Getting to Know

Robin Hill

Department: Student Affairs
Title: Financial Literacy Counselor
Birth date: January 16th

What is your biggest pet peeve? I have a lot of food issues. I don’t like it when people call me picky. I like what I like, many things others don’t like, but I’m not picky. I’m simple.

If you could go on vacation anywhere, where would you go? I would love to go on a road trip up the east coast in the fall. I love fall and the changing leaves. I would love to see the upper East coast that time of year.

What is your family setup? My husband, two step kids and two dogs.

What is your favorite family tradition? Every year at Christmas my family would go to downtown Seattle to look at lights and window shop. On the way down we would sing Christmas carols. My favorite was the 12 Days of Christmas because every time we would get to “five golden rings” only my dad would sing that part and he would do it different and more ridiculous every time.

Where did you grow up? Seattle, Washington. It’s the best place on earth and will always be home to me.
Each week, we’ll be featuring a section of the Student Organization Reference Guide, the ultimate resource for all student organization questions. A copy of the handbook can be found at https://docs.google.com/document/d/1dGpkRP4ECAA3cO-RdJ_zWQ3WkvBgvFpZK-ELaJyW8/edit

STUDENT RIGHT-TO-KNOW STATEMENT

In accordance with Public Law 101-542, UMKC reports 74 percent of its first-time freshmen students return the second year. The UMKC Police department publishes an annual campus report on personal safety and crime statistics. The report is available at the UMKC Police Department Office, located in the Cherry Street Parking Structure, upon request or on the UMKC Police Department website.

UMKC TRANS+ALLIES SPRING SERIES

LIVING, LEARNING, AND UNDERSTANDING GENDER. AN INCLUSIVE MONTHLY SOCIAL SUPPORT GROUP AND FACILITATED DISCUSSION ON GENDER, IDENTITY, AND EXPRESSION.

STUDENT UNION 302
FIRST TUESDAYS
FEB 3, MAR 3, APRIL 7, MAY 5
6:00PM-8:00PM

SNACKS PROVIDED!

TRANSUMKC@GMAIL.COM LGBTQIA@UMKC.EDU
Attention YEAR 4 STUDENTS!!!

When: Wednesday, April 15, 2015
5:30-7PM

Where: Theater C

What: Jeopardy-style Step 1 prep event!

To participate in this event, please submit your name and names of up to 4 other team members to Mike Ivers at mcilkc3@mail.umkc.edu by Tuesday, April 14, 2015 at 5PM!
TMC’s annual N-95 Fit Testing event will begin next week.

In conjunction with OSHA standards for respiratory protection, any TMC workforce member who is required, as part of their job description, and expected to enter into the airspace of or provide care to patients with suspect or confirmed airborne infections must be instructed annually in respirator mask use and fit tested to ensure adequate protection.

N-95 Particulate Respirator masks are used to protect healthcare personnel and support staff from inhaling small particles containing infectious organisms that can float in air currents when caring for patients with tuberculosis (TB), chicken pox, SARS, Avian Flu and other airborne infectious organisms.

The following is a schedule for this year’s annual testing. If you have questions, please contact Occupational Health at ext. 42770 or ext. 48730.

**TMC Lakewood**

Location – Occupational Health Area 3rd Floor (Take elevator to the old LDRP)

- April 6 & 7, 7:00 am - 3:00 pm
- April 8 & 9, 9:00 am - 5:00 pm
- April 11 Saturday 7:00 am - 11:00 am

**TMC Hospital Hill**

Location- Main lobby Health Sciences Building

- April 13 & 14, 7:00 am - 3:00 pm
April 15 & 16, 9:00 am - 5:00 pm
April 17, 7:00 am - 3:00 pm
April 18, 7:00 am - 11:00 am
April 20 & 21, 7:00 am - 3:00 pm
April 22 & 23, 9:00 am - 5:00 pm
April 24, 7:00 am - 3:00 pm

Gaypril Pride Programming

TUESDAY, MARCH 31ST
A WINDOW BETWEEN WORLDS
Artefacts from the UMKC Women’s Center will be presented at a new living workshop with Pride Alliance. Students are encouraged to come out and express themselves through the power of art.
Location: XR Student Union
Time: 1:00pm to 2:00pm

THURSDAY, APRIL 2ND
SAFE SPACE TRAINING
Safe Space training is being offered during a full day and a half of training for all LGBTTQA students. RSVP to lgbttqa@umkc.edu by March 31st.
Location: XR Student Union
Time: 9:00am to 4:00pm

THURSDAY, APRIL 9TH
HOSPITAL HILL LGBTQA HEALTH ALLIANCE
Come meet new people from the LGBTQA alliance and participate in a discussion with UMCMS Alum Dr. Bell from UFCU and local University of Medicine and Biologic.
Location: Student Union Theater
Time: 7:00pm

THURSDAY, APRIL 16TH
RAYLEE MORENSTEN
UMKC is proud to host alumna and activist Raylee Morenstien for a lecture reflecting her work advocating issues around academic and mental health.
Location: Student Union Room 202
Time: 7:00pm

TUESDAY, APRIL 7TH
TRANS ALLEYS
Art Trans as they have a discussion on masculinity and genderqueer identities.
Location: Student Union Union Room 302
Time: 7:00pm

WEDNESDAY, APRIL 8TH
PRIDE ALLIANCE DISCUSSION
Bring your truth and join Pride Alliance for a discussion of the role of diversity and self expression in our community.
Location: XR Student Union
Time: 11:00am

WEDNESDAY, APRIL 8TH
ANDREA GIBSON
UMKC is proud to feature Bronx Chef Andrea Gibson for an open mic event for the Queer and Trans students.
Location: Student Union Theater
Time: 7:00pm

WEDNESDAY, APRIL 16TH
KATHY PHILLIPS
Kathy’s Tips for Success
Each week, Kathy Phillips, Learning Resource Specialist, will be featuring a study tip to help you succeed academically. This week’s tip:

There’s no substitute for good preparation!

Kathy’s Tips for Success

For more help with studying smart, contact Kathy Phillips, Learning Resource Specialist, at phillipsk@umkc.edu

Study Smart!

THURSDAY, APRIL 23RD
JON JACOBS - ALLIANCE /WANTED. A REQUEST FROM THE TRANSGENDER COMMUNITY.
UMKC is proud to host Jon Jacobs local advocate and Kansas City’s first trans woman who has become a prominent figure of the transgender community.
Location: Student Union Theater
Time: 7:00pm

SATURDAY, APRIL 25TH
AIDS WALK KANSAS CITY
UMKC is proud of the students who have organized and supported Kansas City AIDS Walk. For more information visit www.ukaidswalk.org.
Location: Main Quad
Time: 9:00am (Registration), 10:00am (Start)

TUESDAY, APRIL 28TH
LGBTQA SOCIAL
Hosted and sponsored by the LGBTQA students for the final games.
Location: Student Union Room 302
Time: 7:00pm

TUESDAY, APRIL 30TH
LGBTQA BURLESQUE: “THE WAY HE LOOKS”
As part of a new event featuring the performance talents of a gay/queer and Trans Osteo. (LGBTQ) for Kansas City.
Location: Student Union Room 202
Time: 7:00pm

FRIDAY, MAY 1ST
PRIDE ALLIANCE’S GAYAZING GAMES
A fun and festive event for everyone to participate in.
Pride Par on the Quad.
Location: Main Quad from 4:00pm
Time: 1:00pm
How to Console a Grieving Person

I think that as a society, we are very uncomfortable with the pain of others. When someone is hurting, we often feel at a loss and don’t know what to say or how to handle it. Because of our own discomfort, we tend to go into “fixer” mode giving lots of well-intended advice or, worse, just avoid the person who is hurting altogether. We worry we will say the wrong thing or feel stressed out and responsible for the person’s pain and then avoid that false responsibility. If you struggle with this, you’re not alone. I know for many years I was uncomfortable around people who were grieving and thought, “What do I say?” Later on, when I became a therapist, I noticed that I was always wanting to fix people’s problems or offer alternative solutions to the person’s way of thinking, instead of first and foremost, sitting with their pain and really letting the person know I understood. Isn’t “I get you” what all of us crave most?

So the next time someone expresses a feeling to you, whether it’s anger, fear, joy, anything at all, acknowledge the feeling. Their feeling may not be factually true, but for that person, in that moment, it feels true, and acknowledging and hearing their pain, is the first step in helping them let go of it.

On that note, here’s a great article I saw this week on what not to say to a grieving person…and a few things TO say ☺ (Hint: “I’m so sorry” with genuine empathy and emotion behind it is a great one).

http://www.oprah.com/inspiration/What-to-Say-to-Grieving-Person

If you ever want help with your communication skills, working out what to say to a friend or family member, or any other interpersonal communication issue, I’m happy to help. Please don’t hesitate to send me an email to set up an appointment.

~☺ Niloofar

Things to Do in KC This Week

(Compiled from around the web. These are not UMKC sponsored or sanctioned events)

Kansas City Filmfest: April 15th-19th. Now known as the Kansas City FilmFest, the event has grown steadily, spanning 7 days over a two weekend period. Since its humble beginnings in 1997, the FilmFest has received thousands of entries from all over the world. More than $200,000 in cash and prizes have been awarded in the juried competition. http://kcfilmfest.org/

Middle of the Map Fest Forum: April 15th-17th. Art/Culture/Technology Dialogues at the KC Star Press Pavilion and Crossroads Art District. Malcolm Gladwell will be speaking on Wednesday night! Author of popular books such “Blink” and “Outliers”. For tickets and more information visit: http://www.middleofthemapfest.com/forum/

Third Thursday at the Nelson: (Free!) April 16th. 6-9PM. Introducing your new not-so-quiet night at the museum! Join the revelry every third Thursday of the month for live music, free programs, art activities and more that showcase the talents of local artists, communities and businesses…all just for adult audiences! For more information visit: http://www.nelson-atkins.org/education/third-thursday.cfm
Wellness Council

The purpose of this group is to promote wellness here at the SOM, both through lighter activities like Tea Time and Smoothie Days, and through awareness campaigns to promote national health observances and reduce stigma surrounding mental health.

MEETING THIS WEEK!!!: Tuesday, April 14th, 2015 5:30PM, Gold 4 Conference Room

Wellness Initiative and Update!!!

This past October, I placed an announcement here in the In the Know seeking students interested in forming a Wellness Council and asked for ideas on how to promote Wellness at the SOM. I received lots of responses, and I’m happy to announce that we’ve already brought a few of those ideas to life and we are making good progress on some others.

Hospital Hill Carnival – This was an idea that a student emailed me. She suggested having a bounce house on the front lawn for a day to “feel like a kid again” and “relieve stress”. I brought this idea to the Hospital Hill Student Leadership Committee I serve on, whose aim is to bring together the 4 schools on Hospital Hill, and suggested the idea of making it a big event with several inflatables. They agreed and together with the Office of Student Involvement, we were able to bring this to life on April 1st. It seemed to be a big hit, and we plan on making this an annual event!

Quotes on the TVs – A few different students emailed me saying it would be nice to see inspiring and uplifting quotes on the TV screens. This was certainly a simple enough thing to do, so as of last Thursday, you will now see two quotes interspersed throughout the announcements on the TVs. The quotes will display all week long, and then two new quotes will replace them the following week. If you have any favorite quotes you’d like us to display send them my way!

Peer Mentors for Years 3-6 – Another idea I received from students, and which I’d heard several times before at focus groups I’d held, was the need for an expanded peer mentor program. I know as students, you often feel more comfortable opening up to fellow students or feel that only another student can truly relate to what you’re going through. For this reason, I’m currently working on expanding the Peer Mentor program to include Years 3-6 students. These students would have to meet our criteria and then complete some training, upon which their name, photo, and contact information would be added to a website and list of available mentors. Any student could feel free to contact any mentor at any time and the mentor would offer his or her advice and referrals. Some of you may have already marked “yes” on the box on the Student Ambassador Application that asked if you’d like to also apply to be a Year 3-6 Mentor. If this is you, you will be hearing from me soon. Anyone else interested, hang tight, and I will be putting out an announcement regarding applications soon.

Relaxation Space/MindBodyConnection – I know this is the #1 thing on many of your wish lists! The MindBodyConnection over at the Volker campus has grown increasingly popular with each passing year, and offers a massage chair, tea, bean bags, games, books, and a space to create crafts, solve puzzles, and just generally relax and de-stress. Creating a similar space at the SOM is a huge undertaking, in that it requires lots of funding, a physical space, and means of manning and maintaining that space. BUT, please know, that I’m well aware of this wish, and that I’m taking active steps to move toward creating a similar “oasis” for you here at the SOM.

If you feel passionate about any of the above causes or have other ideas for wellness initiatives here at the SOM, don’t hesitate to contact me at shahmohammadain@umkc.edu or attend our Wellness Council meetings, the second Tuesday of every month, at 5:30PM in the Gold 4 Conference Room. Open to all and there is pizza!!!
Choosing A Bank Or Credit Union That Fits Your Needs

Choosing a bank or credit union can be a difficult decision. Luckily, online resources provide information to help make your choice much easier.

Updated: February 19, 2015

What You'll Learn

- Where to find up-to-date info on banks in your area.
- Why you should evaluate more than a bank's financial offerings.
- How to handle an in-bank sales pitch.

Banks, like political persuasions and hairlines, are usually something we inherit from our parents and don't really question until we get older. Now that you're managing your own finances, you may be realizing your parents' bank is not necessarily the right fit for you. But how do you go about choosing a new one?

Thankfully, it's easier than ever to compare banks and credit unions so you can find the right one for you. Here's a plan to help you go from the research phase to signing up.

Crunch The Numbers

The Internet is a pretty amazing research tool, but navigating every bank and credit union's website can be a serious challenge. Soon enough, you'll find yourself lost in the 73 tabs you have open, trying to compare the subtleties in what each institution has to offer. It is at this point that you should close your browser, open a new window, and head straight to a website like Bankrate.com or Findabetterbank.com. These websites are the property of third party organizations, and SALT™ does not officially endorse the information they provide.

Both of these sites make it easy to compare up-to-date information on all the banks in your area. Just type in your ZIP code, and you can compare checking and savings account options, credit card offers, and interest rates on loans. These websites have fairly comprehensive lists of services and requirements for individual banks, too.

For checking accounts, you can see how much money you'll need to open an account, what the monthly fees for having an account are, and what kind of surcharges you can expect from using an out-of-network ATM.
Of course, while these websites are a great resource, and will save you loads of time narrowing down the competition, it's best to use them as a guide only. Go with the bank or credit union's official website for the most complete information on the products and services they offer.

**Do A Background Check**

OK, you're now well versed on every bank and credit union that ever existed. You're a human pamphlet of financial information, and you know exactly which banking services you'd like to sign up for. It's time to get the inside scoop.

With websites like [Yelp.com](https://www.yelp.com), you can look up the financial institution you're thinking of joining and see what people have to say about your local branch. It may seem obvious, but this kind of perspective can be really valuable—after all, these businesses will be your first port of call if you have any banking issues that need to be solved in person. Remember, this website is the property of third party organization, and SALT™ does not officially endorse the information it provides.

It can be worth paying a little extra for good customer service. Just remember, as with any user review-based website, it's important to take some of what you read on Yelp with a grain of salt. Some reviewers will have nothing but good things to say, while others will simply want to vent about their experiences. Try and look out for the most objective opinions.

**Be Prepared For A Sales Pitch**

When you're ready to sign up for your account, you may have the option to do so online or in person at your local branch. If you decide to do the latter, keep in mind that banks are for-profit businesses, and the customer service representative you speak with may attempt to upsell you a product or service you don't really need. That's OK—you've done your research, so just focus on what you came in for, and don't feel pressured to sign up for anything else.

At the same time, know that they're not necessarily out to swindle you, either. If they offer you some financial advice or they suggested a certain product or service that you're not interested in, there's no need to flip a table and walk out. You can always politely decline, or ask for some information to take home with you so you can make an informed decision at a later date. And of course, remember that unless you're signing a contract, you're not locking yourself into anything. If you're unhappy with the services your bank or credit union provides, take the time to look into other options—it will be worth it.

https://www.saltmoney.org/content/media/Article/choosing-a-bank-or-credit-union-that-fits-your-needs/_/R-101-2204?WT.mc_id=NEWS-UA

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### Scholarship

**Thomas W. Loeb, MD Scholarship**

**Eligibility:** This scholarship award is available to students with a physical or a learning disability.

**Amount:** $2,000: The award which will be distributed among three students; there will be one award of $1,000 and two awards of $500.

**Requirements:** Students will be requested to create a graphic on the subject of self-esteem; the requirements for the graphic will be provided upon submission of the application request.

**To Apply:** Students must apply through the website, at [http://thomasloebmd.com](http://thomasloebmd.com). There is one section on the homepage (scroll down) titled “Thomas Loeb, MD Scholarship;” students may contact us via this portal to apply. Upon receiving their request we will send qualified applicants a Scholarship Application Form and confirmation email with all the details and information necessary to apply for the scholarship awards.
Scholarship

Concussion Awareness Scholarship

**Amount:** $1,000  
**Eligibility:** ANY graduate or undergraduate student (future or current) *that has been accepted or attends* a community college, technical/trade college, or university may apply.  
**Application:** [http://www.thepassrusher.com/concussionawareness.html](http://www.thepassrusher.com/concussionawareness.html)

Contact Robin Hill at hillrob@umkc.edu with questions.

Scholarship

Karman Healthcare Scholarship

**Eligibility:** students suffering from a mobility disability  
**Amount:** 2 $500 scholarships  
**Application Process Deadline:** September 1, 2015

Please see or email Robin Hill for details at hillrob@umkc.edu

OPPORTUNITIES

TEDxUMKC Planning Committee Applications Now Open

TED fans, apply now to become part next year’s TEDxUMKC planning committee. There are various positions available on our team, and any currently enrolled UMKC student can apply! Applications are due by Sunday, April 19th.

**Application link:** [www.tedxumkc.com/committeeapp.doc](http://www.tedxumkc.com/committeeapp.doc)  
Please send your application to: TEDxUMKC@gmail.com
RESEARCH STUDY

Understanding Public health & Health Disparities in Medical Education

You are invited to participate in a study concerned with medical student’s viewpoints on the field of public health, health disparities, and medical specialties. This research is being conducted by Vivian Ojeda, a graduate student at the University of California, Berkeley, along with Dr. Phuoc Le in the School/Department of Public Health.

The study involves a one-time anonymous online survey, which should take approximately 20 minutes.

At the completion of the survey, study participants can choose to take part in drawing to receive one of two $25 gift cards.

If you are at least 18 years old and matriculated in an LCME accredited medical school, please use the website below to learn more and participate.

https://berkeleysph.az1.qualtrics.com/SE/?SjD=SV_OhHDN84U2I7EF

Please do not hesitate to contact me Vivian Ojeda at 347-746-6539 or Vivian.ojeda@berkeley.edu with any questions or concerns you may have regarding this study.
Missouri Academy of Family Physicians Poster Contest

In 2015, MAFP is offering exciting educational and networking opportunities for students and residents at the Annual Scientific Assembly (ASA), June 5-6, 2015, The Lodge at Old Kinderhook, Camdenton.

Students and residents will meet with current family physicians and MAFP leaders. A “Mixer” will be held from 5:15 – 6:15 p.m., Saturday, June 6th with hors d’oeuvres and drinks provided. Posters will be recognized and awards (3rd place $100, 2nd place $200, and 1st place $300) will be announced. Link for the Call for Proposal Form:

Conference registration is complimentary to both students and residents. MAFP will assist in funding for costs associated with overnight accommodations on a first-come, first-served basis for STUDENTS ONLY. Link to register for the conference:

http://www.mo-afp.org/cme-events/annual-scientific-assembly/annual-scientific-assembly/

If you need additional information, please contact Nancy Griffin at ngriffin@mo-afp.org. We look forward to seeing you in June.

Academy of Family Physicians Externship Program

2015 SUMMER EXTERNSHIP PROGRAM

Co-Sponsored by

The American Academy of Family Physicians Foundation

&

The Family Health Foundation of Missouri

Once again, the AAFP and FHFM have partnered to offer four-week summer externships to Missouri medical students interested in pursuing a career in Family Medicine. The externships are available at the following locations:

- Cox Health Family Medicine Residency Program
- Research Family Medicine Residency Program
- Mercy Family Medicine Residency Program
- Saint Louis University Family Medicine Residency
- University of Missouri - Columbia Department of Family and Community Medicine Program
- University of Missouri - Kansas City Family Medicine Residency Program

For a descriptions of the externships and to complete the application (fillable PDF) please follow the below link or email fmigumkc@gmail.com


Public Health Volunteer Opportunities

Public Health Volunteering Guide

Without volunteers to rely on, it is hard to imagine how the public health industry could fulfill its mission. The impact of volunteerism goes far beyond the doctors and nurses who volunteer their time and expertise to free clinics. Many people who want to help others do not need health care experience to support efforts like educating the public about health and safety issues, answering phones at clinics and health hotlines, or delivering meals to seniors.

As busy as life can be, it can seem hard to find the time to volunteer. This guide will help you gain an informed perspective on volunteering. For more information and to see the guide, visit:

http://www.publichealth.org/volunteering/
APAMSA IAKC
Health Fair –
Volunteers Needed

STUDENT ORGANIZATION MEETINGS AND OTHER EVENTS
Step One Assistance Program (S.O.A.P.)

Attn 4th yrs!
Worried about Step I?
Don’t be!

COME JOIN
S.O.A.P
Step One Assistance Program

Lectures every Thursday at 7pm in Theater B

Feb 19 – Bile Duct Disorders  Apr 2 – Heart Murmurs
Feb 26 – Blood Dyscrasias     Apr 9 – Respiratory Phys
Mar 5 – Leukemias            Apr 16 – Nephrotic/ Nephritic &
Mar 12 – Anemias             Pre/Intra/Post-renalinjuries
Mar 19 – Cardio Phys 1       Apr 23 - Acid/Base Disorders
Mar 26 – Cardio Phys 2       Apr 30 – Adrenal & Pituitary
                               Disorders

Student Interest Group for Neurological Surgery (SIGNS) – Upcoming Meetings

March 26, 5pm: SIGNS and Surgical society welcome Dr. Usiakimi Igbaseimokumo, a Pediatric Neurosurgeon and Director of Development for Neurosurgery at Children’s Mercy Hospital, who will be speaking about the field of Pediatric Neurosurgery.

April 8, 5pm: SIGNS welcomes Dr. Darren Lovick, a Neurosurgeon at St. Luke’s Hospital, who will be speaking about the field of Neurosurgery in general.

April 28, 6pm: SIGNS welcomes Dr. Paul Camarata, the Chairman of the Department of
EMERGENCY MEDICINE INTEREST GROUP PRESENTS

TACTICAL MEDICINE AND BALLISTICS

WITH SPEAKER: ERIK CARLESEN
APRIL 15TH AT 17:30
THEATER B
OB/GYN Interest Group
Post-Match Panel and Elections
Wednesday April 15th, 2015
Green 7 Unit (5th floor)

Come hear from 5th years who have matched in OB/GYN!

Cookies provided 😊

Please RSVP to kal253@mail.umkc.edu
Roos on Call and IMIG present:

HEALTH CARE FOR ALL AMERICANS:
THE SOLUTIONS ARE HIDING IN PLAIN SIGHT

JOIN DR. WEISBART, chair of Physicians
for a National Health Program, and ROC
for DINNER, DISCUSSION, AND DEBATE

RSVP: bit.do/WeisbartUMKC

APRIL 16 5-8PM DIASTOLE HOUSE
2501 HOLMES ST

ATTENDEES ARE REQUIRED TO STAY THE ENTIRE EVENT
UMCMEDICALOUTREACH@UMKC.EDU
Asha for Education presents...

HOLI 2015

Saturday, April 18th
3:00 p.m. - 5:00 p.m
Quad on Volker Campus

Show up by 3:30 p.m. to enter a raffle to win
FREE prizes, including 2 Kindle Fires!
No purchase needed to enter the raffle.
Colored powder packets will be sold at the event:
1 packet for $3 or 2 packets for $5.
100% of the proceeds will go to educating
underprivileged children in India.
Relay for Life
UMKC and Rockhurst

WE CAN BE HEROES

RELAY FOR LIFE
American Cancer Society

Relay For Life
UMKC & Rockhurst

April 25th – 26th

Rockhurst University
1100 Rockhurst Rd.

Join the fight against cancer by creating your own team or signing up for the UMKC School of Medicine team!

relayforlife.org/umkcmo
main.acsevents.org/goto/UMKCSOM

For more information, please contact:
ACS Staff Partner Luke See at 816.218.7275 or luke.see@cancer.org,
Event co-chair Katie Survillo at survillo@hawks.rockhurst.edu, or
UMKC students
Urvashi Bhagat urbb6f@mail.umkc.edu
Elina Sagaydak esy8rc@mail.umkc.edu
Rebecca Staloch rscmc@mail.umkc.edu
American Women’s Medical Association (AMWA)

Announcements Format

Policy for In the Know Announcement Submissions

1) All submissions must be in JPG format (if the announcement is a flyer). PDF and Word documents must be converted to JPG before being emailed to shahmohammadin@umkc.edu.

2) If the announcement is a text only announcement, please include it in the body of your email. Please use black font only and include a title for your announcement such as “Emergency Medicine Interest Group”.

3) If an announcement includes incorrect information (such as an incorrect date or time), and that week’s In the Know has already been sent out, a revision for your specific announcement will not be sent out to the school. The only time a correction email will be sent out is if the error is on the part of Student Affairs (mistyped or forgot to include an announcement).

Submissions which do not meet the new requirements will be returned to sender requesting the appropriate edits. The announcement may then be resubmitted to shahmohammadin@umkc.edu for inclusion in the In the Know.

4) To be included in the following Monday’s “In the Know”, announcements must be submitted by 5PM the prior Thursday.

To submit information for the next Student Affairs Weekly Announcement, send an email to Niloofar Shahmohammadi at shahmohammadin@umkc.edu.