Quick Guide to Student Support Services and Resources

General Support: “I have a question and don’t know where to start” - Office of Graduate Studies. somgrad@ohsu.edu, 503-494-6222

Accommodations: “I have unique needs due to a disability - Office of Student Access. studentaccess@ohsu.edu, 503-418-6820

Career Counseling: “I need help exploring future career paths” - Career and Professional Development Center. Jackie Wirz, wirzj@ohsu.edu, 503-494-3443

Financial Counseling: “I need assistance managing my finances” – Financial Planning & Debt Management. Justin Kribs, kribs@ohsu.edu


Diversity: “I would like to find multicultural resources on campus” – Center for Diversity and Inclusion. cd@ohsu.edu, 503-494-5657

Ombudsperson: “I want to talk anonymously to an unbiased professional” – OHSU Ombudsperson. graybill@ohsu.edu, 503 494-5397

Affirmative Action & Equal Opportunity: “I feel harassed and want to file an anonymous report” – aaeo@ohsu.edu, 503-494-5148

JBT Health and Wellness Center: “I don’t feel well” or “I need to talk to someone” – askjbthealth@ohsu.edu, 503-494-8665

March Wellness: “I need to exercise” – Center for Health and Healing, 503-418-6272

Public Safety: “I don’t feel secure” – Public Safety. For on-campus emergency, 503-494-4444; for non-emergency safety questions, 503-494-7744.

Environmental Safety: “I have a chemical or radiation safety issue” – Environmental Health & Radiation Safety. ehrs@ohsu.edu, 503-494-7795. In case of chemical or radiation emergency, contact Public Safety at 503-494-4444
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Welcome!
Welcome to Oregon Health & Science University! My name is Jackie Wirz, and I am your Assistant Dean for Graduate Student Affairs. With your program director, the graduate studies team, and the myriad of student support services here at OHSU, I am here to support you throughout your student experience.

This handbook provides you with a brief overview of the services and support available, in addition to outlining our major policies and expectations of you as a graduate student. Please take a moment to familiarize yourself with its content. If you have any questions, do not hesitate to ask!

Regards,

Jackie Wirz, PhD
Assistant Dean, Graduate Student Affairs
Director, Career & Professional Development Center
wirzi@ohsu.edu | 503.494.3443 (work) | 503.201.3543 (cell)
Mackenzie Hall, 4158

Office of Graduate Studies
The Office of Graduate Studies supports graduate program activities including admissions, progression and degree completion. Our office is located in the Dean’s Office for the School of Medicine, on the fourth floor of Mackenzie Hall.

E-mail: somgrad@ohsu.edu | Phone: 503-494-6222

Your team:
Associate Dean for Graduate Studies: Allison Fryer, PhD | fryera@ohsu.edu
Assistant Dean for Graduate Student Affairs: Jackie Wirz, PhD | wirzi@ohsu.edu | 503.494.3443 (work) 503.201.3543 (cell)
Assistant Dean for Academic Graduate Student Affairs: Rick Goranflo, Ed.M. | goranflr@ohsu.edu
Administrative Coordinator and CONJ Course Support: Brenda Donin | doninb@ohsu.edu
Admissions Coordinator: Lorie Gookin | gookinl@ohsu.edu
Data Analyst: Amanda Mather | matherm@ohsu.edu

A full list of current contacts for each program can be found at:
http://www.ohsu.edu/xd/education/schools/school-of-medicine/academic-programs/graduate-studies/contact.cfm
Welcome to OHSU – First Steps

Create an ORCID ID
http://orcid.org
All students are required to create an ORCID ID. ORCID IDs are used as a unique identifier to distinguish your research and academic activities.

Activate your OHSU email address
http://mail.ohsu.edu
Students are expected to regularly check their OHSU email address. Activation typically happens 30 days prior to the start of your first term. This is the primary address that OHSU will use to communicate with you, so please check it often.

Obtain an OHSU ID Badge
As a student, your OHSU photo identification will be issued with the assistance of your program. Lost, stolen, or damaged cards must be reported to Public Safety immediately at 503-494-7744. All requests for new or reissued ID Cards must be signed by either Program Department or Graduate Studies.

Complete Mandatory Institutional Training for Graduate Students
http://www.ohsu.edu/xd/about/services/integrity/training/

OHSU requires all students to complete several different mandatory training modules. Please complete all required training modules in a timely fashion. Failure to complete mandatory training may be considered grounds for disciplinary action under the Professional Conduct Policy. Your Program Coordinator can help you access required trainings. These include:

HIPAA Training
As part of the HIPAA (Health Insurance Portability and Accountability Act) privacy standards, OHSU is required to educate all members of its workforce on how HIPAA will affect their role here. HIPAA training must be completed before computer access or physical access to areas containing protected health information (PHI) is granted or within 30 days of beginning duties at OHSU, whichever is sooner.

A Higher Standard: OHSU Respect at the University
This course is one of several mechanisms used to disseminate OSHU's expectations in order to prevent prohibited discrimination and harassment at the university. As OHSU's Code of Conduct expresses, respectful behavior is an expectation of all.

Integrity Foundations
All members of the OHSU Community are required to complete this course, and take subsequent Integrity Booster training every year.
Supplemental Training As Needed
Additional institutional training courses may be required. Consult with your program director and/or mentors to see which of the below you may need to complete.

Responsible Conduct of Research (RCR): http://www.ohsu.edu/xd/about/services/integrity/training/rcr-training.cfm
Research Laboratory Safety Training: http://www.ohsu.edu/xd/about/services/integrity/training/rcr-training.cfm
Animal Handling Classes: https://o2.ohsu.edu/comparative-medicine/training-handling/working-with-animals.cfm

Commuting to OHSU
Tri-Met Pass
https://o2.ohsu.edu/transportation-and-parking.cfm | parking@ohsu.edu
Graduate students may purchase discounted Tri-Met passes at the parking office. For more information contact the OHSU Parking Office at parking@ohsu.edu or visit their website. Tri-Met’s website can be found at www.trimet.org

Parking
http://www.ohsu.edu/parking | Phone 503-494-8283
Parking on the campus is very limited, however, graduate students are eligible for passes under certain conditions. Requests for parking must go through the Graduate Studies Office and must be approved by the Associate Dean for Graduate Studies. Carpools, vanpools and public transportation are highly encouraged.

Bicycling
https://o2.ohsu.edu/transportation-and-parking/bike/index.cfm
Many people choose to cycle to OHSU. Information on cycling to OHSU as well as the best routes to take can be found at the website above.

Communication Essentials
Check Your OHSU Email!
Graduate Studies uses only the email issued by OHSU. You are responsible for regularly checking your OHSU email for important information. It is your responsibility to respond to emails, meeting invitations, and requests for information in a timely fashion.

Check the OHSU Student Portal
http://student.ohsu.edu
Additional University and Program communication will be posted to the OHSU Student Portal.

Maintain a Current Address on File
https://sisweb.ohsu.edu/
You are required to maintain a current physical address on file at all times. You should change update your address in the Student Information System (SIS) as well as notifying their program coordinator. Students receiving stipends must also change their address with Accounts Payable at apvendordesk@ohsu.edu

OHSU Code of Conduct and Graduate Student Professional Conduct

OHSU Students are expected to follow the OHSU Code of Conduct, which can be found at http://www.ohsu.edu/xd/about/services/integrity/policies/coc.cfm

Additionally, graduate students should follow ethics and professional behavior as outlined below.

General statement of ethics and professional behavior
Graduate professional training includes more than coursework. An essential facet of this training is the acceptance of a code that outlines responsible behavior for the students. This code specifies the obligations students have to others, to their program and profession, to their institution and to the public. These guidelines have been developed to enhance the students’ training, maximizing the benefits to their profession and society, and to minimize actions that do not benefit the greater good and only selfishly serve the individual. Learning and adhering to this code will create a positive academic atmosphere and expose the student to behaviors and attitudes required for success in the academic community.

Expectations of a graduate student
Behaviors and activities expected of all graduate students of the School of Medicine include the following:

- Academic achievement demonstrated by successful completion of coursework and substantial progress in research training
- Pursuit of knowledge that enhances the image of the University and the student’s professional field
- Advancement of the University mission through research, education, healing, and community service
- Respect for human and animal participants in research and treatment of these participants in a thoughtful and humane manner
- Responsible conduct in the acquisition and communication of scientific findings
- Favorable representation of the institution during all professional activities
- Stimulation of interactions with colleagues to enhance the extended professional community
- Achieving the highest standards of relevant professional fields and societies
- Use intellectual ability, exercise proper judgment, and complete all responsibilities within a timeframe that is appropriate to a given setting.
- Maintain professional, effective, mature, and sensitive relationships under all circumstances (e.g., clients, patients, students, faculty, staff, and other professionals).
- Communicate effectively and efficiently with faculty, colleagues, and all other persons encountered in any OHSU setting.
- Work in a safe manner and respond appropriately to emergencies and urgencies.
- Demonstrate emotional stability to function effectively under stress and adapt to changing environments inherent in clinical practice, health care and biomedical sciences and engineering.

Unacceptable conduct by graduate students

Unacceptable conduct for graduate students of the School of Medicine includes but is not limited to the following:
A. Violating existing university policies and regulations, including but not limited to those set out in the OHSU Policy Manual, Chapter 2 regarding student affairs or the OHSU Code of Conduct;

B. Providing or receiving unauthorized assistance in course work including:
   • Submitting work (including papers, examinations, homework, and computer code) prepared by someone else as one’s own work
   • Obtaining a copy of an examination prior to the assigned date and time for that examination
   • Using notes or other materials (books, calculators, cell phones, computers) not approved by the instructor during an examination
   • Copying from or giving information to another student during an examination
   • Having someone else take a course, do homework, write papers, or take an examination in one’s place
   • Collaborating with others on assignments or take-home examinations when the instructor requires individual work
   • Submitting a paper or project prepared for another class as new work without the consent of the instructor

C. Engaging in plagiarism – representing the work of another as one’s own. Specifically this includes copying material from another source (including books, journals, and web pages) without use of quotation marks and/or acknowledging that source by citation;

D. Misconduct in Research, including:
   • Knowingly fabricating, altering, or destroying data in a research project,
   • Representing another person’s data as one’s own,
   • Knowingly falsifying research results or other data,
   • Sabotaging the research efforts of another person;

E. Knowingly producing false evidence or false statements, making charges in bad faith against any other person, or making false statements about one’s own behavior related to educational or professional matters;

F. Exhibiting behavior that is disruptive to the learning process or to the academic or community environment, such as disruption of formal lectures or other University events;

G. Engaging in discriminating or disrespectful behavior toward another student, employee, trainee or other individual affiliated with the university. This behavior includes statements, gestures or other activities directed toward another individual that make the work or educational environment unpleasant and/or may compromise the ability of that individual to work or learn effectively or comfortably;

H. Current habitual or excessive use of alcohol, unlawful drugs or misused prescription drugs which bears on the suitability of the student for the student's profession of study.

Asking Questions and Reporting Concerns

OHSU encourages and supports an environment in which its members may ask questions about issues and report concerns in a safe, non-threatening atmosphere. If you have a concern, please follow this reporting procedure:
   • Respectfully talk to the individual(s) involved.
   • Discuss the concerns with your supervisor or an appropriate faculty member.
   • Discuss the concerns with a higher-level authority in the unit/school such as your program director.
   • Discuss the concerns with the Assistant Dean for Graduate Student Affairs, Jackie Wirz @ wirzj@ohsu.edu or 503-494-3443
   • Discuss the concerns with the OHSU Ombudsman, Merle Graybill @ graybill@ohsu.edu
• As appropriate, discuss the concerns with Human Resources, Legal, Affirmative Action and Equal Opportunity, or Integrity. Jackie Wirz or Merle Graybill can assist you in identifying the appropriate venue to elevate your concerns.

If you do not feel comfortable with any of these steps, you may call the OHSU Integrity Hotline @ 877-733-8313 (toll free) or report a concern online at: http://www.ohsu.edu/xd/about/services/integrity/

Policies and Forms
All policies and forms can be found at http://www.ohsu.edu/xd/education/schools/school-of-medicine/academic-programs/graduate-studies/admin-resources.cfm

Matriculation and Enrollment Policy
The School of Medicine’s policy states that your acceptance of admission to graduate status is regarded as a declaration of intent to complete a program of graduate study prior to matriculation to another School of Medicine educational program. An exemption to this above policy must be approved by the Director of your graduate program and the Associate Dean for Graduate Studies.

Vacation, Sick Leave, & Parental Leave Policies
Vacations and Holidays
Students and mentors are expected to be both reasonable and flexible in making decisions about the student’s commitments of time to course and laboratory work as well as other training-related activities. Graduate students who receive stipend support will not accrue paid vacation leave. Students are entitled to the normal holidays in the academic calendar. The time between academic quarters is to be used as an active part of the student’s training.

Sick Leave
Graduate students with stipend support who are enrolled in Ph.D. programs in the School of Medicine may take up to 15 days of sick leave with pay per academic year (July 1 – June 30). Sick leave accrues at the rate of 1.25 sick days/month. Additional sick leave or other “leave of absence” must be without pay. Whenever the number of leave days, of any type, in any academic quarter exceeds five days, or whenever the total number of days of leave in an academic year exceeds fifteen, the student must provide written notification to the graduate program director. Consideration must then be given as to whether the student is able to maintain his/her current course load. If it appears that the leave will interfere with satisfactory completion of the current course work the student should request a formal “leave of absence”.

Students who return within one year from a formal “leave of absence” approved by the Graduate Council will be reinstated in their graduate program. For PhD students in the basic sciences, there is no guarantee that the program will able to provide stipend support upon return from such an absence.

Parental Leave
Graduate students who become new parents may take time away and have their schedules adjusted as described in Academic adjustment for new parents policy (please see the policy main page above).
Individual Program Policies and Procedures

In addition to the policies and procedures established by the Graduate Council, each graduate program has specific requirements, regulations and procedures. Information about specific program requirements should be obtained from the faculty director or administrative coordinator for the student’s program.

Academic Support

Registering for Classes

https://sisweb.ohsu.edu

Student Information System (SIS) is a secure, interactive application, that allows you to register for classes. Additionally, SIS may display grades, display unofficial transcripts, review charges and make payments online, review holds (if they exist), view/change personal information such as address, e-mail, etc., view/print your class schedule. It is particularly important that students register for courses by the term deadlines listed in the academic calendar, otherwise fees may be incurred. The academic calendar can be found at http://www.ohsu.edu/xd/education/student-services/registrar/registration-information/academic-calendar/index.cfm

Degreeworks

Degreeworks is an online information system that tracks your academic progress. It is important to routinely track your records for both accuracy and verification of your time to degree completion. Degreeworks is accessed by logging into SIS.

Sakai

Sakai is OHSU's online course management system used to distribute course materials, provide course announcements, submit assignments online and provide collaborative workspace. You can log into Sakai at: http://sakai.ohsu.edu

Graduate Council

The Graduate Council oversees all graduate programs in the School of Medicine and advises the Associate Dean on all academic matters related to graduate education. These include but are not limited to, transfer of credits, transfer of programs, setting stipend levels, program evaluations, course evaluations, new program and new course approvals. The Associate Dean for Graduate Studies convenes the Council, which includes faculty representatives from all graduate programs and two student representatives selected by the Graduate Student Organization. The Council meets monthly from September to June. Meeting minutes are regularly posted on the Graduate Council website at http://www.ohsu.edu/xd/education/schools/school-of-medicine/academic-programs/graduate-studies/faculty/graduate-council.cfm

Bylaws of Graduate Council

Policies and procedures that apply to all graduate programs are described in the By-Laws, including such matters as: grading, standards of academic performance, academic probation, general degree requirements, time limits, oral examination procedures, dismissal/suspension procedures, and student grievance procedures. http://www.ohsu.edu/xd/education/schools/school-of-medicine/academic-programs/graduate-studies/upload/Graduate-Council-Bylaws-2015.pdf
Forms
All forms can be found on the website under Forms & Policies. http://www.ohsu.edu/xd/education/schools/school-of-medicine/academic-programs/graduate-studies/admin-resources.cfm

Completing your degree
Guidelines and Regulations
It is your responsibility to read it thoroughly and understand the guidelines and regulations for your specific degree type. Find the guidelines online here: http://www.ohsu.edu/xd/education/schools/school-of-medicine/academic-programs/graduate-studies/admin-resources.cfm

Graduation
Degree Award Dates
OHSU awards diplomas for the term that degree requirements are completed. The degree requirements can be fulfilled at any time during the academic year. Degrees will not be awarded until all academic requirements have been met and the student pays all debts.

Commencement
The Hooding and Commencement ceremony is held in early June each year. Graduate students who have applied for degree may participate in the event. Additional criteria will be sent to individual programs and communicated to students in the Spring.

Registrar and Financial Aid
If you need financial assistance to attend OHSU, please visit the Financial Aid Office, Mackenzie Hall, and room 1120. Federal aid applications are available beginning in December and should be received by the federal processor by March 1 to qualify for priority processing. Late applications are accepted, but funding may be exhausted in some programs. The Registrar’s Office services include registration for courses, grade reports and official transcripts. The Registrar and Financial Aids office also receives requests for financial aid and deferral of student loans. It should be noted that many actions that affect student status are initiated at the program level before being officially recorded by the Registrar. These actions include change of grade, advancement to candidacy, request for oral exam and leave of absence.

Graduate Studies Coordinators within each department can assist students with these procedures and other requests.

Registrar’s Office
http://www.ohsu.edu/Registrar | Phone: 503-494-7800 | regohsu@ohsu.edu
Monday – Friday, 7:30 a.m. – 4:00 p.m. Mackenzie Hall Room 1120

Financial Aid
http://www.ohsu.edu/finaid | Phone: 503-494-7800 | finaid@ohsu.edu
Monday – Friday, 7:30 a.m. – 4:00 p.m. Mackenzie Hall Room 1120
Cashier’s Office
http://www.ohsu.edu/xd/education/student-services/bursar/services/cashier-office.cfm | Phone: 503-494-8243
Located in Marquam Plaza, Monday – Friday, 8:00 a.m. - 3:45 p.m.

Tuition & Fees
Degree programs assess different tuition and fees. Please contact your program administrator for details specific to your graduate program.

Insurance
OHSU’s Student Health Insurance plan is with Pacific Source. All students are required to enroll in the health insurance plan unless they can prove comparable coverage elsewhere. Students who waive out of the insurance must do so annually. Waiver forms can be found on the Student Health Center website. Any additional questions about waiving out of the insurance should be directed to OHSU Benefits: 503-494-7617, studentinsurance@ohsu.edu. PhD students qualify for subsidized insurance for dependents. The current open enrollment period runs until October 10. However, specific qualifying events such as a marriage, birth/adoption, etc. will allow PhD students to enroll their dependents in the plan throughout the year.

General Stipend Information for SOM Ph.D. Graduate Students
Stipend Policy
A monthly stipend is paid to PhD students in participating programs. The full stipend policy for this academic year can be found at:
http://www.ohsu.edu/xd/education/schools/school-of-medicine/academic-programs/graduate-studies/upload/Stipend-Policy-2017.pdf

Monthly Payments
Graduate students eligible for stipends will receive a single monthly payment from the OHSU Accounts Payable (AP) office equal to 1/12 of their total annual payment. The checks will be issued by AP about 5 business days before the end of every calendar month. These checks will be mailed to the student’s home address. However, a student may request direct deposit to the student’s bank account. The Direct Deposit Enrollment for GRE Support or Stipend Payments form can be found at
http://www.ohsu.edu/xd/education/schools/school-of-medicine/academic-programs/graduate-studies/faculty/upload/NetDirectDeposit.pdf

Tax Reporting and Tax Liability
Please note that the information is this section is informational only. It should not be construed as tax or legal advice. OHSU cannot issue tax or legal advice regarding tax reporting and liability.
OHSU issues 1099 forms for payments made to students through Accounts Payable. Even though OHSU is not required to report these payments to the IRS, students may still be liable for paying taxes on this income. Furthermore, students who expect to have a tax liability may be required to make estimated tax payments to the IRS on a quarterly basis. Students who are uncertain about their tax liability or the need to make such payments should consult relevant IRS
publications or a qualified tax advisor. Students should note that, according to IRS Publication 970, the only types of scholarship or fellowship payments that might be considered tax-free are those made for payment of tuition, fees, books, supplies, or equipment. Payments made to cover living expenses such as room and board are considered taxable. IRS Publication 970 can be downloaded in PDF format from the IRS website at http://www.irs.gov/app/picklist/list/publicationsNoticesPdf.html

Accounts Payable will contact foreign national GRAs to determine whether they can request a tax treaty exemption from back-up withholding. If not, OHSU will do back-up withholding and issue a Form 1042 at year’s end.

Student Support
Program Directors and Administrative Coordinators
Your Program Director and Administrative Coordinators are your first stop for academic and student support! A full list of directors and coordinators can be found here: http://www.ohsu.edu/xd/education/schools/school-of-medicine/academic-programs/graduate-studies/contact.cfm

Graduate Student Organization
http://ohsugso.weebly.com/ | somgso@ohsu.edu
The Graduate Student Organization (GSO) is composed of graduate students from all graduate programs within the OHSU School of Medicine. The GSO provides a forum for students to exchange ideas, address student needs and concerns, keep students informed of issues relevant to graduate student life on campus and foster a sense of community among the students. Typical activities include monthly coffee breaks, happy hour events, travel awards, student awards, and two annual barbeques. Meetings take place the first Wednesday of each month during Fall, Winter, and Spring terms.

Student Access – Accommodations and Disability
www.ohsu.edu/student-access | studentaccess@ohsu.edu | 503-494-0082
OHSU is committed to providing equal access to qualified students with disabilities. Student Access determines and facilitates reasonable accommodations, including academic adjustments and auxiliary aids, for students with documented disabilities. A qualified student with a disability is a person who meets the academic and technical standards requisite to admission or participation in a particular program of study. As defined by the Americans with Disability Act (ADA), a person with a disability has a physical or mental impairment that substantially limits one or more major life activities of the individual. This may include, but is not limited to, physical conditions, chronic health issues, sensory impairments, mental health conditions, learning disabilities and ADHD. Student Access works with students with disabilities from all of OHSU’s educational programs and at each campus.

Assistant Dean for Graduate Student Affairs Jackie Wirz is your assigned Program Accommodation Liaison (PAL), who acts as an “in-house” resource for students and faculty concerning access issues for students with disabilities. The PAL works in collaboration with Student Access to implement recommended accommodations for students with disabilities. It is recommended that you contact Student Access to consult about possible accommodations if you a) received disability accommodations in the past, b) begin experiencing academic difficulties, and/or c) are given a new diagnosis from your healthcare provider.
Reference services include instruction in the use of information tools, database searching (including PubMed), and individual consultations. Most books and journals older than five years old may be checked out. Document delivery services are available for items that must be obtained from other sources. Computer workstations are available on the second, third and fourth floors of the Library in the BICC, or on the 5th floor of the CLSB in the Graduate Learning Center for database searching, using the library online catalog, sending electronic mail, word processing, Internet access and other applications.

The library operates an information system by which users may access library services, databases, electronic mail and other services from personal computers in their offices or homes. View the entire listing at: http://www.ohsu.edu/xd/education/library/services/index.cfm

Student Learning Support
http://www.ohsu.edu/xd/education/teaching-and-learning-center/for-students/academic-support.cfm
The Student Learning Support Specialist, Shoshana Zeisman-Pereyo, Ed.D. supports students as they adapt their study and personal habits to the demands of being a student at OHSU. Students can set up individual appointments with Dr. Zeisman-Pereyo to discuss their learning needs by emailing her directly @ zeismanp@ohsu.edu

Career and Professional Development Center
http://www.ohsu.edu/som/graduate/cpdc
The Career and Professional Development Center provides one-on-one consultations to explore careers, work on CVs/Resumes, and help prep with professional skills. Contact Jackie Wirz @ wirzj@Ohsu.edu or 503-494-3443

Center for Diversity & Inclusion
http://www.ohsu.edu/xd/about/vision/center-for-diversity-inclusion/
CDI supports and works in collaboration with the academic units, hospitals, and other campus and community resources in promoting an environment that values and nurtures an inclusive environment of diversity through various resources and programs for students, staff and faculty.

Office of International Services
http://www.ohsu.edu/xd/education/international-affairs/
The Office of International Services (Mackenzie Hall Room 1182) provides immigration advice and services to international students, employees and visitors.

If you are travelling outside of the United States for a school-related learning activity, conference, or internship, you must complete a travel screening form, which can be found here: https://www.ohsu.edu/xd/education/international-affairs/travel/index.cfm

Financial Planning
Justin Kribs provides individualized, one-on-one appointments to advise students on personal finance. Email Justin to set up an appointment: kribs@ohsu.edu.
Student Center
http://www.ohsu.edu/academic/acad/recreation/ | 503-494-8295
The OHSU Student Center is located on Campus Drive near parking structure two and across the street from the Doernbecher Children’s Hospital. The Student Center is comprised of a meeting/study space, a Media Room with movie and sports events viewing, a pool, workout facilities, and a gym that hosts intramural sports on weeknights.

March Wellness Center
http://www.marchwellness.com | 503-418-6272
The March Wellness Center is located on the Waterfront Campus and is accessible via the Tram. The center offers a wide variety of fitness classes, equipment, and programs for OHSU students and fitness center members. OHSU Students are members of March, and can access the center and its classes for free.

All-Hill Council
http://www.ohsu.edu/xd/education/student-services/student-life/ohsu-student-council/ | scouncil@ohsu.edu
The All-Hill Council comprises OHSU's student body government. Each school contributes members to the Council. Graduate students may have up to eight representatives: to find out about being a representative, attend one of the meetings and/or talk to a Council or GSO officer. Student Council meetings are held the second Friday of the month at 12pm and are open to anyone. In addition to facilitating communication about OHSU news and policies to students and acting as a voice of students to administrators, the Council also provides funding for events bringing together students across schools and programs.

StudentSpeak Blog
http://www.ohsu.edu/blogs/studentspeak
Ever wondered what life is like as a student at OHSU? What does it take to become a researcher? Just how gross is gross anatomy? StudentSpeak is the blog that answers these – and many other – questions. Students write first-hand about their commitment to careers in science and health care. Not only can you read other students’ accounts, but you can also share your own.

Your Health and Safety
Public Safety
http://www.ohsu.edu/pubsafety/ | Emergency on Campus: 4-4444 | Non-emergency: 503-494-7744
pubsafe@ohsu.edu
The Department of Public Safety is dedicated to assisting all members of the OHSU community whenever possible. Public Safety maintains a comprehensive communications center (dispatch) staffed 24 hours a day, 7 days a week by professional dispatchers who are trained to triage requests for service, including emergencies and initiate the appropriate response. If they are unable to provide the requested service with our resources, they will make all reasonable attempts to locate someone who can.
The Joseph B. Trainer Health & Wellness Center is your "medical home" providing routine outpatient care and counseling services to meet a wide variety of your health care needs. They are open Monday through Friday from 8:30 am until 4:30 pm and are located in room 18 (Primary Care) and room 6 (Counseling and Wellness Services) of Baird Hall. Services offered include primary care, well woman exams, contraception, STD screenings, travel medicine, immunizations, counseling, and medication management. All registered full-time students in degree and certificate training programs that pay the required health fees in addition to their tuition at OHSU are eligible for health and counseling services at JBT.

A referral is required to see any health care provider outside of JBT, with the exception of women’s health providers. There is no cost for a JBT visit, so this should be considered your primary care place and is always cheaper than seeking outside providers.

Basic Science PhD graduate students may enroll spouse/partner/family in the student health insurance plan with partial subsidization. Please contact the Graduate Studies Office for information and paperwork needed to enroll at somgrad@ohsu.edu.

Affirmative Action and Equal Opportunity

Affirmative Action & Equal Opportunity (AAEO) exists to promote diversity and prevent discrimination, and provides training and resources to support these efforts. AAEO investigates sexual harassment, discrimination, hostile workplace environment, and retaliation cases.

OHSU Ombudsman

The OHSU Ombudsman offers a safe, confidential place to discuss campus-related issues and explore possibilities for informally addressing concerns. The Ombudsman will listen and review matters; help identify options; make inquiries and make referrals as appropriate; and/or facilitate resolutions in an impartial manner. For confidential consultations, call Merle Graybill at 503-494-5397.