The Johns Hopkins University  
Department of Biomedical Engineering  

Information Directory

The list below provides a wealth of information to assist you in your advising, teaching and professional development. Keywords are in the left column. The office providing the information along with the (clickable) information link are in the right column. **Bold** indicates documents that are highly recommended reading.

**Academics**

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<th>Academic Topic</th>
<th>Office/Department</th>
<th>Information Link</th>
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<tr>
<td>Undergraduate program website, overview of program and program requirements, focus area course lists</td>
<td>BME Undergraduate Office 318 Clark Hall</td>
<td><a href="http://www.bme.jhu.edu/academics/undergrad.htm">http://www.bme.jhu.edu/academics/undergrad.htm</a></td>
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<tr>
<td>Registration, add/drop, credit load, double majors, minors, advisers, covered grades, AP Scores, graduation, research &amp; independent work/internships, summer school, retaking a class, academic probation/academic status, leave of absence, international students</td>
<td>WSE Academic Policies and Procedures</td>
<td><a href="http://engineering.jhu.edu/undergraduate-policies-faq/">http://engineering.jhu.edu/undergraduate-policies-faq/</a></td>
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<tr>
<td>Current and past course schedules</td>
<td>Office of the Registrar Basement, Garland Hall</td>
<td><a href="http://www.jhu.edu/registrar/schedule.html">http://www.jhu.edu/registrar/schedule.html</a></td>
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<tr>
<td>Course add/drop forms, transcript requests, academic calendar, catalog</td>
<td>Office of the Registrar Basement, Garland Hall</td>
<td><a href="http://www.jhu.edu/registrar">http://www.jhu.edu/registrar</a></td>
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<tr>
<td>General academic advising</td>
<td>WSE Office of Academic Affairs 126 New Engineering Building</td>
<td><a href="http://engineering.jhu.edu/academic-advising/">http://engineering.jhu.edu/academic-advising/</a></td>
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<tr>
<td>Pre-medicine and pre-law advising</td>
<td>Office of Pre-Professional Programs and Advising 3rd Floor, Garland Hall</td>
<td><a href="http://web.jhu.edu/prepro/">http://web.jhu.edu/prepro/</a></td>
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<td><strong>Applying to health professions schools</strong> (guide)</td>
<td>Office of Pre-Professional Programs and Advising Suite 300, Garland Hall</td>
<td><a href="http://web.jhu.edu/prepro/health/index.html">http://web.jhu.edu/prepro/health/index.html</a></td>
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<tr>
<td>Declaring second major in Arts and Science</td>
<td>Directors of Undergraduate Studies/Advising Coordinators (Krieger School of Arts and Sciences)</td>
<td><a href="http://www.jhu.edu/~advising/open_adv.html">http://www.jhu.edu/~advising/open_adv.html</a></td>
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<tr>
<td>Declaring second major in Engineering</td>
<td>Directors of Undergraduate Studies/Advising Coordinators (Whiting School of Engineering)</td>
<td><a href="http://engineering.jhu.edu/undergraduate-majors-minors/">http://engineering.jhu.edu/undergraduate-majors-minors/</a></td>
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<tr>
<td><strong>Academic Ethics for Undergraduates</strong> (handbook) - cheating, plagiarism, academic misconduct, ethics procedures</td>
<td>Office of Academic Advising Suite 3A, Garland Hall</td>
<td><a href="http://www.jhu.edu/advising/ethics.html">http://www.jhu.edu/advising/ethics.html</a></td>
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### Study abroad
Office of Study Abroad  
Suite 04B, Levering Hall Annex  
[http://www.jhu.edu/advising/StAbd.htm](http://www.jhu.edu/advising/StAbd.htm)

### Tutoring help
Office of Academic Advising  
Suite 3A, Garland Hall  
[http://www.jhu.edu/advising/tutor.html](http://www.jhu.edu/advising/tutor.html)  
[http://engineering.jhu.edu/undergraduate-tutoring/](http://engineering.jhu.edu/undergraduate-tutoring/)

### FERPA (Family Education Rights and Privacy Act)
Office of the Registrar  
Basement, Garland Hall  

### Grade information, drop/add courses, registration information, unofficial transcript
Integrated Student Information System  
[https://isis.jhu.edu/sswf/](https://isis.jhu.edu/sswf/)

### Online course evaluations (ACE Guide)
Academic Course Evaluation Guide  
[http://www.jhu.edu/merlin/](http://www.jhu.edu/merlin/)

### Student Research Opportunities

| General internship information | Career Center  
3rd Floor, Garland Hall  
[http://www.jhu.edu/careers/students/internships/internships.html](http://www.jhu.edu/careers/students/internships/internships.html) |
|--------------------------------|--------------------------------|
| Provost's Undergraduate Research Award (PURA) | Office of the Vice Provost for Research  
276 Garland Hall  
[http://www.jhu.edu/~pura/](http://www.jhu.edu/~pura/) |
| Vredenburg Summer Engineering Travel Scholarship | WSE Office of Academic Affairs  
126 New Engineering Building  
[http://engineering.jhu.edu/vredenburg-scholarship/](http://engineering.jhu.edu/vredenburg-scholarship/) |
| Research related concerns, conflict of interest, intellectual property, technology transfer, international travel information | WSE Office of Research  
114 New Engineering Building  
[http://engineering.jhu.edu/research-office/](http://engineering.jhu.edu/research-office/) |

### Extracurricular Activities

| Engineering student groups, student life resources | WSE Office of Academic Affairs  
126 NEB  
[http://engineering.jhu.edu/undergraduate-life/](http://engineering.jhu.edu/undergraduate-life/) |
|---------------------------------------------------|--------------------------------------------------|
| Community service - student groups, Tutorial Project | Center for Social Concern  
200 Levering Hall  
[http://www.jhu.edu/csc/pages/list_groups.html](http://www.jhu.edu/csc/pages/list_groups.html) |
| Homewood arts programs, Greek life, multicultural student affairs, student organizations, Levering Union & Mattin Center, HSA Programming Collaboration | Dept. of Student Development and Programming  
210 Mattin Center/100 Levering Hall  
[http://web.jhu.edu/studentprograms/](http://web.jhu.edu/studentprograms/) |

### Student Life

| Counseling, support groups, consultation, and referral | Counseling Center  
3rd Floor, Garland Hall  
[http://www.jhu.edu/~ccenter/](http://www.jhu.edu/~ccenter/) |
|--------------------------------------------------------|--------------------------------------------------|
| Student life on and around the Homewood Campus, student development programs | Office of the Dean of Student Life  
102 Levering Hall  
[http://web.jhu.edu/studentlife/](http://web.jhu.edu/studentlife/) |
| **General health care, physicals, vaccinations, lab tests, some medications** | Health and Wellness Center  
Terrace Level, AMR II  
http://ww2.jhu.edu/shcenter/ |
| --- | --- |
| **Disability services** | Office of Institutional Equity  
Suite 130, Garland Hall  
http://www.jhuua.org/DSS/index.html |

**Student Finances and Employment**

| **Financial aid services, scholarships, work study, loans, tuition, tax information** | Financial Services  
146 Garland Hall  
http://www.jhu.edu/finaid/ |
| --- | --- |
| **Scholarships** | Office of Academic Advising  
Suite 3A, Garland Hall  
http://www.jhu.edu/advising/scholarships/ |
| **Internal (JHU) jobs and research positions** | Student Employment Services  
Basement, Garland Hall  
http://www.jhu.edu/stujob |
| **Tutoring, study consulting, paid note taking** | WSE Office of Academic Advising  
126 NEB  
http://www.advising.jhu.edu/student_employment.html |
| **Internship info, resume writing, post-graduation job placement, career fairs, interviewing skills** | Career Center  
3rd Floor, Garland Hall  
http://www.jhu.edu/~careers/ |
| **NIH Undergraduate Scholarship Program** | NIH  
Bethesda, MD  
https://ugsp.nih.gov/ |
| **DHS Scholarship and Fellowship Program** | Department of Homeland Security  
Washington, D.C.  
http://www.orau.gov/dhsed/ |