

P1 Spring 2022 Registration

Opens Wednesday, November 17, 2021 at 6 a.m.

Registration Deadline: Wednesday, December 8, 2021 at 5 p.m.

Presented by: Dr. Thomas Thekkumkara

Senior Associate Dean of Student Affairs and Admissions

University Distinguished Professor and

Amarillo Regional Dean

TRANSFORMING HEALTH CARE THROUGH

*Innovation &
Collaboration.*

A Few Reminders...

1. Absence Policy – Notification of Absence Form
2. Complaints/Praise/Grievances – Where do I file a report or incident?
3. Student Health Insurance



Notification of Absence

Current Students (<https://student.ttuhschool.edu/pharmacy/current/>)

Student Services

- SOP Student Services Staff Contacts
- Class Pictures
- SOP Bootcamp Information
- Commonly Asked Questions and Answers
- HSC Office of Student Services
- Student Health
- SOP Counseling
 - Amarillo - Professional Counseling and Biofeedback Center
 - Abilene - Life Rennovations
 - Dallas - UT Southwestern Medical Center
 - Lubbock - Program of Assistance for Students

Policies, Procedures, and Forms

- SOP Policies: Student Services/Academic Affairs
- Student Parking Vehicle Registration Form (Amarillo P1 Stidents Only)
- Student Parking Vehicle Registration Form (Amarillo P2-P4 Students Only)
- White Coat Order Form
- Red Name Badge Order Form
- SOP Student Government
- Student Immunization Policy
 - TST Questionnaire (Appendix A)
 - New Immunizations Form (Appendix B)
- SOP Student Success Initiative (SSI)
- TB Questionnaire
- Petition Form
- Second Chance Policy
- Withdrawal Form
- Re-Admit Application
- Notification of Absence





Notification of Absence

First Name*

Last Name*

Campus*

R Number*

Phone Number*

Email*

Select all events that you will miss during your absence*

- ☐ Assessments Quizzes Exams
- ☐ Lab
- ☐ Lectures
- ☐ Flex Friday Event
- ☐ IPE IPP
- ☐ OSCE
- ☐ Rotation Grand Rounds

Time and Date*

Filing a Complaint

Current Student's Page

<https://student.ttuhsc.edu/pharmacy/current/>

Complaints / Grievances

- [Report Professional Behavior - Good or Bad](#)
- [HSC Complaint and Grievance Policies and Links](#)
- [ACPE - Accreditation Concerns](#)

Student Services Forms

It is the policy of the Texas Tech University Health Sciences Center to affirm the right of its students to a prompt and fair resolution of a complaint or grievance involving allegations of inappropriate behavior by other TTUHSC students or by TTUHSC personnel towards students. Policies and procedures for student complaints can be found in the TTUHSC Student Handbook (http://www.ttuhsc.edu/student-services/documents/HSC_Institutional_Student_Handbook.pdf).

- [Incident Report Form](#)
- [Title IX Complaint](#)



Student Health Insurance - Purpose

Ensure Coverage (Not Covered in Medical Service Fee)

- Major Medical
- Emergency Care
- Specialty Care
- Pharmacy Services

Clinical Requirement

- Training
- Proof of Coverage

Value for Students



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Student Health Insurance – Two Options

1. Enroll in the Student Health Insurance Plan

- Facilitated by Academic Health Plans (AHP)
- Coverage - January 1 – August 31, 2022

2. Submit Waiver for Student Health Insurance Plan

- If you Already Have Health Insurance
 - *Has to be Affordable Care Act (ACA) Compliant*
 - *Has to be currently active*

Student Health Insurance – Waiver Approved for Fall 2021

Make changes (if needed) November 1, 2021 - January 31, 2022.

- If your waiver was approved for Fall 2021, you do NOT have to submit another waiver for Spring/Summer 2022.
- You will have to submit a waiver for Fall 2022.
- There will be periodic checks (audits) to make sure your insurance is still active.
- It will be your responsibility to ensure you maintain health insurance coverage for the duration of the spring and summer semesters (January 1, 2022-August 31, 2022).

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Student Health Insurance – Utilized School Insurance Fall 2021

Make changes (if needed) November 1, 2021 - January 31, 2022.

- You will be charged the Student Health Insurance Spring/Summer 2022 Premium on your Tuition & Fee account once you are registered for classes.
- All you need to do is pay it by the deadline (**December 29, 2021**) to avoid a \$25 penalty.
- Insurance coverage is from January 1 – August 31, 2022. You will be able to access your health insurance benefits and request your insurance card on the AHP website starting Jan 1st.
- If you need to make changes, please contact the AHP website or please reach out to the Office of Student Life with any questions at 806-743-2302 or student.life@ttuhsc.edu.
- **Your premium is NOT automatically paid by Financial Aid. You must go into the system and pay.**

Student Health Insurance - Questions

- Check out the HSC Student Life Website
www.ttuhsc.edu/student-life/health-insurance.aspx
- Call TTUHSC Student Life – 806-743-2302
- Call Academic Health Plans (AHP) – 1-855-357-0241



Spring Registration – Your Personal Responsibility

- It is **YOUR** responsibility to enroll in the required courses to meet graduation requirements.
- You may change your schedule at any time prior to the **first day of the spring semester – January 3, 2022**. Once the semester begins, any changes must be submitted to Student Affairs, who will then authorize the Registrar to make the changes in the schedule. THERE WILL BE A FEE (\$50 - \$75).
- If you have a **HOLD** on your account, you will not be able to register. You can check your WebRaider account to view holds (click on the current term), determine what it is for and who placed the hold.



Examples of Possible Holds

- Missing Immunizations (Flu vaccine was due **October 31, 2021**). Can also include Tdap Booster, CPR, etc.
- Missing Final Transcripts From Your Undergraduate Institution
- Account Balance Due

Holds will prevent you from registering!



Common Errors when Registering

- Wrong Course
- Wrong Section
- Wrong Campus
- Enrolling for a lecture without enrolling for the lab, etc.

After you have registered, you are **required to send** an electronic copy (screen shot is fine) of your Concise Student Schedule from the WebRaider Portal to Student Affairs.



Class Schedule

- Use the Spring Enrollment Sheet provided to you, which includes the CRN's for every course. You will receive the enrollment sheets soon.
- By following this sheet, your schedule should be accurate.



Class Schedule Continued

- The Class Schedule is posted on the school website under Academic Information. Visit www.ttuhschool.edu/pharmacy/academics/ (2021-2022/Spring 2022/Class Schedule) to see the days and times for each course.
- Enroll in course sections for 1 campus only:
 - **Abilene**: 021 Lectures, (LABS: 521, 523, 525, etc...)
 - **Amarillo**: 001 Lectures, (LABS: 501, 503, 505, etc...)
 - **Dallas**: 041 Lectures, (LABS: 541, 543, 545, etc...)
- Check your Concise Student Schedule – if it shows more than one campus, then you have registered incorrectly.



P1 Spring Semester 2022					
Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:00 - 8:50	Phar 1233 Principles of Disease 1st 8 Weeks (Jan 3rd-Feb 25th) AMSPAC 1110 ABI 2100 DLSPSW 450	Phar 1233 Principles of Disease 1st 8 Weeks (Jan 3rd-Feb 25th) AMSPAC 1110 ABI 2100 DLSPSW 450	Phar 1233 Principles of Disease 1st 8 Weeks (Jan 3rd-Feb 25th) AMSPAC 1110 ABI 2100 DLSPSW 450	Phar 1233 Principles of Disease 1st 8 Weeks (Jan 3rd-Feb 25th) AMSPAC 1110 ABI 2100 DLSPSW 450	Flex Fridays for exam blocks, professional activities, tutoring, committees, IPE, or co-curricular activities Composite Exam: <u>Download from</u> <u>8:30-9:00 AM</u> <u>Exam from 9:00-</u> <u>11:30 AM</u>
	Phar 1240 Applied Medicinal Chemistry 2nd 8 Weeks (Feb 28th - April 29th) AMSPAC 1110 ABI 2100 DLSPSW 450	Phar 1240 Applied Medicinal Chemistry 2nd 8 Weeks (Feb 28th - April 29th) AMSPAC 1110 ABI 2100 DLSPSW 450	Phar 1240 Applied Medicinal Chemistry 2nd 8 Weeks (Feb 28th - April 29th) AMSPAC 1110 ABI 2100 DLSPSW 450	Phar 1240 Applied Medicinal Chemistry 2nd 8 Weeks (Feb 28th - April 29th) AMSPAC 1110 ABI 2100 DLSPSW 450	
9:00 - 9:50	Phar 1441 Principles of Drug Structure and Action AMSPAC 1110 ABI 2100 DLSPSW 450	Phar 1441 Principles of Drug Structure and Action AMSPAC 1110 ABI 2100 DLSPSW 450	Phar 1441 Principles of Drug Structure and Action AMSPAC 1110 ABI 2100 DLSPSW 450	Phar 1441 Principles of Drug Structure and Action AMSPAC 1110 ABI 2100 DLSPSW 450	
10:00 - 10:50	Phar 1431 Bio Foundations II and Patient Assessment with Lab AMSPAC 1110 ABI 2100 DLSPSW 450	Phar 1431 Bio Foundations II and Patient Assessment with Lab AMSPAC 1110 ABI 2100 DLSPSW 450	Phar 1431 Bio Foundations II and Patient Assessment with Lab AMSPAC 1110 ABI 2100 DLSPSW 450	Phar 1431 Bio Foundations II and Patient Assessment with Lab AMSPAC 1110 ABI 2100 DLSPSW 450	
11:00-11:50	Phar 1461 Pharmacy Formulations & Compounding with Lab AMSPAC 1110 ABI 2100 DLSPSW 450	Phar 1461 Pharmacy Formulations & Compounding with Lab AMSPAC 1110 ABI 2100 DLSPSW 450	Phar 1461 Pharmacy Formulations & Compounding with Lab AMSPAC 1110 ABI 2100 DLSPSW 450	Phar 1461 Pharmacy Formulations & Compounding with Lab AMSPAC 1110 ABI 2100 DLSPSW 450	
Lunch 12:00 - 1:00					
1:00 - 2:50	Phar 1251 Clinical Correlations II	Phar 1431 Patient Assessment Sections 501, 541	Phar 1251 Clinical Correlations II	Phar 1431 Patient Assessment Section 545	Flex Fridays for exam blocks, professional activities, tutoring, committees, IPE, or co-curricular activities
		or		or	
		Phar 1461 Compounding Lab Sections 501, 521, 541		Phar 1461 Compounding Lab Section 503, 543	
3:00 - 4:50		Phar 1431 Patient Assessment Sections 503, 521, 543	Phar 1461 Compounding Lab Section 545		

Select Your Classes for Enrollment

- Be careful when adding courses and labs. The course or lab will not add if the section for a lab is full. The message will be a brief flash on the screen when a section is full. Then you will need to select a different lab section.



How to Register from WebRaider Portal

1. Log-in to raiderlink.ttu.edu using your eraider username and password.
2. Click on [TTU MyTech](#) tab on the left.
3. Under Registration and Financials, go to Manage My Enrollment, then click on [Registration](#).
4. Select [Add or Drop Classes](#). This will take you to Banner.
5. Click on [Register for Classes](#).
6. From the drop-down box, select [Spring 2022 Pharmacy](#).
7. Select the Enter CRN tab, and [enter the CRNs](#) of the classes you wish to take.
8. When you find the section you want, click on [Add](#).



Once you select the section that you want to enroll in, you will notice that it has been placed in your Calendar View and in the Summary View. Since it has not been submitted, the course will be shaded.

TEXAS TECH

Reesha Ladiha Senthosh | Texas Tech University | Sign Out | Notifications

Banner Self-Service

Student

Registration

Select a Term

Register for Classes

REGISTER FOR CLASSES

Find Classes

Enter CRNs

My Schedule and Options

Search Results — 3 Classes

Term: Fall 2014 TTU Subject: Personal Financial Planning Course Number: 3301

Search Again

Title	Subject Description	Course Number	Section	Hours	CRN	Term	Instructor	Meeting Times	Campus	Status	
Introduction to Personal Finance Lecture	Personal Finance	3301	001	3	11761	Fall 2014	Hutton, Sandra (Primary) Abbott, Dawn	SMTWTFSS 11:00 AM - 12:20 PM	Building: Lubbock	63 of 102 seats remain.	Add
Introduction to Personal Finance Lecture	Personal Finance	3301	002	3	11766	Fall 2014	Hutton, Sandra (Primary) Abbott, Dawn	SMTWTFSS 10:00 AM - 10:00 AM	Building: Lubbock	63 of 111 seats remain.	Add

Schedule

Schedule Details

Summary

Class Schedule for Fall 2014 TTU

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
11am			Introduction to Personal Finance		Introduction to Personal Finance		
12pm							
1pm		Interpersonal Communication		Interpersonal Communication		Interpersonal Communication	
2pm							

Title	Details	Hours	CRN	Schedule Type	Status	Action
Introduction to Personal Finance	PPF 3301, 001	3	11761	Lecture	Pending	Registered on Web
Interpersonal Communication	COMS 1301, 001	3	15445	Lecture	Registered	None

Total Hours | Registered: 3.0 | Billing: 3.0 | CEU: 0.0 | Min: 0.0 | Max: 15.0

Submit

The display will be shaded until it has been submitted.

Once you submit your request, the course in the Calendar View and in the summary will change to a solid color. You will also notice that the status in the summary will state “Registered”.

Find Classes Enter CRNs My Schedule and Options

[Search Again](#)

Title	Subject Description	Course Number	Section	Hours	CRN	Term	Instructor	Meeting Times	Campus	Status	
Introduction to Personal Finance	Personal Finance	3301	001	3	11761	Fall 2023	Hutton, Sandra (Primary) Abbott, Dawn	S M T W T F S 11:00 AM - 12:20 PM Building: F	Lubbock	63 of 102 seats remain.	Add
Introduction to Personal Finance	Personal Finance	3301	002	3	11766	Fall 2023	Hutton, Sandra (Primary) Abbott, Dawn	S M T W T F S 10:00 AM - 10:50 AM Building: F	Lubbock	65 of 111 seats remain.	Add

[Class Schedule for Fall 2014 TTU](#)

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
11am			✔ <u>Introduction to Personal Finance</u>		✔ <u>Introduction to Personal Finance</u>		
12pm							
1pm		✔ <u>Interpersonal Communication</u>		✔ <u>Interpersonal Communication</u>		✔ <u>Interpersonal Communication</u>	
2pm							

Summary



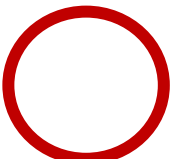
Title	Details	Hours	CRN	Schedule Type	Status	Action
Introduction to Persone...	PFP 3201, 001	3	11761	Lecture	Registered	None
Interpersonal Communi...	COMS 1301....	3	16445	Lecture	Registered	None

Total Hours | Registered: 6.0 | Billing: 6.0 | CEU: 0.0 | Min: 0.0 | Max: 15.0



Submit

Once you have submitted your enrollment, a confirmation email will be sent to your TTUHSC email account.

DegreeWorks

- Use the DegreeWorks Audit from the WebRaider Portal to see your progress in the curriculum – <https://degreeworks.texastech.edu>
- Enter your name or R number.
-  indicates **completed** courses
-  are classes that are **in-progress**
-  indicates **outstanding** coursework
- The next slide is a screen shot of what yours should look like.
- After registration, the Spring Year 1 should change to **in-progress!**



<input checked="" type="radio"/> FALL YEAR 1 (20 Hours)						
<input checked="" type="radio"/>	Introduction to Pharmacy Practice I	PHAR 1011	Pre Intro IPPI	IP	(0)	Fall 2020 Pharmacy
<input checked="" type="radio"/>	Foundations of Practice	PHAR 1220	Foundations of Practice	IP	(2)	Fall 2020 Pharmacy
<input checked="" type="radio"/>	Bio Foundations 1	PHAR 1430	Bio Foundations 1	IP	(4)	Fall 2020 Pharmacy
<input checked="" type="radio"/>	Immunology & Clinical Immunizations	PHAR 1432	Immunology, Clinical Immuniz	IP	(4)	Fall 2020 Pharmacy
<input checked="" type="radio"/>	Molecular Foundations	PHAR 1440	Molecular Foundations	IP	(4)	Fall 2020 Pharmacy
<input checked="" type="radio"/>	Science and Calculations	PHAR 1460	Science and Calculations	IP	(4)	Fall 2020 Pharmacy
<input checked="" type="radio"/>	Clinical Correlations 1	PHAR 1250	Clinical Correlations 1	IP	(2)	Fall 2020 Pharmacy
<input type="radio"/> SPRING YEAR 1 (19 Hours)						
<input type="radio"/>	Intro To Phar Prac 1 and Practical Experiences	Still needed:	1 Hour in PHAR 1101			
<input type="radio"/>	Principles of Disease	Still needed:	2 Hours in PHAR 1233			
<input type="radio"/>	Applied Medicinal Chemistry	Still needed:	2 Hours in PHAR 1240 			
<input type="radio"/>	Bio Foundations 2	Still needed:	4 Hours in PHAR 1431			
<input type="radio"/>	Prin Drug Structure & Action	Still needed:	4 Hours in PHAR 1441			
<input type="radio"/>	Formulations and Compounding	Still needed:	4 Hours in PHAR 1461 			
<input type="radio"/>	Clinical Correlations 2	Still needed:	2 Hours in PHAR 1251			



DegreeWorks Continued

- You will need to enroll in courses offered that will complete the enrollment in your Spring Year 1 (19 Hours) area.
- These are the courses you must complete to progress in the program.
- You can go to the DegreeWorks Audit the *next morning*, after you register, to check for accuracy. DegreeWorks updates after midnight.



Check List

- ☐ Are all of your courses on the same campus?
- ☐ Do you have the same 19 credit hours on the Concise Student Schedule as you see required on DegreeWorks?
- ☐ Do you have 7 courses and 2 labs for a total of 9 CRNs listed on your Concise Student Schedule?
- ☐ Did you email your Concise Student Schedule and Enrollment Sheet to the Student Affairs person on your campus:
 - Abilene - Allison Rogers | Allison.Rogers@ttuhsc.edu
 - Amarillo - Lisa Bentley | Lisa.Bentley@ttuhsc.edu
 - Dallas - Josh Burrull | Joshua.Burrull@ttuhsc.edu



Register by December 8, 2021; 5 p.m.

- This may seem early, but we want all of the processes to work smoothly.
- When you register, Student Business Services processes and sends you an ebill.
- Then, Financial Aid has a bill (tuition and fees) to process your Financial Aid award for the Spring semester, if you qualify.
- If you wait until after December 9th to register, this process will be very late.



Student Business Services – Financial Aid Info

- Financial Aid will apply to accounts beginning on 12/27/2021 if you utilize FA. Financial aid will be applied towards any outstanding tuition and fee balances. Late payment charges will not be applied to any accounts until after the first financial aid disbursement on 12/27/2021.
- Tuition and Fee Payment Deadlines
 - 100% Due 12/29/2021
 - Payment Plan due dates:
 - 50% Due 12/29/2021
 - 25% Due 01/28/2022
 - 25% Due 03/09/2022
 - Students who elect this option will be assessed a \$25 billing fee on the first installment due on 12/29/2021.
- If you do not have an approved Student Health Insurance Waiver, the insurance fee will not be automatically paid by Financial Aid. You must go in and pay by 12/29/2021 to avoid a \$25 late fee.

Additional Academic Information

www.ttuhschool.edu/pharmacy/academics/

- Under **2021-2022** Heading
 - **Academic/Events Calendar** - a list of important activities as well as holidays and special events.
 - **Spring 2022**
 - P1 - P4 Flex Friday and Assessment Schedule
 - Class Schedule
 - Course Syllabi/Lecture Objectives
- Under **Resources and Links**
 - Link to Current Students page
 - SOP Operating Policies and Procedures



TEXAS TECH UNIVERSITY

HEALTH SCIENCES CENTER

Hang in there!

- Refer to the Enrollment Sheet for your campus!
- Register on time so all processes work.
- Have a great rest of the semester!
- Questions???
- **Abilene:** Allison Rogers | 325-696-0588 | Allison.Rogers@ttuhsc.edu
- **Amarillo:** Lisa Bentley | 806-414-9355 | Lisa.Bentley@ttuhsc.edu
- **Dallas:** Joshua Burrull | 214-358-9049 | Joshua.Burrull@ttuhsc.edu



P1 Spring 2022 Registration

Opens Wednesday, November 17 at 6 a.m.

Register by December 8 at 5 p.m.

Thank you!

You are on the downhill side of your first semester!

Hang in there and finish strong!

YOU ARE THE FUTURE.

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