



**June 3, 2022**

**MEMORANDUM**

**TO: 2022 Entering Class Students  
College of Human Medicine**

**FROM: Wanda D. Lipscomb, Ph.D.  
Associate Dean for Student Affairs  
Senior Associate Dean for Diversity and Inclusion**

**Judith E. Brady, Ph.D.  
Assistant Dean for Student Wellness and Engagement**

**SUBJECT: Entering Class Information from Student Affairs - Mailing One**

**Welcome to the 2022 Entering Class of the Michigan State University College of Human Medicine!**

Welcome to the College of Human Medicine. We hope you are excited as you prepare to start your medical education. Your Fall semester classes will begin on Monday, August 22, 2022, and conclude on Friday, December 16, 2022. You will note that the medical school curriculum does not follow the typical university schedule. The mandatory Pre-matriculation and Orientation Program for entering students will begin on Monday, August 8, 2022, and conclude on Saturday, August 20, 2022.

This is the first of several communications that you will receive from the Office of Student Affairs and Services (OSAS) leading up to your matriculation and enrollment in the College of Human Medicine.

**Please take the time to carefully read and note the deadlines for submission of materials and completion of tasks included in this mailing.** This initial communications packet includes several important items that require your response. This will be your first major set of tasks as an entering medical student. It is very important that you carefully review each item provided and submit all required materials in a timely fashion. This packet includes information on the following:

- Limited Access to Email and Alternate Contact
- Pre-matriculation and Orientation Program for 2022 Entering Class
- Applying for Financial Aid
- Activation of MSU NetID and Email
- Housing Information and Roommate Request
- Matriculating Student Questionnaire

**Limited Access to Email and Alternate Contact**

**If you anticipate limited access to your email for any period of time between now and August 8, 2022,** we ask that you provide the name, email address, and mobile number of a contact person who will be able to reach you or whom you authorize to respond on your behalf. Please email the individual's name, email address, and mobile number to Mrs. Tamra Dillingham in the Office of Student Affairs and Services at [dillin27@msu.edu](mailto:dillin27@msu.edu).

### **Pre-matriculation and Orientation Program (August 8 - 20, 2022)**

**The Pre-matriculation and Orientation Program is mandatory for all entering students.** The Pre-matriculation and Orientation program begins on Monday, August 8, 2022, and will include seminars and activities scheduled daily through Saturday, August 20, 2022. We strongly encourage you to relocate to your ECEMCE assigned community no later than Friday, August 5, 2022. This will allow you time to settle into the community prior to the start of medical school. You are welcome to visit the Office of Student Affairs and Services Accepted Applicants website for important information and reminders at <https://mdadmissions.msu.edu/applicants/accepted/osas.html>.

You will receive a detailed schedule of Pre-matriculation and Orientation activities in a future mailing. However, to assist you in planning ahead, please note that **you are expected to participate in all programs and activities starting on Monday, August 8, 2022.** Each day of the pre-matriculation and orientation program is jam packed with critical information that you will need to know before your first day of classes. You will learn details about the overall Shared Discovery Curriculum, the Early Clinical Experience Curriculum, and all aspects of the learning process. In addition, there will be sessions that address the learning environment, working collaboratively with colleagues, building an intersectional learning community, and several required trainings that are integrated into the two weeks.

The Pre-matriculation and Orientation Program is designed to provide students in both communities the opportunity to interact with all students in the entering class as well as students in their respective community. There will be some days when you will be in your assigned community campus for the entire day and other days when all students will be in a single community. There will be days when Grand Rapids students will travel via bus to the East Lansing community, and there will be days when the East Lansing students will travel via bus to the Grand Rapids community. On such days the traveling students will need to arrive early to board the buses at 7:00 a.m. and will return to their assigned community in the evening. Please note that each day of the pre-matriculation and orientation program could begin as early as 7:00 a.m. and end as late as 8:00 p.m. Therefore, please expect to be occupied with orientation for the entire two weeks.

If there are extenuating circumstances that could prevent you from attending any portion of the mandatory two-week (August 8 – August 20) pre-matriculation and orientation program, you will need to fill out the **Extenuating Circumstance Absence Request Form** using the following link:

[https://msu.co1.qualtrics.com/jfe/form/SV\\_4PFD3M4BbBWZuqa](https://msu.co1.qualtrics.com/jfe/form/SV_4PFD3M4BbBWZuqa)

**Please note that each request must have the extenuating circumstance rationale included. Once the request has been received, administration will review the request and send either an approval or denial of the request to the student.** It is in a very rare circumstance that students will be excused. Please note that submitting the request form does not automatically mean you are excused. The request must be approved by an administrator for a student to be excused from attending any portion of the program.

### **Applying for Financial Aid**

The Michigan State University Office of Financial Aid for Medical Students coordinates financial assistance for entering medical students who apply for aid. To be considered for financial aid for fall, spring, and summer, you must file the **2022-2023 Free Application for Federal Student Aid (FAFSA)** which is available now. To apply for Financial Aid, please complete the 2022-2023 FAFSA located at [www.fafsa.gov](http://www.fafsa.gov). You must release your data to Michigan State University - school code **002290**. The information from FAFSA will allow Financial Aid to determine your eligibility for various aid programs. If you have any questions regarding Financial Aid, please contact the Office of Financial Aid for Medical Students either by phone or email:

Phone – 517-353-2401

Email – ofamed@msu.edu

### **Activation of MSU NetID and Email Account – Deadline Monday, June 13, 2022**

When you are officially admitted to Michigan State University, you will receive your EmplID (personal identification number/PID) and PAN (personal access number) through the CHM Applicant portal. Using your PID and PAN, you can then activate your MSU NetID. Your NetID is an electronic identity at MSU and serves as your login to many university computing and networking services. Directions for activating your MSU NetID can be found on the ID Office website at <https://netid.msu.edu/activate.html>. After you have activated your MSU NetID, you should log into your MSU email by visiting [Spartanmail.msu.edu](https://Spartanmail.msu.edu). There may be a delay of up to 15 minutes after NetID activation before your MSU Office 365 email is available for login. Visit the site Technology at MSU New Students page (<https://tech.msu.edu/new%20students/>) to learn more about connecting your devices to the network and other technology resources available to you.

**It is IMPORTANT you activate both your MSU NetID and your MSU email account by Monday, June 13th.** The College of Human Medicine Records and Enrollment Services team must enroll you for your Fall 2022 courses by mid-July and they cannot enroll you until your NetID is activated. Enrollment will signal your intent to matriculate in the fall and create an electronic message within the university system that is used by the Office of Financial Aid, the Office of the University Physician, and other units that need to verify that you will be an enrolled student in Fall 2022. In addition, the Office of Student Affairs and Services (OSAS) will establish a listserv for the 2022 Entering Class of the College of Human Medicine that will be the source for future communication of important information. Your MSU email account must be activated for you to be added to the listserv. Once this listserv is established, all emails will be sent to your official MSU email account only.

### **Housing Information**

**As a community-based medical school, students often complete early and later phases of training in different communities. Your assigned ECEMCE Community is only for the first two years of your medical education.** Ownership of a home does not have an influence on the future LCE community assignment for the third and fourth years of medical school. Therefore, we do not recommend purchasing a home in your ECEMCE community. Below are links to some existing housing options:

Rental Information:

- [MSU College of Human Medicine East Lansing - 2022 Housing Guide](#)
- [MSU College of Human Medicine Grand Rapids - 2022 Housing Guide](#)

Student Council Housing Feedback:

[Housing Information from Student Council](#)

### **Roommate Request List: Submission Deadline – Monday, June 13, 2022**

If you would like assistance identifying potential fellow medical student roommate(s) for the 2022-2023 academic year, please click the link below to complete the Roommate Request Form. All students who complete this form will be provided a list of students in the 2022 College of Human Medicine entering class who are also searching for a roommate(s). **By completing the online form, you are granting permission to share the information that you provide with other entering students on your 2022-2023 campus who are looking for a roommate(s). The deadline to submit your information is Monday, June 13, 2022.**

[https://msu.co1.qualtrics.com/jfe/form/SV\\_5BIyQPZ9TFpWaSa](https://msu.co1.qualtrics.com/jfe/form/SV_5BIyQPZ9TFpWaSa)

### **Matriculating Student Questionnaire (MSQ) - Please complete your survey upon receipt!**

The Association of American Medical Colleges (AAMC) is a not-for-profit association whose members include all accredited medical schools in the United States. Each year, the AAMC conducts a confidential online survey of matriculating students (Matriculating Student Questionnaire or MSQ) to better understand the needs of first-year medical students. The 2022 Matriculating Student Questionnaire (MSQ) opened on Wednesday, June 1, 2022. The survey takes approximately 10-20 minutes to complete.

Beginning June 1, 2022, each accepted medical student will be sent a unique survey link to access the MSQ. The survey links are sent from [msq@aamc.org](mailto:msq@aamc.org) to the email address students submitted to the American Medical College Application Service (AMCAS). If you experience problems accessing the MSQ should contact MSQ staff directly at [msq@aamc.org](mailto:msq@aamc.org) and include their full name and AAMC ID in their message. We strongly encourage you to complete the MSQ as responses to the MSQ are invaluable in helping to shape the future direction of medical education. **Please complete the survey by Thursday, June 30th.** (See attached 2022 MSQ Flyer)

**Office of Student Affairs and Services**

The faculty and staff of the Office of Student Affairs and Services are available to assist you during your preparation for matriculation. The Student Affairs unit works closely with students throughout their enrollment at the College. The entire team is eager to meet you and assist in any way possible. If you have any questions, please contact **the Office of Student Affairs and Services via email at [CHM.StudentAffairs@msu.edu](mailto:CHM.StudentAffairs@msu.edu)**. (See attached Office of Student Affairs and Services Contact List for 2022 Entering Students)

cc: Dr. Andrea Wendling, Interim Senior Associate Dean for Academic Affairs  
Dr. Robin DeMuth, Associate Dean for Undergraduate Medical Education  
Dr. Colleen Bush, Interim Assistant Dean for Clinical Experiences  
Dr. Migdalisel Colón-Berlinger, Director of the Early Clinical Experience

Attachments: Matriculating Student Questionnaire (MSQ) Flyer  
Office of Student Affairs and Services Contact List for 2022 Entering Students

# Your Voice Matters: Take the Matriculating Student Questionnaire (MSQ) Today



- The MSQ is a confidential, online survey administered by the Association of American Medical Colleges (AAMC)
- MSQ results are used to:
  - Understand the needs of first-year medical students
  - Improve medical education programs
  - Help plan the direction of medical education
  - Assess the nation's future physician supply

## Look for an email from the AAMC inviting you to take the survey!

The survey only takes approximately 10 minutes to complete, and your participation can make a difference for the future of medical education.

Questions? Please contact [msq@aamc.org](mailto:msq@aamc.org) or visit <https://www.aamc.org/data/msq/>.



Tomorrow's Doctors, Tomorrow's Cures®

Association of  
American Medical Colleges



**OFFICE OF STUDENT AFFAIRS AND SERVICES**  
**Contact List for 2022 Entering Students**

**Administration & Pre-matriculation  
and Orientation Questions**

**Dr. Wanda Lipscomb**

*Associate Dean for Student Affairs &  
Senior Associate Dean for Diversity & Inclusion*  
Email: [lipscom3@msu.edu](mailto:lipscom3@msu.edu)

**Mrs. Amy Fowler**

*Student Events and Activities Coordinator*  
Email: [fowler10@msu.edu](mailto:fowler10@msu.edu)

**Mrs. Tamra Dillingham**

*Executive Secretary*  
Email: [dillin27@msu.edu](mailto:dillin27@msu.edu)

**Student Health & Wellness**

**Dr. Judith Brady**

*Assistant Dean for Student Wellness & Engagement*  
Email: [bradyj@msu.edu](mailto:bradyj@msu.edu)

*Contact Dr. Brady with questions regarding Student  
Health & Dental Insurance, Immunizations and  
Vaccinations*

**Immunizations**

**Office of the University Physician**  
Michigan State University  
Email: [uphys@msu.edu](mailto:uphys@msu.edu)  
(517) 353-8933

**Career & Professional  
Development**

**Dr. Deana Wilbanks**

*Coordinator of Career Education & Counseling*  
Email: [deanawil@msu.edu](mailto:deanawil@msu.edu)

**Records & Enrollment Services**

**Mrs. Katy Snider**

*Coordinator of Enrollment Services &  
College Records Officer*

Email: [CHM.StudentRecords@msu.edu](mailto:CHM.StudentRecords@msu.edu)

**Financial Aid**

**Ms. Tonya Jamison**

*Assistant Director of Financial Aid*  
Email: [jamiso20@msu.edu](mailto:jamiso20@msu.edu)

**Ms. Teresa Halliburton**

*Medical Student Financial Aid Coordinator*  
Email: [hallibu1@msu.edu](mailto:hallibu1@msu.edu)

**Ms. Christine Cotton**

*Medical Student Financial Aid Coordinator*  
Email: [cottonc4@msu.edu](mailto:cottonc4@msu.edu)

**Office of Financial Aid for Medical Students**

Phone: (517) 353-2401  
Email: [ofamed@msu.edu](mailto:ofamed@msu.edu)

**Office of Student Affairs and Services: 517-353-7140 or 616-234-2805 or [CHM.StudentAffairs@msu.edu](mailto:CHM.StudentAffairs@msu.edu)**