The University of Alabama at Birmingham

School of Health Professions

2025 - 2026 Student Handbook

Department of Clinical and Diagnostic Sciences
Biomedical Sciences Program

UAB // SHP

UAB SCHOOL OF HEALTH PROFESSIONS

DEPARTMENT OF CLINICAL AND DIAGNOSTIC SCIENCES

BIOMEDICAL SCIENCES (BMD)

2025-2026 ACADEMIC HANDBOOK

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Program Director

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Dean, School of Health Professions

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Date

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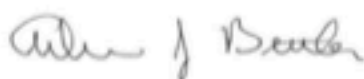
INTRODUCTION

DEAN'S WELCOME MESSAGE

Welcome to the University of Alabama at Birmingham School of Health Professions!

We are one of the six schools comprising the renowned UAB Academic Health Center. We offer more than 30 programs and 40 offerings at the certificate, baccalaureate, master's, and doctoral levels. And we are home to nearly 3,000 undergraduate and graduate students.

I encourage you to take advantage of all our vast resources, state-of-the-art facilities and research opportunities during your academic and clinical education. Also, please make the most of your access to the world-class faculty who are here to teach and support your journey.

Our degrees and programs are fully accredited by their respective professional organizations. This means you will be eligible for licensure, national certification or registrations upon graduation. Graduating from the School of Health Professions means you will be well prepared to make a difference in your community.

I look forward to seeing you grow in your respective fields and watching you become the leader we know you can be.

Andrew J. Butler, PhD, FAPTA

OVERVIEW OF THE SCHOOL OF HEALTH PROFESSIONS

The UAB School of Health Professions (SHP) is one of the largest academic institutions of its type in the United States. What began in the 1950s as a collection of training programs in various para-professional disciplines has grown into an internationally recognized center of academic and research excellence.

Today, we have five academic departments – Clinical and Diagnostic Sciences, Health Services Administration, Nutrition Sciences, Occupational Therapy, and Physical Therapy – that are housed in four buildings: Susan Mott Webb Nutrition Sciences (WEBB), Learning Resource Center (LRC), the School of Health Professions (SHPB), and the Center for Biophysical Sciences and Engineering (CBSE).

We are proud of many accomplishments including:

- *U.S. News & World Report* ranks all eligible SHP programs in the nation's top 25.
- Research funding is at an all-time high of $26+ million and growing.
- Nearly 10 of our programs you will only find in Alabama at UAB.
- Our school has never been stronger or better positioned as a national leader in health professions education. And this status will only grow stronger as we continue to welcome students like you.

DISCLAIMER

This Handbook is an overview of general academic regulations specific to SOHP programs at UAB. Although UAB will make its best efforts to abide by this handbook, UAB reserves the right to interpret and apply its procedures and policies, and to deviate from these guidelines, as appropriate in the particular circumstances and in accordance with the mission and goals of the program. UAB also reserves the right to address issues not covered in this handbook and to make changes to the policy without advance notice. Changes become effective at the time the proper authorities determine so and the changes apply to both prospective students and those already enrolled. Please refer to our website for the most up-to-date version.

All students are responsible for knowing and abiding by the general University rules and regulations pertaining to graduate study at UAB and the specific academic requirements of their particular degree program. This Handbook is not intended to nor does it contain all policies or regulations applicable to students. Each student is responsible for familiarizing him/herself with the contents of this Handbook. Although the policies contained herein are intended to reflect current rules and policies of the University, users are cautioned that changes or additions may have become effective since the publication of this material. In the event of a conflict, current statements of Board policy contained in the Bylaws, Rules, official minutes, and other pronouncements of the Board or Chancellor, or superseding law, shall prevail.

This Handbook does not constitute a contract and may not be deemed or construed as part of any contract between UAB and any student or student representative.

SECTION 1 – SCHOOL AND UNIVERSITY INFORMATION

ACADEMIC CALENDAR

All dates related to registration, payments of tuition and fees, drop/add dates, other administrative requirements, and official school holidays are recorded on the UAB Academic Calendar.

ACADEMIC INTEGRITY CODE

The University established a new Academic Integrity Code effective August 23, 2021. This Code, which applies to undergraduate, graduate, and professional students as well as all academic activities, defines academic misconduct and outlines procedures for breaches of the code. Policies are established for resolution of charges of academic misconduct, and these processes are managed by the Academic Integrity Coordinator (AIC). In the School of Health Profession, the AIC is the Associate Dean for Academic and Faculty Affairs, the office is located in SHPB 660. The full text of the Academic Integrity Code is available at: Academic Integrity Code.

ADVISING

Undergraduate student advising is provided through advisors assigned to each program as well as through the Office of Student Services. Advisor and recruiter contact information can be found on the Office of Student Services Website. Graduate student advising is provided through the SHP graduate programs.

AMBASSADORS

Ambassadors help to spread awareness of the School of Health Professions and its multifaceted undergraduate and graduate programs, serve as liaisons between the department and university-wide student organizations, and serve as a student voice in school and university committees. The SHP Ambassadors help to support the programs within the school that will impact recruitment and retention initiatives. Learn more about the SHP Ambassadors HERE.

ASKIT

AskIT is the technology help desk for faculty, staff, and students. They provide free support via telephone, email, or in-person. You will be asked to supply your BlazerID when you request assistance.

> Phone: (205) 996-5555 Email: askit@uab.edu   Website: https://uabprod.service-now.com/service_portal

ATTENDANCE

Class attendance is expected in all SHP programs. Specific class, laboratory, or clinical site attendance requirements may be more stringent than university guidelines. Refer to the program requirements in this handbook and in course syllabi for policies. The UAB attendance policy is as follows:

The University of Alabama at Birmingham recognizes that the academic success of individual students is related to their class attendance and participation. Each course instructor is responsible for establishing policies concerning class attendance and make-up opportunities. Any such policies, including points for

attendance and/or participation, penalties for absences, limits on excused absences, total allowable absences, etc., must be specified in the course syllabus provided to students at the beginning of the course term. Such policies are subject to departmental oversight and may not, by their specific prescriptions, negate or circumvent the accommodations provided below for excused absences.

The University regards certain absences as excused and in those instances requires that instructors provide a reasonable accommodation for the student who misses assignments, presentations, examinations, or other academic work of a substantive nature by virtue of these excused absences. Examples include the following:

- Absences due to jury or military duty, provided that official documentation has been provided to the instructor in a timely manner in advance.
- Absences of students registered with Disabilities Services for disabilities eligible for "a reasonable number of disability-related absences" provided students give their instructors notice of a disability-related absence in advance or as soon as possible.
- Absences due to participation in university-sponsored activities when the student is representing the university in an official capacity and as a critical participant, provided that the procedures below have been followed:
  - Before the end of the add/drop period, students must provide their instructor a schedule of anticipated excused absences in or with a letter explaining the nature of the expected absences from the director of the unit or department sponsoring the activity.
  - If a change in the schedule occurs, students are responsible for providing their instructors with advance written notification from the sponsoring unit or department.
- Absences due to other extenuating circumstances that instructors deem excused. Such classification is at the discretion of the instructor and is predicated upon consistent treatment of all students.
- Absences due to religious observances provided that students give faculty written notice prior to the drop/add deadline of the term.

In these instances, instructors must give students the opportunity to complete assignments in a way that corresponds as much as possible to the nature, scope, and format of the original. Options may include making up exams or other assignments, rescheduling student classroom presentations, or arranging for early or late submission of written assignments. The course make-up policy should be included in the syllabus.

BLAZERID / BLAZERNET / EMAIL

BlazerID: All students receive a unique identifier, the BlazerID, established at: www.uab.edu/blazerid. Your BlazerID is required for accessing BlazerNET and other campus resources. To activate one's BlazerID, select "Activate Accounts."

BlazerNET is the official portal of the UAB information network and is accessible from any Internet-accessible computer, on- or off-campus. Access BlazerNET from UAB home page www.uab.edu then choose UAB Quicklinks.

Email: uab.edu UAB student email is provided through Microsoft Office 365, a cloud-based system. Students have 50 GB of email space and 25 GB of free file 1 TB storage. The UAB email is the official communication medium for courses, news, information, and announcements. Students should not forward their UAB account to a personal email account. UAB is not responsible for information not received by the student due to the 'redirecting' of a UAB account to another email server.

BLAZER EXPRESS

The UAB Blazer Express Transit System provides transportation throughout the UAB campus. With a valid UAB ID badge, students can enjoy fare-free bus transportation. All buses are ADA-accessible and can seat approximately 35 riders. For an updated schedule, route maps, and hours of operation please go to www.uab.edu/blazerexpress/.

BOOKSTORE

There is one bookstore located on the UAB campus, offering a wide variety of products and services to students, including online purchasing and shipping. The bookstore stocks UAB memorabilia and college wear in addition to all required textbooks and course material.

UAB Barnes and Noble Bookstore

Location: 1400 University Blvd, Hill Student Center, Birmingham, AL. 35233

Hours: M – F 8:00am – 5:00pm | Sat 10:00am – 2:00pm | Sun Closed

Telephone: (205) 996-2665   Website: https://uab.bncollege.com/shop/uab/home

CAMPUS ONECARD

The UAB OneCard is the official university identification card. It is used for personal identification, for entry to campus events and the recreation center, for library checkout, and for other UAB services. It also serves as a declining balance card for the UAB meal plans and for Blazer Bucks accounts. Additional information is available at www.uab.edu/onecard.

CAMPUS MAP

UAB's campus map can be found at the following: www.uab.edu/map/

CAMPUS SAFETY

Campus safety procedures and resources can be accessed at https://www.uab.edu/students/home/safety.

CANVAS LEARNING MANAGEMENT SYSTEM

The Canvas Learning Management System is the platform used for managing instructional materials online. Canvas course sites are accessed through BlazerNET or at www.uab.edu/elearning/canvas. Students should monitor their course sites routinely for communication from faculty and to manage course assignments.

CATALOG

The UAB Catalog is published annually and includes UAB's courses, policies, and curricula. Students can link to the Undergraduate or Graduate catalog at www.uab.edu/catalog.

COMMUNITY STANDARDS AND ACCOUNTABILITY

Community Standards and Accountability is responsible for upholding the integrity and purpose of the university through the fair and consistent application of policies and procedures to students' behavior to

ensure a community that respects the dignity and right of all persons to reach their highest potential. SARC delivers programs and services in order to promote student safety and success, the pursuit of knowledge, respect for self and others, global citizenship, personal accountability and integrity, and ethical development. More information can be found here: UAB Student Advocacy, Rights & Conduct. The UAB student conduct code may be accessed online: UAB Student Conduct Code.

COUNSELING SERVICES

Student Counseling Services offers no cost, confidential counseling for UAB students related to physical, emotional, social, intellectual, or spiritual concerns. Student Counseling Services is located in the Student Health and Wellness Center at 1714 9th Avenue South (3rd Floor), Birmingham, AL. 35233. For more information, call (205) 934-5816 or https://www.uab.edu/students/counseling/.

DISABILITY SUPPORT SERVICES (DSS)

Accessible Learning: UAB is committed to providing an accessible learning experience for all students. If you are a student with a disability that qualifies under the Americans with Disabilities Act (ADA) and/or Section 504 of the Rehabilitation Act, and you require accommodations, please contact Disability Support Services for information on accommodations, registration, and procedures. Requests for reasonable accommodations involve an interactive process and consist of a collaborative effort among the student, DSS, faculty, and staff. If you have a disability but have not contacted Disability Support Services, please call (205) 934-4205 or visit Disability Support Services.

If you are a student registered with Disability Support Services, it is your responsibility to contact the course instructor to discuss the accommodations that may be necessary in each course. Students with disabilities must be registered with DSS and provide an accommodation request letter before receiving academic adjustments. Reasonable and timely notification of accommodations for the course is encouraged and provided to the course instructor so that the accommodations can be arranged.

EMERGENCIES

Report suspicious or threatening activity to the UAB Police Department immediately. Law officers are available 24 hours, seven days a week. Also, more than 300 emergency blue light telephones connected directly to the police dispatch are located throughout campus.

UAB Police: Dial 911 *from a campus phone*

or call: (205) 934-3535 | (205) 934-HELP (4357) | (205) 934-4434

Emergencies affecting campus are communicated via the following:

- UAB Severe Weather & Emergency Hotline: (205) 934-2165
- University home web page: www.uab.edu
- Webpage: www.uab.edu/emergency
- Announcements on BlazerNET
- Cell phone messages and SMS text – register for B-ALERT notices via https://idm.uab.edu/ens/b-alert

UAB Equal Employment/Equal Educational Opportunity Statement:

UAB is an Equal Employment/Equal Educational Opportunity Institution dedicated to providing equal opportunities and equal access to all individuals regardless of race, color, religion, ethnicity, national origin, sex (including pregnancy), genetic information, age, disability, and veteran's status. As required by Title IX, UAB prohibits sex discrimination in any education program or activity that it operates. Individuals may report concerns or questions to UAB's Assistant Vice President and Senior Title IX Coordinator. The Title IX notice of nondiscrimination is located at uab.edu/titleix

FERPA Training

The Family Educational Rights and Privacy Act (FERPA) of 1974 provides protection for all educational records related to students enrolled in an educational program. Information about your rights and protection of your records is available at the following site: FERPA. If you have questions or concerns about FERPA issues, you may email FERPA@uab.edu. All SHP students are required to complete FERPA Training.

Financial Aid

Financial Aid Counselors are available each day in the One Stop Student Services Office located in the Hill Student Center, 1400 University Blvd. Suite 103, Birmingham, AL 35233. If you have general questions, you can call the Office of Student Financial Aid at (205) 934-8223 or send an email to finaid@uab.edu. For additional financial aid information: Cost & Aid.

Food Services

Dining facilities available on campus closest to the SHP buildings include the Commons on the Green – located on the Campus Green, south of 9th Avenue and the Campus Recreation Center. For additional information about meal plans and campus dining facilities: Student Dining.

Graduate School

The UAB Graduate School offers doctoral programs, post-master's specialist programs, and master's level programs. Graduate programs in SHP are coordinated through the Graduate School and students must adhere to the Graduate School policies and procedures. Graduate School information for current students is available at Graduate School. Policies and Procedures for the Graduate School can be located in the Graduate School Catalog.

Graduation

All students must complete an application for degree six months prior to graduating and no later than the deadline in the academic calendar. The University holds commencement every semester. Check the commencement website for the most current information: UAB Commencement.

Health Insurance

To ensure that all students have adequate health care coverage, including ongoing primary and specialty care, the University of Alabama at Birmingham (UAB) requires all students to have major medical health insurance. Students can provide proof of their own private coverage or be enrolled in the Student

Health Insurance Plan. The plan is a 1-year commercial policy provided by United HealthCare and is re-negotiated annually. This policy is a comprehensive health insurance policy at an affordable cost that is specifically designed to meet the needs of UAB Students. If you are required to have insurance but have sufficient coverage on another plan and wish to opt out of the Student Health Insurance Plan, you are required to submit a waiver to Student Health Services at the beginning of every semester. More information including submitting a waiver can be found at this website: Student Health Insurance Waivers.

HIPAA Training

The Health Insurance Portability and Accountability Act (HIPAA) includes significant requirements for protecting individual privacy of health information. All students in the School of Health Professions must complete an online tutorial and be tested on HIPAA regulations at the time of program admission. A BlazerID is required to access the training site, located at online learning. Compliance with the training requirement is monitored monthly.

Honor Societies

All students in the School of Health Professions are eligible for consideration for the Alpha Eta Honor Society.

- The UAB Chapter of this Society recognizes students registered in the final term of a baccalaureate or graduate health professions program. Inductees must have a cumulative grade point average of 3.0 (4.0 = A) and be in the upper 10% of their program. Nominations are made by program directors in spring and summer terms.

Immunization Policy

To provide a safe and healthy environment for all students, faculty, and staff at the University of Alabama at Birmingham (UAB), first-time entering students, international students and scholars, and students in clinical & non-clinical programs, must provide proof of immunization against certain diseases: Student Immunizations unless they have an approved medical or religious exemption.

Institutional Review Board for Human Use (IRB)

Student researchers must comply with all requirements for protection of human subjects. Detailed information is available on the IRB website.

Intellectual Property

Intellectual property refers to an asset that originated conceptually, such as literary and artistic works, inventions, or other creative works. These assets should be protected and used only as the creator intends. Training materials defining inventor status, patent criteria, and other intellectual property issues are available at: University Policies on Patents, Copyright, and Intellectual Property.

LACTATION CENTERS

The University has provided several lactation centers for students, faculty, and staff across the campus. Center locations. The School of Health Professions' lactation room is in the Susan Mott Webb Nutrition Sciences Building at 1675 University Blvd, Room 219A, Birmingham, AL 35233. Lactating students enrolled in the School of Health Professions have access to the room via their student ID/OneCard. If you cannot access the room, contact the building administrator, Julia Tolbert-Jackson at (205) 934-4133.

LIBRARIES AND LEARNING RESOURCE CENTER

UAB's libraries house excellent collections of books, periodicals, microforms, and other media. Students have online remote access to catalogs and online collections. Computers are available for student use during regular hours of operation. UAB Libraries.

SHP Learning Resource Center (LRC)

The School of Health Professions Learning Resource Center (LRC) provides a unique set of enterprise solutions that promote an exciting, intriguing, and innovative learning environment. It provides a state-of-the-art media studio; audio/visual support; and information technology management of public, classroom, and testing labs.

> Location: 1714 9th Avenue South (2nd Floor), Birmingham, AL. 35233.
> Phone: (205) 934-5146
> Email: shplrc@uab.edu

Lister Hill Library of the Health Sciences

This is the largest biomedical library in Alabama, and one of the largest in the south. Located across the crosswalk from the School, the LHL has extension libraries in University Hospital and The Kirklin Clinic. Dedicated librarians hold "office hours" in the Learning Resource Center weekly.

> Location: 1700 University Blvd. Birmingham, AL. 35233
> Website: https://library.uab.edu/locations/lister-hill
> Phone: (205) 975-4821

Mervyn H. Sterne Library

A collection of more than one million items supporting teaching and research in the arts and humanities, business, education, engineering, natural sciences and mathematics, and social and behavioral sciences.

> Location: 917 13th Street South, Birmingham, AL. 35233
> Website: https://library.uab.edu/locations/sterne
> Phone: (205) 934-6364 (Reference) | (205) 934-4338 (User Services)

UAB STUDENT CONDUCT CODE

The Student Conduct Code promotes honesty, integrity, accountability, rights, and responsibilities expected of students consistent with the core missions of the University of Alabama at Birmingham. This Code describes the standards of behavior for all students, and it outlines students' rights, responsibilities, and the campus processes for adjudicating alleged violations. Behavior that violates UAB standards of conduct listed within the Student Conduct Code and elsewhere will be subject to disciplinary action through the appropriate conduct process. Whether it is determined that an

individual or group is responsible for the violation(s), either by direct involvement or by condoning, encouraging, or covering up the violation, appropriate response will occur with respect to the individual(s) and/or group involved.

Undergraduate Non-Academic Policies

Graduate Non-Academic Policies

ONE STOP STUDENT SERVICES

The mission of the One Stop is to provide a single point of professional integrated service to students. The One Stop serves students who need assistance with academic records, financial aid, registration, student accounting, ONE card, and other related topics. One Stop is located in the Hill Student Center, 1400 University Blvd. Suite 103, Birmingham, AL 35233. You may contact the One Stop office by phone or email at (205) 934-4300; (855) UAB-1STP [(855) 822-1787]; onestop@uab.edu.

PARKING

Student vehicles must be registered with UAB Parking and Transportation Services, located at 608 8th Street South, Birmingham AL. 35294. The office is open Monday – Friday from 7:30am – 5:00pm. Parking is allocated on a first-come, first-served basis. Parking fees are established by location, payable by semester or year, and are billed to the student's account. For additional information: UAB Student Parking.

PLAGIARISM AND TURNITIN

Plagiarism is academic misconduct that will result in a grade of zero and may result in dismissal from the School of Health Professions and UAB (see Academic Integrity Policy). All papers submitted for grading in any SHP program may be reviewed using the online plagiarism monitoring software. Please note that all documents submitted to Turnitin.com are added to their database of papers that is used to screen future assignments for plagiarism.

RECREATION CENTER

The Campus Recreation Center, located at 1501 University Blvd, Birmingham, AL 35233, is open to faculty, staff, students, and their families. A valid student identification card or membership card is required for access. Facilities include basketball courts, racquetball courts, weight rooms, swimming pools, exercise rooms, and indoor track.

SCHOOL OF HEALTH PROFESSIONS AWARDS

All students in the School of Health Professions are eligible for consideration for the following awards.

- Alfred W. Sangster Award for Outstanding International Student – This award is presented annually to an international student in recognition of their academic and non-academic achievements.

- Cecile Clardy Satterfield Award for Humanism in Health Care – This award is made annually to recognize one outstanding student for humanitarianism, professionalism, and commitment to health care.

- Charles Brooks Award for Creativity – This award is made annually in recognition of creative accomplishments such as written publications or artistic contributions which complemented the student's academic activities.
- Dean's Leadership and Service Award – Presented to a maximum of three outstanding SHP students annually, this award recognizes leadership to the School, UAB, and the community.

A call for nominations will be sent to program directors each year. Please refer to the program section of this handbook for awards available to students in individual programs.

SCHOOL OF HEALTH PROFESSIONS SCHOLARSHIPS

SHP has several scholarship opportunities for students enrolled in SHP programs. The Scholarship Committee, comprised of faculty from each department, reviews and selects awardees. Please go to this website for a list of scholarships and instructions for application.

Application announcements are made by the Office of Academic and Faculty Affairs. Many programs in SHP also have scholarships available to currently enrolled students in those programs. Please refer to the program section of this handbook for more information.

SCHOOL OF HEALTH PROFESSIONS SHARED VALUES

Collaboration | Compassion & Caring | Excellence & Achievement | Integrity | Respect | Service | Social Responsibility | Stewardship

The School of Health Professions is a tight-knit community that is connected from students to staff to faculty to alumni. We are dedicated to serving all from campus to community and beyond. And we are a knowledge-driven mass that is committed to classrooms, laboratories, clinics and more.

SOCIAL MEDIA

Social media can serve as useful communication tools. However, health professions students should use the forums judiciously. For more information: UAB Social Media Guidelines. The school's official sites are the following:

- X: https://x.com/uab_shp
- Facebook: https://facebook.com/uabshp
- YouTube: https://youtube.com/uabshp http://instagram.com/uab_shp
- Vimeo: http://vimeo.com/uabshp
- LinkedIn: UAB SHP LinkedIn
- Instagram: https://instagram.com/uab_shp

STUDENT HEALTH SERVICES

The University provides prevention, counseling, and treatment services to students through Student Health Services (SHS) located at 1714 9th Avenue South (3rd Floor), Birmingham, AL. 35233. The clinic is open from 8:00am – 5:00pm Monday – Thursday; 9:00am – 5:00pm Friday. They are closed for lunch

between 12:00pm – 1:00 pm weekdays. For more information: Student Health Services. Appointments may be scheduled by calling (205) 934-3580.

TITLE IX

 In accordance with Title IX, the University of Alabama at Birmingham does not discriminate on the basis of gender in any of its programs or services. The University is committed to providing an environment free from discrimination based on gender and expects individuals who live, work, teach, and study within this community to contribute positively to the environment and to refrain from behaviors that threaten the freedom or respect that every member of our community deserves. For more information about Title IX, policy, reporting, protections, resources, and supports, please visit the UAB Title IX webpage: https://www.uab.edu/titleix/.

TUITION AND FEES

Tuition and fees for the University are published annually under the "Students" tab of the UAB website. They may be paid through BlazerNET. SHP programs have specific fees attached to programs, courses, and/ or laboratories. For more information: Tuition & Fees.

Payment deadlines for each semester are published on the official academic calendar. Please note that failure to meet payment deadlines can result in being administratively withdrawn from courses.

WEATHER

Severe weather situations that may affect the safety of students, faculty, and staff are communicated through the same channels as other emergencies. For more information: Emergency Management. Other information sources include:

- B-ALERT System (contact information must be setup and current)
- UAB Severe Weather & Emergency Hotline: (205) 934-2165

WITHDRAWAL FROM COURSE / PROGRAM

Withdrawal from a course or from your program is an official process and should be discussed with your academic advisor and / or program director. Most programs in the School of Health Professions are full-time and the curricula specifically sequenced. Withdrawal from a course may risk you having to wait to register for the class again. Withdrawals are made through the UAB registration system via the Student Resources tab in BlazerNET. Notice of program withdrawal should be given in writing to the program director. For more information: UAB Add/Drop and Withdrawal Policy including a medical withdrawal policy.

SECTION 2 – SHP AND UAB POLICIES

SCHOOL OF HEALTH PROFESSIONS POLICIES

DISMISSAL OF STUDENT FOR FAILURE TO MAKE SATISFACTORY ACADEMIC PROGRESS

Dismissal of Student and Appeal Process

EMERGENCY PLAN – SHPB/LRC/WEBB

SHPB/LRC/WEBB Emergency Plan

BACKGROUND CHECK AND DRUG SCREEN POLICY

Students in SHP programs are required to undergo a background check and drug screen using the school's approved vendor, CastleBranch, at the time of program admission, and again, prior to placement in a fieldwork placement (clinical, internship, practicum, residency, etc.). Additional checks/screens may be required by the individual sites therefore, students should work with the program to ensure compliance requirements are met. Instructions for requesting the background check and drug screens are provided to students by their programs. Students enrolled in SHP undergraduate programs will complete a learning module in the campus learning management system by the first semester of enrollment.

The Office of Academic and Faculty Affairs is responsible for ensuring student compliance throughout the program. Students found to be non-compliant will not be allowed to matriculate in the program (orientation, attend class, fieldwork placement, etc.) until all requirements are met. Program Directors, Fieldwork Coordinators, and students will be notified of non-compliance and a hold will be placed on the students' account.

- Fees for these screenings will be the responsibility of the student.

- The rules and regulations governing individual fieldwork placement sites may include additional provisions and/or more stringent guidelines which supersede this policy. Fees for these screenings are the responsibility of the student.

- Should your criminal background check contain issues, or if you fail a drug screen that may prevent you from receiving or sitting for board certification/licensure, a representative from the Office of Academic and Faculty Affairs will contact you. Depending upon the outcome, students will have a registration hold placed on their account until in compliance and this may result in being dismissed from the program. See program's guidelines regarding specific consequences.

Programs requiring a criminal background check and drug screening by the end of the first semester of enrollment and again, prior to fieldwork placement (if applicable in the program requirements), are the following:

Administration Health Services, PhD
Biomedical Sciences to Biotechnology Fast Track
Biomedical Sciences to Clinical Laboratory Science Fast Track
Biomedical Sciences to Health Physics Fast Track
Biomedical Sciences to Nuclear Medicine & Molecular Imaging Sciences Fast Track

Biomedical and Health Sciences, MS
Biotechnology, MS
Biotechnology, PhD
Dietitian Education Program, Graduate Certificate
Genetic Counseling, MS
Health Administration (Residential), MSHA
Health Care Management to Healthcare Quality and Safety Fast Track
Health Care Management to Health Informatics Fast Track
Health Care Management to Occupational Therapy Doctorate Fast Track
Health Physics, MS
Medical Laboratory Science, MS
Nuclear Medicine & Molecular Imaging Sciences, MS
Nutrition Sciences, MS
    – Dietetic Internship Clinical Track
    – Dietitian Education Program
    – Research Track
Nutrition Sciences, PhD
Occupational Therapy, OTD – (entry level)
Physical Therapy, DPT
Physician Associate Studies, MSPAS
Rehabilitation Science, PhD

The following students enrolled in SHP undergraduate programs will complete a learning module in the campus learning management system by the first semester of enrollment. If a fieldwork placement (clinical, internship, practicum, residency, etc.) is required, students must complete criminal background checks and drug screens prior to the first day of the semester of a fieldwork placement.

Health Care Management, BS
Biomedical Sciences, BS
Biobehavioral Nutrition and Wellness, BS
Disability Studies and Rehabilitation Science, BS

Programs waived from the Criminal Background Check and Drug Screening requirements are the following: *
Applied Mixed Methods Research, Graduate Certificate
Biotechnology Regulatory Affairs, Graduate Certificate
Clinical Informatics, Graduate Certificate
Health Administration (International and Executive tracks), MSHA
Health Informatics, MSHI
Healthcare Finance Management, Graduate Certificate
Healthcare Leadership, DSc
Healthcare Leadership, Graduate Certificate
Healthcare Quality and Safety, MS
Healthcare Quality and Safety, Graduate Certificate
Health Services Research, MS
Healthcare Simulation, MS

Healthcare Simulation, Graduate Certificate

Nutrition for Community Health, Graduate Certificate

Nutrition Sciences, MS

– Clinical Track-Prior Learning

– Lifestyle Management and Disease Prevention Track

Low Vision Rehabilitation, Graduate Certificate

Multi-Tiered Approach to Trauma, Graduate Certificate

Occupational Therapy Doctorate (Post Professional)

Physical Therapy Residencies (Neurologic, Orthopedic)

Primary Care Physical Therapy for Underserved Populations, Graduate Certificate

*Students enrolled in exempt programs who participate in a course(s) incorporating community, corporate or other high impact, out-of-classroom activities such as service learning, capstone projects or other hands-on learning experiences, may be required by placement sites to submit background check and drug screening results. Students are responsible for the fees associated with such screening.

CastleBranch

STUDENT INSTRUCTIONS FOR UNIVERSITY OF ALABAMA AT BIRMINGHAM
SCHOOL OF HEALTH PROFESSIONS

About CastleBranch.com

CastleBranch is a secure platform that allows you to order your background check & drug test online. Once you have placed your order, you may use your login to access additional features of CastleBranch, including document storage, portfolio builders and reference tools. CastleBranch also allows you to upload any additional documents required by your school.

Order Summary

Required Personal Information
  o In addition to entering your full name and date of birth, you will be asked for your Social Security Number, current address, phone number, and e-mail address.

Drug Test (LabCorp or Quest Diagnostics)
  o Within 24-48 hours after you place your order, the electronic chain of custody form e-chain will be placed directly into your CastleBranch account. This e-chain will explain where you need to go to complete your drug test.

Payment Information
  o At the end of the online order process, you will be prompted to enter your Visa or MasterCard information. Money orders are also accepted, but will result in a $10 fee and additional turn-around-time.

Place Your Order

Go to: www.castlebranch.com and enter package code:
AH01 - Background Check and Drug Test
You will be required to enter your program under "Student Information" classification
You will then be directed to set up your CastleBranch profile account.

View Your Results

Your results will be posted directly to your CastleBranch profile account. You will be notified if there is any missing information needed in order to process your order. Although 95% of background check results are completed within 3-5 business days, some results may take longer. Your order will show as "In Process" until it has been completed in its entirety. Your school's administrator can also securely view your results online with their unique username and password. If you have any additional questions, please contact the Service Desk at 888.723.4263 x 7196 or visit the website to submit your question at: https://www.castlebranch.com/contact-us.

UAB POLICIES

ACADEMIC PROGRESS

GRADUATE

UNDERGRADUATE

HEALTH

IMMUNIZATIONS

NEEDLE STICKS AND EXPOSURES

EQUAL OPPORTUNITY

EQUAL OPPORTUNITY AND DISCRIMINATORY HARASSMENT

POLICE AND PUBLIC SAFETY

CAMPUS SAFETY

FIREARMS, AMMUNITION, AND OTHER DANGEROUS WEAPONS

RESEARCH AND SCHOLARLY ACTIVITIES

ACADEMIC INTEGRITY CODE

ETHICAL STANDARDS IN RESEARCH AND OTHER SCHOLARLY ACTIVITIES

PATENT

SUBSTANCE USE/ABUSE

ALCOHOLIC BEVERAGES, USE AND CONSUMPTION

DRUG FREE CAMPUS

NON-SMOKING

TECHNOLOGY

TECHNOLOGY RESOURCES

STUDENT COMPLAINTS

UAB COMPLAINT POLICY

SECTION 3 – PROGRAM POLICIES

WELCOME

Welcome to the UAB **Bachelor of Science in Biomedical Sciences (BMD) Program**. This student handbook has been compiled to provide you with information to help you as you progress through your program. Here are some of the reasons you made the right choice in selecting the B.S. in Biomedical Sciences.

- The Bachelor of Science in Biomedical Sciences program prepares graduates for health-related graduate and professional study or for entry into the biomedical science workforce.
- This program is built on a strong biomedical sciences curriculum that includes advanced coursework in physiology, pharmacology, clinical biochemistry, medical microbiology and immunology, and the pathological basis of disease; all taught in an integrated systems-based approach that focuses on human health, disease, and wellness.
- Numerous elective options allow students to incorporate many of the prerequisites for graduate program admission into the biomedical sciences program of study.
- This program allows students to create a tailored undergraduate educational experience to prepare for further study in an area of choice, such as physician assistant studies, medicine, dentistry, optometry, physical therapy, biotechnology, clinical laboratory science, genetic counseling, and many more.

Please take the time to read the student handbook and use it as your guide as you matriculate through the Bachelor of Science in Biomedical Sciences program. Where appropriate, the contact for more detailed information on various subjects has been included. The UAB web page links are included for some of the sections of this handbook, and you are encouraged to review the links for information you may need. The UAB and School of Health Professions (SHP) pages have search engines to allow you to input keywords and find information. The campus directory and calendars are located on the main UAB page: www.uab.edu. If you need further explanation of any matter contained in this handbook, please contact the BMD program.

FACULTY & STAFF

The faculty and staff of the Biomedical Sciences program are prepared to deliver high quality education to all BMD students and are committed to the growth of future professionals. The Biomedical Sciences program draws faculty from many disciplines and professional programs in the School of Health Professions.   https://www.uab.edu/shp/cds/people/faculty/biomedical-sciences

PROGRAM INTRODUCTION

The Bachelor of Science in Biomedical Sciences program at The University of Alabama at Birmingham was established in July of 2013. Its faculty and staff are committed to providing high quality educational opportunities that prepare students for health-related graduate and professional study or for entry into one of the fastest growing occupational sectors.

This program is built on a strong biomedical sciences curriculum that includes coursework in physiology, pharmacology, clinical biochemistry, medical microbiology, immunology, and the pathological basis of disease. An undergraduate degree in Biomedical Sciences prepares students for a wide variety of opportunities which have a basis in cellular and molecular biology, human anatomy and physiology. In addition to enrolling in required courses, students will have opportunities to engage in elective courses in specialty areas of clinical and diagnostic sciences. In this process, students are able to tailor their educational experiences to specific career objectives. The curriculum will prepare graduates to pursue further studies in professional schools for medicine, pharmacy, dentistry, and optometry, as well as other programs such as physician assistant and physical therapy. This degree will also prepare students for graduate studies in the biomedical sciences as well as for employment in a variety of innovative and developing fields in biotechnology.

The basic biomedical science curriculum meets many requirements for entrance into professional schools. Experiential learning opportunities are encouraged and could include participating in laboratory research, teaching/tutoring in selected courses, volunteer experiences and leadership positions within student club(s), internships, and honors curriculum. These opportunities are encouraged with the student's interests and career goals as the focus.

LEARNING OUTCOMES

- Obtain a solid background in anatomy and physiology and be able to integrate knowledge from the molecular to the systemic level
- Demonstrate strong writing and oral communication skills
- Develop scientific hypotheses and experiments to test them
- Work effectively in teams
- Think critically and logically

BMD PROGRAM MISSION STATEMENT BMD PROGRAM GOALS LEARNING OUTCOMES

Our mission is to provide a human-based science education to a set of diverse, qualified and motivated undergraduate students in an inclusive community using clinical perspectives to develop critical thinking, teamwork and communication skills. We offer expert faculty and staff who are approachable and committed to preparing students for an assortment of careers in healthcare and the biomedical sciences.

BMD PROGRAM GOALS

The Bachelor of Science in Biomedical Sciences Program goals are as follows:
1. To deliver an academically sound program of study that develops the knowledge and skills required of students entering graduate or professional study in biomedical sciences.
2. To recruit and retain highly motivated diverse students.
3. To employ teaching formats and instructional media appropriate to achieve desired learning outcomes.

ADMISSION TO THE BACHELOR OF SCIENCE IN BIOMEDICAL SCIENCES PROGRAM

Admission options are based on the student's previous academic work and personal interests. Students intending to enroll in the Bachelor of Science in Biomedical Sciences (BMD) program must meet all UAB undergraduate admission and academic requirements. The following requirements apply and must be met prior to enrolling into the BMD program.
1. Students must declare the Biomedical Sciences major and meet with a BMD advisor prior to enrollment in the BMD program. Health-related information is required at the time of enrollment (see below) and required prior to any practicum or lab placements. A background check and drug screen may be required prior to any practicum, shadowing or lab placement.
2. Program Admission from High School.
   - Must be a graduate of an accredited high school with a grade point average of a 2.75 or higher on a 4.0 scale for admission.
   - Achieved an ACT Composite Score of 22 or higher.
   - Able to place in College English 101 or higher.
   - A math placement test prior to student orientation will determine math placement.
   - Must meet all UAB undergraduate admission and academic requirements.
   - If accepted, complete the UAB medical history questionnaire and physical, provide proof of required immunizations, and receive satisfactory screening by the UAB Medical Center Student Health Service.
3. Program Admission from Community College or University, including UAB.
   - Must be a graduate of an accredited high school.
   - Must meet all UAB undergraduate admission and academic requirements.
   - If accepted, complete the UAB medical history questionnaire and physical, provide proof of required immunizations, and receive satisfactory screening by the UAB Medical Center Student Health Service.
   - Must hold a 2.75 or higher Overall GPA on a 4.0 scale for admission to the Biomedical Sciences Program.
4. Must be in or have completed college English 101 or higher Other Biomedical Sciences Program Requirements.
   - All prerequisite Area V and BMD course work must be completed with a grade of C or better.

- A minimum 2.75 Overall GPA and 2.00 UAB institutional GPA must be maintained to remain enrolled in the B.S. in Biomedical Sciences program.

Overall Application Procedure:

Applications are accepted at any time, and students may be enrolled during any term. Applicants should apply through Undergraduate Admissions.

CURRICULUM

Students in the undergraduate Biomedical Sciences Program complete specific courses according to a planned and structured program of study. Students fulfill both core degree requirements and major/professional curriculum requirements in a logical sequence. The sequence is intended to facilitate success in the overall degree requirements.

Through the curriculum, students develop communication skills and develop critical thinking and problem-solving skills applicable to scientific, public and clinical issues. Students also develop their ability to acquire and evaluate new knowledge and perspectives critically, and to communicate their ideas to others effectively.

Graduates should demonstrate achievement of the following professional curriculum goals:
- Communicate effectively in speaking and writing
- Demonstrate a fundamental knowledge in the biomedical sciences
- Solve problems by generating, evaluating, and selecting alternative solutions
- Acquire and synthesize knowledge from diverse sources

UAB Core Curriculum Requirements for the Biomedical Sciences Program

Students should review class options within each area on GPS.

Blazer Core for School of Health Professions	Semester Hours
Local Beginnings	3
Academic Foundations: Writing	6
Academic Foundations: Quantitative Literacy (MA 106 or higher)	3-4
Academic Foundations: Reasoning	3
Academic Foundations: Communicating in the Modern World	3
Thinking Broadly: History & Meaning	3
Thinking Broadly: Creative Arts	3
Thinking Broadly: Scientific Inquiry CH 115+116 or 125/126*: General Chemistry I + Lab CH 117+118 or 127/128*: General Chemistry II + Lab	 4 4
Thinking Broadly: Select from History & Meaning, Creative Arts or Humans & their Societies (sequence)	3

City as a Classroom	3
Area V-Biomedical Sciences Prerequisites	**Semester Hours**
BY 123: Introductory Biology I	4
BY 124: Introductory Biology II	4
Ch 235+236 or 245*: Organic Chemistry I + Lab	4
CH 237+238 or 247*: Organic Chemistry II + Lab	4
Nutrition 222	3
Statistics	3-4

*Denotes Honors College lab. Students must be in the Honors College to enroll in identified course numbers.

Major Classes in Biomedical Sciences	**Semester Hours**
BMD 203: Contemporary Issues and the Literature in Biomedical Sciences	3
BMD 310: Clinical Anatomy and Histology	4
BMD 315: Clinical Physiology & Pharmacology for Health Professionals I	4
BMD 317: Clinical Physiology & Pharmacology for Health Professionals II	4
BMD 320: Survey of Cell Biology for Health Professions	3
BMD 330: Clinical Microbiology for Health Professions	3
BMD 380: Research Methods & Scientific Literacy for Biomedical Sciences	3
BMD 410: Clinical Biochemistry for Health Professions	3
BMD 420: Pathophysiology for Health Professions	4
BMD 430: Clinical Immunology for Health Professions	3
BMD 440: Human Genetics for Health Professions	3
Electives	18-24

Students must meet with their Academic Advisor to fully understand their options.

Suggested Biomedical Sciences (BMD) 4-Year Curriculum Guide

Freshman Year

Fall	Credits	Spring	Credits
Academic Foundations: Writing	3	Academic Foundations: Writing	3
Academic Foundations: Quantitative Literacy – MA 106 or higher	3	BY 123/L Introductory Biology	4
Thinking Broadly: Scientific Inquiry: CH 115, 115R, 116 (125/126*) General Chemistry I/Recitation/Lab	4	Thinking Broadly: Scientific Inquiry: CH 117, 117R, 118 (127/128*) General Chemistry II/Recitation/Lab	4

Local Beginnings: HRP 101	3	Thinking Broadly: Humans & their Societies	3
Total Credits:	13	Total Credits:	14

Sophomore Year

Fall	Credits	Spring	Credits
Academic Foundations: Reasoning	3	CH 237, 237R, 238 (247*) Organic Chemistry II	4
Academic Foundations: Comm. in the Modern World	3	City as a Classroom	3
CH 235/235R/236 (or 245*) Organic Chemistry I	4	BMD 203 Contemporary Topics and Literature in BMD	3
BY 124/L Introductory Biology II	4	BMD 310 Clinical Anatomy and Histology	4
Elective	3-4	Elective	3
Total Credits:	17	Total Credits:	17

Junior Year

Fall	Credits	Spring	Credits
Thinking Broadly: History & Meaning	3	Statistics	3
Thinking Broadly: Creative Arts	3	BMD 317 Clinical Physiology and Pharmacology for Health Professions II	4
BMD 315 Clinical Physiology and Pharmacology for Health Professions I	4	NTR 222 Nutrition & Health	3
BMD 320 Survey of Cell Biology for Health Professions	3	Thinking Broadly: Select from History & Meaning, Creative Arts or Humans & their Societies (sequence)	3
Elective (ex: PH 201)	3-4	Elective (ex: PH 202)	3-4
Total Credits:	16-17	Total Credits:	16-17

Senior Year

Fall	Credits	Spring	Credits
BMD 330 Clinical Microbiology for Health Professions	3	BMD 420 Pathophysiology for Health Professions	4

BMD 380 Research Methods and Scientific Literacy for the Biomedical Sciences	3	BMD 430 Clinical Immunology for Health Professions	3
BMD 410 Clinical Biochemistry for Health Professions	3	BMD 440 Human Genetics for Health Professions	3
Elective	3	Elective	3
Elective	3	Elective	3
Total Credits:	15	Total Credits:	16

Total Credits for Degree: 124-127

124 hours needed for degree.

English/Math determined by Placement or AP credit.

A 6-semester hour sequence either in Literature or History is required. If a second Literature course is chosen, 3 hours of HY/SBS must be taken. If a second History is chosen, 3 hours of Humanity & Fine Arts must be taken.

BMD Electives: Students may choose 18 to 20 hours of elective courses to tailor their degree to their career and educational goals. 6 hours of these electives must be in 200-level courses or higher. Students are encouraged to select electives in consultation with their academic advisor.

BMD Program Academic and Operational Policies

The Biomedical Sciences Program policies and procedures are established to provide an inclusive and safe environment that is conducive to learning. In addition to UAB and SHP policies, the following policies include overall program operational and academic policies. Should there be a programmatic question or need not addressed in one of the published policies in this handbook, you should contact the BMD Program Director or Academic Advisor of the Program.

Academic Examinations and Testing

Students are expected to read and comply with all academic regulations as published in the UAB catalog, the SHP catalog, the UAB Class Schedule, and the BMD Handbook.

If serious circumstances, such as illness, make absence from class unavoidable, the student is responsible for making arrangements to reschedule any missed assignments or exams at the discretion of the course instructor. The student must obtain a signed statement from a physician or other relevant documentation and submit it to the instructor. Students in need of additional resources should contact Student Assistance and Support.

Quizzes and examinations may be administered through the Canvas Learn course sites and will be given only on the scheduled dates at specified times. Scheduled examinations may be taken on an alternate date only if appropriate arrangements are made at the discretion of the course instructor. The course

syllabus will note testing requirements for each course. Failure to follow this policy may result in a grade penalty or a zero for the examination.

Make-up exams for unexcused absences will be conducted at the discretion of the course instructor. An instructor may apply a penalty or a zero for the examination. In the event of illness or family emergency, the student must obtain a signed statement from a physician or other relevant documentation and submit it to the instructor.

Scholastic Requirements

- **Program of Study:** Many courses in the BMD curriculum have designated prerequisites. Students may not take courses out of sequence without permission from the BMD program director. A student's program of study is documented following transcript evaluation and initial academic advising. Students will be provided with a curriculum plan when they begin the BMD program. Failure to adhere to the program of study may result in delays towards degree completion and graduation.
- **Curriculum Progression:** The minimum level of achievement for progression to the next course in sequential courses is a course grade of "C" in BMD and Area V.

    A BMD student will be placed on academic probation for any of the following reasons:

    - A student' cumulative UAB GPA falls below a 2.75
    - A student's institutional GPA falls below a 2.0

    Students who fail to bring their respective GPAs into the required range within 1 semester will be dismissed from the BMD program. Please note that the probation or program dismissal does not affect standing at UAB in any way and does not affect your continuation at UAB or your potential graduation from UAB. It only affects your potential continuation in the BMD program. Grades will be monitored each semester and notifications will be sent to students who are placed on probation, who may be coming off probation or who are being dismissed.

    Students who are placed on probation are strongly encouraged to develop an academic plan with their BMD advisor to help foster success in the program.
- **Grading:** Faculty instructors in each course are responsible for grading assignments, papers, exams, and projects. Grading criteria are published in each course syllabus.
- **Course Overload Requirements:**
- The University of Alabama at Birmingham (UAB) strictly limits students to a maximum of 18 credit hours per semester. Exceptions to this policy are rare and granted only under exceptional circumstances. Students seeking to register for more than 18 credit hours must obtain prior approval from the BMD Program Director.
- Only students with an overall GPA of at least 3.8 will be considered for approval. Meeting the minimum GPA requirement does not guarantee that a request will be granted.

Student Responsibilities

- Maintain academic integrity by refraining from cheating. Incidents of cheating among others should be reported when it is witnessed.
- Check email (UAB address) on a daily basis.
- Turn off all cell phones and/or beepers prior to beginning class.
- Report to all class meetings on time.
- Bring all course materials to class.
- Assist in maintaining a constructive classroom environment by refraining from inappropriate disruptions or outbursts. Respectful behavior toward instructors, classmates, and guests is expected.
- Have access to a computer with MS Office software for participation in on-line work (software available through UAB at reduced cost to students.)
- Failure to meet student responsibilities may lead to counseling, reprimand, and/or probation.

Advising

All students in the Biomedical Sciences (BMD) Program will be assigned an academic advisor. The advisor will serve as a consultant to the student and conduct academic progress reviews. The student should plan to meet with the advisor at least once during each semester. If a student has a problem directly relating to an individual course, it is recommended that the student meet with the instructor of the course.

Professional Student Organizations

The Biomedical Sciences Student Organization (BMD) is open to all BMD students. The Association was established in 2014 to build a communication forum for students and faculty. For more information regarding the BMD Student Organization, contact the Biomedical Sciences academic advisor or BMD program director.

Academic Integrity Code

The faculty and staff of the Biomedical Sciences (BMD) Program expect an acceptable quality of work and mature behavior from every student. Students, as adults, are expected to conduct themselves accordingly and to accept responsibility for their personal behavior. In accepting this responsibility, the students in the BMD Program will not lie, cheat, or steal. A student involved in academic misconduct such as knowingly giving and/or receiving unauthorized aid in tests and examinations, plagiarizing, or any other acts of dishonesty in academic work will be subject to review as outline in the Academic Integrity Code.

Dress Code

Clothing should be clean, neat, in good repair, and appropriate for class. Business casual dress is preferred for class; shorts and abbreviated tops are not acceptable.

When at internship sites, clinic sites, or research labs, students are required to adhere to the attire guidelines for that facility. Please contact the BMD program director or advisor with questions.

MANDATORY COMPUTER OWNERSHIP POLICY FOR INCOMING BMD STUDENTS

Beginning with the Fall 2017, entering students in the School of Health Professions, Department of Clinical and Diagnostic Sciences, Biomedical Sciences undergraduate program will require that each BMD student has a laptop computer (no iPads or Android-based tablets) sufficiently equipped to be used to support essential online examination, classroom, and communication tasks before entering their 300-level BMD coursework. Upon arrival, students can be assisted in setting up their computers to access the school's wireless network and will later be shown how to make their computers eligible for use in computer-based exams.

Undergraduate students in the Biomedical Sciences program are required to use the technology components specified below.

Options for Satisfying the Computer Ownership Requirement:
- Purchase a recommended computer from UAB's TechConnect Store in the Hill University Student Center (www.uab.edu/it/home/techconnect). All computers found in the UAB TechConnect store are equipped for Biomedical Sciences' requirements. Ph. 205-934-8333
- Use a laptop computer you already own (if it meets our minimum specifications). Apple or PC have laptops that will meet our specifications.

Minimum Specifications

You are welcome to use a laptop computer that you already have, but it is important that it meets the minimum requirements to ensure that it will provide you with the type of service that you will need throughout your university career.
- i5 processor (Pentium)
- 256 hard drive
- 8 GB memory capacity

Required Software
- Microsoft Windows or Mac OS operating systems (no iPads or Android-based tablets allowed)
- Required software available to UAB students for FREE download at https://uab.onthehub.com/WebStore/Welcome.aspx
  - Microsoft 365 Office (word, excel, PowerPoint)
  - Endnote (most recent edition)
- Canvas recommended browser is Google Chrome available online for FREE download at https://www.google.com/chrome/browser/desktop/index.html

Laptop Support

The UAB IT staff is prepared to help you get your computer connected to the wireless network and prepare it for use with the Canvas Lockdown Browser for computerized examinations. However, there are some services we are not equipped to provide. Services NOT provided by UAB IT:
- Internal or external hardware repair
- Computer partitioning and reformatting
- Operating system installation and restores
- Application software installation
- Backing up and restoring personal data, including photos, videos and music files
- Support for operating systems other than Windows

However, if you purchase a laptop computer from UAB's TechConnect, then you will have laptop support services such as:
- 3-year premium warranty and accident damage protection
- Pre-loaded with program-specific software
- On-site repair service and support
- Loaner provided while in repair services

GRADES

Final grades and credits for each student are recorded and preserved as a permanent record at UAB. The final grades for academic courses are compiled and proportioned to develop a final course grade. The course instructor will inform the students at the beginning of each term in each course syllabus of the system of proportioning of scores used to develop the course grade. Minimum performance criteria designated by the course instructor must be achieved by the student. These criteria indicate the level of competency of the individual student.

Grades are awarded according to the level of the student's achievement in each course. The grades for academic courses are indicated by letters:

A = Excellent
B = Above Average
C = Average
D = Inadequate (undergraduate only)
F = Failure
P = Pass
W = Withdrawal, a notation (Not a Grade) assigned by the Registrar and reflects an administrative action initiated by the student in accordance with UAB regulations.
I* = Incomplete, a temporary notation assigned a student who has not completed course requirements.
N = No Grade Submitted, a temporary notation made by the Registrar if the course instructor does not assign a grade prior to issuing of grade reports or when the course is designated to extend beyond a single term.

* An "I" will be given only when an emergency or unexpected event prohibits the student from meeting course objectives in a timely manner and if there is reasonable expectation that the course requirements can be satisfactorily completed by the end of the following term. The notation of "I" will convert to an "F" unless an extension is requested specifying the date the student will complete the course requirements. Refer to the department policy for awarding a grade of Incomplete.

The student's grade point average is calculated by dividing the total quality points earned by the semester hours attempted. Semester hours attempted are defined as the total semester hours for any course in which the student was registered on a regular basis and receives an A, B, C, D, or F. Quality points are awarded as follows:

Quality Points	Letter Grade
4	A

3	B
2	C
1	D
None	P, NP, or F

PREGNANCY POLICY

The University of Alabama at Birmingham seeks to treat all students equally, regardless of their actual or potential parental, family or marital status. Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex — including pregnancy, parenting and all related conditions — in education and in programs and activities that receive federal funding. Title IX specifically prohibits discrimination based on pregnancy, childbirth, false pregnancy, termination of pregnancy, or recovery from any of these conditions.

The University must treat pregnant students in the same way it treats similarly situated students. Thus, any accommodation provided to students who have temporary medical conditions will also be provided to pregnant students. Students seeking a reasonable modification due to pregnancy or a condition related to pregnancy must register with the Title IX Office.

A reasonable modification under Title IX is an adjustment to a task, environment, curriculum, or process that allows an individual to participate in an activity equitably and meaningfully. Reasonable modifications must not fundamentally alter the program or activity or unduly burden the recipient. Reasonable modifications are provided as appropriate, as reasonably available, or deemed medically necessary by the treating healthcare provider.

The Title IX Office provides reasonable modifications to students who are pregnant, recovering from pregnancy, and/or a condition related to pregnancy. Additionally, the Title IX Office works with students, University administration, departments, faculty, staff, campus police, and other support services to ensure that University policies and programs foster a campus community free of sex discrimination.

To seek reasonable modifications, please contact the Title IX Office by calling 205-996-1340 or emailing titleixoffice@uab.edu. See the https://www.uab.edu/titleix/ for more information.

TECHNOLOGY USE IN THE CLASSROOM

The use of any personal computational or communications devices in the classroom, not otherwise governed by UAB or course policies, is subject to the approval of the instructor. This includes (but is not limited to) the use of calculators, computers, personal digital assistants, text pagers, and cell phones. Any use of such devices without instructor approval is not permitted. The use of such devices to facilitate an act of academic misconduct (such as cheating or plagiarism) will be considered a violation of the UAB Academic Integrity Code and will be sanctioned as outlined in the Code.

A student must notify and receive approval of the instructor if there are circumstances that may require him/her to have access to a cell phone while in the classroom. In such cases, if permission is granted,

the student must have the phone in silent mode (vibrate) and will need to exit the classroom to answer the call or respond to the text.

GUIDELINES FOR AMERICANS WITH DISABILITY ACT COMPLIANCE

B.S. IN BIOMEDICAL SCIENCES

Essential Functions and Technical Competencies

I. Essential Components
    A. Program Purpose

    The B. S. in Biomedical Sciences prepares graduates for entry into the biomedical science workforce or for graduate and professional study in the health professions. This program is built on a strong clinically focused biomedical sciences curriculum with numerous elective options. Upper-level coursework is restricted to individuals who have completed prerequisite coursework and attained the minimum cumulative grade point average as specified in the course catalog. All admission requirements are published in the *UAB Undergraduate Catalog*.

    B. Essential Functions and Technical Competencies
    Education in the Biomedical Sciences requires the acquisition of academic knowledge, specialized communication skills, as well as professional attitudes and behaviors. Graduates must have the knowledge and skills to function in a broad variety of situations and environments. Three learning environments include, but are not limited to, the following:
        1. Didactic Courses
        2. Practicum/Lab Courses
        3. Distance-Accessible Courses

    The technical skills and essential functions required for each of these learning environments are detailed below.

Didactic Course Standards:

Issue	Standard	Some Examples of Necessary Activities (not all inclusive)
Critical Thinking	Critical thinking ability sufficient for the application and synthesis of course concepts.	Students should be able to identify problems and propose innovative solutions through applying principles learned in the classroom.
Interpersonal	Interpersonal abilities sufficient to interact with individuals and groups from diverse backgrounds.	Establish rapport with colleagues; work in groups on course activities.

Communication	Communication abilities sufficient for interaction with others in verbal and written form.	Able to complete written assignments, participate in classroom discussion/activities, complete group projects. Can focus on class activities without disruptive interruptions.
Motor Skills	Gross and fine motor abilities sufficient to complete class assignments.	Able to access and use a computer when required. Able to complete testing and assignments through the required computer systems.

Practicum and Lab Course Standards:

Issue	Standard	Some Examples of Necessary Activities (not all inclusive)
Critical Thinking	Critical thinking ability sufficient for the application of course concepts to the laboratory or practicum environment.	Students should be able to identify problems and propose innovative solutions to situations observed in the laboratory/practicum environment. Should be able to apply principles learned in the classroom to situations observed in the laboratory/practicum environment.
Interpersonal	Interpersonal abilities sufficient to interact with individuals and groups from diverse backgrounds.	Establish rapport with colleagues and members of the community.
Communication	Communication abilities sufficient for interaction with others in verbal and written form.	Should be able to document and maintain records of information and ideas from the laboratory/practicum experience. Should be able to articulate ideas effectively through oral (group discussions, public presentations) or written (scientific poster, manuscript writing, grant writing) means.
Motor Skills	Gross and fine motor abilities sufficient to provide safe and effective use of equipment; including the ability to sufficiently use a computer and required software.	Have the manual dexterity to calibrate and use instruments to perform protocols that require execution using fine motor skills. Ability to complete assignments through the required computer systems.
Hearing	Ability to communicate with others in the laboratory/practicum environment; ability to hear sufficiently to provide safe and effective use of equipment.	Ability to communicate with others in the laboratory/practicum environment. Ability to monitor equipment alarms and signals. Ability to complete online audiovisual presentations.

Visual	Visual ability sufficient for observation and assessment necessary in the laboratory/practicum environment.	Ability to observe their surroundings and what they are working on. Ability to monitor laboratory techniques involving reactions that generate visible results at different stages. Ability to complete reading assignments and watch audiovisual presentations.
Tactile	Tactile ability sufficient for the safe and effective operation of laboratory procedures and equipment.	Ability to feel what they are working on in situations where laboratory techniques require the tactile confirmation of results.

Distance-Accessible Course Standards:

Issue	Standard	Some Examples of Necessary Activities (not all inclusive)
Critical Thinking	Critical thinking ability sufficient for the application and synthesis of course concepts.	Should be able to synthesize reading assignments and complete written course assignments. Should be able to identify problems and propose innovative solutions to those problems through applying principles learned in the course.
Interpersonal	Interpersonal abilities sufficient to interact with individuals and groups from diverse backgrounds.	Interact with classmates and course instructors on course related subjects, able to work with other students on a group project.
Communication	Communication abilities sufficient for interaction with others in verbal and written form.	Communicate with faculty and other students via e-mail and electronic threaded discussions.
Motor Skills	Physical abilities sufficient to use a computer and required software.	Ability to complete written assignments and complete examinations through the required computer systems.

II. Methods of Assessment

Negotiable; however, all students are graded equally based on their own work.

III. Acceptable levels of Performance
A. Specific knowledge, principles and concepts outlined in required courses should be mastered at a minimal level.
B. All required Biomedical Science (BMD) courses outlined in the curriculum should be completed with minimum grade of "C"
Each course requires a minimum of 70% on examinations or graded products, including the exit examination given in the capstone experience course.