



# TOURO COLLEGE OF OSTEOPATHIC MEDICINE

## Master of Science Interdisciplinary Studies in Biological and Physical Sciences

### STUDENT HANDBOOK

*Effective July 1, 2016*

# Mission Statement

***The Touro College of Osteopathic Medicine is committed to training osteopathic physicians, with a particular emphasis on practicing medicine in underserved communities, and to increasing the number of underrepresented minorities in medicine. We value and support public service, research, graduate medical education, and osteopathic clinical service in the community that will strive to improve health outcomes for those we serve. We will work to educate students through the use of latest innovative education techniques using summative and formative measures so as to graduate qualified osteopathic physicians.***

## The Program and its Objectives

The Master of Science program in Interdisciplinary Studies in Biological and Physical Sciences has been carefully designed for students who have the strong ambition to complete a medical education. The program is intended to immerse students in the Medical College Curriculum so that candidates can determine whether the content satisfies their academic curiosity while the Medical College evaluates their potential for professional success.

All courses are offered at the Touro College of Osteopathic Medicine and are presented by the Medical College Faculty in lecture, workshop and laboratory venues. The major courses include graduate students in the Medical College classroom and laboratory.

Medical College Courses include Anatomy and Embryology, Biochemistry, Genetics, Histology/Cell Biology, Immunology and Microbiology, Neuroanatomy and Physiology.

The faculty will encourage students to reach their full potential as they learn to focus on clear objectives in each course. Student performance will be closely followed with frequent evaluations and opportunities for corrections throughout each term.

Admission to this program constitutes provisional acceptance into Touro College of Osteopathic Medicine. Matriculation requires completion of the M.S. curriculum with a 3.45 Grade Point Average (3.45/4.0) and a Pass on the Comprehensive Examination.

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This is a dynamic document, it is subject to change. Suggestions are invited, please send them to:  
[masters.tourocom@touro.edu](mailto:masters.tourocom@touro.edu)

## IMPORTANT NOTICE

This Handbook contains only general guidelines and information concerning the school. It is not intended to be comprehensive or to address all the possible applications of, or exceptions to, the policies and procedures of Touro College of Osteopathic Medicine. Some of the subjects described in this Handbook are covered in detail in official policy and procedure documents found online and elsewhere. You should refer to these documents for specific information, since this Handbook only briefly summarizes those policies. For that reason, if you have any questions concerning a particular policy or procedure, you should address your specific questions to the Office of Student Affairs. Please note that the terms of the full official policies are controlling in the case of any inconsistency.

This Handbook is neither written nor meant to confer any rights or privileges on students. No individual or representative of Touro (except the President of Touro College) has the authority to enter into any agreement or understanding contrary to the above.

This is written for informational purposes only and may contain errors. The policies, procedures and practices described herein may be modified, supplemented or discontinued in whole or in part, at any time with or without notice to the students. It is your responsibility to keep current on all College policies and procedures and practices. It is your responsibility to review College policies and procedures in detail and to request any clarification needed from the Office of Student Affairs. Violation of College policies or procedures may result in disciplinary action, including dismissal from the program. Action may be taken against a student notwithstanding his or her failure to appear or otherwise participate in disciplinary or grievance proceedings.

Students are required to investigate for themselves as to whether the program they enroll in meets their personal, educational and career needs. Thus, Touro disclaims any liability for promises, assurances, representations, warranties or other statements made in its marketing or promotional materials, or this Handbook, and makes absolutely no promises, assurances, representations, guarantees, warranties or other statements concerning a student's academic success. Different jurisdictions have different licensing requirements and standards. While students may expend significant sums associated with higher education, successful completion of a course, program, or degree is dependent on many factors. The payment of tuition permits a student to register and matriculate in the courses and programs available and offered by Touro or the program in which the student is enrolled. Acceptance in a school or program may be revoked if it is later learned, among other things, that his or her qualifications have been misstated or overstated, or there is some other omission or misrepresentation in connection with the student's application for admission or otherwise. Except as noted in the paragraph below, no contract rights exist or are established in the student- educational institution setting by and between Touro and the student. To this end, you waive and Touro disclaims any contract or liability for promises, assurances, representations, warranties, or other statements made in its marketing or promotional materials, and makes absolutely no promises, assurances, representations, guarantees, warranties or other statements concerning our courses and programs and a student's academic success in them. Thus, you waive and Touro further disclaims any liability in tort in connection with any of the foregoing. In order for a degree to be earned, the required grades and grade point averages must be achieved and maintained, and all other requirements of the school and program must be fulfilled. These disclaimers are, in effect, covenants not to sue which are binding upon students, and are tacitly agreed to by a student's matriculation or continued matriculation in our programs.

Registration and matriculation at Touro after the issuance of this Handbook is consideration for and constitutes a student's knowing acceptance of the binding Alternative Dispute Resolution ("ADR") mechanisms (including binding arbitration) contained herein. Thus, any dispute, claim or controversy arising out of or related to your application, registration, matriculation, graduation or other separation from Touro and/or this Handbook, which is not resolved through Touro's ADR mechanisms, shall be resolved exclusively through final and binding expedited arbitration conducted solely before the American Arbitration Association ("AAA"), or any successor in interest, in accordance with the AAA Rules then in effect. The location of the arbitration shall be at a convenient office on a Touro campus where

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the student is (or was last) affiliated. See "Arbitration of Disputes" provision in the Student Handbook of Touro College of Osteopathic Medicine as posted online for a more elaborate treatment of Touro's ADR mechanisms.

## Policy on Non-Discrimination

Touro College treats all employees, students and applicants without unlawful consideration or discrimination as to race, ethnicity, creed, color, religion, national origin, sex, age, disability, marital status, genetic predisposition, sexual orientation citizenship status, or any other legally protected class in all academic and where applicable employment decisions, including but not limited to admissions, recruitment, the administration of its educational programs and activities, hiring, compensation, training and apprenticeship, promotion, upgrading, demotion, downgrading, transfer, lay-off, suspension, expulsion and termination, and all other terms and conditions of admission, matriculation and employment. Inquiries or complaints concerning the non-discrimination policies should be sent to Elan Bar-am, 500 Seventh Avenue, 4th Floor, New York, New York, 10018, Elan.Baram@touro.edu (646-565-6000 x55636) or, alternatively, to the Chief Compliance Officer at compliance@touro.edu and 212.463.0400 x5330.

## General Educational Goals

The Master of Science Program in Interdisciplinary Studies in Biological and Physical Sciences has been carefully designed for students who have a strong ambition to complete a medical education. The one year program is intended to immerse students in the biomedical curriculum so that candidates can determine whether the content satisfies their academic curiosity while the medical college evaluates their potential for professional success.

The faculty will encourage students to reach their full potential as students learn to focus on objectives in each course. Student performance will be closely followed with frequent evaluations that provide opportunities for counseling and growth throughout each term.

Admission to this program constitutes provisional acceptance into Touro College of Osteopathic Medicine. Direct matriculation requires completion of the MS curriculum with a grade point average of 3.45/4.0 and a Pass on the Comprehensive Examination.

## Synopsis of Curriculum

All Courses are offered at the Touro College of Osteopathic Medicine and are presented by the medical college faculty in lecture, workshop and laboratory venues.

**Courses** -- Please note courses are subject to change.

### Fall Semester - Harlem

<b>Course Number</b>	<b>Description</b>	<b>Credits</b>
<b>CBE 530</b>	<b>Clinical Anatomy and Embryology</b>	<b>7</b>
<b>CBE 500</b>	<b>Biochemistry</b>	<b>4</b>
<b>CBE 550</b>	<b>Physiology I</b>	<b>4</b>
<b>CBE 510</b>	<b>Histology / Cell Biology</b>	<b>5</b>
<b>CBE 620</b>	<b>Law and Ethics in Medicine</b>	<b>1</b>

### Spring Semester - Harlem

<b>Course Number</b>	<b>Description</b>	<b>Credits</b>
<b>CBE 535</b>	<b>Clinical Anatomy and Embryology II</b>	<b>3</b>
<b>CBE 501</b>	<b>Medical Genetics</b>	<b>3</b>
<b>CBE 551</b>	<b>Physiology II</b>	<b>3</b>
<b>CBE 520</b>	<b>Neuroanatomy</b>	<b>4</b>
<b>CBE 600</b>	<b>Microbiology and Immunology</b>	<b>6</b>
<b>6CBE 580</b>	<b>Health, Human Behavior</b>	<b>2</b>
<b>HS 668</b>	<b>Community Service</b>	<b>1</b>

## Degree Awarded

The Master of Science degree in Interdisciplinary Studies in Biological and Physical Sciences is conferred upon the graduates of the Touro College of Osteopathic Medicine, upon successful completion of work at the Touro College of Osteopathic Medicine. Award of the Master's Degree requires program completion, a final cumulative GPA of 3.0/4.0, and a Pass on the Comprehensive Examination.

## Direct Matriculation into Touro College of Osteopathic Medicine

Requirements for direct admission into TouroCOM-NY DO program are as follows: M.S. Program completion with a cumulative GPA of 3.45/4.0 and a Pass on the Comprehensive Examination, demonstrated professionalism and conduct becoming of a physician throughout the program, and otherwise adherence to the Admission deadlines and requirements covered in Touro College of Osteopathic Medicine College Handbook.

## Student Academic Affairs:

### Office of the Registrar

The Office of the Registrar is responsible for the official documentation for student enrollment in the Master of Science in Interdisciplinary Studies in Biological and Physical Sciences at the Touro College of Osteopathic Medicine. The services provided by the Office of the Registrar include:

- course registration
- adding or dropping a course
- transcript requests
- withdrawal requests
- leave of absence requests
- certifying enrollment for student loans

## Registration

All students will be required to register online, or in person before the registration deadline specified in the College calendar. Failure to register before the deadline and to pay any tuition and fees to the College may prevent a student from entering the program. Matriculation is subject to satisfactory completion of all academic requirements and payment of all outstanding tuition and fees to the College. Your participation in the program can be delayed, suspended or terminated due to a failure to meet deadlines or pay tuition and fees when due.

Prior to registration, official transcripts from all colleges and universities in which the student has previously attended, including a final transcript, must be on file in the Registrar's Office (students are expected to have completed - and certify by their matriculation - that they have fulfilled all prerequisites for admission to the program. If at a later date a deficiency is discovered the student can be terminated from the program).

In addition, the following items are required: a criminal background check (Note: Students are responsible for accuracy and thoroughness in the request for the criminal background check; inaccurate, incomplete, misleading, or untruthful statements in such request may be CAUSE TO REVOKE THE OFFER OF ADMISSION, OR IF FOUND AT A LATER DATE, BE GROUNDS FOR IMMEDIATE DISMISSAL with all tuition and fees forfeited). In addition, applicants must undergo a complete physical examination, and immunizations as outlined on the physical examination form, and proof of health insurance.

## Bursar's Office

The function of the Bursar's Office is to manage student accounts and collect tuition and fees from students on behalf of Touro College of Osteopathic Medicine. The Bursar's Office is responsible for charging tuition to student accounts according to the college schedule and for collecting payments from students. The Bursar will send each student statements until the tuition and fees are paid. The Bursar's Office receives and disburses the federal and private loans that the students receive through the Financial Aid Office. The Bursar's Office also processes refund checks for students who receive funds in excess of their tuition and fees to cover their living expenses while attending the College. The Bursar works with students who are having financial difficulty 8

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meeting their financial obligations to the College.

As stated above, the Bursar's Office is responsible for disbursing funds to students resulting from tuition overpayments of any type, commonly referred to as "refunds." Refund checks are issued following Federal and State guidelines pertaining to verification of satisfactory attendance and academic progress. As a result of the large variety of funds available to students, some student accounts may receive funds in excess of tuition and fee charges. Such funds are returned to students to be used for other college related expenses, including living expenses.

## Tuition Payment

REMINDER: Students will no longer be receiving paper bills.

TouchNet is Touro's means of providing our student body 24 hour access to E-bills and making payments online. TouchNet provides you with real-time account activity. The Office of the Bursar is committed to guarding our students from unlawful acts of identity theft. We take the privacy rights of our students very seriously including the protection of personal credit card and banking account information. We ask that all tuition payments be made directly by students online through the use of TouchNet.

### To Make a Payment:

Login to the TouroOne portal: [www.touroone.touro.edu](http://www.touroone.touro.edu) using your portal credentials. (Follow the Account Management steps if necessary.)

- Select the "Financial Services" tab on the top of the home page. Select "TouchNet" in the Student Accounts box.
- Select "My Account"
- Select Applicable Terms and Verify Amount.
- Select Date and Continue. Select Payment Method.
- Enter your credit card information or your checking or savings, account information and Select "Continue".
- Review payment and click "Schedule Payment"
- You will receive a message that states "Thank you, you have successfully scheduled your payment(s) for x/x/16."

Accepted methods of payment through TouchNet are Visa, MasterCard, Discover, and American Express & Echeck using your checking or savings account. Please do not process business checks or any check that is not payable to Touro College. The bank account holder must have knowledge and authorize this transaction.

To authorize a third party, such as a parent or spouse, to access your TouchNet account and make a payment on your behalf select "Authorize Payers", then select "Add New". Enter the authorized payer's name and email address and create a user and password. The authorized payer will receive the TouchNet link and their personal user and login via email.

OFFICE OF THE BURSAR  
Touro College of Osteopathic Medicine – Harlem  
2090 Adam Clayton Powell Jr. Blvd. Suite 519  
New York, NY 10027

OFFICE OF THE BURSAR  
Touro College of Osteopathic Medicine - Middletown  
60 Prospect Avenue  
Middletown, New York 10940

In the event tuition is not paid through the tuition options provided by Touro by the first week of the program or by an extension in writing provided by the Dean of Student Affairs, all rights and privileges to attend Touro are void and the student will not be deemed to have matriculated at Touro and will be asked to leave the school.

## **Student in Academic Good Standing**

A student is in good standing when all obligations have been met regarding Admissions, Registrar, Bursar, Financial Aid, and student demonstrates a 3.0 GPA or better in the course of study. In any and all cases, being out of compliance in any of the aforementioned may result in sanctions and may lead to non-award of the degree.

## **Student Health**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online. Please visit: <http://tourocom.touro.edu/student-life/support-services/>

## **Medical Records**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Immunization Requirements**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Student Counseling**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Mental Health Services**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online. Please visit: <http://tourocom.touro.edu/student-life/support-services/>

## **Faculty Mentor/ Student Advisors**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Student Tutor Program**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Student Government Association (SGA)**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online. SGA is the official voice for students in attendance at the DO Program at the Touro College of Osteopathic Medicine. The organization is open to all students who have matriculated into the DO program at the College. Comments and suggestions from students enrolled in the MS Program may be sent to the President of the SGA for consideration.

The responsibilities of the SGA include: collecting and expressing student opinion, dispensing funds for student activities, acting as a liaison for the student body, promoting osteopathic medicine, supporting club and class activities, and working to improve the quality of life for all students at the Touro College of Osteopathic Medicine.

## **Student Organizations**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## On-Campus Student Events

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## Extracurricular Activities

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## Publications

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## Dress Code

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## General Academic Policies

Please refer to the College Catalog of the Touro College of Osteopathic Medicine as posted online.

## Admission to Interdisciplinary Studies in Biological and Physical Sciences at Touro College of Osteopathic Medicine:

### Admission Prerequisite Requirements

1. A baccalaureate degree from an accredited college or university.
2. At the time the application is filed, applicants should:
  - a. possess an undergraduate science grade point average of at least 3.00 on a 4.0 scale.
  - b. possess an overall grade point average of at least 3.00 on a 4.0 point scale.
3. Applicants must have completed an acceptable academic year sequence (generally 8 semester hours) with **no grade** below 2.0 on a 4.0 point scale in each of the following subjects:
  - ❖ One year of English Composition (6 credits)
  - ❖ One year of Behavioral Science (6)
  - ❖ One year of Biology w/lab (8)
  - ❖ One year of General Chemistry w/lab (8)
  - ❖ One year of Organic Chemistry w/lab or Biochemistry (8)
  - ❖ One year of Physics w/lab (8)
  - ❖ One year of Mathematics- may include Calculus or Statistics (4)
4. MCAT Score acceptable to the Program

### The Admission Process

The following steps are necessary for all prospective students applying for enrollment in the Masters program in Interdisciplinary Studies:

- The online application must be filled out in its entirety and submitted prior to April 1, and all supporting documents below must be received by the Admissions Department by April 15. Applications received after this date may not be considered.
- An application fee of \$75.00 must be submitted with the application.
- Applicants must submit official transcripts from all accredited colleges attended.
- Three letters of recommendation are required (Two from individuals who can evaluate the applicant's science background.) An official letter from the college premedical committee may substitute the three letters of recommendation.

- The MCAT must be taken and official scores (with verification code) sent to the Admissions Department, by mail or email, in order for a file to be considered complete.

## **Interviews**

Interviews, which may be required, will be offered at the discretion of the Touro College of Osteopathic Medicine.

## **Student Information: Permanent Address, Name Change, New Student Orientation, Student Identification, Student Email Account**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Academic Calendar**

Please visit: <http://tourocom.touro.edu/academics/academic-calendar/>

## **Personal Property**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Lost and Found**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Confidentiality of Student Education Records**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Disciplinary Records**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Medical Records**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Academic Records**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Transcripts**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Unofficial Transcripts or Grade Reports**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Class and Examination Policies and Schedules**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Examination Decorum**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Attendance, Tardiness, and Absences**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Graduation Requirements**

Please refer to page 8 of this document.

## **Attendance and Examinations**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Jury Duty**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Leave of Absence**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Maternity Leave**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Military Leave**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Withdrawal Policies**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Tuition Refund Schedule**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Lecture and Equipment Policies**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Visitors**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **General Academic Standards:**

### **Academic Progress Policy**

See "Degree Awarded" above.

### **Grading Policy**

1. Award of the M.S. degree requires completion of all program courses and an overall 3.00 GPA or better, and a Pass on the Comprehensive Examination.
2. Award of the M.S. degree, along with a GPA of 3.45 or better and a Pass on the Comprehensive Examination may lead to direct matriculation to the medical school (other requirements may apply).

3. Grading Scale (Letter grade, Grade Point Value/Credit Hour)

<b>A+</b>	<b>4.00</b>
<b>A</b>	<b>4.00</b>
<b>A-</b>	<b>3.667</b>
<b>B+</b>	<b>3.333</b>
<b>B</b>	<b>3.00</b>
<b>B-</b>	<b>2.667</b>
<b>C+</b>	<b>2.333</b>
<b>C</b>	<b>2.00</b>
<b>C-</b>	<b>1.667</b>

Incomplete (I): A grade of Incomplete (I) will be assigned when a student is unable to complete course requirements due to circumstances which do not include academic failure, and which are acceptable to the Course Director. A plan for completion of the course requirements must be recorded in agreement with the Course Director. Failure to complete the course will result in conversion of the I grade to Unsatisfactory (U). Refer to the Touro College Graduate School Handbook online for the Incomplete Policy.

Unsatisfactory (U): An unsatisfactory grade (U). If a U is obtained it must be satisfied by remediation.

Satisfactory with remediation (U/C): After an unsatisfactory performance has been successfully remediated, a U/C will replace the U on the transcript (see section on remediation).

Withdrawal (W): A withdrawal indicates that a student has registered for a course and then has withdrawn from the course within the first four weeks of the semester. A W will remain on the students' transcript.

Withdrawal Unsatisfactory (WU): If a student withdraws from a course after the fourth week, the student will receive a WU and this grade will be calculated in the grade point average. A WU must be satisfied with remediation.

Withdrawal Passing (WP): In rare, extenuating circumstances, for students otherwise in good academic standing, the Pre-clinical Dean may authorize the grade of WP for a student who withdraws after four weeks of classes. No credit will be earned for the course, nor will the grade be calculated in the GPA.

The following paragraphs apply to students who finish the program with a GPA of less than 3.0 and who wish to earn the MS degree.

4. Students may retake a course for which they record a grade of B- or lower. Two courses may be repeated and no course may be repeated more than once. The repeated course grade is calculated into the student's Grade Point Average as attempted and earned credit. The earlier course remains on the transcript but will not be calculated into the student's Grade Point Average and will only be calculated as attempted but not earned credit. Each time a course is attempted, it is considered an attempt when calculating the Pace of completion and maximum Time Frame measures for Satisfactory Academic Progress, regardless of whether the course is subsequently repeated for a better grade.

5. Students may remediate a grade of B- or lower in any two courses for up to a limit of a grade of B. Such remediation must be completed within six months of completing the program. This is an opportunity to quickly improve the GPA, when it is below 3.0 at the end of program. The Course Director will establish the requirement for remediation.

## **Suspension or Dismissal from the College**

Please refer to the Student Handbook of Touro College of Osteopathic Medicine as posted online.

## **Academic Appeal Process**

Please refer to the Student Handbook of Touro College of Osteopathic Medicine as posted online.

## **Arbitration of Disputes**

Please refer to the Student Handbook of Touro College of Osteopathic Medicine as posted online.

## **Financial Aid and Standards of Satisfactory Academic Progress**

Please refer to the Student Handbook of Touro College of Osteopathic Medicine as posted online.

## **Student Academic Integrity and Ethics**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Code of Conduct**

Please refer to the College Catalog and Student Handbook of Touro College of Osteopathic Medicine as posted online.

## **Professional Promise**

Please refer to the Student Handbook of Touro College of Osteopathic Medicine as posted online.

## **Academic Honesty**

Please refer to the Student Handbook of Touro College of Osteopathic Medicine as posted online.

## **Responsibility of the Student**

Please refer to the Student Handbook of Touro College of Osteopathic Medicine as posted online.

## **Student Academic Ethics: A Guide to Academic Honesty**

Please refer to the Student Handbook of Touro College of Osteopathic Medicine as posted online.

## **Student Concerns and Grievances**

Please refer to the Student Handbook of Touro College of Osteopathic Medicine as posted online.

## **Conduct Violations**

Please refer to the Student Handbook of Touro College of Osteopathic Medicine as posted online.

## **College Codes/Student Responsibilities**

*IMPORTANT NOTICE: Touro College may modify, supplement, or revoke the policies set forth below, in whole or in part, at any time with or without notice to the student. Visit the Touro College Website to view the most recent policies in effect (as the wording of these policies may change from time to time).*

## **IT Security**

Please visit: <http://tourocom.touro.edu/media/schools-and-colleges/tourocom/documents/InformationSecurity.pdf>

## **Academic Computing**

Please visit: <http://tourocom.touro.edu/media/schools-and-colleges/tourocom/documents/AcademicComputingPolicy.pdf>

## **Smoking, Drugs, Alcohol, Firearms, and Hazing**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Drug-Free Workplace and Substance Abuse Policy and Procedures**

Please refer to the Student Handbook of the Touro College of Osteopathic Medicine as posted online.

## **Discrimination and Sexual Harassment – Title IX Policy**

All divisions of Touro seek to foster a collegial atmosphere where students are nurtured and educated through close faculty-student relationships, student camaraderie, and individualized attention. Discrimination or harassment of any kind is anathema to Touro's mission, history, and identity. Touro will resolve any identified claim of discrimination in a timely and effective manner. Those believing that they have been harassed or discriminated against on the basis of their sex, including sexual harassment, should immediately contact Touro College's Title IX coordinator. When Touro has notice of the occurrence, Touro will take prompt and effective remedial action reasonably calculated to stop the harassment and as appropriate, remedy its effects.

The Title IX Coordinator or his or her designee ("Title IX Coordinator") is trained and knowledgeable about enforcement, compliance, communication, and implementation of Touro's anti-harassment and anti-discrimination policy.

The Title IX Coordinator's contact information is as follows:

Title IX Coordinator- Elan Baram  
Touro College  
500 Seventh Avenue, 4<sup>th</sup> Floor, New York, NY 10018  
Phone: 646-565-6000 ext. 55636  
Email: Elan.Baram@Touro.edu

For the complete version of this policy please visit: <http://www.touro.edu/title-ix-policy/>

## **Institutional Policy on AIDS**

Please refer to the Student Handbook of Touro College of Osteopathic Medicine as posted online.

## **Impairment of Life Safety Devices/Systems**

Please refer to the Student Handbook of Touro College of Osteopathic Medicine as posted online.

## **Eating, Drinking and Smoking in Classrooms**

Please refer to the Student Handbook of Touro College of Osteopathic Medicine as posted online.

## **Crime Awareness and Campus Security Act**

Please refer to the Student Handbook of Touro College of Osteopathic Medicine as posted online.