



Student Handbook for the Basic Sciences Program

Including a brief overview of the Clinical Education program

Revised August 5, 2008

INTRODUCTION

This edition of the Student Handbook supersedes all previous versions. This handbook is prepared for the convenience of our students by the faculty and administrators of the University of Sint Eustatius School of Medicine. New students are required to read the entire handbook upon matriculation and are responsible for taking note of any changes that occur in policy as subsequent Handbook versions are posted. In the event of any discrepancy between information presented in this handbook and the bylaws or policies of the University, the official bylaws and policies of the University shall prevail.

The President of the University and the Dean of the School of Medicine have final authority regarding the interpretation of any regulations in this handbook. Changes in the handbook will take effect at the beginning of the term immediately following either the posting of the changes on campus and/or the date of a statement issued via mail or e-mail to all students.

The students of the University of Sint Eustatius School of Medicine represent a wide range of cultural, ethnic, racial and religious backgrounds and perspectives. Consistent with the standards established by the National Council for Accreditation of Teacher Education (NCATE), we seek to provide leadership in medical education while maintaining a culturally competent and diverse academic workplace. From a global perspective, we prepare our students and future healthcare providers for an increasingly interconnected world.

It is the policy of the University of Sint Eustatius School of Medicine that there shall be no discrimination against persons because of race, religion, age, creed, color, gender, disability, sexual orientation, national origin, marital status, veteran status, or political belief or affiliation.

The University maintains a no smoking policy in all classrooms, laboratories and offices.

We do not claim in our literature to be accredited by any agency, either U.S. or foreign. We do state that this University is acknowledged by the World Health Organization (WHO) and listed in the International Medical Education Directory (IMED). We do state that our school is approved by the the Educational Commission for Foreign Medical Graduates (ECFMG). Thus, our students are eligible to sit for the U.S. Medical Licensing Examination (USMLE) and thus can become ECFMG certified upon completion of the M.D. curriculum and passing the USMLE Step 1, 2CK, and 2CS examinations.





University of Sint Eustatius School of Medicine

Paving the path to excellence in healthcare education

Dear Future Physician,

I am very pleased to welcome you to the University of Sint Eustatius School of Medicine. The administration, faculty and staff would like to extend to you their best wishes as you commence your journey through medical school.

Our goal is to impart an excellent foundation of basic medical knowledge in order for you to become a successful physician. It will take diligence and perseverance to accomplish your dream. You will realize the importance of this knowledge when you are involved in patient care. Enjoy the camaraderie of new found friends. Enjoy the natural surroundings, which are conducive to focused concentration and study.

We are dedicated to serving you. We wish you a deeply rewarding experience as you work toward your goal of becoming a physician.

Sincerely,

Leonard Wisneski, M.D.

President and Dean of the University

Administrative Office: 6901 Jericho Turnpike, Suite 215, Syosset, NY 11791

Telephone: 1-866-878-2842, Fax: 1-516-656-9262



University of Sint Eustatius School of Medicine

Paving the path to excellence in healthcare education

Dear Medical Student,

We congratulate you on your admission to medical school— your first step in becoming a physician. You have worked hard for the privilege to pursue a medical career, and in many cases you have needed to make great personal sacrifices to be able to spend the next several years in medical training. The basic sciences are the foundation of your future medical career. Even though direct patient care during this training is relatively limited, the basic sciences are essential for your functioning as a medical doctor. Only when you understand the fundamentals of the basic sciences will you be able to interpret the signs and symptoms that a patient presents with when seeking your expertise in cure and care. We, the faculty of your medical school, will teach you those fundamentals and will guide you on your way into clinical medicine. It is our vocation to give you a thorough education and to prepare you for your future role as a medical doctor.

The island of Sint Eustatius welcomes you and will be your home for many months. Living in a different cultural environment will not always be easy but will offer much added value to your studies. Your studies on Sint Eustatius will prove to be a memorable and worthwhile experience that will benefit not only you but also your future patients. We wish you a successful and personally rewarding experience as a student at our medical school and as a resident on the island of Sint Eustatius.

Sincerely,

The University of Sint Eustatius
School of Medicine

Caribbean Campus: P.O. Box 73, Goldenrock, Sint Eustatius, Netherlands Antilles
Telephone: 011-599-318-2600, Fax: 011-599-318-2088, Email: island@eustatiusmed.edu

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History of the University of Sint Eustatius School of Medicine

The University of Sint Eustatius School of Medicine was founded by experienced and highly regarded medical school educators and administrators committed to educating future physicians in a student centered, physician driven learning environment– one that promotes academic excellence with personal and professional integrity at an affordable cost. The founders obtained the support for a medical school from the enthusiastic native people and government of the island of Sint Eustatius (Statia). Subsequently, the University of Sint Eustatius was awarded a Charter, which was signed by the Minister of

Education, the Minister of Health, and the Governor of Sint Eustatius on April 21, 1999. On May 27, 1999 the ECFMG confirmed the eligibility of graduates from the University of Sint Eustatius School of Medicine to register for the USMLEs. The University is listed by the WHO and in IMED. With a wealth of experience, the deans and faculty opened the doors of the University of Sint Eustatius School of Medicine to its first class of students on September 1, 1999.

Mission Statement

The mission of the University of Sint Eustatius School of Medicine is to develop skilled and compassionate physicians, through innovative educational approaches in conventional and complementary health sciences, to serve the expanding global need for comprehensive, quality health care.

Basic Sciences Academic Calendar 2008-2009

Spring Term 2008

Labor Day & Ascension Day	May 1
Orientation & Registration	May 12
First Day of Classes	May 13
Reading Days	June 27 & 30
Carnival Monday	July 28
Awards Ceremony	Aug. 21
Last Day of Term	Aug. 22

Fall Term 2008

Orientation & Registration	Sept. 8
First Day of Classes	Sept. 9
Antillean Day	Oct. 21
Reading Days	Oct. 24 & 27
Statia America Day	Nov. 16
Awards Ceremony	Dec. 17
Last Day of Term	Dec. 19
Christmas & Boxing Day	Dec. 25 & 26
Holiday Break	Dec. 29-Jan. 2

Winter Term 2009

Orientation & Registration	Jan. 12
First Day of Classes	Jan. 13
Reading Days	Feb. 27 & Mar 2
Easter Friday	April 10
Easter	April 12
Easter Monday	April 13
Awards Ceremony	April 23
Last Day of Term	April 24
Queen's Birthday	April 30
Labor day	May 1

Spring Term 2009

Orientation & Registration	May 11
First Day of Classes	May 12
Ascension Day	May 21
Reading Days	June 26 & 29
Carnival Monday	July 27 or Aug. 3
Awards Ceremony	Aug. 20
Last Day of Term	Aug. 21

* Students must register for classes on the specified Term registration date. New students arriving late or missing registration will be charged a late fee of \$100.00. Illness and other mitigating circumstances may be considered by the Bursar's office.

DATES MAY BE SUBJECT TO CHANGE. STUDENTS SHOULD CHECK WITH THE UNIVERSITY BEFORE MAKING FLIGHT ARRANGEMENTS.

Curricula at the University of Sint Eustatius School of Medicine

Basic Sciences Program

Overview

The Basic Sciences program takes place during 15-week terms on the island of Sint Eustatius. Summer and winter breaks are short by U.S. standards, permitting three academic terms each calendar year. Students have the option of completing their 5th semester in the United States, which further reduces students' total time away from their home country.

The Basic Sciences curriculum consists of training in multiple disciplines taught in a 5-term format. Courses are typically taught in double 45-minute blocks, three to five times per week. Training in some disciplines spans two terms.

Basic Sciences Curriculum

Courses Completed in 1st and 2nd Terms

Biochemistry (Course # 2400)

Structure and function of carbohydrates, lipids, proteins and other important biomolecules.

Lectures cover important topics such as structure-function relationships in molecular diseases, enzyme characteristics and kinetics, bioenergetics, metabolism and metabolic interrelationships of important biomolecules, the molecular basis of metabolic diseases, the biochemistry of hormones and cell signaling and biochemical principles in nutrition. In lab activities, students learn about basic tests and procedures used in general practice, including pregnancy tests, urine reagent strips and tablets for the detection of glucose and ketonic bodies and glucometers for monitoring diabetic patients.

Genetics (Course # 2600)

Basic genetics and its relevance to inherited disorders.

This course covers topics including the structure and function of genes, the general organization of the human genome and the principles of Mendelian and non-Mendelian genetics as applied to disease.

Chromosomal abnormalities, cytogenetics in principle and practice, population genetics as applied to issues of human health and the use of genetics in medicine are also covered. Also emphasized are principles of molecular recognition, the control of cellular proliferation, and the organization, replication and repair of the genome. Gene expression, mutation, molecular genetics and the techniques of molecular biology are also covered.

Gross & Developmental Anatomy (Course # 1200)

Gross structure and development of organs and systems of the human body.

The course is dedicated to teaching developmental aspects of major organ systems and integrating this with a discussion of gross anatomy of the human body. In addition to didactic lectures and cadaveric dissection, the learning of anatomy is enhanced with the help of small group discussions in the laboratory with computer software, study of X-rays, CT scans, MRIs and osteology. The emphasis of the course is on applied and clinical aspects of gross and developmental anatomy.

Histology (Course # 1300)

Microscopic structure and function of cells, tissues and organs.

This course offers medical students the study of microscopic anatomy dealing with the structure of cells, tissues and organs in relation to their functions. Regular didactic lectures and weekly virtual microscopic sessions mainly focus on the integration of structures with functions to provide the foundation for many future disciplines such as Biochemistry, Physiology and Pathology. The emphasis of the course is to provide a foundation of structural knowledge of human cells and organs and to be able to apply these concepts in relation to abnormal functions and disease states.

Physiology (Course # 2500)

Basic human biological processes.

Both normal and abnormal physiological states, as seen in both everyday life and in the clinical setting, will be examined fully. Specifically, the mechanical, biomedical and regulatory processes of major organ systems— including cardiovascular, respiratory, renal, endocrine, gastrointestinal and neural— are covered. Clinical correlation is stressed via case studies of patients with major organ system dysfunction.

Public Health (Course # 1100)

Epidemiology, Biostatistics and Preventive Medicine.

Epidemiologic principles, measurements, investigations and research designs are discussed. Students gain experience in applying epidemiologic methods in clinical problem solving and decision making. Principles of biostatistics applied to medicine are covered. Students gain knowledge in the process of testing hypotheses and making inferences from various types of data. Disease trends in human population and methods of prevention are discussed. Public health systems and medical care organizations are reviewed. Students participate in community health care projects.

Courses Completed in 3rd through 5th Terms

Introduction to Clinical Medicine & Physical Diagnosis (Course # 5400 [Statia 5th-term] or Course # 5600 [U.S. 5th-term])

History taking, physical exam techniques and clinical presentations of diseases.

Students gain proficiency in conducting history and physical exams and writing hospital chart SOAP notes. Students reinforce their skills through hands-on workshops and learn to document their histories and physical exams in a manner consistent with current U.S. medical standards. The most common and basic aspects of clinical medicine are also covered. The pathophysiology of diseases is emphasized as it relates to USMLE Step 1 and patient care. As part of this discipline, students participate in

routine and emergency patient care at the local hospital under the close supervision of a local practicing physician.

Medical Ethics (Course # 4600)

Moral and legal concerns in medicine.

Complex issues pertaining to confidentiality, informed consent, mental competency, obstetric/pediatric ethics, physician-assisted suicide and conflict of interest situations are examined. Current laws, regulations and judicial precedents governing ethical matters in medicine are discussed in depth.

Medical Psychology (Course # 4500)

The biological and psychological bases of mental illness.

Major psychiatric disorders are covered with an emphasis on diagnostic features, neurobiological correlates, and psychotherapeutic and biological treatments. During practical role-play exercises, students gain experience conducting mental status exams, interviewing for specific neuropsychiatric disorders and managing suicidal behavior.

Microbiology (Course # 3100)

Microorganisms causing infectious diseases: Classification, laboratory identification, pathogenesis and clinical manifestations of disease processes and treatment strategies.

Major human diseases of bacteria, viruses, fungi, protozoa and helminths are presented. Laboratory experiences supplement didactic instruction. Fundamental concepts of immunology are covered and integrated as various diseases are discussed.

Neuroscience (Course # 3300)

Structure and function of the brain, spinal cord and peripheral nervous system.

Didactic sessions and laboratory dissections of the human brain and spinal cord promote the clinically relevant understanding of the functional and dysfunctional nervous system. Through the integration of neuroanatomy, physiology, pharmacology, and biochemistry, students will converse fluently in the language of the nervous system. Emphasized are the clinical exam and the

correlation of findings with neuroimages.

Pathology (Course # 3200 & 4200)

The study of basic reactions of cells, tissues, and specialized organs to abnormal stimuli that underlie all diseases.

Using problem-based learning and team-based learning principles along with didactic lectures, the course will focus on describing various cellular, tissue, and organ responses to pathologic stimuli and on explaining the gross and microscopic changes of cells, tissues and organs following injury. The students will learn and become proficient in interpreting how these morphologic changes can lead to the presenting features of the disease by analyzing their clinical-pathophysiological correlations.

Pharmacology (Course # 4300)

An integration of anatomy, histology, physiology, biochemistry, microbiology and pathology in the understanding of complex actions of drugs on the living organism.

The main focus of this course is to provide future doctors with a basic understanding of the actions of drugs in the treatment of patients. Basic principles of pharmacology including absorption, distribution, metabolism, excretion, drug toxicity and drug-drug interactions will be presented together with the principles of drug-receptor interactions. After basic

concepts are covered, the pharmacology of all major organ systems will be explored, including the autonomic and central nervous systems and the cardiovascular, respiratory, renal and blood systems. The anti-microbial and cancer chemotherapeutic agents and the basic principles of toxicology will also be covered.

USMLE Review Course (Course # 5500)

An overview and synthesis of materials covered in the Basic Sciences program in preparation for the successful writing of USMLE Step 1.

Presentations will focus on systems and disciplines that are key to USMLE Step 1, including Anatomy, Behavioral Sciences, Biochemistry, Immunology, Medical Genetics, Microbiology, Pathology, Pharmacology, and Physiology. Students will also have access to USMLE-type practice questions. To enhance the Review Course, faculty of the University of Sint Eustatius make themselves available to address questions arising from the presentations or practice questions. Course achievement is measured through a simulated USMLE Step 1 examination, lasting approximately four hours in length. The simulated USMLE Step 1 examination provides diagnostic feedback to permit targeted formulation of remediation plans geared at addressing specific areas of weakness. Grades for the Review Course are awarded on a pass-fail basis.

Option for U.S.-Based 5th Semester

After completing the 1st through 4th term Basic Sciences semesters on Sint Eustatius, students have the choice of completing their 5th semester either on Sint Eustatius or in the United States. In partnership with the University of Sint Eustatius, the 5th semester in the U.S. is being hosted at Lincoln College in Normal, Illinois. Lincoln College is a fully accredited and licensed institution, which commenced operations in 1863.

As on Sint Eustatius, the 5th semester at Lincoln College includes the ICMPD course and the USMLE Review course for USMLE Step 1. At Lincoln College, students live in affordable housing on campus and take classes in an amphitheater style classroom. In addition to classroom work, students participating in the U.S. 5th semester program are sponsored for preceptor clinical training during the semester.

For eligibility for the U.S.-based 5th semester, students must enroll by established deadlines, be in good financial standing with the University, and have the legal right to reside in the U.S.

Basic Sciences Credit Hours

Courses	Credit Hours
Biochemistry	10
Genetics	6
Gross & Developmental Anatomy	11
Histology	6
Intro. Clin Med/Physical Diagnosis	15
Medical Ethics	2
Medical Psychology	6
Microbiology	8
Neuroscience	8
Pathology	18
Pharmacology	10
Physiology	10
Public Health	4
USMLE Review Course	16
TOTAL CREDIT HOURS:	130

Six-Term Program

The six-term program is provided to students who may need extra preparation in pre-Basic Science disciplines before undertaking Basic Sciences courses. Students who have had a long interval between college and matriculation into medical school or those who need additional credit hours for medical school eligibility may benefit from this program. Eligibility is determined by an academic review.

The first term of the six-term program is known as the Introductory term, with the remainder of the curriculum being identical to the five-term program as previously described. The Introductory term comprises the following four courses:

- Medical Biology & Cell Biology
- Organic Chemistry
- Physics
- Introduction to Basic Medical Sciences (including an introduction to Anatomy, Embryology, Histology, Physiology, Neurosciences, Clinical Medicine, Molecular Biology, Genetics and Biochemistry).

The disciplines taught within the Introductory term are taught within the context of medicine, so as

to enhance learning and success in completing the Basic Sciences program. The Introductory term consists of approximately 325 hours of classroom and laboratory training and is worth 23 undergraduate credit hours.

Pre-Requisite Program

For students who lack select medical school prerequisites (e.g., Physics I, Physics II, Organic I, Organic II) but have sufficient credit hours, the opportunity exists to complete the prerequisites while simultaneously completing the Basic Sciences program.

Course Cancellation Policy

The University reserves the right to cancel a course or program at any time. Should cancellation of a course or program occur, each affected student will be immediately contacted and provided information about the course or program cancellation. They will be apprised of any viable alternatives that may exist. In the event of a natural disaster that closes the campus for an extended period of time, students will be offered the opportunity to continue when classes resume within the same term or to start in the next term without penalty.

Admissions Process

Requirements for Admission

Applicants to the University of Sint Eustatius School of Medicine must have a bachelor's degree or 90 semester credit hours of college level study from an accredited U.S. or Canadian college or a baccalaureate degree or equivalent from an accredited university in another country. Applicants should have completed college level coursework with laboratories in biology, inorganic chemistry, organic chemistry, mathematics and physics with an overall GPA of 3.0 or higher.

Candidates with GPAs less than 3.0 may be considered for admission if other accomplishments or work experience demonstrate superior aptitude.

Candidates who have taken the Medical College Aptitude Test (MCAT) must submit their most recent scores with the admissions application. Candidates are encouraged to sit for the MCAT prior to enrolling, as MCAT scores are used to strengthen a candidate's application. Students with advanced degrees may use completed coursework to qualify for admission, but not for transfer credit, unless the degree or coursework was completed as a matriculated Doctor of Medicine degree student.

All candidates are required to submit a personal statement, provide two letters of recommendation and demonstrate competency in English. Sealed official transcripts must be sent to our Admissions department directly from all previous university programs.

Education Outside the U.S.

The education of applicants (either new or transfer applicants) who have completed coursework outside the U.S. must be evaluated on a course-by-course basis by a service that is a member of the National Association of Credential Evaluation Services (NACES) (see www.naces.org). If transcripts are not in English, a formal translation from WES (see www.wes.org) must be provided. When English is not the applicant's principal language, the applicant must submit results from the Test of English as a Foreign Language (TOEFL). The applicant must have earned a TOEFL score of at least 550 points (written version) and 213 points (computer version).

Admission as a Transfer Student

Applicants may transfer from another medical school into either the Basic Sciences or Clinical Education phase of training at the University of Sint Eustatius. If the medical school is located outside of the U.S., the school must be WHO-listed and ECFMG-approved, and the student must adhere to the regulations described under the "*Education Outside of the U.S.*" section. If any questions arise about the content of courses taken as per transcripts, transfer students should be prepared to provide comprehensive course syllabi.

Transferring into the Basic Sciences Program

Students are welcome to transfer from another medical school into the Basic Sciences program at the University of Sint Eustatius at any stage in their basic sciences training. For transfer credit to be awarded, the courses must have been successfully completed in their entirety while the student was enrolled at an approved medical school. The exact courses for which transfer credit may be awarded will be determined on a case by case basis by the Dean or his/her designee. In general, transferring into the Basic Sciences program typically means completing two terms of courses with this school. However, if all courses except 5th term courses have been successfully completed at another school, students may transfer directly into 5th term, either on Sint Eustatius or in the U.S., and thus complete just one term of Basic Sciences with this school.

Transferring into the Clinical Education Program

Students who transfer from another medical school into the Clinical Education program must enroll in the University of Sint Eustatius for a minimum of 24 weeks of clerkship. This provides our clinical administrators with sufficient insight into the student's clinical performance to permit accurate composition of a Dean's Letter and to assist with the residency application process. To receive transfer credit, previous academic accomplishments must be verified by transcript for basic science courses and by

completed evaluations for clinical clerkships. Any unverified basic science coursework or clinical clerkships will not be accepted and must be completed in our curriculum. If our Clinical Education staff is not familiar with the applicant's medical school program, contact will be made to assess the nature of the clerkships in which the student participated to determine whether transfer credit will be given.

Requirements for graduation from our program are the same, regardless of where a transfer student originated. For example, if a student was required to complete eight weeks of Internal Medicine and Surgery (IMS) at another medical school, that student would still need to complete an additional four weeks of IMS to meet the minimum 12 week requirement for this discipline for graduation from this University.

Committee Action

All applications are screened on the basis of the required academic criteria. Those who meet the criteria must participate in an admissions interview. Acceptance is at the sole discretion of the Admissions committee. The Admissions committee may require additional information and/or schedule additional interviews, if necessary. The committee reserves the right to determine the applicability of any special circumstances and whether the candidate demonstrates personal qualities that are required of a good physician (e.g., motivation, commitment to a medical career, empathy, compassion, maturity and flexibility in dealing with problems). The Admissions committee may consist of the following:

Director of Admissions
Associate Dean of Clinical Medicine
Associate Dean of Student Affairs
Associate Dean of Basic Sciences
Vice President of Operations and Technology

Denying Admission

The University reserves the right not to admit students to the M.D. program for reasons such as, but not limited to:

- Not meeting the minimum educational requirements of 90 semester credit hours of undergraduate work with life science concentration.
- Not submitting all required documents including official transcripts from all previous educational experiences and the application fee.
- Having a felony conviction within the last 7 years.
- Not attaining an undergraduate GPA >2.0.
- Having been dismissed or expelled from undergraduate or graduate studies.
- Falsification of documents/records submitted.

Notification

Letters of acceptance, provisional acceptance or non-acceptance will be mailed within one week of the Admissions committee reaching a decision. Students who are accepted should return a letter of intent within one week. This letter must be accompanied by the required seat deposit fee within 30 days of acceptance to reserve a place in the upcoming class. This seat deposit fee is part of the first term tuition. Unsuccessful applicants may reapply by repeating the admissions process. A new application form, a new personal statement and new letters of recommendation must be submitted with another application fee.

Transfer of Credits to Other Institutions

Transfer of credits from our University to other programs is possible for successfully completed coursework or clerkships. However, this University will provide official transcripts to other institutions only if financial obligations have been met for the completed coursework. Transferability of credit to and from other institutions is at the discretion of the accepting institution. It is the student's responsibility to confirm whether or not credits will be accepted by another institution of the student's choice.

Programs of Undersea & Hyperbaric Medicine

Overview

Undersea and Hyperbaric Medicine reflects the unification of two clinical disciplines with their mutual therapeutic deployment of hyperbaric oxygen. Through the pulmonary delivery of oxygen at significantly elevated pressures, hyperbaric oxygen therapy confers demonstrable benefits in select patients, chiefly through the reversal of hypoxia and the hastened removal of pathological gases (e.g., carbon monoxide). By these means, hyperbaric oxygen has become a prominent front-line or adjunctive component in the treatment of 13 clinical conditions:

- Decompression Sickness
- Gas Emboli
- Carbon Monoxide Poisoning
- Gas Gangrene
- Blood Loss Anemia
- Necrotizing Soft Tissue Injury
- Radiation Necrosis Injury
- Intracranial Abscess
- Problem Wounds
- Thermal Burns
- Crush Injury
- Refractory Osteomyelitis
- Compromised Skin Grafts and Flaps

Medical students undertaking elective training in the practical and theoretical underpinnings of hyperbaric oxygen therapy may experience enhanced competitiveness in the pursuit of residencies in a variety of fields.

- 1) The diverse pathologies underlying the illnesses treatable with systemically active hyperbaric oxygen suggest that hyperbaric oxygen therapeutics are best understood and deployed in a multidisciplinary context.

- 2) Hyperbaric medicine is recognized as a subspecialty of Emergency Medicine and Preventive Medicine.
- 3) The Accreditation Council for Graduate Medical Education (ACGME) has approved Board Certification for physicians in Undersea and Hyperbaric Medicine.

An additional advantage enjoyed by participants in the Programs of Undersea and Hyperbaric Medicine is that the opportunity for hands-on patient contact may occur as early as the first term of medical studies. The clinical populations most likely to be encountered by medical students on Sint Eustatius in this context reflect the geographic intersection of scuba diving (recreational and industrial), which can lead to decompression sickness and gas emboli, and endemic systemic disease (e.g., diabetes) that commonly leads to the expression of problem wounds. To accommodate the varied aptitudes and interests of medical students pursuing training in hyperbaric oxygen therapeutics on Sint Eustatius, four academic programs have been engineered. The Master's Program, which culminates in a Master of Science in Undersea and Hyperbaric Medicine, requires three academic terms of study (with additional time often being required for the completion of the Master's thesis). The Diploma Program, as a rule, requires two academic terms for completion. The Advanced Technical Program is typically completed during a single academic term. Requirements for the Introductory Technical Program can be met in as little as a few days. Medical students should note that studies in the Programs of Undersea and Hyperbaric Medicine are typically undertaken concurrently with courses in the Basic Sciences in the University of Sint Eustatius. As such, enrollment in the Programs of Undersea and Hyperbaric Medicine need not prolong the stay of medical students on Sint Eustatius.

Admission Requirements

Students enrolled in the basic sciences at the University of Sint Eustatius may apply for admission throughout the calendar year to the Programs of Undersea and Hyperbaric Medicine (now administered through the Antilles Institute of Hyperbaric and Undersea Medicine— www.eustatiantube.org), with courses being

Programs of Undersea & Hyperbaric Medicine *cont'd*

offered approximately every four months. Applicants to the Introductory Technical Program must be in good academic standing in the University of Sint Eustatius School of Medicine. Applicants to the Advanced Technical Program must have a GPA in the basic sciences of at least 2.5 to be considered for admission. Promotion to Diploma and Master's Programs of Undersea and Hyperbaric Medicine may be granted with

a passing grade for the Advanced Technical Program and maintenance of a GPA in the basic sciences in excess of 2.5. Applicants not enrolled in the basic sciences at the University of Sint Eustatius School of Medicine must have earned a Baccalaureate degree and must enroll in Anatomy, Physiology, and Neuroscience at the University of Sint Eustatius, unless equivalency can be demonstrated via official transcripts.

Hyperbaric Program Requirements

Courses	Program Hours			
	Masters	Diploma	Advanced Tech	Intro Technical*
Oxygen Therapeutics	88	88		
Seminar in Hyperbaric Medicine	13	13	13	3
Hyperbaric Tending	6	6	3	.05
Hyperbaric Recording	3	3	1.5	
Hyperbaric Driving	9	9	4.5	.05
Thesis Preparation & Defense*	Variable			

The Introductory Technical Program also involves Physics (1 hour), Physiology (1 hour), and Emergency Hyperbaric Oxygen Therapy (1 hour).

Hyperbaric Program Length and Tuition

Program	Length	Tuition
Master's	3 terms	\$5,700.00*
Diploma	2 terms	\$3,800.00*
Advanced Technical	1 term	\$1,900.00*
Introductory Technical	1-4 weeks	\$ 250.00*



Academic Affairs

Hours of Operation

The main Administration office on island is located in a separate building from the lecture hall building and is open weekdays from 7:30 a.m. to 5 p.m. There is also an administrative office (open 9 a.m. to 1 p.m.) and a financial aid office (open 8 a.m. to 5 p.m.) in the lecture hall building.

Officially-scheduled lectures are held during the week in one or two 45-minute time intervals, beginning as early as 7:30 a.m. and ending as late as 6 p.m. There is a one hour break for lunch, typically from 12 p.m. to 1 p.m. Lectures are held from one to five days per week, depending on the course. The time slot for each course is subject to change each term. The actual schedule of courses is published prior to the beginning of each term.

Basic Sciences Awards Ceremony

During the last week of each term, an Awards Ceremony is held on Sint Eustatius to honor those students completing the Basic Sciences program. Family members are invited to attend. At this ceremony, students who complete the Basic Sciences in good academic standing with the University of Sint Eustatius are awarded a Bachelor's in Medical Sciences degree. Basic Science transfer students are also eligible for this degree provided that they complete at least two terms of Basic Sciences studies with this school.

The following awards may also be given:

- Lieutenant Governor's Award
(for outstanding contributions to the island and community of Statia)
- University Award
(for outstanding contributions to the University)
- Dean's Award
(for achieving the highest grade point average of the graduating Basic Sciences class)

- Family Community Award
(for outstanding contributions to the University or the island by a family member of a student)
- Osler Award
(for outstanding physical diagnostic skills and clinical sensitivity demonstrated during the ICMPD course)

University Medical Library

The Medical Library functions as a resource and study center. The library has computers available with Internet access and offers photocopying, printing, and faxing opportunities. A librarian is on duty to offer assistance. The Library is open over 90 hours/week. The general hours of operation of the library are:

Monday to Thursday: 8:00 am-Midnight
Friday, Saturday, Sunday: 10:00 am-10:00 pm

Library hours are extended until midnight on the Friday through Sunday preceding each exam week.

There is a dedicated Study Hall connected to the library, which is open 24 hrs/day. Classrooms at the lecture hall building are open as study halls after classes end and remain open until classes begin the next day (i.e., from approximately 6 p.m. to 7 a.m.). On the weekend, these rooms are open 24 hrs/day.

Lecture Notes

Faculty's PowerPoint lectures, learning objectives, and course syllabi are available to students to download from the local campus intranet. To help preserve the integrity of the classroom computers, students are not permitted to obtain copies of these presentations from the classroom computers. Because faculty continually update and re-organize their lecture notes every term, the date in which their lecture notes are made available will vary. Some faculty make all of their notes available at the beginning of the term, whereas others do not make their notes available until the day before or the day after every lecture.

Books & Journals

Books may be checked out for a maximum of one week. Failure to return the book within the allotted time will result in a late fee of \$1.00 per day. Students are not allowed to take journals out of the library. Journals are stored securely behind the librarian's desk. The journals can be signed out for use within the library only. Students who have not returned journals to the librarian by the closing of the library each day will be charged a late fee of \$1.00 per day.

Microscopes

Microscopes are available for use at the library. Microscopes may be checked out for a maximum of one hour to be used within the library. Students who wish to use a microscope for a longer period of time must sign up again at the bottom of the waiting list.

Videos & Visual Study Aids

Videos and other visual study aids are also available at the library. Videos may be viewed within the library or may be checked out for a maximum of one week. Failure to return these visual study aids within the allotted time will result in a late fee of \$1.00 per day.

Copying & Printing Services

Photocopying and printing services are available at the library. Copy cards can be purchased for a cost of \$5.00 (individual copies are not sold). Photocopies cost 0.04 cents per page. Printing from a computer costs 0.04 cents per page for black and white output and 0.15 per page for color output. Students must pay in advance to print from computers. Printing accounts will automatically be debited as a student prints.

Students' Mail

Students may collect their personal mail (both campus mail and postal mail) at the administrative office in the lecture hall building. Students may not pick up and deliver other students' mail.

Conduct in the Library

Students are expected to obey the following rules:

- Students should not eat or drink in the library (including candy and water).
- Students should not sit with their feet on the table, walls or chairs.
- Students should not go behind the librarian's desk without permission.
- Students should not touch the A/C or its remote control.
- Students should place their garbage in garbage bins.
- Students should return all books that they used within the library to their appropriate place on the book shelves before departing the library.

Students who fail to respect the library policies may lose their library privileges and be reported to an administrator of the Basic Sciences program.

Student Recommended Books

The following reference materials are not required by the University but are recommended by the Student Government Association as useful study aids for Basic Sciences courses and the USMLE Step 1. Please note that these reference materials are not available for sale on the island.

Anatomy

- Board Review Series: Gross Anatomy by K.W. Chung.
- Netter's Anatomy Flash Cards by J.T. Hansen.
- CD-ROM from Adam Student Atlas of Anatomy by T.R. Olson or Color Atlas of Anatomy: A Photographic Study of the Human Body by J.W. Rohen et al. (note: this text includes real pictures of cadavers, which helps with Anatomy Lab experiences).

Embryology

- Board Review Series: Embryology by R.W. Dudek & J.D. Fix.

Histology

- Board Review Series: Cell Biology and Histology by L.P. Gartner, J.L. Hiatt, and J.M. Strum.

Microbiology

- Clinical Microbiology Made Ridiculously Simple by M. Gladwin & B. Tratter.

Molecular Biology and Biochemistry

- High Yield Biochemistry by R.B. Wilcox (note: this text is useful for the Biochemistry course only).

Pathology

- Board Review Series: Pathology by A.S. Schneider & P.A. Szanto.
- WebPath: The Internet Pathology Library (CD-ROM).

Pharmacology

- Lippincott's Illustrated Reviews: Pharmacology: Special Millennium Update by J.M. Mycek.

Physiology

- Physiology by L.S. Costanzo (note: there is a Board Review Series version and a complete version) or Lang's Review of Medical Physiology by W. F. Ganong.
- Adam's Interactive Physiology (CD-ROM) (note: this CD-ROM helps a lot with grasping the major concepts of physiology).

School Laptop, Internet Access and Other I.T. Information

The University of Sint Eustatius provides students with high-speed Internet access in University facilities, both on PCs in the Library and also on students' personal laptops. Network connections (wired or wireless) are provided in the classrooms, Library, and Study Halls. Although there are some computers in the Library, it is expected that students bring their own laptop computer.

Type of Computers Supported

The University of Sint Eustatius runs a Windows server network environment with primarily XP/2000 clients. The University supports and maintains laptops that run Microsoft Windows 2000/XP or Vista operating systems and Apple Macintosh products that run OS X on either the G platforms or Intel based units. At this time, the school does not offer compatibility or support for Linux or other operating systems.

Laptop Recommendations

It is recommended that student laptops be equipped at a minimum with the following:

- Pentium 4 with 512 MB of RAM or Windows 2000 or XP system with 1 GB of RAM or Windows Vista with 2 GB of RAM
- Office 2000/XP/2003/2007 or similar applications
- 40 GB or higher capacity hard drive. A CD-RW or USB Flash drive for backup and storage
- Ethernet Adapter 10/100 mps (NIC) network interface card
- At least 2 USB ports

Establishing an Internet Connection

General Information:

The school uses a CISCO wireless system. For accessing the school's wireless internet (and University printing services) from a laptop, the wireless access card should be an IEEE802.11g (preferred) or IEEE802.11B WI-Fi certified. However, wireless networking is a new technology and as such not all wireless cards work successfully on the University's wireless system, even when no incompatibilities are obvious. If a student's laptop is required to be hardwire connected to the school's intranet system, then a 5-10 foot long cat. 5 network (patch) cable (RJ-45) is required. A limited supply of these is available for purchase from Administration on island.

Registering & Anti-Virus Program:

In order for students to gain connectivity to the school's internet services, students must register their laptop with the Information Technology (I.T.) Department on island and have the University supplied anti-virus program installed. I.T. staff will remove any existing anti-virus application and install the SOPHOS security solution on the computer. At no time shall the student remove the application. If evidence is found that removal has occurred, the student's notebook will be suspended from internet (and printing) services. The school assumes no responsibility for damage to laptops due to malicious spyware/virus/software attacks. Once the original anti-virus program has been uninstalled, the University will not reinstall the student's original anti-virus software or reimburse the student for the removed software when the student leaves.

If students do not wish to have the school's anti-virus software installed on their personal laptops, then they can still access the internet in two ways: 1) using the University's computers available in the Medical Library/Study Hall, or 2) using his/her own laptop with an internet connection that the student has purchased through the island's phone company.

University E-mail

Upon matriculation, students are assigned a school e-mail account (eustatusmed.edu) with a username and password. Students are strongly encouraged to use and check their account for school-related correspondences. Misuse/abuse of the University's e-mail system can result in suspension or termination of the student's eustatusmed account. The University reserves the right to monitor such e-mail if sufficient cause arises. It should be noted that the University has no control or monitoring capabilities of an individual's private e-mail account.

Access to Lecture Notes

Course lecture notes are placed on a file server that is accessible on campus at <http://sepdc>. The course notes are also mirrored to a password protected server that is accessible from anywhere in the world (the information is usually only one day behind the campus server). The URL for the mirror site is <http://mail.eustatusmed.edu>. The login and password information to access the mirror site is the same as for students' school e-mail (eustatusmed) accounts.

User Policy

If a University of Sint Eustatius user violates any of the provisions listed below, their access will be terminated and future access could possibly be denied.

1) Acceptable Use: The purpose of StatiaNET, which is the backbone network to the Internet, is to support research and education in and among academic institutions in the Netherlands Antilles by providing access to unique resources and the opportunity for collaborative work. School use must be in support of education and research and consistent with educational objectives. Use of other organization's network or computing resources must comply with the rules appropriate for that network. Transmission of any material in violation of any U.S. or local regulations is prohibited. This includes, but is not limited to, copyrighted material, threatening or

obscene material, or material protected by trade secret. Use for product advertisement or political lobbying is also prohibited. Use for commercial activities is generally not acceptable.

2) Privileges: Use of the internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. Each user who receives access will participate in a discussion with the IT department pertaining to the proper use of the network. University Administration will deem what is inappropriate use and has the right to deny, revoke, or suspend specific user access.

3) Netiquette: Users are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:

- Be polite. Your messages should not be abusive to others.
- Use appropriate language. Do not use profanity, vulgarities or any other inappropriate language.
- You should not reveal your personal address or phone number or the addresses and/or phone numbers of students or colleagues.
- Do not use the internet to engage in illegal activities. Messages that are discovered that relate to, or are in support of, illegal activities may be reported to the authorities.
- Do not use the network in such a way that you would disrupt the use of the network by other users.
- Assume that all communications and information accessible via the network are private property.

4) Disclaimers: The University of Sint Eustatius makes no warranties of any kind, whether expressed or implied, for the service it is providing. The University of Sint Eustatius is not responsible for any damages incurred, including loss of data resulting from delays, nondeliveries, misdeliveries, or service interruptions caused by negligence, errors or omissions. Use of any information obtained from the University of Sint Eustatius internet system is at the users own risk. The University is not responsible for the accuracy or quality of information obtained from

the internet.

5) There shall not be any use of VOICE OVER IP TECHNOLOGY (i.e., internet phone) on the StatiaNET internet backbone. Any use of such will result in suspension of service for the user.

6) Security: Security on computer systems is a high priority, especially when the system involves many users. If a student identifies a security problem on the internet, the student must notify a member of the IT Department. Students should not demonstrate any problems to other users. Students should not use another individual's account without written permission from that individual. Attempts to access the internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to internet.

7) Vandalism: Vandalism will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy hardware, data of another user, Internet, or any agencies or other networks that are connected to the StatiaNET Internet backbone. This includes, but is not limited to, the uploading or creation of computer viruses, spyware or malware.

8) Acceptance of Terms and Condition: All terms and conditions as stated in this document are applicable to the IT Department, the University of Sint Eustatius and any sister organizations. These terms and conditions reflect the entire agreement of the parties and supersedes all prior oral or written agreements and understandings of the parties. These terms and conditions shall be governed and interpreted in accordance with the laws of the Netherlands Antilles and the U.S.

Student Services

Mentorship Program

To assist new students in adapting to a life of medical studies in a foreign land, the Student Government Association sponsors a program of mentorship. Acting as guides, mentors are a source of information. First, the program intends to answer the million and one questions that both prospective and incoming students have prior to their arrival on the island. Second, the mentoring program aims to help orient students during the first term on island.

In advance of their arrival, matriculating students currently on Sint Eustatius are matched with a more senior student who has volunteered to serve as a mentor. That mentor is available initially by e-mail and then in person once on island. The mentor is available to answer questions about the school and the island and to provide practical advice on topics ranging from the optimization of study time to buying a car to finding the grocery store. The mentor can also express their feelings and opinions about being a medical student.

Participation in this program is voluntary. However, the Mentoring Program is a resource that has proven useful to many incoming students.

Students should send an e-mail to the address below. A mentor will be assigned, who will then reply and answer any questions.

During orientation week, the Mentoring Program will schedule a get-together for students to meet their mentor and receive valuable information.

Students are invited to contact the mentoring team at mentoring@eustatiusmed.edu.

Student Counseling

The University of Sint Eustatius recognizes the inherent rigors of medical school and life far from home. In rare instances, these stressors can compromise academic or social functioning. For this

reason, the University of Sint Eustatius provides counseling services geared toward the resolution or prevention of problems. Students experiencing difficulty in the management of their academic or personal lives are therefore encouraged to take advantage of the wisdom and experience of the faculty or peer counselors. Appointments may be made at the Administrative Office on Sint Eustatius or by e-mailing counseling@eustatiusmed.edu.

Spouses/Family Association

The mission of the Spouses/Family Association (SFA) is to provide support, service, and activities to families, significant others and loved ones of students attending the University of Sint Eustatius School of Medicine. The SFA is a valuable resource of information, support and counseling for families of current and prospective students. The SFA sponsors activities such as socials, service projects, and monthly club activities. For more information, please see <http://www.usesa.bravehost.com> or contact Family_Association@eustatiusmed.edu.

Tutoring Service

The Student Government Association sponsors and coordinates a peer tutoring service for students. The tutoring service is free of charge. Students who are interested in receiving tutoring in specific courses should contact the Peer Tutoring coordinator at Tutoring@eustatiusmed.edu.

Students with Learning Challenges

Reasonable accommodations will be made upon proof of both challenge and need for accommodation. Students must submit validated documentation (i.e., a report from a licensed Ph.D. Neuropsychologist dated within the last 5 years) in order to be considered for any requested accommodations.

Academic Policies & Procedures

Academic Progress and Promotion

The Academic Advisory Committee

The Academic Advisory Committee (AAC) is responsible for reviewing the academic performance of students at mid-term and at the end of every term. Based on the University's academic regulations, the AAC identifies those students in academic jeopardy and writes a report that includes a summary of these students' academic histories and provides recommendations for any actions or interventions that should be considered (e.g., warning letters of impending suspension, course load reduction, peer tutoring service utilization, etc.). The AAC submits its report to the Assoc. Dean of Basic Sciences for review. This Dean writes academic-standing letters to those students who are deemed in need of academic interventions and/or warnings.

Grading Scale

All courses are graded on a categorized pass/fail system. The percentage grade earned in a class is assigned the following designation: Honors (H) = 90-100%; High Pass (HP) = 80-89%; Pass (P) = 70-79%; Low Pass (LP) = 60-69%; and Fail (F) = below 60%.

On transcripts, only the designation of H, HP, P, LP, or F will be shown for each course. The percentage earned in a course will not be reflected on transcripts. A grade point average (GPA) is not calculated for the purpose of transcripts but may be calculated for internal use.

Notes:

Prior to September 2008, the grading scale was: A = 90-100%; B = 80-89%; C = 75-79%; D = 70-74%; and F = below 70%. Percentages earned in courses and GPAs were included on transcripts.

Prior to May 2004, the grading scale was: A = 90-100%; B = 80-89%; C = 75-79%; D = 70-74%; and F = below 70%. Percentages earned in courses and GPAs were included on transcripts.

Suspension, Dismissal and Academic Standing in the Basic Sciences Program

Suspension: A student will be suspended after failing the same course three times or after earning a fourth failing course grade. A student may petition the Dean for the right to remain in the University by agreeing to complete an acceptable plan of remediation (e.g., completing premedical courses, taking a reduced course load, etc.). If the remedial plan is accepted by the Dean, then the suspension will be lifted and the student will be allowed continued enrollment.

Dismissal: If the petition is denied or if the student does not petition the suspension, then the student's suspension automatically converts into a dismissal from the University within one month of the date of the suspension letter. Upon reinstatement following a suspension, the student will be considered for dismissal following one more course failure.

Academic Probation: Students who have been suspended for academic reasons will from that point forward be considered on academic probation and not in good academic standing, regardless of subsequent academic performance in the Basic Sciences.

Good Academic Standing: Students who do not have a history of academic suspension will be considered in good academic standing.

At the end of every term, students who are at risk for suspension are responsible for checking their e-mail and/or regular mail for a letter from the Assoc. Dean of Basic Sciences to determine his/her eligibility for continued enrollment. If the letter is not acknowledged, then the suspension letter will be mailed to the student's permanent address.

Promotion into the Clinical Education Program

Students who complete the Basic Sciences program will be promoted into the Clinical Education program, including sponsorship for Step 1, provided that they pass the USMLE Review Course. Students who fail the USMLE Review Course may be required to complete an individually tailored plan of remediation prior to being sponsored for Step 1.

Course Failure

Failing a Course for the 1st Time

General

Students who earn a score below 60% for the final grade in any course will fail the course. An F will be recorded on the student's transcript for the course, along with the percentage earned in the course for that term.

The student must re-register in the course during a subsequent term but is not required to attend classes for the course. Instead, the student is given the option to retake the final exam for course credit at the end of the subsequent term. This is known as taking a "Retake exam."

At the same time the student is preparing to take a Retake Exam, the student is allowed to progress in the curriculum. Thus, the length of time it takes a student to complete the Basic Sciences program is not necessarily extended by failing a single course the first time.

The opportunity to take a Retake Exam is not available to students who failed a course prior to implementation of this policy (May 2004) or to students seeking to circumvent failing grades for courses taken at another medical school.

Students who accumulate two or more course failures without subsequently receiving passing grades for these courses, in most cases, are ineligible to take Retake Exams for those courses. Those students, if eligible for continued school enrollment, must re-enroll in the failed courses and fulfill all course requirements. In general, they will not be allowed to take courses in more advanced terms until the failed courses are passed.

Nature of the Retake Exam

Content: The Retake Exam will be the same as the final exam administered to students who are currently taking the course for the first time. The Retake Exam should be a completely novel final exam compared to the final administered during the previous term.

Administration of Exam: The Retake Exam will be held during Finals Week (i.e., the 15th week of the academic term) at the same time and date as the final exam for students who are currently taking the course for the first time. Under the close supervision of the Course Director or designated Proctor, the Retake Exam will be administered in the Test Center along with the other students currently enrolled in the course.

Grading: A score on a Retake Exam will not be curved. However, as per accepted protocol, exam questions that are deemed unacceptable (e.g., questions that are flawed) may still be deleted and the student's grade recalculated based on the reduced number of exam questions. The minimum passing score on a Retake Exam is 60% (i.e., a Low Pass). Scores falling below 60% are failing marks for a Retake Exam.

Passing Grade on a Retake Exam

If a student earns a passing mark on the Retake Exam, then the course is considered completed and passed. The grade for the Retake Exam will be recorded on the student's transcript for the course for the current term. Once the Retake Exam is passed, there is no further opportunity to sit another Retake Exam to improve a grade. If a student wishes to further improve his/her grade, then the course would need to be repeated in its entirety.

Failing Grade on a Retake Exam

If a student fails the Retake Exam, then the student fails the course again. The failing grade on the Retake Exam will be recorded on the student's transcript as the grade for the course for the present term.

Failing a Course for the 2nd Time

In most cases, student who fails the Retake Exam no longer has the option to take a Retake Exam for that course. The student must re-register for the course in a subsequent term, attend course lectures, and complete all the requirements for the course as outlined in the course syllabus.

Failing a Course for the 3rd Time

If a student earns a failing grade for the course after repeating the entire curriculum of the course once again (i.e., after the 3rd same course failure), then the student will be automatically suspended.

Withdrawal from a Course

General Procedure

Any student who wishes to withdraw from a course must complete the Request for Course Withdrawal form and submit it to the Assoc. Dean of Basic Sciences. The Assoc. Dean will determine whether the withdrawal will result in academic penalty (see below). The Assoc. Dean will then notify the student and appropriate faculty of the outcome of the student's request.

The student must take the course from which he/she withdrew during the subsequent term. A student who has withdrawn from a course and failed another course must repeat both the failed course and the course from which he/she withdrew before progressing to the next term.

Withdrawal without Academic Penalty

A student may withdraw from a course for academic reasons without affecting his/her academic standing, provided that the student submits the appropriate paperwork on or prior to the Friday after the second exam week. A "W" (Withdraw) will be recorded on the student's transcript next to the course title.

Withdrawal with Academic Penalty

A student who withdraws from a course for academic reasons, but does not meet the conditions detailed above, will incur academic penalty. On his/her transcript, the student will receive a "WF" (Withdraw Failing) or a "WP" (Withdraw Passing) for the course, depending on whether the grade for the course at the time of the withdrawal was failing or passing, respectively. At the discretion of the Dean, an "I" (Incomplete) may be assigned rather than a "WP", depending on the specific circumstances of the withdrawal when passing a course. If a WP, WF, or I is assigned, the student must start the course over

again the next term. Grades earned up to the point of withdrawal are not carried over to the next term.

Missed Examinations

Only under rare circumstances will a student be excused from taking an examination. Only a Dean (not the course professor) has the authority to excuse a student from an examination. Students who miss an examination must observe the following procedures:

- 1) *Pre-arranged absence.* Students who know in advance that they will be absent from an exam due to an emergency (e.g., a death in the family necessitating departure from the island) must submit a letter to the Assoc. Dean of Basic Sciences explaining in detail the nature of the emergency and the justification for missing the exams). Evidence of the emergency (e.g., a copy of the family member's death certificate) may be requested.
- 2) *Unexpected absences.* Students who unexpectedly miss an examination (e.g., due to the onset of a serious illness) must make every effort to notify a Dean of their illness as soon as possible.

Once able, the student should provide documentation of the seriousness of their condition (e.g., a note from the local physician documenting an emergency visit, etc.).

If a missed exam is excused, a Dean will inform the relevant professor(s) in writing. Until the professor receives a note from a Dean stating otherwise, the absence will be considered unexcused.

Faculty will adhere to the following guidelines that deal with missed examinations:

- 1) *Excused Absences.* The professor will base the student's course grade on the completed examinations and course assignments (e.g., if a course grade is typically calculated from the weighted average of four exam scores, then the student's grade would be based on the weighted average of three exam scores). Administration will inform professors of the new exam weightings to use for the individual.

Make-up exams for excused absences are not allowed.

2) *Unexcused Absences.* The student will receive a zero for the exam. Professors are not permitted to let the student take a makeup exam or complete extra credit assignments to make up for the zero.

A student may miss a maximum of one exam in a course, whether excused or unexcused. A student who exceeds this limit will be required to withdraw and repeat the course during the subsequent term. Only under the rarest of circumstances would an exception be made to this policy.

Late Arrival to Examinations

Students should arrive on time to exams. Students who arrive late to exams will have their exam time reduced by the amount of time they arrived late to the exam. This policy is enforced for computerized exams by the following protocol: When an exam begins (as announced by the faculty member), all students will log on to their testing station simultaneously. For missing/tardy students, I.T. staff will log on to their exams so that time begins counting down on their exams, even if they are not yet present.

A tardy student who arrives after the first student has completed the test (and left the Test Center) will not be allowed to take the exam. The academic consequence to a student of not being permitted to take an exam will be determined by the Assoc. Dean of Basic Sciences in consultation with the Course Director.

Attendance

The University of Sint Eustatius School of Medicine expects 100% attendance by all of its students. Attendance to classes is expected to enhance academic performance. Attendance in all classes will be monitored by the faculty. Attendance monitoring will be used as a tool by which to help assess the possible reason why a student may not be performing optimally in a given class. At the time a student is identified as demonstrating poor academic performance and lack of attendance, the professor in charge of the course is responsible for meeting with the student and re-iterating the attendance policy. This

documentation will be put in the student's academic file. Since full attendance is expected of students, a student who misses over 20% of lectures in a given course has, in general, not fulfilled the requirements of the course. Thus, once this limit has been exceeded, the student's attendance record will be reviewed by the Dean. The student faces possible course withdrawal and/or other actions as determined by the Dean in consultation with the professor of the course.

Auditing of Courses

In special circumstances, students may be allowed to audit courses (i.e., attend lectures of a course in which the student is not officially enrolled). A student must apply in writing to the Dean for permission to audit one or more courses. A non-refundable auditing fee will be charged for each course audited.

Leaves of Absence

Medical Leave of Absence During a Term: With a Dean's approval, students may be absent from school for medical reasons without academic penalty for a maximum of 20% of the number of scheduled class sessions for a course within a term. When this limit is exceeded for a specific course, a student will be withdrawn from that course for the term with an Incomplete (I) recorded on his/her transcript, and no grade will be assigned for the course. The student will be required to repeat any incomplete courses during the subsequent term.

Leave of Absence Between Terms: Students who wish to take a leave of absence from the University after completing a term must apply in advance of the leave of absence using the appropriate form available in Administration. Students may take off a maximum of three terms. After this limit is exceeded, students will be required to reapply through the Admissions office.

University-Sponsored Patient Contact

The Associate Dean of Clinical Services must approve students for participation in supervised University-sponsored contact with patients in facilities that are not owned or managed by the University. This measure is to ensure that students are properly prepared and behaviorally/emotionally or otherwise appropriate to participate in clinical contact with patients and safeguards both patients and working relationships between the University and its clinical affiliates. At least one month prior to the academic term during which students are to experience their first formal patient contact, the Associate Dean of Students Affairs in concert with the Associate Dean of Clinical Services will review the academic files of all students. Students may be required to undergo an individual interview conducted by the Associate Dean of Clinical Services (or a designate), a psychiatric evaluation or other means of evaluating the preparation and appropriateness of students for patient contact. The Associate Dean of Clinical Services will then authorize eligible students to participate in supervised University-sponsored clinical contact. The decision by the Associate Dean of Clinical Services to decline authorization may be appealed to the Dean of the University. The decision of the Dean of the University is final.

Transcript Requests

Transcript requests must be made in writing to the University Registrar in the New York office. There is a \$35.00 fee for the first official transcript and a \$10.00 fee for each additional transcript. There is no charge for unofficial transcripts. Transcripts can be sent overnight at an additional charge to the student. Transcripts will be issued only for completed coursework, although a list of courses in progress can be included upon a student's request.

Prior to the University releasing either an unofficial or official transcript, the student must be current in his/her financial obligations to the University and receive a release from the New York Bursar's office.

Transcript Legend:

H= Honors

HP = High Pass

I = Incomplete

IP = In Progress

LP = Low Pass

P = Pass

W = Withdrawn (before deadline)

WF = Withdrawn Failing (after deadline)

WP = Withdrawn Passing (after deadline)

(R) = Score on a Retake Final Exam was used as the course grade

Disciplinary Action

Academic Dishonesty

Honesty and integrity must prevail if any academic community is to merit respect. The responsibility for the practice and preservation of honesty must be assumed equally by all of the members of the community. Officially filed reports related to academic dishonesty will be reviewed for possible disciplinary action. Academic dishonesty includes:

- 1) **Cheating on an examination.** This includes giving (or offering to give) and receiving (or attempting to solicit) information on any examination. The following acts will constitute cheating in the context of examinations:
 - Copying from another student's paper or computer.
 - Using prepared materials, notes or texts during an exam other than those specifically permitted by the instructor.
 - Buying, selling, stealing, soliciting, transmitting or using in any way an examination or any other material purported to be unrealized contents of an upcoming examination.
 - Substituting oneself for another person or allowing a stand-in for oneself during an examination.
 - Bribing a person to obtain examination information or to manipulate grades.
 - In the absence of express written authorization of the Course Director, the recording (by electronic or other means), possession, or distribution of text, images, and other media that have been included on an examination.
- 2) **Plagiarism.** Written material offered for evaluation will always be assumed to be the student's own work unless otherwise acknowledged. Acknowledgement should in all circumstances occur whenever one quotes or uses another person's actual work, ideas, opinions or theories (even when paraphrased), and whenever one borrows facts or illustrative materials from an outside source. This does

not pertain to material that can be considered common knowledge.

- 3) **Collusion.** Unless an instructor specifically approves collaboration in advance, students are to assume that assignments, projects, and lab work are to be completed independently.
- 4) **Credential misrepresentation.** The use of false or misleading statements in order to gain admission to the University of Sint Eustatius, or to obtain employment or university admission elsewhere while enrolled in the University of Sint Eustatius, is prohibited.

Other Misconduct

Students may be disciplined for actions other than academic dishonesty. The following infractions may result in disciplinary action:

- Violating the laws of the island of Statia.
- Demonstrating behavioral or emotional instability, impaired judgment, and/or behavior that could compromise patient care.
- Unprofessional behavior, including but not necessarily limited to verbal and physical abuse.
- Insubordination or any other behavior that is deemed inappropriate for a medical student by the Disciplinary Committee.

Disciplinary Committee & Procedures

The Disciplinary Committee is an ad hoc committee that may be convened in response to a detailed written complaint against a student. The complaint can be submitted by anybody (i.e., faculty member, staff member, fellow student, etc.). The Assoc. Dean of Student Affairs reviews the nature of the complaint and recommends, in consultation with the Dean of the University and the Assoc. Dean of Basic Sciences, whether disciplinary committee action is warranted.

Depending on the nature of the complaint, a student may be suspended from the University during the process. Suspension includes restriction from

attending classes, being on campus or otherwise utilizing University facilities or participating in University-sponsored events/activities.

When action is needed, committee members are selected based on sensitivity to the issue being investigated. After investigating the complaint, the committee will make a recommendation to the Assoc. Dean of Basic Sciences regarding the disciplinary action to take (e.g., expulsion from the University, a “Withdrawal Fail” for the course, etc.). The Assoc. Dean of Basic Sciences will then convey the decision in person and in writing to the student. Other relevant and appropriate parties (e.g., the Course Director if a student was found guilty of cheating) may also be informed. In general, the proceedings and written

reports of the Disciplinary Committee will be maintained in a confidential manner. However, Deans of the M.D. program will have access to disciplinary information when decisions are being made about promotion to/and or placement in the Clinical Education program.

Appeal Procedure

If the student protests the disciplinary decision, he or she may appeal to the Dean of the University. The student should submit a written statement detailing the reasons for the appeal and provide any supporting documents relevant to the appeal. The Dean of the University may exercise final authority on disciplinary matters.

Student Academic Grievance Policy

Report of Dissatisfaction

Students have the opportunity to register their dissatisfaction with respect to:

- 1) The general academic organization of the university
- 2) The management, presentation or evaluation procedures of a specific course
- 3) Assigned course grades

In general, students should attempt to resolve the issue directly with the faculty member with whom the grievance exists. Students may also choose to file their complaint with their student government representative, who should try to seek resolution through the Student Government Association. Only after these first two options have been exercised and failed, should students seek resolution of their problems directly with the Associate Dean of Student Affairs.

Regarding grievances about a course grade, students should note that, unless a computational or other demonstrable error was made in computing a grade, a student's grade will not be changed from the score that was accurately submitted by the Course Director. Faculty and Administrators do not have the discretion



to “bump up” a student's grade. Scores are based entirely on objectively earned and recorded marks.

Access to Student Records

Students have the right to review and/or challenge the accuracy of the information kept in their file by the University. Students have the right to view their grades, evaluation reports and transcripts. However, students do not have the right to access progress notes that are not part of the student's official file (e.g., progress notes generated and held by individual faculty members).

Legal Issues

Student Privacy

All matters of student privacy must be governed by the law of the Netherlands Antilles. By University policy, no document in any student's permanent file in possession by the University shall be released without the student's written authorization, with the exception of official transcripts, official academic records, or any document relating to the performance of students on examinations. However, the University may release, on advice of counsel, any documents or information required by a court order or judicial warrant apparently valid on its face. The University reserves the right to release confidential or otherwise privileged information from student files if, upon advice of counsel, such is deemed reasonably necessary for the protection of the public or for the prevention of a criminal act or for the detection and/or prosecution of a criminal act. In all such cases, the University will provide copies of released information to the subject(s) of that information unless the University is prevented or enjoined from doing so by a judicial body of competent jurisdiction and upon advice of University counsel. It shall be the continuing duty of present and former University students to keep the University Registrar apprised of students' current mailing addresses and telephone numbers so the University, at its discretion, may inform present and past students of requests for official records.

Policies on Drug/Alcohol Abuse

General Statements

The University is concerned about the international problem of alcohol and substance abuse. One of its tasks is to teach physicians to identify and to treat such problems in patients who may come into their care. A second task is to assure, as best it can, that the physicians it graduates will be men and women who, by the stability of their lives and conduct, are able to meet the public trust and responsibly prescribe and handle controlled substances in the care of sick people.

The University recognizes the widespread availability

of drugs that lend themselves to abuse and acknowledges the rigors of medical training that lend students particularly vulnerable to such abuse. Substance abuse, however, is not in accord with the University's requirement of fitness or suitability for the practice of medicine. Students should be aware that a student with an untreated alcohol or other substance abuse problem is unfit to continue or to graduate. The University cannot responsibly grant a medical degree to a student whose life and performance are being impaired by these substances. The University of Sint Eustatius, through its administrative bodies and procedures, makes the ultimate judgment in these matters.

University Regulations

The University has strict regulations pertaining to substance use that apply to any student attending, or person employed by, the University. These regulations are as follows:

Alcohol

- The consumption of alcohol will not be permitted in campus buildings. This includes in classrooms, laboratories, offices, or decks/entrances associated with these rooms or offices.
- In general, alcohol will not be served at University-sponsored or sanctioned events.
 - If the serving of alcohol is desired at a University-sponsored or sanctioned event, then prior approval must be obtained from the Dean.
 - If alcohol is served as part of a University-sponsored or sanctioned event, then non-alcoholic beverages will always be provided as an alternative beverage.
- When alcohol is consumed, whether it be at a University-sponsored or sanctioned event or at a facility within the local community (e.g., a restaurant), consumption is expected to be moderate. Disruptive behavior due to excessive alcohol consumption that creates potential for harm or infringes on the rights of others is prohibited. Disruptive, impulsive, aggressive, lewd, disinhibited or otherwise inappropriate behavior resulting from alcohol

consumption of any amount will be considered as excessive.

- University students are expected to comply with all University regulations regarding alcohol possession, as well as with applicable local and Island Kingdom laws regarding the possession, use or sale of alcohol, whether on or off-campus.

Tobacco

- The right to a healthy, smoke-free environment is recognized and supported. To this extent, no smoking is permitted within campus buildings, including classrooms, laboratories, or offices. Smoking should not occur in doorways or other areas in which others can readily breathe second-hand smoke. However, the right to smoke where smoking does not affect others is recognized.

Other Drugs

- The University has a strict policy against buying, possessing, using, manufacturing or distributing illicit drugs such as, but not limited to, substances falling in the following classes: amphetamine-related, cocaine-related, cannabis-related, phencyclidine-related, hallucinogen-related, opioid-related, and inhalant-related drugs.
- The University also prohibits the use of possession of controlled substances without a physician's prescription. Buying or selling prescription-based controlled substances are also a violation of University policy.
- Possession, use and sale of illegal drugs are a violation of Island Kingdom law.

Education/Awareness

All new students are required to attend a seminar on alcohol and other drug use as part of new student Orientation. This seminar will involve:

- A review of University policies relating to alcohol and other drug use.
- A free-form Question & Answer session.

All students will be required to sign a contract indicating that he/she has attended the seminar, understood the information conveyed and agreed to

the consequences of violating the University rules pertaining to substance use. This mandatory seminar will be held during orientation of the first week of each term.

Violations of Policy

University affiliates who are reported to (or are caught) violating any of these policies will be brought in front of a Disciplinary Committee. The Committee will be comprised of 3 faculty members, chosen ad-hoc by the Assoc. Dean of Student Affairs. Following investigation of the alleged infraction, including personal interviews with the violator and any witnesses, the Committee will make a recommendation to the Assoc. Dean of Basic Sciences regarding disciplinary action. Sanctions can range from an official reprimand to dismissal from the University, depending on the nature of the infraction, any aggravating or mitigating circumstances and the number of offenses committed by the individual.

In addition to academic consequences, the person may be required to receive out-patient substance abuse counseling (e.g., from a counselor in St. Maarten or somewhere in their home country). In the case of serious substance dependence, the University may mandate that the person undergo a psychiatric evaluation and, if warranted, complete an in-patient substance abuse program in their home country before being possibly allowed to re-register at this University. In addition to these actions, the University will notify local law enforcement authorities if the person's behavior is a criminal offense in the Netherlands Antilles.

External Sanctions

Sanctions imposed under this policy do not diminish or replace the penalties available under island or Antillean Kingdom laws. An appendix of applicable laws is available upon request.



General Committee Guidelines for Sanctions

<i>Violation</i>	<i>Range of Disciplinary Action</i>
Use of Tobacco in University Facilities	Warning up to an official reprimand.
Unlawful Possession or Use of Alcohol	Warning up to an official reprimand.
Use or Possession of Illicit Drugs	Official reprimand up to expulsion from the University.
Inappropriate use of Controlled Substances	Official reprimand up to expulsion from the University.
Alcohol or Substance Dependence	Suspension from the University until a rehabilitation program has been completed, if deemed necessary by a licensed mental health professional.

Sexual Harassment

The University of Sint Eustatius will not tolerate harassment of employees or students on the basis of sex. Sexual harassment is defined as verbal or physical conduct of a sexual nature that creates an unproductive or offensive working/learning environment and that has a harmful effect on an individual. Offenders will be subject to dismissal or other sanctions after adherence to due process requirements. Unwelcome sexual advances, requests for sexual favors and other verbal/physical conduct of a sexual nature constitute sexual harassment when:

- Acquiescence to such conduct is made a condition, either explicitly or implicitly, of an individual's employment or academic standing.

- Acquiescence to, or rejection of, such conduct by an individual is used as a basis for employment or for academic decisions affecting an individual.
- Such conduct unreasonably interferes with an individual's work or academic performance or creates an intimidating, hostile or offensive working or academic environment.

Law and Jurisdiction

Students must understand that they have submitted to the legal jurisdiction of the government of the Netherlands Antilles. Local staff will do their best to assist students who experience cultural or legal conflict.

Student Government Association

Purpose

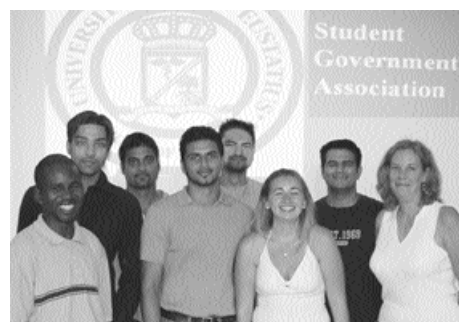
The democratically-elected Student Government Association (SGA) of the University of Sint Eustatius School of Medicine works with the Faculty and Administration to unify the student body and to pursue mutual academic and social interests and goals.

Composition

Each class elects representatives, whereas the entire student body elects an executive council. All students enrolled, but not on academic probation, are eligible to serve as elected members of the SGA.

Constitution

The SGA establishes policies in accordance with a written constitution. The Constitution of the SGA is available to students upon request.



Health Insurance during the Basic Sciences

Students at the University of Sint Eustatius are covered under a basic medical insurance plan, the cost of which is included in tuition. The plan covers expenses related to unexpected or acute illnesses, accidents and emergency evacuation back to the student's home country, if necessary.

Medical Expenses While on Sint Eustatius

On Sint Eustatius, students are responsible for paying *up front* for any health services (including consultations) received at the hospital and for all expenses involved in an emergency evacuation to another island or country (e.g., hotels, flights, attending nurse, etc.). It is the sole responsibility of the student to obtain reimbursement for costs covered by the school's medical insurance plan. To get reimbursed, the student must complete the appropriate claims form (including obtaining a signature from the treating physician) and mail the form and original receipts directly to the insurance company. The student is also responsible for paying any bill that is not covered by the insurance policy. A copy of the insurance policy and claims form are

available for download from the University's website (www.eustatiusmed.edu).

Highlights of the Plan

The following are highlights of the medical insurance plan (U.S.):

While on Statia (or other than in home country)

- \$50.00 deductible per injury or illness.
- 100% coverage of eligible expenses up to \$5,000.00.
- 80% coverage of eligible expenses over \$5,000.00 up to a maximum of \$500,000.00.
- 50% of outpatient prescription drug costs.
- up to a maximum of \$250,000.00 for select expenses incurred as part of an emergency evacuation (either to the nearest medical facility that can appropriately treat the condition or to person's home country).

While in Home Country (e.g., during school breaks, for a maximum of 35 days/year)

- \$100.00 deductible per injury or illness.

Health Insurance during the Basic Sciences *cont'd*

- 100% coverage of eligible expenses up to \$5,000.00.
- 80% of eligible expenses over \$5,000.00 with a maximum of \$25,000.00.
- 50% of outpatient prescription drug costs.

Payment of eligible expenses by the insurance company will be honored if the insurance carrier considers the cost of treatment “reasonable and customary.”



Spouse & Dependent Insurance

Any student dependent (i.e., spouse or child) who lives on Statia while the student is matriculated in the Basic Sciences program must have medical insurance coverage (including emergency evacuation coverage) before their arrival. Without the medical insurance coverage in place before arrival on Statia, dependents will not be sponsored by the school for temporary residency to stay on island. A student can choose to purchase dependent health insurance through the school or to obtain different insurance coverage. If the school's plan is chosen, the student should contact the bursar in the NY office with the names and dates of birth of the people to be added to the policy. Currently, the fees for additional person coverage are \$200.00/month for a spouse and \$65.00/month for each child. *Dependent insurance fees must be paid 10 days in advance of each month or coverage will be dropped. There will be a \$25.00 reinstatement fee for each need for reinstatement. Fees are subject to change without notice.* If a student obtains dependent insurance coverage other than the school's, then proof of the coverage must be submitted to the University at the beginning of each new semester.



Medical Insurance Card

During a student's initial term at the University, the student's healthcare coverage card (and a dependent's card, if purchased) will be distributed. If the card is lost, then the student should report the loss by contacting the bursar in the NY office.



Clinical Education Program

Overview

The Clinical Education segment is a stimulating and enriching feature of medical training at the University of Sint Eustatius School of Medicine that requires both resolve and perseverance. The Clinical Education staff will work personally with students to ensure they fully benefit from clinical rotations and attain rewarding residency positions.

Students eligible for clinical rotations have clinical sites available to them in over 90 hospitals across nearly 30 states (e.g., CO, CT, FL, GA, IL, LA, MD, NC, DC). Many of our clerkships have ACGME (“Green Book”) listed or affiliated programs on site. Students who have earned their M.D. degree and certification through the ECFMG have had great success in gaining entrance into a residency training program.

The clinical curriculum, which follows the Basic Sciences program, consists of 72 weeks of clinical experience, including 48 weeks of core clinical rotations and 24 weeks of elective clinical rotations. Students practice clinical skills through patient contact, which is supervised by a physician-preceptor in patient care settings. Students thereby enhance their proficiency in taking medical histories and conducting physical diagnostic examinations and develop their patient/relationship skills in training to become competent physicians.

International Opportunities

For students who want to experience international opportunities, clinical rotations are available at affiliated accredited teaching hospitals in Canada and the U.K. The U.K. provides both short-term and long-term exposure to most specialty areas, which can augment experiences within North America and can positively impact residency directors. International rotations are by student choice and are not required. The criteria for consideration at these clinical sites are the same as for U.S. rotation eligibility.

Eligibility Requirements

- Completion of all Basic Sciences courses.
- Proof of passing USMLE Step 1 (this is also true for students transferring directly into the Clinical Education program). A maximum of three sponsored USMLE attempts are allowed.
- Payment of tuition, fees, and financial obligations to the University no later than 14 days prior to the beginning of the Clinical Education segment.
- Proof of immunization and submission of a completed health form.

Clinical Assignments

Prior to a student’s last term of Basic Sciences, students will take part in a Clinical Orientation on Statia where they will receive information on available clinical rotations and sites. Each student completes a Clinical Questionnaire to indicate his/her most preferred training sites. Careful attention is paid to matching the student’s qualifications, requirements and desires with a program and rotation that satisfies the Clinical Education requirements and rotation availability. Every effort is made to assure that the student receives the best quality rotation available.

All clinical rotation assignments are made by the clinical team using criteria such as a student’s geographic preference, family considerations (e.g., life partners, school-age children, etc.), timeliness in completing the program, hospital criteria and availability, USMLE scores and overall needs of the medical school. With a variety of clinical sites available both in the U.S. and abroad, students need to remain flexible and to expect some geographical mobility in their rotation assignments. It is not always possible for students to complete all their clinical rotations within one hospital or in one geographical location.

It is the responsibility of the University to establish hospital affiliations and make all clinical assignments. Should a student discover new clinical opportunities, there must be coordination with the clinical office to ensure provision of appropriate documents to the clinical site typically 4-6 weeks in advance of the start of the rotation.

If a student declines a clinical rotation assignment or fails to show for the start of the rotation, he/she may be required to wait until the next rotation cycle to begin a rotation. Furthermore, students who take a leave of absence during a clinical rotation are not guaranteed placement at the same site. Students need to budget for transportation and housing expenses at each clinical training location. For some select sites, there may be additional fees associated with clinical rotations.

Clinical Rotation Responsibilities

- **Patient Care.** Students will perform histories and physicals, write progress notes, present cases and assist in procedures. At the discretion of the supervising physician, the student's written notes may be incorporated into the medical record.
- **Supervision.** One physician will be designated at the start of the rotation as the principal supervisor who will oversee daily activities and assignments of the student. There may be multiple physicians participating in the education of the student, but students will be supervised at all times by a resident or an attending physician.
- **On-Calls.** Students may have to take overnight call during each clinical rotation to enhance the learning experience and to participate in continuity of care.
- **Attendance.** 100% attendance is required.
- **Lectures.** Students will attend regularly scheduled conferences for students, residents and attending physicians. The learning objectives of the curriculum will be used by the faculty to determine appropriate lecture topics.
- **Reading Assignments.** Students will often be given reading assignments by the supervising physician to augment clinical experiences.
- **Written Assignments.** Many clinical sites require written examinations at the completion of each rotation as part of the evaluation process. Students will be required to attain a passing score on these exams to receive credit for the rotation.

■ Student Evaluation

Evaluation by the principal supervisor is based on observations and information collected during the course of the rotation from the supervising physician, other supervising physicians and other members of the health care team. Evaluations are based on:

- Direct observation
- Case presentations, studies and write-ups
- Participation in conferences, case discussions and rounds
- Written and/or oral examinations
- Clinical competency examinations
- Attendance

Students are expected to demonstrate the highest standards of conduct and professionalism in each clinical rotation. Violation of hospital rules or a pattern of inappropriate or unprofessional behavior will result in immediate disciplinary review. A passing grade is required in all clinical rotations.

Third Year Core Clinical Rotations

Third-year clinical rotations provide a broad scope of knowledge in the core areas of clinical medicine through the completion of clinical rotations in each of the following disciplines:

Core Clinical Rotations*	Duration in weeks
Family Practice	6
Internal Medicine	12
Obstetrics & Gynecology	6
Pediatrics	6
Psychiatry	6
Surgery	12
Total	48

**Many hospitals and the University require students to have passed the USMLE Step 1 licensing examination prior to beginning core clinical rotations.*

Family Practice

Students will be exposed to the broad range of services provided by Family Practitioners, from birth to senescence, in both hospital and clinic based settings.

Internal Medicine

Diagnosis and treatment plans are developed after learning to conduct effective and thorough histories, physical examinations and diagnostic workups. Opportunities for increasing students' fund of knowledge include treatment plan implementation, patient follow-up, participation in grand rounds, individualized research and readings as well as presentations from the treatment team.

Obstetrics/Gynecology

All phases of care related to fertility, pregnancy, labor, delivery and postpartum care are presented to students. Participation in family planning sessions and pre- and post-natal care are expected. Students will learn to detect, diagnose and develop treatment plans for gynecological diseases through observing normal and pathologic cases including regular and cesarean deliveries.

Pediatrics

Students will learn to establish rapport with young patients and their caregivers while developing diagnosis and treatment plans for newborn to adolescent patients. Students will learn to interact with parents and caregivers to enhance the efficacy of the treatment plan for each patient.

Psychiatry

Students gain a better understanding of mental disorders and improve their diagnostic skills after completing mental status exams and psychiatric histories. Students become more familiar with the variety of therapies and treatments for mental disorders.

Surgery

Students become familiar with pre-operative assessment, operating room protocols, surgical procedures, intensive care during the time in recovery and post-operative follow-up care. Students study each patient's case history including prior

examinations, diagnoses and treatments. Post-operative care opportunities may provide students an insight into support services, community resources and discharge processes.

Fourth Year Elective Clinical Rotations

After completion of the core clinical rotations in a student's third year, students choose rotations from a variety of specialty areas to enhance their developing interests during their fourth year. Each elective is generally four weeks in length but can vary from two to eight weeks. The duration of elective rotations must total a minimum of 24 weeks. There are numerous opportunities for fourth year electives, which are typically referred to as "Visiting Senior Electives," both at university-affiliated and non-affiliated programs. The following are common electives from which students choose:

Allergy & Immunology	Infectious Disease
Anesthesiology	Nephrology
Cardiology	Neurology
Community Health Care	Oncology
Critical Care	Ophthalmology
Dermatology	Pathology
Emergency Medicine	Preventive Medicine
Endocrinology	Pulmonary Disease
Family Practice	Radiology
Gastroenterology	Rheumatology
Gerontology	Urology
Hematology	

Most program departments will only offer elective rotations after the appropriate core rotations have been completed. However, it is possible to participate in an elective before all of the core rotations are completed provided that the relevant prerequisite core rotation(s) have been completed. Permission must be secured from the Clinical staff in order for students to complete electives in conjunction with the core rotations.

A student can complete additional hours in any core rotation and count the hours toward elective rotations. For example, 16 weeks of surgery might represent 12

weeks of core credit and four weeks of elective credit.

Rotation Approval

Students will not receive credit for a clerkship unless the University approves and certifies all core and elective rotations. Any student who secures a rotation in a hospital that is NOT affiliated with the University must have permission from the Clinical Education Department.

Requirements for Residency and Licensure

As a graduate from the University of Sint Eustatius, a student is considered a non-U.S. or foreign medical graduate. For a foreign medical graduate to be eligible for residency and licensure in the U.S., a student must fulfill the training specifications required by a particular state. Although the curriculum at the University of Sint Eustatius has been designed to meet the minimum standards for all states for many of their requirements (e.g., the number of undergraduate credit hours, length of time matriculated in a M.D. program, ECFMG certification and WHO recognition), students must still be knowledgeable about the specific regulations existing in a state of interest. To assist students with this endeavor, upon transition from the Basic Sciences to the Clinical Education program, the clinical education staff will provide students with information regarding each state's rules and regulations for residency and licensure. Examples of some rules and regulations are:

■ Undergraduate Training

Three states (DC, MA and NJ) specifically require one year of Biology and Inorganic Chemistry coupled with one term each of Physics and Organic Chemistry. Other states do not specifically mention courses, but students are assumed to have a strong undergraduate background in the life sciences.

■ Type of Clinical Training

Some states expect students to have all residency sponsored clinical training, whereas others require rotations in their affiliated hospitals. Other states

have no specific requirements about the type of clinical training. States requiring residency sponsored training include CA, DE, KY, LA, MI, NC, NE, NJ, NY, PA, TX and VA.

■ Number of Medical Education Hours

Pennsylvania requires 4,000 hours of medical training and is the only state that specifies the number of hours of medical education a student must have completed.

■ Clinical Transfers

Three states (IL, VA and WY) require that all clinical clerkships (i.e., 3rd and 4th year work) be completed with the school of graduation. This regulation prevents students who want to transfer clinical experiences from a previous institution from being eligible in these states.

USMLE Fails

University Policy: After a second failure on USMLE Step 1, students may be permitted to attempt Step 1 again, provided that their most recently obtained score lies within the standard error of measurement below the passing score. If the most recently obtained score does not fall within this range, the University may require compelling evidence of remediation, along with a score on a standardized examination that predicts a passing score on USMLE Step 1.

State Policy: Each state lists the maximum number of times a student can fail the USMLE before becoming ineligible. If the maximum number of attempts for Steps 1, 2 or 3 is exceeded, the student may need to petition the Medical Board to accept a Step 1, 2 or 3 passing score on an attempt greater than the described maximum.

Restrictions on Clinicals, Residencies and Licensure

California, New Jersey, New Mexico and Pennsylvania are the only states that do not have any provision for foreign medical graduates to be accepted for clinical rotations. However, New York and Pennsylvania do accept foreign medical graduates as residents provided

that the state's strict criteria for training have been met. Currently, graduates from Sint Eustatius have the opportunity to accept residencies in all states except CA, NM, NY, and OK. The University of Sint Eustatius is currently pursuing eligibility in these states by undergoing the specific application and approval processes that these states require. CA and NM are states that graduates of the University of Sint Eustatius are not currently eligible for full licensure after residency.

Medical & Malpractice Insurance During Clinicals

Medical and malpractice insurance are included in the clinical tuition. Once students begin clinical rotations, their health insurance coverage begins. Students may elect to purchase insurance prior to the start date of their clinical rotation. Students who have medical insurance and do not want the additional medical insurance must contact the Bursar's office in New York for a tuition adjustment.

The following are highlights of the medical insurance plan:

- After a \$100.00 deductible per injury or sickness, 80% of the usual and customary expenses incurred is covered for the first \$20,000.00; then 100% of the usual and customary expenses incurred up to an aggregate maximum of \$250,000.00 per injury or sickness is covered.
- Outpatient Prescription Drug Expense: If an insured person requires a prescription drug prescribed by a doctor, the insurance plan will pay the usual and customary expenses incurred according to the benefit schedule.

Spouse & Dependent Medical Insurance

A spouse or dependent child (or children) can be added to this policy while the student is matriculated in the Clinical Education program. Currently the additional fees are \$200.00 per month for a spouse and \$140.00 per month for each child.

Graduation

Students who have fulfilled the following requirements will receive a Doctor of Medicine (M.D.) degree:

- Payment of all financial obligations related to the University of Sint Eustatius.
- Completion of an appropriate Basic Sciences curriculum.
- Completion of a minimum of 72 weeks of clinical training (including 12 weeks each of Surgery and Internal Medicine and 6 weeks each of Psychiatry, OBGYN, Pediatrics, and Family Medicine).
- Passing the USMLE Step 1.
- Passing the USMLE Step 2CK and 2CS.



Financial Information

Academic Scholarship for Antillean Citizens

An academic scholarship is available to citizens of the Netherlands Antilles who wish to pursue their medical studies on Sint Eustatius. Scholarship recipients pay \$1,500 tuition/fees per term while enrolled in the Basic Sciences program and \$4,500 tuition/fees per term while in the Clinical Education program. The scholarship can be awarded to one new recipient each calendar year. The matriculation date for scholarship recipients is, in general, each May term. Applicants must have an undergraduate G.P.A. of at least 3.0 (straight Bs on average) in preferably a science-related field of study from a recognized college or university. Eligible applicants should write a letter to the Admissions Committee indicating that they wish to be considered for this scholarship.

U.S. Veterans Bursary

A \$1000 bursary per term is offered as a tuition reduction to full-time students who are eligible for tuition support from the U.S. Veterans Administration at the time of matriculation. Students should apply for the bursary by completing the application on the University website. The bursary is available for each term that occurs after the date the application is approved and during which eligibility criteria have been met. For Basic Sciences terms, a student must establish and maintain a cumulative GPA of at least 3.3. After each term in which the GPA criterion is met, the bursary is awarded post-hoc by giving the tuition reduction for the next term. If there is no subsequent term, then the past tuition rate is adjusted accordingly. The bursary may be revoked or suspended at the discretion of the Dean if a student's cumulative GPA drops below 3.3. Reinstatement of the bursary is possible by raising the GPA to a satisfactory level or by passing Step 1 on the first attempt. For Clinical Education terms, a student must pass Step 1 on the first attempt and keep in good standing during clinical terms.

Tuition Costs & Fees

Basic Sciences Program

A \$500.00 seat deposit (non-refundable) is due within 30 days of acceptance. This amount will be deducted from the student's first bill for tuition. Costs for attending the Basic Sciences program are as follows:

Basic Sciences Program Costs*

Tuition per Term (incl. insurance, lab & tech fees)	\$ 7,800.00
Tuition Total (if 5 terms)	\$ 39,000.00
Tuition Total (if 6 terms)	\$ 46,800.00
Medical Kit	\$ 1,149.00

The Medical Kit (if purchased through the University) is a one-time purchase. The contents of the Kit are described under the "Items to Bring" section of this Handbook. The order form for the Kit is available on the University website. Course textbooks are NOT included in the price of tuition but must be purchased separately. See the University on-line bookstore at www.eustatiusmed.edu/bookstore.html

Clinical Education Program

For the Clinical Education program, a \$1,000.00 (\$500.00 non-refundable) deposit is required. For students transitioning from the Basic Sciences program, the clinical deposit is due within 30 days of completing the Basic Sciences. For students who are transferring from another institution into the Clinical program, the deposit is due as part of the admissions requirement. The deposit covers administration fees, USMLE Step 1 sponsorship and the seat deposit while students study for Step 1 of the USMLE.

Clinical Education Program Costs*

Tuition per 12-week Term	\$8,400.00
Tuition Total (for 6 terms)	\$50,400.00

Some clinical sites require additional fees. Students should contact the Clinical Department in the New York office about the exact costs.

**All costs are subject to change without notice.*

Schedule of Fees

(in U.S.\$)

Admissions Application Fee	\$ 100.00
Basic Sciences Seat Deposit (due within 30 days of acceptance)	\$ 500.00
Basic Sciences Tuition (per term) for Full-Time* Students	\$ 7,800.00
Basic Sciences Tuition (per Billing Credit*) for Part-Time* Students	\$1,300.00
Clinical Education Deposit (deducted from 1st clinical tuition bill)	\$ 1,000.00
Clinical Education Tuition (per term)	\$ 8,400.00
Graduation/Diploma Fee	\$ 350.00
Health Insurance for Spouse per month	\$ 200.00
Health Insurance for Dependent in U.S. per month	\$ 140.00
Health Insurance for Dependent on Statia per month	\$ 65.00
Health Insurance Reinstatement Fee	\$ 25.00
Hyperbaric Medicine: Introductory Technical Program	\$ 250.00
Hyperbaric Medicine: Advanced Technical Program	\$ 1,900.00
Hyperbaric Medicine: Diploma Program	\$3,800.00
Hyperbaric Medicine: Master's Program	\$ 5,700.00
Initial Fee for Immigration Services (U.S. Visa for Non-U.S. citizens)	\$ 250.00
Late Fee for Missing Registration on Island (new students)	\$ 100.00
Late Tuition Payment Fee	\$ 250.00
Library Late Fees (per day)	\$ 1.00
Loan Processing Fee	\$ 595.00
Official Transcript Fee	\$ 35.00
Photocopies (per page)	\$ 0.04
Printing to University Black and White Printer (per page)	\$ 0.04
Printing to University Color Printer (per page)	\$ 0.15
Retake Exam	\$ 900.00
Shipping Fees per lb.	\$ 0.75
Student Kit	\$ 1,149.00

*Each Basic Sciences course has been assigned a Billing Credit (BC) value of either a 1 or a 2. A student is considered full time if he/she is taking a course load of 6 or more BCs within a term and will be charged \$7,800.00. Students taking a courseload of less than 6 billing credits within a term will be charged \$1,300.00 per BC.

Tuition Fees Due

Tuition for each term is due within 30 days prior to the start date of every term. After the deadline, students will be charged a late fee of \$250/mo. Students who have applied and been approved for financial aid are exempt from this rule for the terms that the loan is applied. If a student fails to reapply for financial aid for the subsequent terms in a timely manner, then the late fee will be charged. All checks should be made payable to the University of Sint Eustatius. Credits that are owed to students due to a change in curriculum or program will not be refunded but will be applied to future tuition.

Loans & Financial Aid Information

Most students matriculating at the University of Sint Eustatius School of Medicine will need to secure funds outside of personal resources. The University of Sint Eustatius is committed to ensuring that all qualified individuals applying to our medical school be given the opportunity to achieve their professional dream.

Consolidation Loans Available to Graduates - No Upper Limit

- **FFELP by IEFC** (International Education Finance Corp.) to consolidate U.S. Federal Education Loans (e.g., Stafford, FFEL, etc.)
- **CAP (Consolidated Assistance Programs) - FFELP by Student Loan Xpress or International Education Finance Corp.** to consolidate U.S. Federal Education Loans (e.g., Stafford, FFEL, etc.).

How to Apply for Financial Aid

Students requiring loans to finance their education must do the following:

- 1) Apply and be accepted for admission to the University of Sint Eustatius and pay the \$500.00 seat deposit.
- 2) Have a credit review session with the Financial Aid (FA) Department to determine the eligibility of the student and his/her co-borrower.

- 3) Complete a loan application and return it to the New York FA Department.

Credit Review Session

Students should have a credit review session at least three to four months before the term begins. There are several steps involved in a credit review session:

1) Obtain a credit report for yourself and your co-borrower (if needed).

There are several credit reporting agencies where you can obtain your credit report and score. The FA Department recommends using TransUnion because this is the report the lender will use. You can purchase a TransUnion credit report directly from the TransUnion website (www.TransUnioncs.com) or obtain a TransUnion credit report through websites that offer this for free on a limited 30-day trial basis (www.freecreditreport.com or www.myfico.com).

The instructions below apply to credit reports purchased directly from the TransUnion website. Go to www.TransUnioncs.com and choose Single Credit Report plus FICO Score (cost of \$14.95). Follow the instructions to purchase the report. Answer the questions carefully and correctly. During this process you will be asked to choose a User ID and password (these are case sensitive). You should write down the data and store the information in a safe place. Print a copy of your report for your records. Your co-borrower should follow the same instructions.

Canadian students can purchase their TransUnion credit report at www.tuc.ca. Click on Transunion Credit Profile (\$14.95) and add on Personal Credit Score (\$7.95) for a total cost of \$22.90.

2) Send your information to the Financial Aid Department

U.S. students and their co-borrower should submit their complete reports with FICO score to the FA department in NY via e-mail, fax or mail. Please send the "Printer Friendly Version" of your credit report with FICO score saved as a Word document to the FA office via:

- E-mail: loans@eustatiusmed.edu

- Mail: 6901 Jericho Turnpike, Suite 215, Syosset, NY 11791
- Fax: 516-656-9263

You must include the following information with your report:

- a) The student's name**
(If you are a co-borrower, then you should include your name and the student's name and co-borrower's income)
- b) The date the student is planning to start school**
- c) The name of the country that the student is a citizen**
- d) The enrollment status of the student**
(i.e., accepted, enrolled, pending, etc.)
- e) The student's e-mail address**

Once the student's and the co-borrower's credit reports have been reviewed, the student will receive an e-mail from the FA Department asking the student to call the FA Department at 1-866-878-2842, ext. 23 for a credit review session (M-F, 9 a.m.-5 p.m., EST). If you do not hear from the FA Department within four business days, please call our office.

3) Personal Credit Review Session via Phone

- Students and co-borrowers can have review sessions together or separately. Personal information is not shared and is considered confidential for all parties concerned. Students should have their credit report available for the review session.
- During the review session your credit worthiness (i.e., an individual who has a healthy credit history of two or more years duration) or credit readiness (i.e., an individual who has a very young or no credit history) will be determined.
- Advice on repairing derogatory or incorrect information on your report will be given, if applicable.

- The appropriate loan package will be determined.

4) Loan applications with instructions and a self-addressed return envelope will be sent to the student.

Students should follow the instructions carefully to complete the loan application and return it to the FA Department in New York or to the campus FA office, if the student is on Statia. **New students' loans will not be processed unless a \$500.00 seat deposit has been received by the Bursar's office in New York.**

Loan fees

There are two fees associated with the loan application process— the guarantee fee and the loan application fee.

- **The guarantee fee** is charged by the lender and is disclosed in the promissory note, which is part of the application. Students without a co-borrower will pay a higher guarantee fee than a student with a co-borrower. The guarantee fee is added to the loan amount. For additional information please contact the FA Department.
- **The loan-processing fee** (school fee) is \$595.00. This fee will be deducted from the loan as part of the school's expenses and is charged for all loans submitted to the loan company regardless of the outcome of the loan. This fee covers the cost of the review session(s), counseling, loan application(s), mailing costs, loan certification, clerical costs and distribution of funds. All loan submissions must be processed through the FA Department. Students sending loans directly to a loan program will still be charged the loan processing fee and can experience a longer application processing time.

5) Cancelled or Returned Loans

If loan money is returned in full to the lender within 45 days of the lender's disbursement date of the loan, the loan is considered null and void, and the student will not be charged the guarantee fee by the bank. However, a student will still be responsible for paying the \$595.00 loan processing fee charged by the school. If the loan processing fee was deducted from the loan, then the student must pay the processing fee directly to the school if he/she wants the entire amount of the loan returned to the lender to avoid paying the guarantee fee. If the \$595.00 is not paid to the school within 45 days, then the balance of the loan will be returned to the lender. The lender will consider this a payment, and the student will still be liable to the lender for the balance of the loan plus the guarantee fee.

Tuition Removal Schedule

The University will remove monies owed to the University according to the schedule below. Please note that depending on the exact loan amount, more than one term's worth of tuition will be removed IN ADVANCE of the tuition being due.

The remainder of the loan will then be disbursed to the student. In order to do so, the student needs to complete a Loan Disbursement Form, which gives the University instructions on how to send the student the money (e.g., wire transfer instructions, mailing address). The disbursement form will be emailed or faxed to the student within one business day of the University receiving the loan funds. Funds will be disbursed to the student within one business day of the University receiving the completed Loan Disbursement Form. It is important that the student complete and return the Loan Disbursement Form as soon as possible since the loan application cannot go forward until the University receives it.

Tuition Removal Schedule for the Basic Sciences Program

<u>Loan Amount</u>	<u>Tuition Removed/ Misc. Expenses* (ME)</u>
from 0 to \$16,000	1 semester plus ME
from \$16,001 to \$32,000	2 semesters plus ME
from \$32,001 to \$48,000	3 semesters plus ME
from \$48,001 to \$60,000	4 semesters plus ME

Tuition Removal Schedule for the Clinical Education Program

<u>Loan Amount</u>	<u>Tuition Removed/ Misc. Expenses* (ME)</u>
from 0 to \$17,000	1 semester plus ME
from \$17,001 to \$34,000	2 semesters plus ME
from \$34,001 to \$51,000	3 semesters plus ME
from \$51,001 to \$60,000	4 semesters plus ME

*Miscellaneous expenses include, but are not limited to, loan processing fees, late fees, and amounts owed from previous semesters.

Cancellation and Refund Policy

Should a student be dismissed or cancel his/her application or enrollment for any reason, all refunds will be made according to the following schedule:

Up to 1 week of attendance:	100%
Between 1 and 2 weeks of attendance:	70%
Between 2 and 3 weeks of attendance:	50%
Between 3 and 4 weeks of attendance:	30%
Greater than 4 weeks of attendance:	0%

* A refund for first term is calculated less the \$500.00 tuition deposit. The tuition deposit is non-refundable.

Students withdrawing from the University must submit their intention in writing to the Associate Dean of Basic Sciences (on island) or the Associate Dean of Clinical Services. The date that the letter is received by the respective Associate Dean will be the student's official date of withdrawal. The termination date for refund computation purposes is the last date of actual attendance in class or clerkships by the student.

Life on the Island of Sint Eustatius

The Island of Sint Eustatius

Location

The 10-sq-mi island of Sint Eustatius (Statia) is located in the northeastern Caribbean, approximately 150 miles east-southeast of Puerto Rico. Statia is about one hour flying time from San Juan and only 20 minutes flying time from St. Maarten. The islands of Statia, Saba, and St. Maarten form the Windward Islands of the Dutch Caribbean.

History

Christopher Columbus first sighted Statia in 1493. Throughout the subsequent colonial era, the island changed hands at least 22 times. In 1636, near the close of the 80-year war between Holland and Spain, the Dutch took possession of the island. During the 17th and 18th centuries, Statia was a major trading center with about 8,000 inhabitants and thousands of ships visiting her shores. For a time, Statia was the only link between Europe and the fledgling American colonies. Warehouses along Oranje Bay overflowed with food supplies, arms and ammunition marked for shipment to George Washington's army during the Revolutionary War. Statia was nicknamed "The Golden Rock," reflecting its prosperous trading days. On November 16, 1776, the American Brig-of-War, the "Andrew Doria," sailed into the harbor of Statia firing its 13-gun salute indicating the long-sought independence of the United States. The 11-gun salute reply, roaring from the cannons at Fort Oranje under the command of Governor Johannes de Graaff, heralded Statia as the first foreign nation officially to recognize the newly formed U.S.A.

Population

Statia's population of approximately 3,000 is composed mainly of African descendants of slaves. In the 17th century, slaves were brought to the island to cultivate the land of more than seventy plantations. At the end of the 18th century, slavery was outlawed in the Netherlands Antilles. Today, people of more than 20 nationalities live in harmony on this peaceful island. For more information about Statia, see www.statiatourism.com.

Preparing for Arrival on Sint Eustatius

Itinerary

To reach Statia, students must fly via St. Maarten on Windward Islands Airways (WINAIR). Students are strongly encouraged to make their flight plans early and to schedule their flight to arrive on Statia SEVERAL DAYS before the start of classes. This not only precludes missing class due to unexpected airline scheduling difficulties (which are commonly experienced during heavy traffic periods such as matriculation), but also gives students much needed time to get acclimated to island life. Students should contact the NY office with specific flight plans, including their anticipated arrival time. During new student pick-up week (defined as the Monday preceding Orientation day up through the Monday morning of Orientation day), students will be picked up at the Statia airport by a member of staff and delivered to their living accommodations. Students who arrive earlier or later than these dates will need to make other transfer arrangements (taxi) upon arrival. Students should be prepared for the possibility that some or all luggage may arrive on Statia via a later flight.

Transportation & Shipping

Air Transportation

Statia's airport (Franklin Delano Roosevelt Airport) is served six times daily by WINAIR from St. Maarten. There are a number of flights from St. Maarten with daily connections to other neighboring islands. Fares from St. Maarten to Statia vary seasonally but usually range from \$120-\$160 for a return ticket. Passengers can make connections in St. Maarten with international carriers, including KLM, American, Continental, US Air and Air France.

Travel Agencies

Morris Murdock Travel

Rexburg, Idaho

Tel: 1-800-933-4506

Rep: Tammy Ramen

Jeffrey's World of Travel

Great Neck, NY

Tel: 1-800-354-1474

Rep: Dorothy Declimente

Killy-Killy Travel

Statia Tel: 011-599-318-2303

Rainbow Travel

Statia Tel: 011-599-318-2811

WINAIR

(for flights to Statia via St. Maarten)

U.S.A. WINAIR reservations

Tel: 1-866-466-0410 or 011-599-545-4237

Fax: 011-599-545-2002

E-mail: reservations@fly-winair.com

Website: www.fly-winair.com

Canada WINAIR reservations

Tel: (905) 274-8508

Toll Free: 1-800-224-4749

Fax: (905) 271-4603

E-mail: winair@newconcepts.ca

Website: www.newconcepts.ca

When making flight reservations from St. Maarten to Statia on WINAIR, students should mention that they are a medical student.

Shipping Personal Belongings

The University offers shipping from Florida to Statia at competitive rates for new students through a Florida freight company. If there is space on the school's container, a student may ship a maximum of eight boxes at the following rates:

Shipments from 0-200 lbs: = \$0.75 per lb

Shipments from 201-400 lbs: = \$0.70 per lb

Shipments over 400 lbs: = \$0.60 per lb

The maximum weight for any single box must not exceed 75 lbs. Students' accounts will be billed. Boxes must arrive in Florida within a certain time-frame:

- Sailing dates will vary with each new term; therefore, students should contact Administration on island (011-599-318-2600) for sailing dates prior to shipping their belongings.
- Any student who sends boxes before or after the designated date will be charged a storage fee.

Boxes must arrive in Florida with a packing slip indicating all contents of each box or package. A copy of the packing slip(s) and the shipping details (tracking number, date of shipment, and weight) must be faxed to the University Purchasing Dept. on island at 011 599 318 2088, Attn: SHIPPING. The following address is to be used for shipping to the freight company:

The University of Sint Eustatius
Student's Name
C/O Western Overseas Corporation

1641 NW 79th Avenue

Miami, Florida 33126

Students should ensure that their boxes arrive at the Florida location clearly marked. Students should not ship any items that need to be in possession upon arrival on Statia, such as clothing or toiletries— those should be brought with the student. Once the container arrives on Statia, students' boxes will be delivered to the University's Administration Office for pickup or delivery to the residence of the student. Students who do not wish to ship via the school's container may utilize UPS, FedEx or DHL.

Housing in the Community

Students will need to find living accommodations in the local community. Once the student has been accepted to the University, the student should visit the University website <http://rental.eustatiusmed.edu/apt>, which lists available housing in the community.

Photos and complete descriptions of the residences (including the price and location relative to University facilities) are provided. Rents generally range from \$395.00/month for a small studio to about \$1,000.00/month for a multiple bedroom house.

New students are responsible for contacting landlords directly and making necessary arrangements. If the landlord requires a deposit in advance of the student's arrival on Statia, then students must make arrangements with that landlord to pay the deposit. Deposits can be wired to the island through Western Union. When sending money using Western Union, students must send the wire to the St. Maarten office specifying Netherlands Antilles on the form. Students having problems paying their deposit should contact the Bursar's Office in New York. Otherwise, the student should be prepared to pay the deposit (and first month's rent) directly to the landlord upon their arrival on Statia. If students have any questions about housing listed on the website, they should e-mail rentals@eustatiusmed.edu for assistance.

General Island Information

Most modern commodities and services (e.g., cable TV) are available on Statia. The cost of living on Statia is within reasonable limits for medical students attending the University. Costs are generally lower than in most metropolitan cities in the U.S. but slightly higher than in some rural towns. As one would expect on many Caribbean islands, the selection of goods and services is limited in comparison to what one may be accustomed. Sint Eustatius is a duty-free island; therefore, no extra customs charges will be levied on imports.

Food

The grocery stores on the island have a reasonable selection of U.S.-type goods. The hours of operation are sometimes limited, particularly on the weekends. Should students arrive on Statia on a Sunday evening, they may not be able to purchase food from a grocery store. However, students should be able to dine at restaurants that may be open late. Alternatively, students may wish to bring food to tide them over until stores open on Monday. Students should note that the University of Sint Eustatius does not currently provide a meal plan, but some restaurants do. A current list of options is available through the Statia Administration Office. Grocery items may be found on island at prices generally 20-30% higher than those in the U.S.

Water & Water Conservation

There is not yet a centralized public water system on Statia. This means that the water supply for individual houses and other buildings comes from rain water that has been collected for underground storage in cisterns. Water from the cisterns is then delivered through sink taps, showers, and toilets via an electric pump. Given that rain is not plentiful year round, water conservation is essential (e.g., not allowing shower or sink water to free flow for extended periods, flushing toilets conservatively, etc.). In the event that a cistern runs dry during the dry season and/or from frivolous use of water, truckloads of water may be purchased from the small desalination plant on the island. However, to avoid costs and inconveniences stemming from the wasteful use of water, students readily adopt water conservation practices upon their arrival to the island. Although all water on Statia is untreated, it is considered by most to be safe to drink. Nonetheless, some students prefer to bring a method of water purification with them to the island. Bottled water is also readily available for purchase.

Medical Care

Queen Beatrix Hospital is a 22-bed hospital on Statia that is staffed with three full-time physicians (Tel: 011-599-318-2371/2211). The small hospital serves as both the emergency room and the place to go for routine doctor's visits. Students may opt to inform a Dean concerning any major medical condition they have. This will better prepare the school's administrators to handle an emergency, should one arise.

Day Care

For students who plan to bring young children to Statia, there is a day care center, the Buzzy Bees Inn (Tel: 011-599-318-2329), which provides part-time or full-time care. According to faculty members who utilize this service, the center provides excellent care at an affordable cost (\$93/month for full-time daily care).

Education for Children

There are three elementary schools on Statia:

- Golden Rock Roman Catholic School (Principal Debbie Clarke, 011-599-318-2505)
- Governor de Graaff School (Principal Floyd Woodley, 011-599-318-2321)
- Lynch Plantation SDA School (Principal La-Verne David, 011-599-318-2338)

Students with elementary-aged children are encouraged to contact a principal of one of these schools for information about schooling opportunities in English for their children.

Weather

The average high temperature on Statia is approximately 85°F year-round. In the winter months, the temperature in the evenings can drop to the mid-to-high 60°s. Although the weather is mostly sunny, tropical rains sporadically occur during most months. Every fall, during "hurricane season," inhabitants of the Caribbean keep their eyes out for unruly weather. Statia and the University have well-established protocols for dealing with such events.

Electricity

Electrical outlets supply alternating current at 110V (as in North America). Power surges and brownouts are fairly common, so students are strongly advised to protect computers and other electronic devices with a surge suppressor/uninterruptible power supply.

Transportation

Most students can easily navigate the island on foot. However, bicycles and motor scooters are becoming popular modes of travel for students. Limited selections of bicycles are available for sale on the island. Motor scooters can be purchased on nearby St. Maarten. Used motor vehicles are often available for purchase. Any student considering such a purchase, however, is advised to have the vehicle inspected before purchase, and a clear bill of sale should be obtained to confirm any transaction.

Language

Although Statia is a Dutch island, the islanders commonly speak English. Classes at the University of Sint Eustatius are taught in English.

Time Zone

Statia operates on Atlantic Standard Time, which is the same as Eastern daylight savings time, all year round. Statia does not change its clocks.

Pets

Pets may accompany students to Statia without being quarantined. A current (within 1 month) health certificate from a vet is required. Students with pets must secure housing with a landlord who allows pets.

Money and Banking

The official currency on the island is the Netherlands Antilles guilder. However, U.S. cash and Euros are widely accepted. All monetary amounts in this document are specified in U.S. dollars unless otherwise specified.

The current exchange rate offered on the island is U.S. \$1.00 = fl. 1.78. Local banks will also exchange other currencies.

Traveler's checks, personal checks and American Express credit cards are generally NOT accepted at local businesses, including grocery stores. Some merchants accept VISA and MasterCard.

There are two major banks on the island: First Caribbean International Bank (FCIB) and Windward Islands Bank (WIB). To open an account, students are required to present a letter of reference from their home bank. This letter should identify the name, address, and phone number of the student's bank, indicate the length of time the student has had an account, and state that the student is in good standing with the bank. Also, the banks on Statia require an official letter from the University verifying that the student is enrolled and living on Statia (this letter is available from the Statia Administration office upon request). FCIB requires a minimum deposit of \$300.00 to open a savings account. Students are not eligible to open checking accounts at FCIB. WIB requires a minimum deposit of \$5.00 to open a savings account and \$600.00 to open a checking account. U.S. personal checks and cashier's checks take eight or more weeks to clear and may be associated with a fee (minimum U.S. \$10.00 at WIB; no charge at FCIB); other foreign checks may take longer to clear and be associated with a higher fee. The time involved in depositing a U.S. cashier's check in a WIB account may be reduced by using a cashier's check issued by Bank of America, the clearing house for WIB. Banks will cash personal traveler's checks immediately, with a variable fee (1% at FCIB, \$0.50 per check at WIB).

Banks will transact cash advances from major credit cards (FCIB charges a fee of 1.15% in addition to the credit card company's interest charges)— bank accounts may be opened by this method. Please note that there is one ATM on the island located across the street from WIB. There is also a bank (no checking privileges) within the local post office. The account is in guilders only; therefore other currency will automatically be converted. Personal checks are not accepted. Money in the postal account accrues interest at 6% per year. The postal bank is also the agent for Moneygram, a worldwide money transfer service. Thus, students who anticipate utilizing wire transfer services frequently may find the postal savings bank

more convenient than the other two banks. Students should bring enough money to cover housing costs and other living expenses for the term— bringing at least \$5,000 for one term is advised.

Phone, Internet and Mail Services

Phone

Students may make long distance calls on pay phones located throughout town including across from the Administration building. Some pay phones operate using a card that can only be purchased on island. There are pay phones around the island that accept credit cards (MasterCard, Visa and American Express), U.S. phone cards and collect calls.

Students may wish to establish a phone connection in their residence. Please note that a phone connection may take several weeks to establish. The local phone company charges approximately \$70.00 for installation plus a \$500.00 deposit that is fully refundable upon disconnection. The service fee for a phone is about \$30 per month. The phone rate from Statia is about \$0.67 per minute to the U.S. and \$0.90 per minute to Europe.

Pre-paid cellular phones are available. For information about cell phones, contact the local phone company (Eu-Tel) at 011-599-318-2320 or AC Agency at 011-599-318-2595 (acagency@goldenrock.net). Because phone calls from the U.S. to Statia can be expensive, students' families may wish to purchase international calling plans through their local phone companies.

Internet

The University of Sint Eustatius provides students with high-speed Internet access in University facilities. The cost of this service is included in tuition. However, students may also wish to establish an Internet connection in their personal residence through the local phone company at their own expense. Students who are interested in establishing Internet at their Statia residence should contact the local phone company (Eu-Tel) at 011-599-318-2320.

Mail

The post office on Statia is open weekdays from 7:30 a.m. to 4:00 p.m. (Tel: 011-599-318-2207/2678). To mail to the U.S., single sheet letters cost approximately \$1.25 and post cards about \$0.62. Postal mail service to and from the Caribbean can be slow— it commonly takes two weeks or longer for mail to be received on either end. UPS, DHL, and Federal Express provide expedited mail service to the island. This service takes about 3-4 business days but is somewhat expensive and probably should be reserved for urgent matters. In addition, those people who return to the U.S. during the term will often act as couriers of pre-stamped mail to be posted from within the U.S. Students often bring a supply of U.S. stamps for such occasions.

Employment Opportunities on Statia

Students who matriculate at the University of Sint Eustatius are not allowed to be employed on Sint Eustatius. This restriction is part of the Student Declaration requirements that has been established by the Netherlands Antilles Immigration Department in order for students to obtain temporary residency on Sint Eustatius (see downloadable "Student Declaration Document" on this website). Students' spouses (or other relatives) who obtain temporary residency status on Sint Eustatius could legally secure employment on Sint Eustatius. However, there are virtually no job openings on Sint Eustatius. Furthermore, when an employment opportunity does arise, Antillean labor law mandates that first priority be given to a Statian or other Antillean citizen. Thus, spouses of students who come to Statia, in almost all cases, will not be employable on island.



Items to Bring to Statia

School Supplies (Including Medical Kit)

Throughout the Basic Sciences program, students need to have professional diagnostic instruments and other related equipment (listed below). Some items are needed as of 1st term (e.g., scrubs, long white coats, masks), whereas others are needed in subsequent terms. For convenience purposes, the items that are required for the Basic Sciences program have been assembled as a complete kit, which may be purchased through the University. Alternatively, a student may choose to purchase these items separately through a student's own resources.

Student Medical Kit

Students interested in purchasing the kit should contact the Financial Aid office in New York or the Administration office on Statia. Order forms are available for download on our website and can be faxed to the New York office. The kit costs \$1,149.00, which includes delivery to Statia. To ensure timely delivery of the kit to Statia for use as of 1st term, students should order the kit at least 6 weeks before their date of matriculation. The items will be available for pickup on Statia on Orientation Day.

- Tongue Blades
- 2 Empty Vials
- Multi-Pocketed Medical Bag
- 4 Medium-Sized Paper Clips
- Mask
- Otoscope Disposable Covers
- Otoscope/Ophthalmoscope
- Cotton-Tipped Applicators 6"
- Physicians Tape Measure
- Safety Pins
- Pen Light
- Pocket Vision Guide
- 2 Prof. Lab Coats, Long w/Pocket - School Seal (available with kit or separately at the University)
- 1 Prof. Short White Physician Coat - School Seal (available with kit or separately at the University)
- Stethoscope Littmann Dual
- School ID Badge & Neck Band
- 2 Scrub Sets (available with kit or sold separately at the University)
- Scientific Calculator - Solar
- Sphygmomanometer
- Taylor Percussion Hammer
- Tuning Fork C-512 Frequency
- Tuning Fork C-128 Frequency

Notes:

- Items in the kit are not available individually for purchase through the school except for scrubs and lab coats (both long and short). These are available for individual purchase at the Administration office on Statia.
- The University supplies dissection kits and latex gloves for both the Anatomy and ICMPD labs.
- Students in 5th term on Sint Eustatius will need computer-compatible ear phones in order to listen to heart and lung sound CD-Rs as part of the ICMPD course. Earphones that are able to capture low tones are ideal. A small supply of earphones (Sony MDR-G57G) will be available for rent and/or for sale through the University for those students who need access to earphones.

Textbooks

Students have the option of purchasing their required textbooks at a discounted price from the University's on-line bookstore. The bookstore is located at www.eustatiusmed.edu/bookstore.html

The on-line bookstore offers students a convenient and affordable method of shipping their books to the island.

Other Items to Bring

Clothes and Related Apparel

It is required that students have at least two sets of scrubs to wear during anatomic dissections. Long lab coats are required for Microbiology and premedical Chemistry laboratory work. Two short white coats are required for the ICMPD course on the island. Casual clothes, such as t-shirts and shorts, are typically worn given the warm climate and should be made of cotton. Students should bring two "formal" outfits (e.g., slacks, shirt, and tie for men; slacks, skirt or dress for women), for presentations and other special events. Students should bring long pants, a sweatshirt, a light jacket, sunglasses, a hat, an umbrella, a flashlight and a battery-operated alarm clock. For some class presentations and in certain facilities, open-toed shoes/sandals are prohibited. Students are recommended to bring at least one pair of close-toed dress shoes. Please note that the temperature in the air-conditioned classrooms may be too cold for some people— students are advised to bring layers of clothing to class to adjust accordingly.

Linens

Although bed sheets and pillows are provided in most living accommodations, students may wish to bring their own linens, including a blanket, towels and pillows (full size flat sheets are recommended).

Toiletries

If a particular brand of item is preferred, it is recommended that the student brings a supply of it to the island. Contact lens wearers should bring a supply of solutions. For those who are easily awakened by sound (e.g., the crowing of roosters), earplugs are recommended. Use of sunscreen is highly encouraged.

Insect Repellent

Like all Caribbean islands, mosquitoes are prevalent on Statia. Although repellents are sold on the island, students may wish to bring repellent with them in case they cannot access a store upon arrival. Students who are prone to insect bites are recommended to bring a stock of Vitamin B complex, which has been used with variable success as a mosquito repellent. Non-aerosol repellents are recommended to comply with airline cargo regulations.

Medication

A supply of many over-the-counter and some prescription medications are available on the island. If the needed medication is not readily available on Statia, students should bring a sufficient quantity of the medication to last between visits home— for most students, this means every four months.

Leisure & Recreation

Given the recreational opportunities on the island (e.g., a local men's soccer team, tennis courts, dive shops, etc.), students may wish to bring the following equipment: a swimsuit, snorkeling/diving gear, hiking boots, soccer/softball cleats, running shoes, and/or a tennis racket.

Immigration Requirements for attending Medical School on Sint Eustatius

Even though St. Eustatius is a small island, it is part of a much larger entity called the Kingdom of Holland. As such adherence to immigration requirements is an important factor in being able to move to the island of St. Eustatius to study. As students reside on the island for a minimum of 20 months (5 terms) during their study, they are required by law to apply for a temporary residency permit.

Students who attend the Basic Sciences program on the island of St. Eustatius fall into one of two categories with respect to documentation required for immigration purposes. The two categories are those that need VISAS for entry and those that do not need visas for entry into St. Eustatius.

Students should visit the school's website at www.eustatiusmed.edu and follow the link under "Admissions-Required Documents" for the list of countries whose residence requires a VISA to enter into the Netherlands Antilles (Sint Eustatius).

After review of the list of countries scheduled on the website, those who require a visa to enter the island should proceed to the section below titled "Visa requirements for entry into the Netherlands-Antilles".

If after review of the list of countries scheduled on the website you find that you do not need a visa for entry, then please proceed to the section below entitled "Essential Immigration Documentation that must be brought to Sint Eustatius".

Visa requirements for entry into the Netherlands-Antilles:

Please read the following section carefully to determine if your situation requires you to obtain a visa for entry into the island of St. Eustatius. If after reading this section you are still unsure if you require a visa for entry please contact the admissions office in NY for assistance. If you arrive without a visa, and you are required to have one, then you will be refused entry and turned back. Therefore it is imperative that you read though the following section carefully to determine if you require a visa for entry.

- If you are a resident of one of these countries listed, and hold a passport from one of these countries, then a visa needs to be obtained before arrival into St. Eustatius.
- If you have been residing in a non-listed country, under a visa stay, but still hold a passport from a country on the list, then a visa must still be obtained before arrival into St. Eustatius.
- If you are living permanently in a non-listed country and have PERMANENT RESIDENCY (e.g. green card) in that country, even if you hold a passport from one of the countries on the list, then you do NOT need a visa to enter the Netherlands-Antilles.

Visas are obtained from your nearest local Dutch Embassy. However, before applying for a visa you must have a Permission to Land Letter (PLL) from the local immigration department on the island of St. Eustatius. To obtain the PLL, this University must apply on your behalf for an island temporary residency permit. To obtain this, the student MUST send to the medical school on island ALL of the documentation that is listed below under "**Essential Immigration Documents that must be brought to St. Eustatius**". Once the school is issued with the PLL, the PPL will then be Fed Xd to you for use in the visa application. Additionally, our U.S. office, on request and after being accepted to the school, will issue you a letter of acceptance that can be used with your visa application. The subsequent visa that is then given to you must be with you to enter St. Eustatius. If you do NOT have this visa on you on your arrival, you will be refused entry by immigration.

The section above details how to obtain a visa for entry to the island of St. Eustatius. Once on island we (the school) on your behalf must apply for a temporary residency permit for you. Therefore, even if you are from one of the countries that require a Visa for entry into St. Eustatius, you must ALSO bring to the island with you the documents listed below under "**Essential Immigration Documents that must be brought to St. Eustatius**".

Essential Immigration Documentation that must be brought to Sint Eustatius

On arrival to the island, students and accompanying family members (immediate family members only are allowed to accompany students e.g. spouse and children only) must comply with the island immigration laws and obtain both a temporary residency permit and a census card. To obtain these, the following documents are essential and **MUST BE BROUGHT TO THE ISLAND**. Copies of these documents must also be sent to the Registrars office in NY. Failure to bring all these documents to the island on arrival will cause problems with immigration, and the student will be asked to leave the island until all the required documents are received and processed.

■Common Law Agreements for Non Married Partners

If you will be coming to the island with a partner to whom you are not married (e.g., fiancé, boyfriend/girlfriend, etc.), then you need to obtain a "Common Law Agreement" from your local notary in your country of residence. As is true for any other immediate family member accompanying you, the partner will also have to submit the following documentation.

■Birth Certificate or Certificate of Naturalization

A legalized COPY of birth certificate or certificate of naturalization. Copy must have original seal and signature from a notary

■Marriage Certificate (if applicable)

A legalized COPY of marriage certificate. Copy must have original seal and signature from a notary.

■Valid Passport

COPY of valid passport. Passport should have at least two years remaining before requiring renewal. NOTE: Some individuals have different names on their passports compared to their birth certificates. In this case, an original letter is required from your local notary (with seal and signature) indicating that the differing names on the different documents are

referring to the same person.

■Certificate of Health Letter

The Certificate of Health letter must be an original letter (not a photocopy) on official letter head or prescription paper, no older than two months, and hand signed by a physician. The letter **MUST** be dated and stamped and should state that the student is "in good health and free of communicable diseases." A letter of immunization is **NOT** acceptable for immigration requirements.

■Police Report

The island immigration is **MOST PARTICULAR** about the type of police reports that they require to be submitted for island permits. The report must cover the last five years and must report any and all arrest and convictions of the law. If the student has resided in more than one county, state, or country over the five year period, then a police report must be obtained from each area lived. The best type of report to have is a finger print check made by the FBI or alternative agency in your country of residence. An alternative report, but much less favorable, is a police report/search from the applicant's closest police department, which must cover the state, or country of the student's residence. A local town police report that only covers the surrounding area or University police report is **NOT** acceptable.

IMPORTANT:

The report must be dated within two months of arriving on Sint Eustatius. The report must have an original seal with a signature from the issuing officer and be on official letterhead. Only original documents are accepted. Students with a record or arrest, conviction must contact the Assoc. Dean of Student Affairs to determine residency potential. If the report shows a history of arrest and/or conviction, the student may be denied residency status and be forced to leave the island.

■Proof of Acceptance to an Educational Institution

COPY of acceptance letter to the school from the NY office

■Completed Student Declaration Form

Completed and signed student declaration form. Students should visit the school's website at www.eustatiusmed.edu and follow the link under downloads for the "Student Declaration Form".

■Completed Student Authorization Form

Completed and signed student authorization form. Students should visit the school's website at www.eustatiusmed.edu and follow the link under downloads for the "Student Authorization Form". This form allows the medical school to submit immigration documentation to the immigration department on the student's behalf.

■Twelve Passport Photos

Photographs should be identical, recent and be of standard 2" X 2" passport-size, with the applicant's signature on the back. These photographs should be of passport required quality.

■Return Air Ticket

The Department of Immigration on Statia requires all students (and their on-island dependents) to have a valid return ticket to their home country.

■Proof of Residency

If you are a permanent resident in a country, in which you do not hold a passport from that country, then you must bring original proof (e.g. residency card) that you are entitled to permanent residency within that country.

■Name Change

If you have had your name changed (i.e., It is not the same as that on your birth certificate) then you need to bring court documentation proving you are the original person on the birth certificate.

IMPORTANT NOTE: All students and dependents should check their personal documentation and make sure that the names on all documentation coincide. For example, the name on the birth certificate must be the same as that found on the passport, marriage certificate, police report, and health letter.

Additionally, if any of the original documents requested and needed for immigration are not in English, then a CERTIFIED TRANSLATED copy must be obtained before arrival on the island. This translated copy must be notarized with BOTH a stamp and signature.

U.S. Clinical Rotations & Visa Requirements for Non-U.S. Students

FAQ

Do I need a visa to come to the United States?

Most foreign nationals do need a visa to come to the U.S. A visa is technically a machine-readable stamp that is laminated into your passport at a U.S. Embassy or Consulate abroad. Obtaining a visa will involve a short interview (usually a few minutes at a window), a fee of \$100 plus any particular fees for your country (based on what your country charges US citizens for visas to enter), and photos.

Any approval notices for immigration petitions filed in the U.S. are not technically visas. Visas are issued in different classifications that are each letters, such as the F-1 for students, or the H-1B for professional workers. A full list of visa classifications is available on the State Department website at http://travel.state.gov/visa/temp/types/types_1286.html.

Canadian citizens do not need a visa, but must still present evidence of their reason for coming to be given a particular classification when they enter the U.S.

If you are a citizen of one of the "Visa Waiver" countries, you do not need a visa for a stay under 90 days. As with Canadians, you still must still present evidence of the reason for coming in order to be given a particular classification when you enter the U.S.

If you want to come for longer than 90 days, you need to apply for a visa at a U.S. consulate abroad. To learn more about what countries are in the Visa Waiver program, see the following link:

http://travel.state.gov/visa/temp/without/without_1990.html.

What should I do before applying for a visa stamp in my passport outside the United States?

Two things. First, check the website for the U.S. Embassy or Consulate where you will be applying. Each consulate has its own procedures, such as how to pay the fees, how to schedule interviews, etc. The website for your home country consulate can be found at <http://usembassy.state.gov>. The US Embassy in Barbados may also be an option. <http://bridgetown.usembassy.gov/appointment.html>.

Most now prefer that you download a bar-coded application form from their website. The website will also list estimated waiting times for visa processing, and holidays so you can plan your trip better. You can check the following link for additional estimates on processing times: http://travel.state.gov/visa/temp/wait/tempvisitors_wait.php.

Please note that you will not be able to enter the U.S. until the visa is approved, so leave as much time as possible in case there are delays.

Second, make sure you have all of the documents needed to justify a visa in that category. More about the B-1 is discussed below.

A final word about consulates – they are secure government buildings. Bring as little as possible. Do not bring cell phones, or any other metal if possible. Some consulates, such as Toronto even have restrictions on women’s purses and food for children. Be expected to have your fingerprints and photograph taken for security checks.

What visa category will I use for doing clinical rotations in the United States?

The most common visa category that medical students from Sint Eustatius use is the B-1 temporary visitor for business category.

This category is available for up to six months at a time, and is intended for “elective clerkships during medical school.” The B-1 is a general temporary business category, and the medical clerkship is specifically listed in the State Department's Foreign Affairs Manual (Volume 9, Section 41.31 N. 10.4-1), and the Department of Homeland Security's Operations Instructions (No. 214.2b).

There is very little other guidance on this category, and it is possible that some immigration inspectors or consulate officers have not seen it before.

What kinds of questions can I expect at the visa interview?

You may not be asked questions about any of points below, but it is important to be ready. The key points to remember are:

** Your intent must be temporary when you apply for the visa, AND every time you enter the U.S. on a B-1 visa. If asked, you will have to explain that you have ties to your home country, including an address there, and that your plans are to leave the U.S. after the temporary clerkship. Please review the following link each time you enter the U.S. so that you understand this very important point:

http://travel.state.gov/visa/frvi/denials/denials_1361.html.

** Once you are in the U.S., you have a choice of leaving and re-entering to extend the visa, or applying by mail to extend the visa here. There is some risk either way. The longer you stay in the U.S., the more likely it is that the immigration service may question your intent. In general, it is less risky to stay in the U.S. rather than travel.

** You must be able to show clearly how you are supporting yourself in the U.S., so it is apparent you are not going to have to work “on the side” while you are in the U.S. If this point arises, you may want to mention that the nature of a medical clerkship does not give you time to work on the side.

What documents should I bring to a visa interview (or to the border if I am Canadian)?

The University of Sint Eustatius School of Medicine will provide you with a letter to explain the clerkship. You can take this letter to a U.S. consulate to apply for the B-1 visa.

You will need to fill out forms DS-156 and DS-157 (downloadable on the consular website) and pay a \$100 fee for a machine readable visa in your passport.

CHECK the consular website before you travel. Details will change about how to pay the fee, how to schedule the interview, and how long the processing takes, and you want to have the most updated information.

Be sure to check your visa carefully before you leave the consulate to make sure that all the details are correct. If you do encounter difficulties obtaining the visa, try to get the name of the consular officer who interviews you. The B-1 visa is discretionary, and we cannot guarantee success, but we will do our best to help you through this process.

What other types of visas might we need, either now or later?

In general, you may apply to change your temporary visa status if you were lawfully admitted into the U.S. with a nonimmigrant visa, your nonimmigrant status remains valid, and you have not committed any crimes that would make you ineligible.

You may not apply to change your nonimmigrant status if you were admitted to the U.S. on the Visa Waiver Pilot Program (or the Guam Visa Waiver Program).

You may be considering visa options for internship, residency or fellowship after you graduate. Those visas will be coordinated by the hospital, usually a J-1 or H-1B. For now, it is best to focus on the temporary B-1 clerkships.

You may also want to come to the U.S. to take a USMLE study course. Most test preparation companies can help you coordinate an F-1 visa for that purpose. Be sure to ask and plan ahead.

Later on there may be options for work visas, family-based petitions, or green card lottery applications. Some general information is available at http://travel.state.gov/visa/temp/temp_1305.html. We recommend you discuss those options with an immigration attorney.

Further Assistance

Should these resources not allow your individual efforts to gain an appropriate Visa for current status and activity while a student at the University of Sint Eustatius please contact the Bursar, John Bluethgen (516-656-9250 ext. 13, jbluethgen@eustatusmed.edu) who can connect you with an immigration specialist who has agreed to work our students' behalf. These services will incur fees that will be each student's responsibility. Payment will be coordinated and discussed when each student requests individual services

Driving on Statia

Before you are permitted to drive on Statia, you must have in your possession an Antillean driver's license. Otherwise, you risk a traffic fine and having any motor vehicle that you are operating impounded. There is no grace period during which you can drive with a non-Antillean license. To be eligible for an Antillean driver's license, you must have in your possession a temporary residency permit, which you apply for on Orientation & Registration Day. Once you receive your temporary residency permit, you must register at the Census Office and receive your Census ID card. At that point, you are eligible to apply for a driver's license.

Note: The fees shown below are quoted in guilders, which are worth approximately 0.55 of a U.S. dollar.

To Obtain An Antillean Driver's License

- 1) Write a letter to the Lt. Governor requesting permission to convert your current valid driver's license to a Dutch Antillean driver's license. The letter must be written on special paper that has an official stamp on it (referred to as "stamp paper"), which can be purchased for a cost of 5 guilders at the Receiver's office. The letter should include the local address and phone number of the student and should specify the license for which the student is applying (e.g., scooter, car, or motorcycle). It is important that the student attach a copy of their current driver's license to the request. The letter should be turned into Ms. Millicent Lyfrock, Secretary of the Lieutenant Governor, at the Government Administration Building, which is located across from First Caribbean International Bank (please note that students must be dressed appropriately to enter the Government offices). After the request has been submitted and approved by the Lt. Governor, then a student should:
 - 2) Go to the Receiver's Office:
 - a) Purchase a medical form for 6 guilders, which must be completed and signed by one of the physicians at the local hospital.
 - b) Purchase official stamps for 36 guilders.
 - c) Pay the driver's exam fee of 100 guilders.

- d) Purchase an official proof-of-registration stamp for 8 guilders and take this stamp to the Census Office (located next door to the Receiver's office), where the proof-of-registration form will be issued.

- 3) Bring the following items to the Police Station:

- a) The medical form (signed by an island physician)
- b) The official stamps that were purchased at the Receiver's Office
- c) The receipt for paying the driver's exam fee
- d) The proof-of-registration form
- e) Two passport photos
- f) A copy of their passport

Recreation

Walking Tour

The walking tour covers Upper Town and Lower Town and gives an overview of Statia's fascinating history. The tour is considered one of the highlights of the island. The Dutch Reformed Church (consecrated in 1755), the ruins of one of the oldest Jewish Synagogues in the western hemisphere (Honen Dalim, built in 1739) and Ft. Oranje (built in 1629) are just a few of the historical points of interest to encounter.

Historical Foundation Museum

For those who enjoy history, there is a museum in town that displays interesting artifacts from Statia's past. The museum is well-organized and considered one of the finest in the Caribbean (Tel: 011-599-318-2288).

National Parks and Hiking

Two National Parks have been established in order to protect rare and endangered species of flora and fauna found on Statia (e.g. orchids, cacti, the endemic Statia morning glory vine, Antillean iguana, and the red bellied racer snake). The Quill National Park in the south is a 2000 feet high dormant volcano that is unique for the elfin forest that is found within the intact crater and rim. The Boven National Park in the North comprises five hills from an eroded 1.5 million year old volcano and has much more arid vegetation

(cacti and century plants) due to less rainfall.

Sint Eustatius National Parks Association maintains trails in the Quill National Park and has ongoing research projects in both parks. The most popular hike is the 3 hour Quill and Crater hike where hikers climb to the rim and then can descend into the floor of the enormous crater to a depth of 810 feet to explore the lush tropical rain forest. Other favorite hikes include the Round the Mountain trail (2.5 hours) that takes hikers to the Botanical Garden via spectacular view points of St. Kitts and Nevis and the Mazinga trail to the highest point on the volcano with a bird's eye view of the entire island.

Information on all trails, together with maps and trail passes, can be obtained from the National Parks office in Gallows Bay. All trails are very well marked, and hikers can choose whether to walk independently or whether to organize a group guided hike with a National Park ranger. Hikers are advised to plan excursions for early morning when the temperature is lower. Hikers are recommended to wear long pants, and sturdy shoes and to take plenty of water.

Miriam C. Schmidt Botanical Garden

The Botanical Garden is about 3 miles from town and is nestled on the southern slopes of the Quill volcano. It is accessible by car or via foot (2.5 hours on the Round the Mountain trail or 1 hour by road). The Garden provides a haven for the protection of the island's natural vegetation whilst, at the same time, creating an opportunity for a rest in peaceful

surroundings. The Garden is under development with planting started in 2000. There are several garden areas to visit (Sensory Garden, Look Out, and Palm Garden). Visitors are invited to learn more about St. Kitts flora, to take a walk through the forest (on the Bird Observation trail) or to simply relax with a picnic on the pavilion to enjoy the views of St. Kitts and beyond. Sint Eustatius National Parks Association maintains the Botanical Garden with the assistance of their volunteer program (see www.statiapark.org).

Beaches

There are two distinct beaches on Statia, each quite different in character from the other. Neither of the beaches have lifeguards. Oranje Beach is lovely with interesting sand colors of light beige and black. The waves are lower on this leeward side of the island with no strong current or undertow and with no sea urchins or dangerous fish. Zeelandia Beach, a deserted two-mile stretch of black and tan sand, has exciting Atlantic surf and fresh, invigorating trade winds. Swimming is not recommended here, however, due to a dangerous undertow, but wading with a partner is generally safe.

Scuba and Snorkeling

Statia has been termed the "undiscovered secret of the Caribbean." There is a wide variety of diving available, from the coral reef spur and groove formations (80-180 feet) in the southern marine reserve, to steep buttresses (80-120 feet) in the north and a fringing reef on the Atlantic Coast (0-60 feet).



Life on the Island of Sint Eustatius *cont'd*

In addition to natural coral reef, there are dive sites on 17th and 18th century shipwrecks where divers find many artifacts (anchors, cannons, pottery, blue glass trading beads and more). There are also three modern shipwrecks sunk in the past 10 years as artificial reefs. The waters around the entire island until 100 feet depth are protected by the Statia Marine Park (see www.statiapark.org) and, as a result, the coral reef is unspoiled with large numbers of fish, lobster and turtles. Water temperature ranges from 78-84 degrees F. There are 30 dive sites and 3 snorkel sites with moorings for access by boat. Alternatively, it is interesting to snorkel along the submerged 19th century town wall along the Caribbean side (60 feet from the beach). Students are welcome to visit the National Parks office in Gallows Bay for information about diving and marine life. There are three PADI certified dive centers that offer SCUBA courses and guided dives:

Scubaqua - dive@scubaqua.com

Dive Statia - info@divestatia.com

Golden Rock Divers - grdivers@goldenrocknet.com

Gyms & Athletics

Basketball

There are two basketball courts available for use by students on Sint Eustatius. One is located at the Community Center near the bottom of Rosemary Lane. The second is located next door to Chocolate's Bar & Restaurant, down the street from the Administration building. Both of these sites offer full court basketball, as well as night time lighting (1 hour for \$5.50). Players must provide their own basketball.

The school organizes a Basketball Tournament at the end of the 11th week of every term. Team competitions include Men's, Women's, and Co-ed three-person games. Individual competitions include pair shooting and three-point shooting sessions. In addition to the tournament, weekly pick-up games in the afternoons and weekends are often arranged by students.

Volleyball

Beach volleyball and court volleyball are available on Statia. Beach volleyball is mostly played on Zeelandia Beach, because of the wider site offered there. Games are arranged on an individual basis. Court volleyball

can be played at the Community Center on Rosemary Lane. Students typically play an unofficial game on Saturday mornings. Anyone is welcome to play. Local team membership is also available.

Canoeing and Kayaking

Canoes and kayaks are available through various local businesses. Dive shops offer canoes and kayaks at hourly and daily prices. There are no special classes necessary to rent the canoes, although a basic knowledge of water safety and the ability to swim are definitely a must. Canoeing and kayaking are unguided sports, so students are free to explore the Caribbean Sea side of the island.

Football

The beach at Zeelandia and the Athletic Field neighboring the community pool are both great venues for football. Zeelandia offers a wide beach and plenty of soft sand, which is perfect for games of touch and flag football. The athletic field offers a large playing ground for games to be held. Players need to provide their own equipment.

Boating

Boat trips are available for large groups (10 and up) to the neighboring island of St. Kitts. Day and weekend trips are available. Students may choose to travel using the services of local fishermen, local boat owners, or the dive shops.

Soccer

The University of Sint Eustatius has a number of soccer teams that participate in the local Statia Men's Soccer League. Games are usually held on Tuesday, Wednesday and Thursday evenings from 7 to 9 p.m. Soccer played on Statia is arena soccer. Teams usually range from about 7 to 10 members, with five members on the field during play. There has recently been a growing demand for a Women's Soccer League, although there are only two teams at present. Games are held weekly. To start a team, one can speak to the owner of Chocolate's Bar & Restaurant.

Due to growing popularity, weekly non-league games are played between students. These games are co-ed and are played at 7 p.m., Tuesdays and Thursdays. Every player pays \$0.55 for night lighting costs. These games tend to be less competitive and more laid back than the league games.

Diving

Sint Eustatius is one of the most beautiful scuba diving locations in the world. Diving is available for those already certified and those who wish to become certified. Dive Statia, Golden Rock Divers, and Scubaqua all offer diving certification to students for a discounted price. Dives for certified divers are also offered at a discounted rate for medical students. All three of these dive shops have very well certified dive trainers and staff. They all offer great dive locations for both day and night dives. Snorkeling is also available through all three of these businesses. No certification is necessary for snorkeling. Dive shops are located on the Caribbean side of the island.

Tennis

There are two tennis courts available for students to use on an individual basis as well as through the Tennis Club. Rackets and tennis balls are available through this club.

Shopping

Statia has a few stores that sell costume jewelry, clothing and knickknacks. Most stores are open Monday through Saturday.

Current Clubs and Organizations

Under the umbrella of the Student Government Association, several clubs have formed to meet varied extracurricular interests of the students. Clubs currently operating at the University are the:

- American Medical Student Association

(amsa@eustatiusmed.edu)

- Asian Students Association

(asa@eustatiusmed.edu)

- Christian Club

(christianclub@eustatiusmed.edu)

- Family Association

(Family_Association@eustatiusmed.edu)

- Muslim Students Association

(msa@eustatiusmed.edu)

- Sankofa (cultural) Club

(sankofa@eustatiusmed.edu)

- Dive Club

(usesomdiveclub@gmail.com)

- Sports Club

(sportsclub@eustatiusmed.edu)

- Spouse Club

(spouseclub@eustatiusmed.edu)

- Student Government Association

(sga@eustatiusmed.edu)

Lodging, Restaurants & Other Services

Lodging

King's Well Hotel: Located on the beautiful Oranje Bay on the curve of the Bay Road. Eleven spacious rooms and a fine German, Continental and American restaurant. Tel/Fax: 011-599-318-2538. Caribbean Plus Connection: 1-800-692-4106/ (203) 261-0295

Old Gin House: The faithful reconstruction of an 18th century building. Rooms feature king size beds, private baths and air-conditioning.

Tel: 011-599-318-2319; Fax: 011-599-318-2135

Website: www.oldginhouse.com

E-mail: reservations@oldginhouse.com

Golden Era Hotel: A 20-room hotel located on the edge of the Caribbean Sea. Tel: 011-599-318-2345/Fax: 011-599-318-2445. Caribbean Plus Connection: 1-800-692-4106, (203) 261-0295, USA: 1-800-223-9815; Canada: 1-800-344-0023

Statia Lodges: Elegant private bungalows on a cliff overlooking a magnificent seascape with St. Kitts as a majestic backdrop. Kitchen facilities in each unit. Swimming pool and bar on site. Rental rates include scooter or car. Tel: 011-599-318-1900

Restaurants

Blue Bead Bar & Restaurant: Located on the beautiful Gallows Bay among 18th century ruins. Specializing in West Indian, Continental and Indonesian cuisine. Tel 011-599-318-2873

Cool Corner Bar & Restaurant: Located in the center of town. Featuring Chinese Cuisine. Tel: 011-599-318-2523

Chocolate's Bar & Restaurant: Located in Goldenrock. Serves a variety of local and West Indian dishes. Student meal plan available. Tel: 011-599-318-2830

Fruit Tree Restaurant and Craft: Serves a variety of local dishes daily and a Sunday Brunch. Located in the heart of town on the Princessweg.

Grillhouse/Sanyen Chinese Bar & Restaurant: Dining in the heart of town on the Ft. Oranjestraat. Specializes in Chinese cuisine. Tel: 011-599-318-2915

Golden Era Hotel: Situated on the edge of the Caribbean Sea. The restaurant specializes in West Indian, Creole and International cuisine. Tel: 011-599-318-2345

Happy City Chinese Bar & Restaurant: Located in the S & F Mall (next to Duggins' Supermarket). Serves a wide variety of Chinese dishes. Tel: 011-599-318-2540

Intermezzo Coffee Shop: Located at Oranjestrat #22, opposite the Fed Ex office. European/American style coffee shop dealing in a varied breakfast and lunch menu. Tel: 011-599-3180075.

King's Well Bar & Restaurant: Located on Oranje Bay on the curve of the Bay Road. Featuring prime US beef, Jeager and Wiener Schnitzel. Tel: 011-599-318-2538

L'Etoile: Located on the Heiligerweg. The menu offers creative local seafood and meat dishes at an affordable price. Tel: 011-599-318-2299

Sandbox Tree Bakery: Located on the Kerkweg opposite the Dutch Reformed Church. Specializes in all types of breads and pastries, as well as cake orders for special occasions. Tel: 011-599-318-2469

Smoke Alley Bar & Grill: Located on Oranje Bay. Good, affordable food served in a festive atmosphere. Student meal plan available. Tel: 011-599-318-2002

Stone Oven Bar & Restaurant: Located in town on the Faeschweg. West Indian cuisine in Caribbean style decor.

Ocean View Terrace: Dine quietly on a protected terrace overlooking historic Fort Oranje and glorious sunsets. Engaging ambiance, friendly and efficient staff, and well prepared food. Tel: 011-599-318-2733

Sonny's Chinese Restaurant: Located on Prinsesweg. Chinese and local dishes, tasty and generous portions. No credit cards. Student meal plan available. Tel: 011-599-318-2929

Superburger: Located in the heart of Skell. Serves innovative burgers, sandwiches, shakes, ice cream and daily specials. Tel: 011-599-318-2412

Other Services

Churches

Visitors to Statia are welcome at all houses of worship. The following religions have services on the island: Seventh Day Adventist, Methodist, Roman Catholic, Jehovah Witnesses, Bahai Faith, Baptist, Anglican, Apostolic Faith, Pentecostal and World of Faith Ministry.

Banks

First Caribbean International Bank (Tel: 011-599-318-2392); M-F: 8:30 a.m. - 3:30 p.m.

Windward Islands Bank (ATM available) (Tel: 011-599-318-2847); M-F: 8:30 a.m. - 12 p.m.; 1-3:30 p.m.

Postal Savings Bank (Tel: 011-599-318-2207)

M-Th: 7:30 a.m. - 12 p.m.; 1:30 - 4:00 p.m.

F: 7:30 a.m. - 12 p.m.; 1:30 - 3:30 p.m.

Public Library

The public library is open on weekdays only. Library cards cost U.S.\$9.00 per year.

CONTACT INFORMATION

U.S. Administrative Offices (Management, Business, Enrollment & Clinical Education Departments)

International Educational Management Corp.
6901 Jericho Turnpike, Suite 215
Syosset, NY 11791

Telephone: 516-656-9250 or
Toll free in the U.S.: 1-866-U-STATIA (866-878-2842)
Executive Office Fax: 516-656-9262
Financial Aid Fax: 516-656-9263
Clinical Fax: 516-656-9261

Admissions: admissions@eustatiusmed.edu
Bursar: bursar@eustatiusmed.edu
Clinical Education: clinical@eustatiusmed.edu
Financial Aid: loans@eustatiusmed.edu
General Information: info@eustatiusmed.edu
Registrar: registrar@eustatiusmed.edu
Transfers: transfer@eustatiusmed.edu

Sint Eustatius Campus Administration Office

University of Sint Eustatius School of Medicine
P.O. Box 73, Goldenrock
Sint Eustatius, Netherlands Antilles
Dutch Caribbean

Telephone: 011-599-318-2600
Fax: 011-599-318-2088
E-mail: island@eustatiusmed.edu

Website Information

www.eustatiusmed.edu (M.D. program)
www.eustatiantube.org (Hyperbaric programs)

Questions

Students with any questions about the Basic Sciences program, the Hyperbaric Medicine programs or about preparing for daily life on Statia should feel free to contact the Associate Dean of Student Affairs:

Phone: 011-599-318-2600
E-mail: island@eustatiusmed.edu

Administrators & Support Staff

Chief Operational Officer
Daniel Turetsky

President & Dean
Dr. Leonard Wisneski

Associate Dean of Clinical Services/Vice President of
Academic Development
Marc Poulin

Associate Dean of Basic Sciences
Dr. Brenda Kirkby

Associate Dean of Student Affairs
Dr. Duncan Kirkby

Vice President of Finance & University Development
Dr. Peter Esteban

Director of Finance/Controller
John Bluethgen

Director of Clinical & Credentialing Services
Ronya Bracey

Director of Financial Aid
Claudia Finkle

Director of Admissions
Kenneth Wysowski

Director of Collegiate Relations/Community Affairs
Officer
Ilene Weinstein

Director of Creative Technology & Business
Development
Steven Grantowitz