to an existing checking account or establish a BankMobile account). Failure to make a refund selection will result in a delay in you receiving your student refund.



## **Bursar**

Payment Options - To find tuition and fee rates for the CPM campus, go to [www.kent.edu/bursar](http://www.kent.edu/bursar).

The Bursar's Office accepts cash, money orders, checks, Visa, MasterCard, Discover, American Express or Diner's Club for tuition payments or fees. Payment methods include:

- Electronic payments using a credit card, checking, or savings account can be made through <https://payonline.kent.edu>. Credit or debit card payments cannot be accepted over the telephone or in person.
- In-person at the KSUCPM campus, the Bursar's Office on the Kent campus or any of KSU Regional campuses. The Bursar's Office is open Monday-Friday 8am-5pm. A drop box is available for payments dropped off after normal business hours.
- Mailed payments can be sent to Kent State University, Attn: Bursar's Office, P.O. Box 5190, Kent, OH 44242-0001. Checks should be made payable to Kent State University.

## **Scholarships**

### Incoming Student Scholarships

Incoming students are awarded scholarships based upon a candidates MCAT score, science GPA and components of the interview. Scholarships for incoming students range from \$2,500 to \$20,000. Candidates are notified of their scholarship award in the letter of admission.

### Continuing Students

All continuing students are eligible for continuing scholarships. This scholarship module is different in that a finite number of students will receive scholarships. Thirty students in each class will earn a scholarship based on their class ranking.

<b>Recipient</b>	<b>Scholarship</b>
Top 10 (Ranked 1-10) students receive:	\$10,000.00
Next 10 students (Ranked 11-20) receive:	\$5,000.00
Next 10 students (Ranked 21-30) receive:	\$3,000.00

If there is a tie in class ranking among students, the Office of Academic Services and Institutional Research will work with the office of financial aid to determine the class ranking. The following differentiators were established to eliminate GPA ties among students. If a tie remains after each differentiator, the next differentiator will be considered and so on.

After First Year:

- 1.) Highest score in Lower Anatomy overall
- 2.) Highest score in Lower Anatomy final exam
- 3.) Highest score in Gross Anatomy overall
- 4.) Biomechanics final exam

After Second Year:

- 1.) Highest score in Pharmacology overall (Both semesters)
- 2.) Highest score in Radiology overall (Both semesters)
- 3.) Highest score in Human Systems Pathology overall (Both semesters)
- 4.) Introduction to Podiatric Surgery final exam

After Third Year

- 1.) Highest score in Podiatric Surgery overall
- 2.) Highest score in Trauma overall
- 3.) Highest score in Trauma final
- 4.) Highest score in Medicine (Both semesters) overall

Scholarship awards are handled following the completion of each academic year once all grades have been posted. The Financial Aid office will notify students who receive a scholarship award via e-mail.

If you have any questions about internal scholarships, please see the office of financial aid.

Internal scholarships are subject to change at any time.

#### External Scholarships

The office of financial aid will notify students periodically as external scholarships become available. In addition, links to external scholarships are always available on the financial aid website.



# Financial Aid CHECKLIST

## File 2022-2023 FAFSA

- October 1, 2021: FAFSA Opens
- [www.fafsa.gov](http://www.fafsa.gov)
- 2020 tax information
- KSUCPM Code: 003051

## Make Award Decisions

- When your financial aid award is ready, it will be sent to your KSU e-mail address (likely beginning in March/April 2022)
- Student Dashboard/Finances/Financial Aid/Financial Aid Award
- Accept, Reduce or Decline Financial Aid Award
- Accept Terms and Conditions
- Review Cost of Attendance Sheet (available in February 2022)

## Direct Loan Requirements

### Unsubsidized and Plus Loans (After awards are accepted)

- [www.studentaid.gov](http://www.studentaid.gov)
- Complete entrance counseling for graduate professional students
- Complete a master promissory note (MPN) for direct unsubsidized loans
- Complete a master promissory note (MPN) for direct plus loan

## Direct Plus Loan Requirement

- Complete Federal Direct Graduate Plus credit authorization form:
- Form will be released in Spring 2022

## Provide Authorization of Title IV Aid

- Log-in to Flashline
- Select Student/Dashboard/Finances/Financial Aid/Authorization of Title IV Aid
- Select both authorizations & submit.

## Select Refund Preference

- KSUCPM has partnered with BankMobile to deliver your refund
- Learn more about BankMobile by clicking the link above.

Questions? Kathy Wright, [kwright32@kent.edu](mailto:kwright32@kent.edu), 216-916-7490

# Housing

KSUCPM provided a [housing guide](#) on the website for candidates for the Class of 2026. These are locations where many current students reside. The guide is designed as a helpful “starting point” as you begin to explore housing options in Northeast Ohio.

If you need a letter noting that you are an accepted KSUCPM student to provide to a housing complex, please contact Lorie Evans at [lfranck2@kent.edu](mailto:lfranck2@kent.edu)



## Roommate List

KSUCPM maintains a roommate list if you are interested in living with a roommate during your 1<sup>st</sup> year. Only those who inquire about the list will receive it and have their contact information added. As it is updated, those on the list will receive the updates. It is up to each individual to find their own roommate.

Choosing a right person is extremely important for a positive living experience. If you are interested in having a roommate, please see the following questions:

- Are looking for a male or female roommate?
- Where you are from (City/State)?
- How would you describe your personality (introverted, outgoing, laid-back, conservative, life of the party)?
- Your hobbies, what you like to do for fun?
- How do you like to study?
- How would you describe your room (messy, clean, neat, disaster area)?
- Do you have a lot of furniture or decorations that you want to use?
- Do you have any pets, or would you mind living with pets?
- Please included an email address

You can email your answers along with your contact information to Lorie Evans [lfranck2@kent.edu](mailto:lfranck2@kent.edu) if you are interested in being put on the roommate list.

# Counseling & Wellness Services

Transitioning to professional school while developing and maintaining a healthy balance between academic life and one's personal life can at times be challenging. The College of Podiatric Medicine understands how balance and wellness are key components of a successful student. The College provides no-cost, confidential mental health counseling at its Independence campus and has partnered with Case Western Reserve's University Counseling Services (CWRU) to provide additional support for our students. Counseling and Wellness Services at KSUCPM provides individual counseling, community-based referrals and consultative services. CWRU provides individual and group counseling, psychiatric care and substance recovery. Counseling is an opportunity for personal growth and to gain insight into personal issues. Issues commonly addressed may include mood disorders and anxiety, interpersonal relationships issues, academic concerns, stress, career questions, lack of motivation and time management. There are times that a community-based referral is necessary for specialized care, psychiatry, testing or assessments. Referral information is provided by Counseling and Wellness Services and may also be accessed independently on our website [www.kent.edu/cpm/hotlines-community-based-resources](http://www.kent.edu/cpm/hotlines-community-based-resources).

After-Hours Crisis Counseling is available to KSUCPM students after hours, nights, weekends and holidays. Students are strongly encouraged to access this no-cost, confidential service when needed. Call CWRU 216.368.5872 or the KSU hotline 216.707.8022.

## **Wellness Initiatives**

KSUCPM has created opportunities to promote wellness on our campus. Helping students manage stress in a healthy way is our goal.

### **Koru Mindfulness Meditation**

Koru is the only evidence-based mindfulness curriculum designed for young adults. In this 4-week training, students learn practical skills that help manage stress, open their minds, reduce self-criticism and increase self-confidence.

### **Meditation Room**

Located on the 2nd floor next to the Simulated Patient Clinic, the meditation room is a quiet, reflective and welcoming space that encourages relaxation and learning a variety of mind/body stress reduction techniques. Some things found in the Meditation room include:

- Massage chair
- Mini Zen Garden
- Waterfall
- Aromatherapy
- Psychoeducational materials on relaxation and stress management
- Computer-based: Guided relaxation audio recordings, a variety of music with nature sounds, links to YouTube options for guided meditation and information about and beginning a mindfulness practice.

**Room Reservations:** First-come, first-served basis. The room is reserved for a maximum of 30 minutes per use. Please respect this time allotment so that all those interested in the benefits of using the room have the opportunity to do so.

**How to access:** Check the "Room in Use" sign above the door. If it's not lit, you're able to access the room. Simply set the timer for 30 minutes or less, swipe your ID and you're in! Instructions for the room and its various elements can be found inside.

Please keep in mind that Covid-19 may affect the availability of this space.

# Health Insurance

## **Student Health Insurance Requirement**

Kent State University College of Podiatric Medicine students are required to have and maintain medical health coverage while enrolled at KSUCPM. To ensure compliance, KSUCPM students are automatically enrolled in and billed for the Student Accident and Sickness Insurance Plan but will have the ability to waive this college-offered insurance by meeting the requirements below.

## **Student Health Insurance Plan Information**

The official Kent State University College of Podiatric Medicine 2021-2022 insurance plan is administered by Wellfleet. CIGNA is the brand name/network for the products and services provided by these companies and their applicable affiliated companies. The official insurance plan for 2022-2023 is still being negotiated. Students will be made aware of the new provider at orientation (or sooner if available.)

Payment is due in accordance with KSUCPM's tuition schedule. Covered Students enrolled in the KSUCPM Student Medical & Sickness Insurance Plan, may also insure their dependents at their own expense.

## **Student Health Insurance Waiver Procedure and Deadlines**

Students **may not** waive insurance prior to the beginning of the semester. Students will receive an email with instructions and deadline in the beginning of the semester. Online waivers must be completed by the last day of the waiver deadline. If the waiver deadline is ignored, the student will be responsible for the insurance premium. Students who are currently insured by a health insurance policy (i.e., their own or through their parents) may waive the KSUCPM insurance plan with proof of other approved insurance.

**PLEASE NOTE:** Students who elect to waive the KSUCPM Student Medical Insurance Plan must submit an online waiver. All waiver information will be verified with your insurance company as part of the insurance verification process. If insurance status and requirements cannot be verified, the waiver will be revoked, and the insurance premium will be charged to your student account. Please do not send your insurance information to the school.

### **Your Plan MUST have the following benefits in order to waive the insurance:**

1. My plan is provided by a company licensed to do business in the **United States, with a U.S. claims payment office and a U.S. phone number.**
2. My plan is currently active, and I agree to maintain health insurance coverage through the remainder of the 2022-2023 academic year.
3. My plan offers an unlimited coverage per accident or illness.
4. My plan covers inpatient and outpatient medical care within the Cleveland, OH area (Emergency only coverage does not satisfy this requirement).

5. My plan covers inpatient and outpatient mental health care within the Cleveland, OH area (Emergency only coverage does not satisfy this requirement).
6. The deductible on my insurance plan does not exceed \$2,500 per individual or \$5,000 for a family plan.
7. My plan provides coverage for pre-existing conditions with no waiting period or limitations.
8. My plan provides coverage for prescription drugs.

Students who successfully waive coverage from the school-sponsored Plan but lose that coverage any time after the Waiver Deadline Date must contact the Office of Students Affairs. Students may enroll in the Student Health Insurance Plan at a pro-rated insurance rate. Applications must be received within 31 days of the Qualifying Life Event (date of the loss of other coverage). Coverage will be effective the date after the event. When applying due to a life event, appropriate documentation showing proof of loss must be provided and attached to application. If you lose coverage and do not enroll into the Student Health Insurance plan, then you must supply your new Health Insurance Plan.

Questions/comments about the Student Health Insurance Plan can be directed to Lorie Evans at [lfranck2@kent.edu](mailto:lfranck2@kent.edu).

# **University Health and Counseling Services located at Case Western Reserve University**

Kent State University College of Podiatric Medicine has partnered with University Health and Counseling Services at Case Western Reserve University to provide healthcare and counseling for KSUCPM students in 2021-2022. Health and Counseling Services for 2022-2023 is still being negotiated. Students will be made aware of the provider at orientation (or sooner if available.)

Their team includes physicians, psychiatrists, psychologists, nurse practitioners, social workers, counselors, nurses, medical assistants and for our varsity athletics, athletic trainers. Specialty services are offered for dermatology, allergies, psychiatry, psychometric testing, substance use, and women's health. Wellness and health promotion programs include stress management, vaccinations, healthy sleep and mindfulness. All students are automatically enrolled to the service. Students may not waive this service. Please note that this is not insurance. Students do not get charged any fee for visits at the Health Service; this is covered by a health fee billed to you each semester. Students will be responsible for the other expenses such as laboratory fees and pathology.

For more information: <https://students.case.edu/departments/wellness/>

## **Health Services**

**Phone:** 216-368-2450

**Email:** [healthservice@case.edu](mailto:healthservice@case.edu)

**Campus Address:** 2145 Albert Road  
Cleveland, OH 44106

**Office Hours:** Monday-Wednesday and Friday, 8:30am -5:00pm  
Thursday, 9:30am-5:00pm

## **Counseling Services**

**Phone:** 216-368-5872

**Email:** [counseling@case.edu](mailto:counseling@case.edu)

**Campus Address:** 220 Sears Building  
Cleveland, OH 44106

**Office Hours:** Monday-Wednesday and Friday, 8:30am -5:00pm  
Thursday, 9:30am-5:00pm

## **Walk-In Care**

Walk-In care for urgent situations is available without an appointment Monday-Friday, 8:30am to 4:30pm at University Health & Counseling Services.

**Counselor On-Call** (available all hours) 216-368-5872

## **General Medical Clinic at University Health Services**

The clinic is designed to help students with minor ailments and injuries. They treat a wide range of illnesses, including:

- Fever/cough/sore throats
- Sprains/cuts/injuries
- Allergies
- Urinary tract infections/STI's
- Headaches
- Cholesterol
- Weight-related problems
- Sleep difficulties
- Depression/anxiety

There is no charge for visits. Students will be responsible for the fees outside expenses such as laboratory fees and pathology.

## **University Counseling Services**

Counseling Services Offered:

- Individual Counseling
- Group Counseling
- Psychiatric care
- Consultation Services

Please visit University Health & Counseling Services

<https://case.edu/studentlife/healthcounseling/counseling-services> for more information.

## **Student Foot Care**

All students of the Kent State University College of Podiatric Medicine are eligible for expert foot care at no cost to them, with the exception of lab work, pathology, surgery and orthotics. (Students who have insurance will be billed through insurance for all services.) Students who have medical insurance that does not cover their foot care needs will be responsible for the fees for outside expenses such as pre-admission testing, laboratory fees, anesthesia and pathology. They will be billed for these services.



# Immunizations

Kent State University College of Podiatric Medicine requires that all accepted and continuing students admitted toward the conferring of the Doctor of Podiatric Medicine degree have current immunizations as a condition of affiliation with the college.



In order to assure that all students are protected against preventable communicable illness, the following requirements must be met prior to matriculation or within 60 days of classes starting. In addition, students must maintain compliance while enrolled at Kent State University College of Podiatric Medicine. Continuing students must comply with all immunization and titer updates and be mindful of any immunizations that may expire while enrolled as a student. It is the student's responsibility to become and maintain compliant on all required immunizations. Students who fail to maintain compliance may be removed from classroom and/or clinical settings (including clerkships) until the student can provide proof of compliance.

Students may not "opt-out" of required immunizations. Students who are allergic to a vaccine ingredient, or who may have a medical condition which prevents the administration of a vaccine, must provide a health care provider's note. This note should be supplied to Case Western Reserve University Health Services. In addition, the student should maintain a copy of this note for their records, as the student may need to supply it to clinical sites. *Students may not be allowed on rotations or clerkships if all immunization requirements are not met.*

Documentation requirements for your immunization and titer records must show the specific dates you received the vaccine. Your titer record must have serum titer lab results that include reference range. These records must show, at minimum, your name, the name of the vaccine and the date of the administration. *A note from your healthcare provider is not acceptable proof that you are up to date on all vaccines.*

You should obtain copies of all their immunization records since childhood from your doctor's office, high school or previous university. Documentation requirements for immunization and titer records must show the specific dates you received the vaccine. The titer record must have serum titer lab results that include reference range. All records must show, at minimum, your name, the name of the vaccine or titer and the date of the administration. *A note is not acceptable for proof from your healthcare provider that you are up to date on all vaccines and titers.*

All incoming KSUCPM students should take the following steps to be in compliance with mandatory immunizations, titers and TB Testing,

- 1) Review the required Immunizations, Titers and TB testing Requirements
- 2) Collect your immunization and titer records.
- 3) Begin receiving immunizations and/or titers and TB testing that you may need in order to be compliant.

4) Keep all your immunization and titer records for future use. **Do not send them to the college.** You will be able to scan your records to an online account once the semester begins. You will also need your records for your clerkships, residency program visits, and residency, so be sure to keep them handy.

## **Mandatory Immunizations for 1<sup>st</sup> Year KSUCPM Students:**

### **1st Year:**

- **Covid-19 Vaccine**
  - Students should complete series at least two weeks prior to the start of classes to ensure compliance. As the CDC issues guidance about the vaccine, KSUCPM will provide additional updates or review the requirement.
- **Tetanus, Diphtheria, Pertussis (Tdap)**
  - One Tdap vaccine within the past 10 years. Td will not be accepted.
  - Must be current ALL 4 years
- **Measles, Mumps, Rubella (MMR)**
  - Vaccine 1 dose if born before 01/01/1957; 2 doses if born on or after 01/01/1957.  
Minimum 4 weeks apart between Dose 1 and Dose 2.
- **Hepatitis B**
  - 3 doses required. Dose 1 to Dose 2: minimum 4 weeks apart; Dose 2 to Dose 3: minimum 8 weeks apart (and at least 16 weeks after first Dose)
- **Varicella**
  - 2 doses required. Minimum 4 weeks apart between Dose 1 to Dose 2 unless you had the chickenpox disease.
- **Influenza**
  - Flu shots are mandatory every year during the flu season for KSUCPM Students.

**Documentation requirements for your immunization records must show the specific dates you received the vaccine. A note is *not* acceptable for proof from your healthcare provider that you are up to date on all vaccines**

## **Mandatory Titers for 1<sup>st</sup> Year KSUCPM Students:**

- Positive Hep B sAb Titer
- Positive Rubella Titer
- Positive Varicella Titer: If you have a history of chicken pox infection you will need a positive the record of the positive result. History of disease alone is not acceptable. Or if you no record of the 2 doses required you will need the record of the positive result.



**Please note that negative or equivocal titers even with a recent booster are not acceptable and do not meet the mandatory requirements.** Your titer record must have serum titer lab results that include reference range. These records must show, at minimum, your name, the name of the vaccine and the date of the administration. *A note from your healthcare provider is not acceptable proof that you are up to date on all vaccines.*

### **FAQ's about Titers**

#### **What titers are required for KSUCPM Students?**

- Hepatitis B
- Rubella
- Varicella *is required only if you had the chicken pox or do not have a record of 2 doses required with the doses being 4 weeks apart*

#### **What are titers?**

Titer tests (blood tests) are used to determine a person's immune status to certain diseases and bacteria by screening for various types of antibodies. The results of these tests will **determine if they are currently immune or require vaccination.**

#### **Once a student receives their titers are they compliant?**

No. **Titers must be positive.** As stated above the titer shows if a person's immune status to a certain disease or they will require a vaccination.

#### **What are the steps after a student receives a titer?**

If you are receiving titers from your Health Care provider:

- Check your titer results with your Health Care provider. (Please allow for enough time for lab results.)
- If the titer results are negative, you will need to consult with your health care provider to see what immunizations you will need to receive in order to have enough immunity from the disease.
  - After receiving the immunizations, you will need to repeat the titer to make sure you have enough immunity
- If the titer results are positive and your Health Care provider confirms that you have immunity, then you need to submit that record of the titer results.
- *Please note that you require to have the Hep B series that it can take up to four months to complete.*

## **Mandatory TB Testing for 1<sup>st</sup> Year Students**

- Upon admission students must obtain the QuantiFERON blood test or Tb skin test using the two-step method. The two-step method means that students will receive a first Tb skin test and, one week later, will receive the second Tb skin test.

### **Required TB Testing for those who have tested positive in the Past:**

- A blood test, Interferon Gamma Release Assay (Quantiferon-TB Gold In-Tube or T-Spot)
  - An IGRA is required for those with past BCG vaccine who has tested positive with a PPD, unless they have a positive IGRA in the past
  - A chest x-ray is required for the positive TB testing (PPD or IGRA)
  - Provide copies of reports for chest-x-rays, blood tests, TB treatment statement, and PPD results.

*All TB testing should be DONE prior to the start of classes.*

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Any questions about immunization requirements should be directed to Lorie Evans at [lfranck2@kent.edu](mailto:lfranck2@kent.edu).

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Continuing Students are responsible to obtain the following immunizations, so they remain compliant with KSUCPM requirements:

### **Mandatory for 2nd Year:**

- Influenza
- Tuberculosis screening

### **Mandatory for 3rd Year:**

- Influenza
- Tuberculosis screening

### **Mandatory for 4th Year:**

- Influenza
- Tuberculosis screening

Below is a list of strongly recommended immunizations for KSUCPM students:

**1st Year:**

- Meningococcal
- Hepatitis A
- Human papillomavirus
  - (HPV2, HPV4)
- Polio

*\*Some clerkships/externships may require additional immunizations. Please check with your clerkship rotation coordinator to determine if there are any additional immunization requirements.*

*\*Immunization requirements are subject to change at any point.*



# Drug Testing & Background Check

Kent State University College of Podiatric Medicine (KSUCPM) has initiated policies intended for all accepted and continuing students admitted toward the conferring of the degree of Doctor of Podiatric Medicine. The path towards this degree includes a clinical component at various health care facilities; all of which require students to have current immunizations, background checks, and drug screens as a condition of affiliation with the College.

The implemented policies will require all students and accepted applicants to the program to be in compliance with the policies as defined herein. Current or newly accepted applicants who fail to pass the required background check or drug screen may be denied admission, may be unable to complete degree requirements, or may be dismissed from the program.



Both the drug test and background check will need to be completed within a designated time frame. The Office of Enrollment Management will send you a link to complete your background check in June. In addition, we will also send you a drug testing form in June.

Both the background check and drug test MUST be completed with the designated vendor in order to be accepted. More information about the tests will be available in early Summer 2022.

**Do NOT secure either of these requirements until notified by the Office of Enrollment Management in June 2022.**



# Letters of Recommendation

Students are required to submit any outstanding admission items prior to matriculation. If you were missing any letters of recommendation, please submit or remind the person who will be writing your letter of recommendation. In addition, if you had coursework in progress, please submit your transcripts. Any outstanding transcript or letters of recommendation requests would have been noted in your letter of acceptance. The Office of Enrollment Management will begin to send reminder e-mails to those candidates still missing letters.

Letters of recommendation can be sent via the application service, Interfolio, or to the College directly at [podiatry@kent.edu](mailto:podiatry@kent.edu).



# Final Transcripts

## Updated & Final Transcripts

If you applied to KSUCPM and had coursework planned or in progress, you will need to send a transcript showing the final scores from those classes. In addition, if you are completing a degree that was not finished when you applied, the transcript must show "degree conferred."



Please request your final transcripts (noting degree conferred) be sent to:

Office of Enrollment Management  
Kent State University College of Podiatric Medicine  
6000 Rockside Woods Blvd  
Independence, Ohio 44131

Transcripts can also be sent electronically to: [podiatry@kent.edu](mailto:podiatry@kent.edu). If you have any questions about what needs to be submitted, please contact Ashley Butler at [abutle27@kent.edu](mailto:abutle27@kent.edu).

# Campus & Facilities

## Building Hours

KSUCPM campus/building will open at 6:00am and close at 12:00am Security is on site on evenings and weekends when building is accessible to students.

Anyone attempting to remain in the building after regular hours will be escorted out by the police officer on duty. This is for your safety and to prevent any potential liability issues.



## Campus Security Office

You can find Campus Security information from our website at the following link:  
[www.kent.edu/cpm/campus-safety](http://www.kent.edu/cpm/campus-safety)

The security officer carries a portable security phone at all times they are on duty. They can help you with any tasks including (but not limited to) key sign-outs, opening doors for scheduled events, and parking lot escorting.

Any events that happen in the parking lot like accidents and car lockouts will still require an on-duty Independence Police Officer to be called but please feel free to call our security officer first to assist you!

A security officer is generally on duty during the following hours but please remember that they are not always at the front desk. They are required to make multiple rounds both inside the building and outside across campus on an hourly basis.

Monday - Friday: 1pm – 12am

Saturday - Sunday: 8am – 12am

Campus Phones (if dialing from a CPM phone): 17539

Any Phone: 216-916-7539

Please call the security line at ANYTIME during the day or night if there is an issue on campus or you need assistance. The Security line also rings at the desks of the Director of Operations and the Director of Human Resources.

## **Smoking Policy**

KSUCPM is a smoke-free campus. There is no smoking permitted in the building or on the entire KSUCPM campus, including personal vehicles. For this policy, “smoking” is defined as inhaling, exhaling, burning or carrying any lighted or heated product intended for inhalation in any manner or in any form. This includes the use of an apparatus that creates an aerosol or vapor in any manner or in any form, meaning that e-cigarettes and other vaping devices are prohibited.

## **Morton and Norma Seidman Memorial Medical Library**

Located on the first floor, the Library provides and supports access to a comprehensive medical collection of books, journals, electronic resources, and non-traditional items such as anatomy models and bones. With a wide variety of resources, all subject areas of medicine and preclinical sciences are covered, with greater emphasis on literature relating to the lower extremity and subjects important to podiatrists. The Library serves the faculty, students and staff both on campus and through the library’s website to support learning, research, and patient-centered clinical care.

Through OhioLINK, KSUCPM students have access to other university and public library collections throughout the state of Ohio including 50 million library items, 17,000 e-journals, 140 research databases, and 200,000 e-books. To support medical and scientific research, services such as interlibrary loan and MEDLINE literature searches are available. The Library houses a Media Center with facilities for viewing DVDs, as well as group and individual study areas.

## **Fitness Center**

The student fitness center is located on the lower level, adjacent to the dining facilities and game room. It is open only during designated hours. Fitness center lockers are to be used in conjunction only with the campus fitness center.

The following regulations are intended to protect the Fitness Room and ensure the safety of all patrons. The Office of Student Services will enforce all regulations and notify the appropriate administrator of any infraction.

- Safety is the top priority and must be practiced at all times.
- Tennis shoes must be worn inside the fitness center
- Return dumbbells to the rack in proper order
- Wipe down any piece of equipment following use
- Food and drink of any kind are not permitted
- Spitting or defacing the facility is not permitted
- No sitting down or leaning on equipment unless it is exercise required
- Use fitness room lockers while exercising only
- Use a lock when using a locker. The college is not responsible for any lost or stolen items
- Items left in the lockers for an extended period of time (with or without a lock) will be removed by the Student Services Office

- Damaged or defective fitness equipment should be reported immediately to the Student Services Office
- Students may be suspended from the Fitness Room for failure to adhere to any fitness room regulations

### **Cafeteria/Dining Facilities**

The dining facilities are located on the lower level. Hours of operation are Monday through Friday from 7:00am to 10:00am and 11:00am to 1:30pm during the school year.

Each student receives funding on their ID card which allows you to purchase items in the cafeteria. This funding is part of your tuition and fees. Students can also use cash or credit card in the cafeteria.

Students are not able to waive the food fee. KSU Dining & Catering have a great track record working with students with specific dietary needs. In the rare event that they cannot accommodate (most often due to severe allergies), there is a Petition for Food Contract Release process in place with Kent State. This has to be approved through the Kent main campus and requires documentation from a physician or other medical care provider. We do not do waivers here at the College of Podiatric Medicine (CPM) Campus.

As a policy, no food is permitted in the lecture halls, classrooms, library, computer center or any medical lab space (anatomy lab, microbiology lab, surgical skills lab, etc.) As a policy, no beverages are permitted in the library, computer center or medical labs at any time. You may have beverages in the lecture halls in a CPM approved, spill proof container. Those containers will be provided to students at orientation.

### **Student Lounge/Game Room**

Located on the lower level, the student lounge/game room is designed to provide an opportunity for students to relax in a comfortable environment. Policies about room usage can be found in the room.

### **Student Lockers**

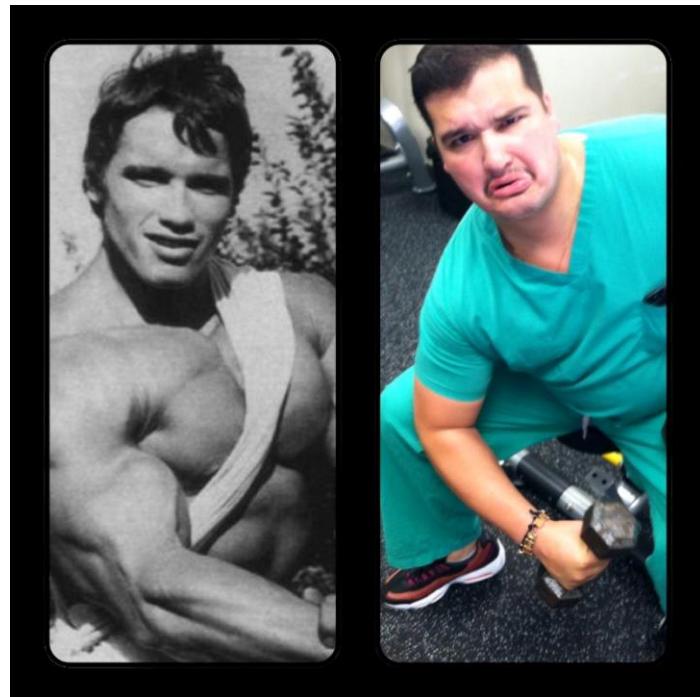
Lockers for students are available in designated areas, according to class year. If you would like to request a locker, please see the Student Services Office during the first few weeks of school. Locker access information must be on file in the Office of Student Services.

# Fitness & Recreation Facilities

KSUCPM offers a small fitness center on campus (located on the lower level.)

In addition, KSUCPM will provide students a membership to a fitness club in the area. This information will be provided to students during orientation with the ability to sign up during the first week of classes.

*\*Please note that you are not charged a fee for the fitness club membership. Therefore, you will not receive a credit for joining another fitness club.*



# Student Organizations

KSUCPM offers a number of student organizations, fraternities and sports clubs to serve the student population. You will be able to learn more about and join clubs in Fall 2022.

Student organizations, fraternities and clubs are subject to the college policies. The Office of Student Services has the right to review and revoke the privilege to continue as a recognized chapter of any organization or fraternity. You may find a full listing of organizations on the KSUCPM website. Below is a description of *some* of the student organizations, fraternities and honor societies:



## ***American Association of Women in Podiatry (AAWP)***

AAWP attempts to provide support and an informational network, which addresses the special needs of women podiatry students. Membership is open to all students. The group provides guest speakers, including local members of the profession.

## ***American College of Foot and Ankle Surgeons (ACFAS)***

This organization provides opportunities for students to gain more information and exposure to the practice aspects of surgery. Activities include various special labs and guest lecturers.

### ***American Podiatric Medical Students' Association (APMSA)***

The American Podiatric Medical Students' Association is composed of all dues-paying students in good standing regardless of race, creed, color, religion or sex, enrolled in schools of podiatric medicine. By virtue of enrollment at a college of podiatric medicine, all students are members of the Association. APMSA functions to provide a forum to discuss problems, to further the profession of podiatry on a national level, and to establish the means for obtaining desired goals.

### ***Ohio Podiatric Medical Student Association (OPMSA)***

The Kent State University Podiatric Medical Student Association is an affiliate of the American Podiatric Medical Student Association. The Association is governed by a president, a president-elect and an executive board, which coordinates all facets of student activities, including local and national affairs, business administration, clinic management, public information, and extracurricular activities. The elected and appointed representatives of the OPMSA serve on many administrative committees at the college.

Each year, OPMSA provides the student body with a lecture series, social events, sporting events, and a short-term emergency loan fund, along with a yearbook. On the national level, OPMSA represents the students from the college in all academic and national affairs concerning the profession of podiatric medicine.

### ***Podiatric Association for Diabetes (PAD)***

The objectives of this club are to enhance podiatric medical education by providing seminars in diabetic care, management of diet and weight control, and to work with the American Diabetes Association (ADA) to educate the community on diabetes, to provide early prevention and intervention of diabetic complications, as well as to provide additional practice in treatment of diabetes.

### ***Sports Medicine Club***

This organization sponsors lectures on sports medicine, participates in local athletic events and promotes good athletic training.

### ***Student National Podiatric Medical Association (SNPMA)***

The Kent State University Chapter of the Student National Podiatric Medical Association represents the interests of minority students, including American Indians, Blacks, Asians, and Spanish surname students. SNPMA works toward disseminating information regarding podiatric medicine to minority and ethnic sections of the local community. The association helps in recruitment and retention of qualified ethnic minority students at KSUCPM. SNPMA provides information regarding podiatric medicine to local and national ethnic minority health organizations.

### ***Healthy Minds and Soles Association***

Slogan: Healthy Minds and Soles are the goals.

Podiatric Medicine and Mental Health Presentation Series

Develop Healthy Minds and Soles Newsletter

Podiatric Pathology and Patient Mental Health Research

Patient Interaction and Mental Health Skills Development Workshops

### ***KSUCPM Global Brigades Club***

This is a global organization providing students the opportunity to go on medical related service trips and gain hands on experience with Physicians, Pharmacists, Community Health Workers, and more. They will be a telemedicine option where they will provide students with the same experience and hands on opportunities.

### ***Global Podiatry – KSUCPM***

Global Podiatry aims to provide an opportunity for KSUCPM students to participate in lectures, extracurricular events with podiatric physicians and aspiring podiatrists on an international level in order to progress forward.

### ***Podiatric Surgery Studios***

Students make videos off surgeries from Western Reserve

### ***Kappa Tau Epsilon (KTE)***

Kappa Tau Epsilon is an active fraternity that provides special lectures and programs for podiatric medical students. The fraternity sponsors many outside activities, both social and professional to provide as many experiences for its members as possible while they are students at the college.

### ***Pi Delta National Honor Society – Beta Chapter***

Pi Delta National Honor Society — Beta Chapter Pi Delta is the National Podiatric Honor Society demonstrating high standards of intellectual and scholarly activity.

A student may become a candidate for active membership in the Pi Delta Honor Society and participate in chapter activities and meetings who:

- Has a grade point average of at least 90 percent (3.6/4.0) or its equivalent.
- Is in the top 20 percent of his/her class.
- Has completed a minimum of two years of scholastic work applicable toward the Doctor of Podiatric Medicine degree.
- Possesses an aptitude for achievement in the art and science of podiatric medicine.
- Possesses high moral character.
- Demonstrates leadership ability.

Active membership may be granted after the second year to the podiatric medical student who:

- Has a grade point average of at least 90 percent (3.6/4.0) or its equivalent.
- Has completed a suitable scholarly activity as determined by the Pi Delta advisor at the institution in which the student is enrolled. The possibilities include:
  - Preparation of a paper suitable for publication. The format of the paper is to be designated by the individual college.
  - Active involvement in a research project that includes a written description by the student of his/her participation in the project and verification of participation by the principal investigator.
  - Completion of an oral or poster presentation at a national, state, local or institutional meeting.
- Possesses an aptitude for achievement in the art and science of podiatric medicine.
- Possesses high moral character.
- Demonstrates leadership ability.

# Faculty Mentorship Program

Kent State University College of Podiatric Medicine has a Faculty Mentor program. This program pairs each member of the Class of 2026 with a member of the KSUCPM faculty. This mentor program provides students direct access to faculty members who will be able to share support and guidance as you transition into medical school.

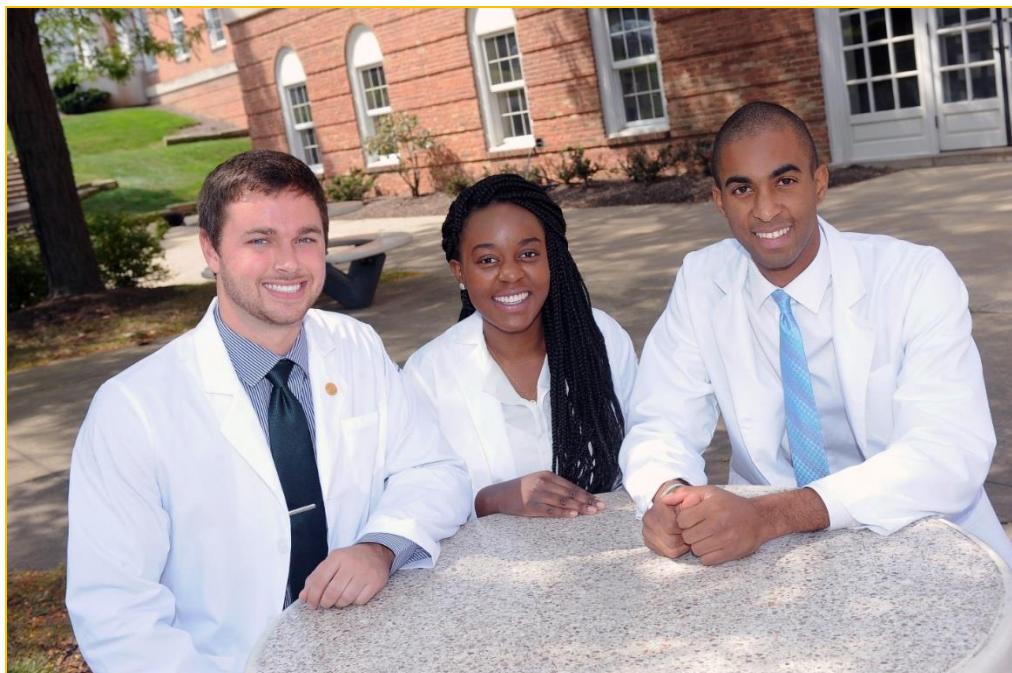
Students will learn who their faculty mentor is within the first weeks of the fall semester.



# Big Brother/Big Sister

Kent State University College of Podiatric Medicine has created a Big Brother/Big Sister program. This program pairs a 1<sup>st</sup> year student with an upperclassman. This relationship is geared towards providing the new student with helpful information relative to classes, coursework, labs and much, much more.

The Big Brother/Big Sister match usually occurs during the first few weeks of classes.



# Helpful Tips from KSUCPM Students

- Study day by day – do not procrastinate.
- Start studying for exams at least two weeks before.
- Make sure you are compliant on your immunizations at all times!
- Try different study techniques. Just because a study technique worked for someone else doesn't mean it will work for you!
- The lecture halls can get cold. Bring a sweatshirt and wear closed toed shoes with socks to keep warm (even in the summer months!).
- It is okay to wear comfy clothes. Sitting in lecture halls and study rooms for 12 hours a day can get a little uncomfortable in jeans!
- Check your e-mail frequently. Staff and faculty communicate with students via e-mail. Download the Gmail app to your phone so you stay in the know.
- If you need extra help with Microbiology, invest in Sketchy! It is worth the money and the time you will save!
- Do not pretend that you are doing well when you are not, SPEAK UP and get help before it is too late!
- Form study groups. They not only help you to keep up with the material, but they can also open the door to new methods of learning and creative ways to ensure that the material sticks.
- Try to work out 3 times a week. It's a great stress reliever.
- If you have a significant other, both of you must realize it's a sacrifice and you must work together as a team.
- Treat the bodies in the anatomy lab with respect.
- Do NOT argue with the teachers and complain too much. They do not like that. If you meet them in their office and talk to them in person, they are nice and will try to fix the problem.
- Don't be afraid to carpool with classmates especially in the winter when you may not be super confident driving in the snow and ice
- Put a snow brush, blanket and winter wiper fluid in the car starting in October. You will be happy you did when the first unexpected snow hits before Halloween.
- Get allergy medicine in the summer because there is enough white pollen out there that you might still think it is winter.
- Do not limit yourself to forming relationships with only people from school. It is nice to have friends and significant others that are not facing the same stressors as you constantly
- Take walks around the school path. It is calming and a great mid-day break!
- If you ever have a problem the staff are very helpful and awesome. The open-door policy makes it so easy to ask them a question, so do not be afraid to ask!
- Bring Vicks vapor rub to rub all over your nose when you are in anatomy lab for the first month.
- Utilize Boxcast even if you go to class regularly, it is a great resource.

- If you are spacing out or getting a little too sleepy during a long lecture, take 5 minutes to walk around the school and come back to lecture. Boxcast can help you catch anything you may have missed.
- Be immediately aware that the expectation is that you want to be here and that you are prepared to give 100%.
- No exaggeration - expect spring semester to be twice as hard as fall semester, so do NOT let your guard down over the long break.
- Keep your notes organized and easy to come back to. You will appreciate it when it comes time to study for boards!
- Ask classmates for their notes, study guides and practice questions. This will help prevent you from missing something important!
- Help each other out; it is not a competition. This is you, your classmates, and your family's (future family) livelihood.
- Read the syllabi before class starts! Come prepared so you don't fall behind as easily.
- You're not alone!!! Second year students are going to be one of your most helpful resources. Reach out to them!
- Go to tutoring from day 1. It really helps, especially if you are struggling.
- Remember tutoring is built in study time and is not just for students who may be struggling. Go to tutoring at least 3 times a week!
- Get a pair of noise cancelling headphones. They improve studying efficiency a LOT!
- Organize your notes/study aids at least two weeks before your exams that way when exams come you are not wasting time organizing materials, you can just study.
- If there is a class led text message group, keep messages school related and positive. Everyone is under a large amount of stress, no need to add to it!
- Keep email addresses for professors as well as staff in the student center on hand, they truly are your best resources at the school.
- Make sure you are always up to date on your immunizations. Different hospitals and clinics make require proof. You will want to keep these records handy all four years.

*\*Helpful Tips exclusively provided by the students in classes of 2017-2024 and do not necessarily represent the advice of faculty, staff, or administration of Kent State University College of Podiatric Medicine.*

# Social Media



Kent State University College of Podiatric Medicine, as well as the Cleveland Foot and Ankle Clinic have a presence on social media. Check out the below links for details about current events and news at KSUCPM and our Clinic!

Class of 2026 Facebook Group:

<https://www.facebook.com/groups/529996151445573>



KSUCPM Facebook Page: [www.facebook.com/KSUCPM/](https://www.facebook.com/KSUCPM/)

CFAC Facebook Page: [www.facebook.com/ClevelandFootAnkleClinic](https://www.facebook.com/ClevelandFootAnkleClinic)

KSUCPM Twitter: [www.twitter.com/kentstatecpm](https://www.twitter.com/kentstatecpm)

CFAC Twitter: [www.twitter.com/CFAI1](https://www.twitter.com/CFAI1)

KSUCPM Instagram: [www.instagram.com/kentstatecpm/](https://www.instagram.com/kentstatecpm/)

KSUCPM TikTok: <https://www.tiktok.com/@kentstatefootandankle?lang=en>

## Social Media Guidelines

As a reminder, here are some guidelines (Adapted from the Social Media Guidelines for the American Medical Student Association (AMSA)) to follow when using social media:

- **Be professional.** As medical students and physicians, we should represent our profession well. Adhere to rules of ethical and professional conduct at all times.
- **Be responsible.** Carefully consider content and exercise good judgment as anything you post can have immediate and/or long-term consequences and carry the potential for significant public impact and viral spread of content. Therefore, all statements must be true and not misleading. Make sure that you differentiate opinions from facts.
- **Maintain separation.** Avoid interacting with current or past patients through social media and avoid requests to give medical advice through social media.
- **Be transparent/use disclaimers.** Disclose yourself and provide an appropriate disclaimer that distinguishes your views from those of the clinic, hospital system and/or University with which you are associated (while at the same time, being careful not to violate any social media policy to which you may be subject by such organizations). Without specific direction from the appropriate personnel, you may not present yourself as an official representative or spokesperson for said organizations. Also, be sure to reveal any conflicts of interest and be honest about your credentials as a medical student or physician (resident or otherwise).
- **Be respectful.** Do not use defamatory, vulgar, libelous and potentially inflammatory language and do not display language or photographs that imply disrespect for any individual or group because of age, race, national origin, gender, sexual orientation, ethnicity, marital status, genetic information, military status, or any other protected characterization or group.
- **Follow copyright laws.** Comply with copyright laws. Make sure you have the right to use material before publishing.
- **Protect client/patient information.** Do not discuss confidential information and follow standards of patient privacy and confidentiality and regulations outlined in Health Insurance Portability and Accountability Act (HIPAA) and the Family Educational Rights and Privacy Act (FERPA, 20 U.S.C. § 1232g). Remember you could personally face a HIPAA violation if there are enough details in the post for patients to recognize themselves.
- **Avoid politics.** Political endorsements or advocacy positions should generally be avoided.
- **Comply with all legal restrictions and obligations.** Remember use of social networking sites or weblogs can carry legal and professional ramifications. Comments made in an unprofessional manner can be used in legal, professional, or other disciplinary proceedings (i.e., hearings before a State Medical Licensing Board).
- **Be aware of risks to privacy and security.** Read the site's Terms of Use and Privacy Policy. Be cognizant of continuous changes in these sites and closely monitor the privacy settings of the social network accounts to optimize your privacy and security.

## Notes

## Notes

