**Extramural Funding**

There are a number of extramural funding agencies where you can apply. For example, if your lab works on diabetes or research associated with diabetes, you can apply to the American Diabetes Association for a graduate student grant. Others offering fellowships and assistantships to graduate students include the National Institutes of Health (NIH), National Science Foundation (NSF), Howard Hughes Institute, Department of Defense, American Heart Association, Leukemia and Lymphoma Society and others. Links to these institutions and associations are provided below. Applications deadlines vary throughout the year. If you are a recipient of extramural funding, Graduate Studies will add 20% of their award amount to the award from the extramural funding agency.

**Links**

Extramural Fellowships:
- *if you have been on campus less than one year at the application submission date
- Department of Defense [http://www.asee.org/resources/fellowships/ndseg/index.cfm](http://www.asee.org/resources/fellowships/ndseg/index.cfm)
- American Heart Association [http://my.americanheart.org/professional/Research/FundingOpportunities/ForScientists/For-Scientists_UCM_316962_SubHomePage.jsp](http://my.americanheart.org/professional/Research/FundingOpportunities/ForScientists/For-Scientists_UCM_316962_SubHomePage.jsp)
- UNMC Sponsored Programs Administration [http://www.unmc.edu/publicrelations](http://www.unmc.edu/publicrelations)

**Compliance Training**

All students need to do compliance training. Compliance training is mandatory training that all students must go through in order to register and be on campus. This training includes HIPPA (the Health Insurance Portability & Accountability Act of 1996), safety competency training, bloodbourne pathogen training, and the student promise to pay tuition and fees. Other types of compliance training, such as Radiation safety and IACUC required training (Institutional Animal Care and Use Committee), are needed if you work with radiation or animals. All of these tests can be completed online at [https://net.unmc.edu/care](https://net.unmc.edu/care) under “my requirements” or on Blackboard [http://my8.unmc.edu/webapps/portal/frameset.jsp](http://my8.unmc.edu/webapps/portal/frameset.jsp).

**Student Health**

Student Health is located in the Family Medicine Clinic on the 3rd floor of the Durham Outpatient Care Center. This is in the hospital near the escalators on 3rd floor. Student walk-in hours, where students can be seen without an appointment, are Monday-Friday 8:00-8:45 a.m., 11:45 a.m.-12:45 p.m., and 3:00-3:45 p.m. To schedule an appointment, call 559-7200. Office hours for appointments are Monday-Friday 8:00 a.m. to 5:00 p.m.,
and Saturday from 8:00 a.m. to 12:00 p.m. A valid student ID is always required. Questions about billing should be directed to Lorrie Skow at 559-5158.

It is very important to complete all your required immunizations. If your immunization record is incomplete, a hold will be placed on your account and you will not be able to register for classes (ex. Tdap, Hepatitis B). Every year, UNMC students are required to receive the annual TB screening. It is highly recommended to get screened as early as possible to avoid the crowds in the Student Health office two weeks prior to registration.

**Student Insurance**

All UNMC students must be covered by insurance. Students can pick their own insurance or pick the UNMC insurance program through Macori. An insurance waiver and proof of insurance must be completed to opt out of the Macori plan. The insurance program comes in two forms, the basic plan and the optional major medical plan. Students must have the basic plan in order to purchase the major medical insurance. The UNMC insurance plan is covered in detail at an insurance talk sponsored by the Graduate Student Association each fall given by Pat Oberlander. She will answer all your questions and help you fill out forms if you need them. You can contact her at 402-559-7276 or poberlander@unmc.edu. Her office is located in Bennet Hall 6001.

Limited benefit dental plans are also available for students. Dental plans are not usually covered by your department. See the Macori website for details.

<table>
<thead>
<tr>
<th>Department/Program</th>
<th>Pays for Student Insurance</th>
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<tbody>
<tr>
<td>Biochemistry &amp; Molecular Biology</td>
<td>YES</td>
</tr>
<tr>
<td>Biomedical Research Training Program</td>
<td>YES</td>
</tr>
<tr>
<td>Cellular &amp; Integrative Physiology</td>
<td>YES</td>
</tr>
<tr>
<td>Cancer Research</td>
<td>YES</td>
</tr>
<tr>
<td>Genetics, Cell Biology &amp; Anatomy</td>
<td>YES</td>
</tr>
<tr>
<td>Nursing</td>
<td>NO</td>
</tr>
<tr>
<td>Medical Sciences Interdepartmental Area</td>
<td>DEPENDS</td>
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<tr>
<td>Pharmaceutical Sciences</td>
<td></td>
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<tr>
<td>Pharmacology and Experimental Neuroscience</td>
<td>YES</td>
</tr>
<tr>
<td>Pathology &amp; Microbiology</td>
<td>DEPENDS</td>
</tr>
</tbody>
</table>
Financial Aid

The Office of Financial Aid is located on the 2nd floor of the Student Life Center. Most students do not take out financial aid since the stipend is so generous. For people with more expenses or those with families, financial aid is available. Judi Walker is available at jdwalker@unmc.edu or at 559-6409 to answer questions you may have and help you through this process.

Vacation

Students get vacation days for the six federal holidays according to the academic calendar. These include: Labor Day, Thanksgiving, Christmas, Martin Luther King Day, Memorial Day, and Fourth of July. There is also a fall break and spring break. First year students often take these, but older students usually work through these breaks. You can view the academic calendar at https://net.unmc.edu/care. Once you are in a laboratory, your advisor may want you to stay and work through some of the holidays. You will need to discuss any potential vacationing with your advisor. Generally, students are allowed two weeks of vacation outside the University holidays.

Gym

Gym facilities are located on the 1st floor of the Center for Healthy Living. This is a great place to workout. The busiest times are during lunch and from 4:00 - 6:00 p.m. Since you are in control of your own schedule, try mornings or early evenings. The gym membership is covered by your student fees, so you will never need to pay the membership costs directly to the gym. Spouses and friends can join if a student sponsors them. The facilities include an indoor track, basketball courts, weight lifting room, and locker rooms with showers. UNMC also offers intramural activities such as basketball and volleyball during different times of the year. There are also several free fitness classes, including yoga, pilates, boot camp, cardio crunch, dance aerobics, Zumba, Tae-Kwon-Do, and others. Fitness class schedules are posted on the CFHL website and fliers are near the check-in desk. Gym hours are normally 5:30 am to 8 or 9 pm Mon-Thurs, 5:30 am to 6 or 7 pm Fri, 8 am to 5 pm Sat, and 10 am to 5 pm Sun. The gym is closed for holidays.

Department Seminars and Journal Club

All departments have a departmental seminar series, where speakers are invited to present their research. These are usually held once a week or so, depending on the department, during the entire school year. Journal club is also a requirement of many departments. For journal club, a student will pick a scientific paper on a specific topic that is decided on by
the department and present the paper to students, faculty, and postdocs. After the presentation, the group will ask questions and discuss the paper. Students usually present once a year, but this depends on the department.

**Comprehensive Exam**

You will be required, at some point prior to your dissertation, to complete a comprehensive exam. Most students do this at the end of their second year or beginning of their third. The comprehensive exam requires you to write and defend an independent scientific research grant to your Ph.D. committee or comprehensive exam committee in some departments. It should be written in a NIH grant proposal style, but the topic should be original, novel to the particular field, and in most departments should be different from your dissertation topic. The degree of difference from your dissertation topic is determined by your advisor and your committee. This is probably the toughest part of graduate school. Most students say that the defense of the comprehensive exam was harder than the defense of their dissertation. Be prepared to spend about 2 months of focused time preparing and writing your research proposal for your comprehensive exam.

Contact your department graduate committee chair for the specific deadlines for your comprehensive exam.

NIH Grant tips: [http://grants.nih.gov/grants/grant_tips.htm](http://grants.nih.gov/grants/grant_tips.htm)

**Dissertation**

Your dissertation is a long way off, but here are a few tidbits to consider. The dissertation will contain a lot of background information. So as you read up on your area of research keep track of papers that will be useful for dissertation writing. Either photocopy them and store them in a file or organize electronic files using either EndNote or Reference Manager programs. This will save you a lot of work during your dissertation writing when time will be short and the pressure will be on.

We would recommend using EndNote software to organize research papers and references for manuscripts and your dissertation. The UNMC library has a full time staff member dedicated to helping students learn to use EndNote. EndNote will save you weeks of work.

**Contributors**

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