Spring 2016 (Designed as a quick reference guide)    Denise Grisanti, Editor
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Spring Semester………1/25/16 -5/6/16  
Spring Recess…………3/14/16 – 3/20/16  
Reading Days………………5/7/16 & 5/8/16  
Spring Final Examinations…5/9/16-5/14/16  

2016 Fall Semester…Monday, August 29th  

REGISTRATION INFORMATION  

Last day to:  
• Add/Drop courses – February 1, 2016  
• Resign a course – April 15, 2016  
• Check your tuition bill or the Student Center in HUB to make sure that you are registered for all classes you need.  
• If you are having difficulty registering for your pharmacy courses, please contact pharm-advise@buffalo.edu  

It is the responsibility of each student to make sure that they are registered for and complete all courses that are required to fulfill the Doctor of Pharmacy degree.  This includes core pharmacy courses, elective courses and General Education requirements. Failure to do so will delay your graduation.  

CLASS OF 2016  

FILE FOR DEGREE: If you haven’t already filed for degree, and are planning to graduate on June 1, 2016, please make sure you file before February 22, 2016.  

Using the steps below, please make sure you apply for graduation by February 22, 2016. If you do not apply for graduation by the deadline date, the University will not confer your degree until September 1, 2016.  

How to apply for graduation via the HUB system:  
1. Sign into www.MyUB.buffalo.edu  
2. Click on HUB Student Center  
3. In the Student Center, click on "Self Service" (on the tab across the top of the screen)  
4. Place the cursor over "Degree Progress/Graduation", and click "Apply for Graduation"  
5. Next to "Academic Program", click on "Pharmacy PharmD"  
6. From the drop-down menu for Expected Graduation Term, select "Spring 2016" and click "Continue"  
7. Verify that the info is correct, and click "Submit Application"  

GRADUATION: Saturday, May 14, 2016, at 5:00pm in the Center for the Arts on the North Campus  

THE PROFESSIONAL PRACTICE REVIEW SERIES/ PHARMACY LAW REVIEW will be held during the week of Monday, May 16th – Friday, May 20th, 2016.
NYS BOARD EXAMINATION DATES

Part III - Written and Compounding Exam – June 7th & June 8th, 2016.

Part I (NABPLEX) and Part II (MPJE) vary depending on which window the candidate signs up for.

The written and the lab portions of the NYS Pharmacy Licensure Exam will be held at the University at Buffalo.

Denise will provide more information on the application process for the NYS Pharmacy Licensing Examination in mid-February.

COST OF PHARMACY LICENSING EXAM

$339 NYS Board of Pharmacy
$215 CASTLE
$505 NAPLEX
$210 MPJE

Total Cost: $1,269

Best Wishes on your Professional Pharmacy Experiential Program!

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CLASS OF 2017

It is the responsibility of each student to make sure that they are registered for and complete all courses that are required to fulfill the Doctor of Pharmacy degree. This includes core pharmacy courses, elective courses and General Education requirements. Failure to do so will delay your graduation.

Please keep in mind; you must complete all didactic requirements by the end of the P-3 year. This includes completion of 8 elective credits and all general education requirements. Students who have not fulfilled all requirements will not be permitted to begin their rotations.

NOTE: THE SPRING ALL SCHOOL CONFERENCE WILL BE HELD ON TUESDAYS, 4:30-6pm IN 190 KAPOOR HALL

Interprofessional Education (IPE) activity between Physical Therapy and Pharmacy. Meeting begins at 3:30 in 190 Kapoor Hall on Tuesday, March 29th and will continue into the All School Conference. Attendance is mandatory for all P-3 students.

A preliminary meeting for Pharmacy Day in Albany will be held on Tuesday, April 12th during the All School Conference. All P-2 & P-3 students are invited to attend.

On Tuesday, April 26th during the All School Conference, Dr. John Eng will give a lecture titled “A Drug Discovery” as part of the annual David Chu Lecture Series. All P-3 students are invited to attend.

STUDENT FOLDER PICK-UP HOURS

(Kelly Sustakoski-201 Kapoor Hall) for your class are:

Tuesdays 11am-1pm
Fridays 12pm-1pm

The New York State Board of Pharmacy will allow the Class of 2017 Doctor of Pharmacy candidates the opportunity to sit for the Part III Pharmacy Licensing Examination in January 2017 only.

As part of the eligibility process, students must complete and document (Form 4) 1000 NYS Pharmacy Intern hours. The NYS BOP will accept all hours worked (even those during the semesters). Candidates cannot include any IPPE hours toward the 1000 hour pharmacy intern requirement.

If you are planning on taking the Part III Pharmacy Licensing Examination in January 2017, please make sure you complete the Form 4 and have it notarized by you and your preceptor. The Form 4’s must be sent with your application (Form 1) so hold them until you apply to take the examination.

More information on the examination will be provided closer to the application deadline.

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CLASS OF 2018

NOTE: THE SPRING ALL SCHOOL CONFERENCE WILL BE HELD ON TUESDAYS, 4:30-6pm IN 190 KAPOOR HALL

A Teaching Assistant Recruitment Meeting will be held during the All School Conference on Tuesday, March 1st. Attendance is required for all P-2 students.

A preliminary meeting for Pharmacy Day in Albany will be held on Tuesday, April 12th during the All School Conference. P-2 & P-3 students are invited to attend.

On Tuesday, April 26th during the All School Conference, Dr. John Eng will give a lecture titled “A Drug Discovery” as part of the annual David Chu Lecture Series. All P-1 students are invited to attend.

STUDENT FOLDER PICK-UP HOURS
(Kelly Sustakoski-201 Kapoor Hall) for your class are:

Mondays 2pm-3pm
Wednesdays 2pm-3pm
Fridays 11am-12pm

CLASS OF 2019

NOTE: THE SPRING ALL SCHOOL CONFERENCE WILL BE HELD ON TUESDAYS, 4:30-6pm IN 190 KAPOOR HALL

Class of 2019 meeting with Senior Associate Dean Fiebelkorn will be held on Tuesday, January 26th during the All School Conference. Attendance is mandatory for all P-1 students.

“Pharmacy Unsung Heros” DVD will be presented during the All School Conference on Tuesday, February 2nd during the All School Conference. Attendance is required for all P-1 students.

NYS Pharmacy Intern Permit Meeting – Professor Fiebelkorn will meet with the class to discuss pharmacy intern permit applications on Tuesday, February 23rd during the All School Conference. Attendance is mandatory.

A preliminary meeting for Pharmacy Day in Albany will be held on Tuesday, April 12th during the All School Conference. All P-1 & P-2 students are required to attend.

On Tuesday, April 26th during the All School Conference, Dr. John Eng will give a lecture titled “A Drug Discovery” as part of the annual David Chu Lecture Series. All P-1 students are invited to attend.

STUDENT FOLDER PICK-UP HOURS
(Kelly Sustakoski-201 Kapoor Hall) for your class are:

Mondays 12pm-1pm
Thursdays 10am-12pm

GENERAL INFORMATION

ATTENDANCE IS MANDATORY AT SCHEDULED ALL SCHOOL CONFERENCES for all scheduled events, guest speakers or anything else that is planned and publicized for the All School Conference time period.

STUDENT E-MAIL ACCOUNTS: Students should make a habit of checking their university e-mail account at least once a day.

STUDENT LOUNGE RESERVATIONS: Organizations/students interested in reserving the Student Lounge and break out rooms in the Gumtow Library please contact: William Michaels, SPSA Vice President at wcmichae@buffalo.edu

SHORT-TERM LOAN FUNDS: A reminder that the School of Pharmacy Short-Term Loan Fund can help you out in a pinch with a loan for a maximum of $250 for three months without interest. See Denise in 281 Kapoor Hall.

LOCKER RENTALS: All students who are currently renting lockers must remove their locks by Friday, May 13, 2016. Locks remaining after this date will be cut off and the student will be billed $25-the cost to have UB Facilities remove the lock.
FAFSA FILING DATE IS MARCH 1, 2016

This is a reminder from the Office of Financial Aid:

Please remember to file your FAFSA’s at www.fafsa.gov

• FAFSA’s should be filed by no later than 3/1/16 to ensure the best funding.
• FAFSA’s can be filed even if taxes are not completed. You can use estimates on the FAFSA.

If you are interested in being considered for the Health Professions Loan Program (Dental and Pharmacy only) or the Economically Disadvantaged First Professional Study Program (EDPS) Grant you must include your parents’ information on your FAFSA, and the FAFSA must be filed by 3/1/16.

NEED-BASED SCHOLARSHIP APPLICATIONS
To be eligible for a need-based scholarship award, students must have at least a 2.5 in their required courses, file a FAFSA form by March 1st through the Financial Aid Office and have financial need. Applications will be emailed to the student listservs in early April.

KEEP ADDRESS INFORMATION CURRENT
Please make sure the University has your current address at all times. The address you have on record with the University will be the address the School uses for all school correspondence.

ROBERT H. GUMTOW LIBRARY IS LOCATED IN 260 KAPOOR HALL: Please follow these simple rules while using the library; no food or drink is permitted in the library at any time and the doors must be kept closed at all times (please do not wedge the door open).

COMPUTER LAB ACCESS: The computer lab (268 Kapoor Hall) will be open Monday through Friday between 7:00am and 6:00pm.

Absolutely no food or drink is permitted in the lab, and the door must be kept closed at all times.

Several printers are installed throughout Kapoor Hall. These printers have been made available to the SOPPS student population to access from lab computer workstations or their own personal laptops.

All students are given a 1000 sheet print quota for the semester. When a student prints to any printer connected to our internal print server, the print job is subtracted from their quota. Students cannot add to this quota so please be mindful of what you are printing.

This includes the following printers:

K130 – Pharmacy Compounding Lab
K260 – Gumtow Library (printer to be made available to student laptops)
K252 – Model Pharmacy
K268 – SoPPS Student Lab
K345 – SoPPS Student Lab
K340 – 3rd Floor Lounge (printer to be made available to student laptops)
K440 – 4th Floor Lounge (printer to be made available to student laptops)

EVENTS

2016 Halfway Charity Gala
Saturday February 6, 2016
7:30pm – 12:30am
Adam’s Mark Hotel
120 Church Street
Downtown Buffalo, NY 14202

Proceeds will be donated to the Buffalo Chapter of the Make-A-Wish Foundation.

2016 Halfway Charity Gala
Saturday February 6, 2016
7:30pm – 12:30am
Adam’s Mark Hotel
120 Church Street
Downtown Buffalo, NY 14202

Tickets are on sale until January 29th and can be purchased at: https://tickets.subboard.com/DisplayGenAdmin.aspx?ScheduleID=33446

PHARMACY DAY IN ALBANY will be held on Tuesday, April 19, 2016. More information will be made available.

THE 13th ANNUAL SCHOOL OF PHARMACY & PHARMACEUTICAL SCIENCES STUDENT SCHOLARSHIP GOLF
TOURNAMENT will be held on Monday, June 6, 2016 at the Lockport Town & Country Club.

More information will be available later in the semester.

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SPSA MEETINGS

Monday 2/1 6:30-8:00pm
Monday 3/7 6:30-8:00pm
Monday 4/4 6:30-8:00pm
Monday 5/2 6:30-8:00pm

All SPSA Meetings will be held in 264 Kapoor

Each organization must have at least one representative present at every SPSA meeting.

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OFFICE HOURS

Professor Fiebelkorn will be available on Mondays 4:00pm-5:00pm and Tuesdays/Thursdays 11am-2pm or by appointment.

Denise Grisanti will be available Monday through Friday between the hours of 12:30pm and 2:30pm.

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Welcome Back!!!

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Inquiries and Complaints (Grievances)
Accreditation Council on Pharmacy Education

Students may contact the Accreditation Council on Pharmacy Education with comments or complaints concerning their education. Complaints from students against the school of pharmacy, including tuition and fee policies, and as related to ACPE standards, policies or procedures must be in writing in detail by the complainant and submitted to the ACPE office. The complaint shall be submitted to the institution for response. Requests for confidentiality shall be respected to the extent any such information is not necessary for the resolution of the complaint.

Information on the proper procedure for filing such a complaint may be found at: http://www.acpe-accredit.org/complaints/default.asp

UB School of Pharmacy and Pharmaceutical Sciences

The School of Pharmacy and Pharmaceutical Sciences (UB SPPS) openly welcomes feedback from its faculty members, staff members and students in all aspects related to the educational and professional activities in all the programs. Students, faculty members and staff members should use proper channels to provide their comments and opinions and to express any complaints. Comments and/or complaints that are in writing (not email) will be addressed and a response will be sent to the appropriate person in a timely manner, but no later than thirty days from when the communication was received. A record of the comment/complaint and its response will be made and archived in the School.

In the case of student complaints (grievances), when all established procedures within the School have been exhausted, either principal may file an appeal with the Dean of the UB Graduate School (http://www.grad.buffalo.edu/).

Policy and procedures for the Graduate School may be found at: http://www.grad.buffalo.edu/policies/index.php in the section titled “Grievance Policy and Procedures”.

PLEASE NOTE: For grievances or complaints for matters within the UB SPPS please use the Student Comment/Grievance
form posted on the school’s website. Form is also available in the spring 2016 NEWS (see last page).

Curriculum

All students will be given the opportunity to evaluate both the course and faculty instructing the course. If other than this process, students should utilize their class officers, specifically the Curriculum Coordinator when lodging any complaint or comment as other students may have similar comments.

Problems concerning a particular course must be in writing (not email) and forwarded to the appropriate person in the following order:

1. The instructor of the section of the course.  
2. The course coordinator  
3. The Chair of the Department  
   a. Pharmacy Practice: Dr. Edward Bednarczyk  
   b. Pharmaceutical Sciences: Dr. William Jusko  
4. The Senior Associate Dean for Student, Professional and Community Affairs:  
   Professor Karl D. Fiebelkorn

Student Affairs

Issues regarding student affairs comprise a multitude of areas. These include but are not limited to: student life, student organizations academic integrity, grades, scholarships, loans, professional affairs, harassment, emergencies, illness, and family issues. Students should forward comments and/or complaints to the Senior Associate Dean for Student, Professional and Community Affairs (Professor Karl D. Fiebelkorn). The issue will be addressed and an appropriate response will be issued in a timely manner.

Administration

Comments regarding the policies and procedures of the UB School of Pharmacy and Pharmaceutical Sciences should be sent in writing to the Assistant Dean and Director for Admissions (Dr. Jennifer M. Hess). The issue will be forwarded to the appropriate person and an appropriate response will be issued.
STUDENT COMMENT/GRIEVANCE FORM
2015-2016

(Please print clearly)

Student Name _______________________________ Date __________________

Student Signature ________________________________________________________

Class Year (circle one)     2016  2017  2018  2019

Contact information:

Email:

Local address
Phone

Permanent address
Phone

Indicate what address you want the response sent (circle):    Local  Permanent

Please detail the problem and clearly describe the solution/resolution you are seeking. Attach additional pages if necessary. Please type your response and drop off the form to the Student, Professional and Community Affairs Office (282 Kapoor Hall). A response will be made as soon as possible and in no case longer than 30 days from the date of receipt of this form. Thank you!