



SCHOOL OF NURSING STUDENT RESOURCES HANDBOOK



UCSF SCHOOL OF NURSING
(Produced by a Student for Students)

UCSF Student Success

The key resources for the following sections are listed in the [UCSF Student Success](#) website under [Key Resources](#). This handbook provides a student-friendly navigation to these resources along with useful tips.

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Food Security for Students

UCSF offers several [options](#) for food security. You can view these options and some of the most common long term solutions that students used are [Food 4 UCSF Students App](#) to get text alerts around UCSF campus giving out free food.

TIP Always have handy zip lock bags, grocery bags, or containers for food. If you are following a specific diet, you may not want to rely only on the text for free food.

Cal Fresh

As a student, you may be eligible for the [CalFresh program](#) and receive up to \$194 monthly. There are also many incentives from transportation to free/reduced prices for Farmers Market and other public locations, [Amazon](#), government funded programs, [internet](#) and [PG&E](#). Be aware that there is a quarterly report that you must submit to continue getting food stamps. It is County based so make sure you go to the County office where you reside. Review the [CalFresh Student Guide](#) for more information. To get in person help you can meet with an UCSF [advisor](#) and get help/questions answered. Also [Alece Alderson](#), Director, Student Success and First Generation Programs is amazing and can help you with CalFresh. If you participate in one of the following programs, you may be eligible for CalFresh:

- Workforce innovation and Opportunity ACT (WIOA)
- Educational Opportunity Programs and Services (EOPS)
- College Disabled Students Program and Services/Student Academic Support
- Cooperative Agencies Resources for Education (CARE) Program
- CalFresh Employment and Training Program
- Mathematics, Engineering Science Achievement (MESA) Program
- Puente Project
- Foster Youth Success Initiative
- Cooperating Agencies Foster Youth Educational Support (CAFYES)
- Extended Foster Care (AB 12/AB 212)
- Guardian Scholars Program
- Training Voucher Program
- Chafee Educational

TIPS Every 3 months you will have to fill out a quarterly report. If you do not complete the report online or by mail, the EBT will be discontinued.

Amazon Prime offers a discounted price for those that have an EBT card or Medicaid. The monthly premium is \$5.99/month. A cheaper prime discount is the [Amazon Student Prime](#), which is \$59. [Amazon started accepting food stamps](#) but the [Amazon website states that it does not accept EBT](#), food stamps. Sometimes the CalFresh social workers will ask for work study

verification but this should be resolved with a financial aid [advisor](#). The funds on your EBT card will roll over to the next month. Reminder that if you run out of funds on the EBT card it will be replenished on the same day of each month it was first given to you. Download the free Tasty app or Mealime to help with food preparation. Omlet muffins, overnight oats, automatic coffee with a timer saved me for those 12 hour shifts back to back during med surg.

Basic Needs & Food Security for Students

The Student Success Center offers a free food pick up for nonperishable and fresh produce options on Thursdays from 4-6pm at the MU100 Parnassus campus. You can sign up by contacting staff at the [registering](#) for the Student Food Market to get more information and additional details.

TIP students who are within the area during their classes or clinical can ask their professors or Clinical Instructors to pick up the food. Bring your own reusable bag to pick up the food.

Housing

If you live in Student Housing there are [options](#) for families and single students. If you live in student housing, you are guaranteed student housing in the summer while you study for the NCLEX if you plan to enroll in the fall quarter. The maximum amount of time that students can live on campus housing is two years. This may change in summer of 2019 when additional units are opened. Another helpful link for students: [Off campus housing](#).

Housing is very expensive in San Francisco and UCSF offers some [help](#) to reduce the [cost of living](#). Craigslist, MEPN Facebook Group or [UCSF Free and For Sale](#) offers some listings.

Medi-Cal

[Student insurance](#) is expensive and is renewed every quarter. You may qualify for [Medi-Cal as student](#) and can get free health care insurance. To [apply](#) you will have to visit your County of residence or website to submit your application. Once qualified, you can waive the student health insurance fee.

TIP UCSF loans are not considered “income” and you can get a letter of support through financial aid office.

MyFamily at UCSF

HOUSING

Students with families can apply for on campus housing and child care through UCSF. Additional resources and links can be viewed at [My Family](#). Families accepted for on campus and are having difficulties with school enrollment and an SF address verification can contact myfamily@ucsf.edu

SITTER CITY

Sitter City partnered with UCSF students for child care assistance. The \$140 annual fee is waived and students can register in the following link: [SitterCity for UCSF Students](#) Depending on what services you are looking for it can be from \$10 per hour and above. If you are having trouble with sitter resources and or child care through UCSF you can contact [Pauline Lee](#), Child Care Referral Service Coordinator 415/476-2692.

FINANCIAL AID FOR CHILD CARE

Students may [request](#) financial aid to cover reasonable [child care costs](#) up to \$1,700/month per child, with a maximum of \$3,400/month for two or more children age 12 and younger during periods when the student is enrolled. It is expected that no child care expenses are needed for a student who has a spouse that is not working or in school.

Wellness

Outdoor Rec Pass UCSF Students

One of the most amazing and well worth spent money was on the Rec Pass. I can't express enough the need for outdoors, a getaway during the time of the program. The Rec Pass is \$74 per academic year (July 1st-June 30th). The pass offers several trips that you can sign up for with buddies and or loved ones (at a higher cost). You can sign up for the trips available to kayak, paddle board, day hikes, camping and more. To learn more about these trips you can contact the amazing [Kirk McLaughlin](#), Outdoor program Manager , view the Rec Pass for [UCSF students link](#), or [Facebook group](#).

TIP: Yosemite and Big Sur camping trips always fill up. I was waitlisted for Yosemite and because people cancel last minute I could go. I purchased the pass towards the end of the fall quarter

and still got to enjoy several trips. These were some of the best memories I had with other students and for a few days I did not think about struggles.

Student Health & Counseling Services

As a UCSF student, you are not required to have student health insurance to inquire free and confidential support for students at both SHCS Parnassus and SHCS Mission Bay. The SHCS offers 10 free sessions and if more sessions are needed, there is a way for students to get additional sessions without paying a copayment.

Multicultural Resources Center

The center for [Multicultural Resources](#) offers [events](#) and support for diversity.

First Generation Support Services

UCSF students who identify as first generation can get support through the [First Generation Support Services](#). There are quarterly meetings and [events](#). If you feel the need to talk to a person they are amazing and encourage students to [reach out](#) for support. [Register](#) and enroll in the list serve to get updates and information and [FaceBook](#) group.

Registered Campus Organizations

Looking for an on [campus organization](#) or interested in [creating](#) your own on campus organization. The [Associated Students of the School of Nursing](#) support the students by navigating travel to conferences, projects, issues that may arise in your program.

The [Nursing Students of Color](#) offers support for students and have meetings where students can get support. The new on campus organization began in efforts to address the disparities in health care and representation.

[UCSF Lesbian, Gay, Bisexual, Transgender Resources](#)

LGBTQ Mentoring Program

You can [request a mentor](#) to by [applying](#). As a mentee, you will be able to do the following:

- Commit and maintain the mentoring relationship and program for at least one academic year
- Meet with the mentor in person at least once per quarter (3 meetings required)
- Attend the mandatory orientation session with the mentor
- Be punctual for scheduled meetings with the mentor
- Attend workshops and activities hosted by the LGBT Resource Center

- Provide feedback to the Director of the Program

The OUTlist

The [OUTlist](#) promotes visibility and awareness for our UCSF LGBTQIA+ students, staff, faculty, residents, postdocs, and fellows. Over the years, this online resource has helped us establish a sense of community, despite the inherent geographical barriers between our different sites.

Events

You can register for event and see past and [upcoming events](#).

Every February, UCSF facilitates the annual LGBTQIA+ Health Forum, LGBTQIA+ Health Forum.

You can register and find out more information as it is free for UCSF students through

<https://lgbt.ucsf.edu/lgbtqia-health-forum>.

Opportunities

Our team recently received funds from the School of Nursing Faculty Learning and Development to create a LGBTQI Health Research and Curriculum Development Core at our school.

We will use the requested funds to achieve the following objectives:

1) To conduct an environmental scan of current curriculum at SON and UCSF on LGBTQI health, culturally appropriate care, and examples of LGBTQI case studies/relevant health research.

2) Allow the curriculum development core to identify potential targets or proposed areas for development of programming for nursing educators, students, and staff at the UCSF SON through monthly meetings.

3) Support engagement of the SON community in the UCSF LGBTQI Health Research Group (led by Drs. Flatt and Flentje) through invited speakers and hosting of meetings on LGBTQI health and research at the SON.

Our current members include Jason Flatt, Annesa Flentje, Helen Horvath, Katerina Melino, and Teresa Scherzer.

We would like to invite students and other members of our SON community interested in LGBTQI health, SON curriculum and research to join our core group. If you are interested in joining us, please submit a brief letter of interest (1-page or less), including your commitment to LGBTQI Health Research and Curriculum Development, to Jason Flatt or Annesa Flentje, at Jason.Flatt@ucsf.edu or Annesa.Flentje@ucsf.edu.

Gender Inclusive Restroom

The LGBT Resource Center, along with the Office of Diversity and Outreach, is committed to identify gender inclusive restrooms for all, to ensure safety and comfort to our campus and medical center community. Below, you will find a list of restrooms that have been identified as "single stall", with signage that may or may not reflect gender inclusivity. This is still very much a work in progress. If you identify any single stall restrooms in your building that are not on this list, please email us at lgbt@ucsf.edu. Also, if you find that your work site is not listed as having an accessible restroom, please contact us.

For a list of gender inclusive restrooms, please click [here](#).

Anonymous Incident Reporting TBA

Conflict Resolution

Office of Ombuds

Students may encounter difficult situations in which they observe during clinical or in class. If you encounter micro-aggression, discrimination against your race, disability, gender and other [difficult](#) situations you have the right to contact the Office of Ombuds. Last year we had a workshop from [Andrea LaCampagne](#) to help us navigate these difficult situations.

MEPN ANNOYMOUS LINK

Parking

The [UCSF Campus Life Services](#) offers several parking permits. The permits can be expensive for students despite the cost of a student parking permit. Students often look for free parking but this can be of inconvenience due to distance, time, street sweeping, parking citations.

Parking Citations

Students have incurred \$\$\$ for parking citations. Plan accordingly when you park. Review [How to Park Legally](#) in San Francisco if you are EVER in doubt if you can park in a specific location. The website offers pictures and specific rules and guidelines how to park legally. If you get a

citation, try to appeal it. You may get lucky by supporting your claim with the codes. You can also get the fees reduced if you are

Free Parking?

The best way to ask for free parking is by asking previous students. You can also view the [street sweeping schedules](#) or the [Residential Parking Permit Area Maps](#) for permit only parking zones.

TIP A cool way to also check is using Google Maps preview street view to look at the street sweeping signs. Make sure that your valuables are not in the car or hidden from plain site. Even bags that look like they have “stuff” can result in a window repair/theft. Review [tips and prevention](#).

Transportation

Commuting can be expensive and time consuming. Depending on your clinical rotations or where you live, time and money can add up. It takes some research and there are always new innovative ways to commute to and from campus/clinical. Keep track of what you spend as this may help SON administration estimate the travel expenses for future students.

UCSF Campus Life Services

The student services for transportation offers several [options](#) for permit parking, partnerships, carpool permits, bicycle parking, [Scoot](#), city CarShare, [Zimride](#), Amtrack Discount, etc. The site also offers [alternative](#) transportation options that include the [Chariot](#) pilot program (a commute from the East Bay to San Francisco), [Vanpools](#), [Carpool](#), etc. To get more information about these programs you can contact [Phillip Kee](#), Rideshare Coordinator 415-476-2560.

UCSF Shuttle

The [UCSF shuttle](#) is a free transportation to get to UCSF affiliated campus/locations for students. You can download the [UCSF Live Shuttle](#) application to help you plan or download the [UCSF shuttle system map](#). The shuttle services may not be available at the time or it does not offer services to that specific clinical site.

Ford Bike Ride

[Ford bikes](#) are available around the East Bay and San Francisco locations. It is clipper card compatible. Click on the [station map](#) on the website to find out the closest location to your destination or arrival. If you are a Bay Area resident age 18 and older and qualify for CalFresh, SFMTA (Low Income), Lifeline Passes or PG&E Care utility discount you are eligible for the “[Bike Share for All](#)” discount. There is a \$5 fee Annual Membership (\$5/month in second year).

TIP Remember to bring a helmet.

Waze

There are other carpool commute apps that students used in the past to commute to clinicals throughout the year. One of the carpool applications is [Waze](#). You can see which of your [students/UCSF employees](#) who commute on your route. If you download the Ride application through Waze you can view the Waze carpool. You must set up your times for pick and drop off in advance. You can only get two rides in a day. In comparison to Uber or Lyft, it may be cheaper. Works the best during rush hour and common routes.

Scoop

[Scoop](#) is another carpool application like Waze. You can earn money or get a ride home. Best works for commute hours and you must enter your trip information by 9pm the night before your morning commute and 3:30pm for your afternoon commute. You can register for a free first trip using [SCOOPME05](#).

511 RideMatch Service

[511 RideMatch Service](#) is another carpool service. You can research more information about Waze and Scoop as well.

Muni

The SFMTA offers a monthly \$38 [Lifeline Pass](#) for Muni only if you are eligible. The pass is 50% discount off the [standard adult monthly price](#). The Lifeline Pass is based on income and if you have an award letter for CalWORKS, CAAP, CalFresh, or Medi-Cal and proof of San Francisco residency you can get the Lifeline pass. You will have to complete the [online form](#) and bring the application to 11 South Van Ness Avenue (between Mission and Market Streets) to obtain your Lifeline ID card.

AC Transit

The East Bay has AC Transit and the transit busses commute to San Francisco locations. You can find discounted passes for adult, youth, senior and disabled offered with the Clipper card. You can find out more by clicking on the [Discounted Passes on Clipper](#) link.

Lyft & Uber

[UCSF transportation](#) has partnered with Lyft to get “free” Lyft rides from 11pm-3:00am to specific UCSF facilitated locations. The times for the program may not work out for students so using Uber or Lyft may be an option. If you use Uber enough times, there is a “pass” that is emailed to your account. Some of the students got this pass and got \$0.98-\$3.00 rides for a

temporary time. It is not guaranteed and it can get VERY expensive if you use Lyft/Uber all of the time.

TIP Students in the MEPN program spend a lot of time commuting whether you live in San Francisco or in the East Bay. Many of the MEPNs use their time commuting to sleep, relax/decompress, re-listen to lectures, review/prepare for lectures, review NCLEX style question on phone applications, study flashcards using [Anki](#) or [Quizlet](#) phone applications.

FYI- content capture may not always work on mobile phones. Prepare accordingly. Be aware of your surroundings and be safe while using technology devices in public spaces.

Work Study

Working during the MEPN year is highly discouraged. However, not everyone is able to afford not working. During the summer after your MEPN year, you are not eligible for financial aid unless you are enrolled in summer. You will have to save up money for the summer or participate in a [work study program](#) to cover your housing and cost of living expenses. You can research campus [postings](#) and partner with professors within the SON to hear more about positions.

Accommodations & Student Disability Services

For more information, you can reach out to [Tim Montgomery](#), Director of Student Disability Services or the online link for the [UCSF Student Disability Services](#). Students seeking accommodations or disability support services at UCSF can contact the department, complete documentation to seek a formal request for accommodations that will be determined for eligibility.

Sonocent

Students who have accommodations are eligible for a free [Sonocent](#) premium, an application for recording and writing notes. Sonocent is a individuals licenses can range from \$99-\$250 but students with accommodations can reach out to [Clay Littrell](#), Assoc Director, Student Disability Services for more information.

CalFresh

Students who have accommodations are eligible for [CalFresh](#) under the “College Disabled Students Program and Services/Student Academic Support.” You may be asked by your County to provide proof, such as an approval or proof of participation.

Support Groups

If you are interested in a student organization, the [Disability Advocacy and Support Group](#) facilitate events, provide support, and social events to help for students with disabilities or supporting a family member with disabilities.

UCSF discount program

As a UCSF student, you can get discounts for several locations including restaurants, rentals and more. You can sign up for the [student discounts program](#) and see what they offer.

Reserve your study group location

Students can [reserve](#) study group locations at Parnassus, The General or at Mission Bay. The only place where it is open 24/7 (including holidays) is the HUB at Mission Bay.

TIP There is street parking available in the Mission Bay area during the weekends on the shuttle stops/pick up location, Sunday free metered parking with exceptions to ATT Ball Park events, on Pennsylvania Ave and Mariposa Streets. You can use the [Mission Bay gym amenities](#) and study at the [HUB/Mission Bay Library](#) over the weekend.

Study Tips

Students in the past have used several applications for lectures, midterms and NCLEX preparation materials. Some of these include:

[Anki](#)

[Quizlet](#)

[NCLEX Mastery](#)

[UWorld](#)

[UptoDate](#)

[Sonocent](#)

[Epocrates](#)

Fees

Castle Branch

Castle Branch is a third-party website that clears you for certain clinical rotations. You will be asked to renew TB testing, BLS (if applied), and some modules. Castle Branch will charge you a fee to re-take the modules and upload the certificate.

NCLEX Fees

The SON will schedule an orientation during spring quarter to help you prepare and register for the NCLEX process. MEPN students need to be aware in advance that the fees for NCLEX registration are not covered with school tuition. You will have to save up for the following estimated [fees](#) which may increase:

Passport picture \$5-\$10

[Breeze](#) Application \$300

[PearsonVue](#) \$200

[Live Scan](#) \$80 and over

You will have to complete your [accommodations](#) separate application and [letters support and documentation](#) for [Discipline and Conviction Questions](#) (Enforcement) ahead of time. MEPNs student leadership coordinated an orientation for students with disabilities and enforcement cases how to navigate the NCLEX registration.