

STUDENT LIFE

In addition to the dedication to their professional development, PCOM students are actively engaged members of the life of the campus. Developing leadership skills and human understanding are integral to becoming a well-rounded and compassionate professional. PCOM has a very active student government program, which includes more than 50 professional student organizations. Students gain leadership experience within their class as well as by participating in community outreach programs, athletics and the arts.

Student Government Association

The Student Government Association (SGA) is composed of Program Council officers, who are elected representatives from each class and graduate/professional degree program and the SGA Senate. The Philadelphia Campus Senate, the Georgia Campus Senate and the South Georgia Campus Senate collaborate on issues of importance to the entire PCOM student body.

In addition to the SGA, students are involved in College governance, serving on every major College committee and working with faculty to evaluate courses. Students also participate in accreditation evaluations conducted by national and professional accreditation agencies.

Professional and Social Societies

Professional interests at PCOM are expressed through a variety of clubs and organizations, including the Student Osteopathic Medical Association and the Science in Medicine Club, as well as chapters of the American Academy of Osteopathy, the American College of Family Practitioners, the American Osteopathic Academy of Sports Medicine and the Sigma Xi National Research Society. Physician Assistant, Biomedical Sciences and Psychology students also have sponsored groups within their areas of professional interest and publish their own newsletters.

Multicultural Affairs

PCOM is committed to maintaining an environment that promotes the well-being of all students, and to providing opportunities to celebrate the commonalities and differences among cultures. Full-time PCOM student affairs staff members serve as advisors to the various organizations and clubs on multicultural issues. There are a variety of student organizations on both campuses with culture-focused missions. These include the Student National Medical Association (SNMA), Culturally Aware Psychology Students (CAPS), the Asian-Pacific-American Medical Student Association and the Student Initiative for Cultural Competency.

PCOM's commitment to multicultural sensitivity goes beyond the classroom and the campus. The many initiatives undertaken annually include conferences for minority undergraduate students, hosting of regional meetings of professional societies, and an awards banquet honoring the contributions of minority physicians, hosted by the SNMA.

Career Services

The Office of Student Affairs coordinates career planning support for all PCOM students. This includes career planning seminars, assistance with cv/resume resources and interview preparation strategies. Information about career planning resources and support is posted on mypcom.edu, PCOM's intranet site for students. Guidance specific to the residency application and match processes are provided to DO students by the Senior Advisor to the Provost.

Athletic Programs

PCOM provides facilities for students to maintain their physical fitness, as well as their involvement in social and competitive athletics. The activity centers in Philadelphia and Georgia feature well-equipped fitness centers, weight training rooms, stationary bikes, aerobics studios and game rooms. South Georgia students are provided with memberships to the YMCA.

Student Handbooks and Academic Program Handbooks Containing Vital Student Information

College policies and other student information are available in the student handbooks, which are available online through myPCOM. The General Student Handbook, which applies to all academic programs, describes educational resources and essential services, registration, campus regulations, insurance, extracurricular activities and student government, and College policies on privacy, sexual harassment, equal opportunity, grievances, safety, substance abuse, ethics and conduct. Each program of study also publishes an academic handbook that describes curriculum, graduation requirements, examination and grading policy, academic standards, remediation procedures, clinical education requirements and other academic and student support information specific to the respective degree program. The academic handbooks are available on MyPCOM, as well as in each academic department office.

Professional Code of Ethics

The codes of ethics of various professional associations have been adopted, as appropriate, as guidelines for PCOM professional degree and graduate students. The American Osteopathic Association, the American Academy of Physician Assistants, the American Psychological Association, the National Association of School Psychologists, the American Pharmaceutical Association, and the American Association of Colleges of Pharmacy have formulated their codes of ethics to guide members in their professional lives, and the standards are designed to address the health professional's ethical and professional responsibilities to patients, society, others involved in health care and self. In addition, some academic programs have developed their own codes of ethics and student conduct. The codes of ethics are reproduced in the student handbooks and/or orientation materials of the respective academic programs at the Philadelphia, Georgia and South Georgia campuses.

Disciplinary Policies and Procedures

PCOM adheres to a disciplinary policy designed to ensure the safety, integrity, and security of all members of the PCOM community and the individuals PCOM students serve in clinical settings. PCOM mandates compliance with all applicable federal, state and local laws and with the stated rules and regulations of PCOM.

The full college Disciplinary Policy including the Process and Procedures can be found in the General Student Handbook.

Health Insurance

All PCOM students are required to have health insurance coverage. PCOM offers a student health insurance plan for students through United Healthcare. This plan renews annually and students are required to either waive the student health insurance plan or be automatically enrolled and the cost added to their tuition bill. Questions about student health insurance can be directed to benefits@pcom.edu.

The PCOM Student Wellness Center maintains student health records, including the forms for the mandatory physical. Students are advised that routine and preventive health care would be best addressed by having a local personal primary care physician. If a student elects to utilize a PCOM medical practice, fees for consultations, lab work or diagnostic

testing are submitted to the student's health insurance for consideration for payment. Charges that exceed the payment made by the insurance, or denied payment, are left to the discretion of the individual provider for collection.

Veteran Information

- **Covered individuals** are allowed to attend or participate in the course of education during the period beginning on the date on which the individual provides to the educational institution a certificate of eligibility for entitlement to educational assistance under chapter 31 or 33 (a "certificate of eligibility" can also include a "Statement of Benefits" obtained from the Department of Veterans Affairs' (VA) website – eBenefits, or a VAF 28-1905 form for chapter 31 authorization purposes) and ending on the earlier of the following dates:
- The date on which payment from VA is made to the institution.
- 90 days after the date the institution certified tuition and fees following the receipt of the certificate of eligibility.

PCOM will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the requirement that a covered individual borrow additional funds, on any covered individual because of the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement funding from VA under chapter 31 or 33.

Application for benefits at PCOM is generally initiated by filing a "Change of Place of Training" form upon separation from the Armed Forces, and by submitting a "Certificate of Eligibility" form to the School Certifying Official for their campus.

Veteran students must notify their School Certifying Official regarding any changes in enrollment or registration status.

Veterans must provide transcripts when seeking to transfer credit to the institution.

Compliance with Title 38 US Code 3679(e) for students utilizing Veterans Education Benefits

In accordance with Title 38 US Code 3679(e), Philadelphia College of Osteopathic Medicine adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post-9/11 G.I. Bill (Ch. 33) or Vocational Rehabilitation & Employment (Ch. 31), and Dependents' Educational Assistance (Ch. 35) benefits, while payment to the institution is pending from VA. PCOM will not:

- Prevent student's enrollment;
- Assess a late penalty fee to the student;
- Require the student to secure alternative additional funding;
- Deny the student access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, such students may be required to:

- Produce the VA Certificate of Eligibility (COE) by the first day of class;
- Provide a written request to be certified;
- Provide additional information needed to properly certify the enrollment as described in other institutional policies.

Contact with the Veterans Administration and negotiation of problems related to veterans benefits are handled by the School Certifying Official for each campus, as well as the Financial Aid Office.

PCOM (Philadelphia)

Phil Heywood

Associate Registrar of Academic Records
Philadelphia College of Osteopathic Medicine
PhilipHe@pcom.edu
Phone: (215) 871-6704 | Fax (215) 871-6649

PCOM Georgia

Ajima Witter

Associate Registrar
Philadelphia College of Osteopathic Medicine-Georgia
625 Old Peachtree Road NW Suwanee, GA 30024
office 678-225-7558 | fax 678-225-7526

PCOM South Georgia

Tiffany M. Coker, M.Ed.

Assistant Director, Student Services

VA School Certifying Official

PCOM South Georgia
2050 Tallokas Road
Moultrie, GA 31768
Contact Number: 229-668-3132

For Appointments: [https://ca \(https://calendly.com/tiffanyco1\)/lendlly.com/tiffanyco1](https://ca (https://calendly.com/tiffanyco1)/lendlly.com/tiffanyco1) (<https://calendly.com/tiffanyco1/>)

Pronouns: she | her | hers

International Students Information

PCOM has been approved to process F-1 visas. International students' paperwork is processed through the DSO.

Prior to the start of their first term, international students must submit tuition for the duration of the program. These funds will be placed in a PCOM escrow account. International students are not eligible for federal financial aid.

International students must process their I-20 form with the Registrar's Office. If the student attended another school in the United States prior to PCOM, that school can transfer the I-20 form to PCOM. However if the student has not attended another school in the United States, the Registrar's Office will create the I-20 form and mail it to the student's address in their country of origin. The student then must process the I-20 form at the embassy in their country of origin.

International students must be enrolled full time each term and continue to make academic progress.

Many International students are restricted from completing online courses in the United States, depending on the regulations in their country of origin.

Students who seek employment in the U.S. following completion of a degree program must provide an updated I-20 form to the employer as well as an Employment Authorization Document (<https://www.uscis.gov/forms/explore-my-options/applying-for-an-employment-authorization-document>) (<https://www.uscis.gov/forms/explore-my-options/applying-for-an-employment-authorization-document>)

for-an-employment-authorization-document/)). PCOM will assist students who are seeking employment after graduation by providing an updated I-20 form upon notification from the student. The student must also complete the PCOM FERPA authorization to release information to any third party.

Students should discuss their situation individually with a representative in the Registrar's Office 90 days prior to graduation.