



**SABA**  
UNIVERSITY  
SCHOOL OF MEDICINE



# Saba University

## School of Medicine

2023-2025 Catalog

# SABA UNIVERSITY SCHOOL OF MEDICINE

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## Disclaimer

*The information in this catalog is subject to change. Such changes may be without notice. Potential students should not consider this catalog to represent a contract between Saba University School of Medicine and an entering student.*

*Tuition, fees and other expenses are listed in U.S. dollars, unless otherwise noted.*

*Saba University School of Medicine disclaims any misrepresentation that may have occurred as a result of errors in preparation or typesetting of the catalog.*

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## HIPPOCRATIC OATH

*I swear to fulfill, to the best of my ability and judgment, this covenant:  
I will respect the hard-won scientific gains of those physicians in  
whose steps I walk,*

*and gladly share such knowledge as is mine with those  
who are to follow.*

*I will apply, for the benefit of the sick, all measures [that] are required,  
avoiding those twin traps of overtreatment and therapeutic nihilism.*

*I will remember that there is art to medicine as well as science,  
and that warmth, sympathy,  
and understanding may outweigh the surgeon's knife or the  
chemist's drug.*

*I will not be ashamed to say "I know not," nor will I fail to  
call in my colleagues  
when the skills of another are needed for a patient's recovery.*

*I will respect the privacy of my patients, for their problems are not  
disclosed to me that the world may know. Most especially must I tread  
with care in matters of life and death. If it is given to me to save a life, all  
thanks. But it may also be within my power to take a life; this awesome  
responsibility must be faced with great humbleness and awareness of  
my own frailty. Above all, I must not play at God.*

*I will remember that I do not treat a fever chart, a cancerous  
growth, but a sick human being,  
whose illness may affect the person's family and economic stability.  
My responsibility includes these related problems, if I am to care  
adequately for the sick.*

*I will prevent disease whenever I can, for prevention  
is preferable to cure.*

*I will remember that I remain a member of society, with special  
obligations to all my fellow human beings, those sound of mind and  
body as well as the infirm.*

*If I do not violate this oath, may I enjoy life and art, respected while I live  
and remembered with affection thereafter. May I always act so as to  
preserve the finest traditions of my calling and may I long experience  
the joy of healing those who seek my help.*

## WELCOME

Saba University School of Medicine began operations in 1992 with a vision that has now become a successful reality. Our primary educational goal is to provide our students with a foundation in general medical concepts and problem solving to address the medical concerns pertinent to the patients, families, health care system and community population in which they will practice. This foundation of training fosters a provision of care that is considerate, compassionate, humanistic and of high quality. As a key part of our medical education curriculum, the faculty constantly reviews and assesses the program around three key concepts:

- cultivating professional behavior to promote lifelong learning;

- integrating basic science knowledge and educational reasoning through clinical experience; and

- promoting an awareness of global health care needs.

Such an extensive educational enterprise cannot be achieved by classroom teaching alone. The student is the important factor in sharing and comparing information among faculty, peers and patients. At Saba University School of Medicine, where students are the greatest assets, we open the door of medical knowledge and together prepare them for their future roles as health care providers.

“

The Board of Trustees expresses its gratitude to the Government of Saba for its assistance in establishing Saba University School of Medicine.

Special recognition is also given to the citizens of Saba who have continued to welcome our medical students into their community.

Joseph Chu, MD, M.P.H.,  
President

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# MISSION STATEMENT

## SABA UNIVERSITY SCHOOL OF MEDICINE

To provide students of diverse backgrounds who exhibit a passion for the field of medicine with the opportunity to acquire the medical and clinical expertise needed for a successful career as a practicing clinician along with the skills and confidence needed to critically evaluate and apply new information.

## GOALS AND OBJECTIVES

In order to fulfill its mission, the program is structured around certain ideals which embody its view of the essential qualities of today's practicing physician. These ideals are defined in the six competencies as summarized below:

### Patient Care

Students must be able to provide patient care that is compassionate, appropriate, and effective for the treatment of illness and the promotion of health.

### Scientific & Medical Knowledge

Students must demonstrate knowledge about established and evolving biomedical, clinical, and associated sciences and application of this knowledge to the practice of medicine throughout the life cycle.

### Lifelong Learning, Scholarship & Collaboration

Students must be able to examine and evaluate their patient care practices, appraise and assimilate scientific evidence, and use this information to improve their abilities.

### Professionalism

Students must demonstrate a commitment to the highest standards of professional responsibility, adherence to ethical principles, and sensitivity in all interactions with patients, families, colleagues, and others with whom physicians must interact in their professional lives.

### Communication & Interpersonal Skills

Students must display interpersonal and communication skills that foster effective information exchange and build rapport with patients, their families, and professional associates.

### Social & Community Context of Healthcare

Students must demonstrate knowledge of and responsiveness to the larger context of health care and the ability to effectively call on system resources to provide care that is of optimal value to the health of the individual and of the community.

# HISTORY AND ACCREDITATION

Saba University School of Medicine began in 1986 as a combined project between the island government of Saba and a group of medical educators from the United States. This medical consortium spent several years examining medical school curricula throughout the United States and Europe before adopting a Basic Sciences and Clinical Medicine curriculum comparable to some of the finest medical schools.

Saba was approved by the federal government of the Netherlands-Antilles in 1988 and an official charter was granted in 1989. Saba University School of Medicine is listed in the World Health Organization directory.

Saba University School of Medicine is accredited by the NVAO (In Dutch: Nederlands-Vlaamse Accreditatieorganisatie). The NVAO is the accreditation organization of the Netherlands and Flanders. The organization was established by international treaty and it ensures the quality of higher education in the Netherlands and Flanders.



The New York State Education Department/State Board for Medicine approved Saba in 2003 for clerkships and residencies within that state.

On November 5, 2004, the Medical Board of California granted recognition to Saba University School of Medicine. Graduates are eligible to apply for postgraduate training and licensure in California.

In 2006, the Board of Healing Arts of the State of Kansas granted approval for licensure to those students who entered at Saba University School of Medicine after January 1, 2002.

Saba University School of Medicine is licensed by the Commission for Independent Education, Florida Department of Education. Additional information may be obtained by contacting the Commission at 325 West Gaines Street, Suite 1414, Tallahassee, FL 32399-0400, toll-free telephone number (888) 224-6684.



<sup>1</sup> Published by the Foundation for Advancement in International Medical Education and Research (FAIMER) in partnership with the Educational Commission for Foreign Medical Graduates (ECFMG).



THE ISLAND OF SABA

Columbus discovered Saba on his second voyage to the New World in 1493. Over the centuries, the island changed hands several times between the English, French, Spanish and Dutch, but for the past two hundred years Saba has remained a quiet, stable, Dutch island. Today, Saba is rightfully known as the “Unspoiled Queen of the Caribbean.”

It is located in the central Caribbean, 28 miles south of St. Maarten. There are daily, direct flights to Saba from the United States and Europe and five flights a day from St. Maarten.

The island of Saba, which is 5 square miles, has a total population of just over 1,500 residents. Tourists frequently visit Saba for its world-renowned diving, tropical rain forest and safe, relaxing environment. This charming, friendly island is virtually crime-free, and poverty is non-existent on Saba.



ACADEMIC CALENDAR FOR 2023-2025

SPRING 2023

First Day of Enrollment	January 2, 2023
Orientation & Registration	January 2, 2023
Classes Begin	January 3, 2023
Graduation – no ceremony	January 6, 2023
Graduation – no ceremony	March 17, 2023
Tuition Due for Next Semester	April 1, 2023
Last Day of Classes	April 12, 2023
Basic Science Awards Ceremony	April 13, 2023
Reading Day and Final Exams	April 12 – 14, 2023

SPRING 2024

First Day of Enrollment	January 8, 2024
Orientation & Registration	January 8, 2024
Classes Begin	January 9, 2024
Graduation – no ceremony	January 5, 2024
Graduation – no ceremony	March 15, 2024
Tuition Due for Next Semester	April 1, 2024
Last Day of Classes	April 17, 2024
Basic Science Awards Ceremony	April 18, 2024
Reading Day and Final Exams	April 17 - 19, 2024

SUMMER 2023

First Day of Enrollment	May 1, 2023
Orientation & Registration	May 1, 2023
Classes Begin	May 2, 2023
Graduation	May 19, 2023
Commencement	TBD
Tuition Due for Next Semester	August 1, 2023
Last Day of Classes	August 9, 2023
Basic Science Awards Ceremony	August 10, 2023
Reading Day and Final Exams	August 9 - 11, 2023

SUMMER 2024

First Day of Enrollment	May 6, 2024
Orientation & Registration	May 6, 2024
Classes Begin	May 7, 2024
Graduation	May 17, 2024
Commencement	TBD
Tuition Due for Next Semester	August 1, 2024
Last Day of Classes	August 14, 2024
Basic Science Awards Ceremony	August 15, 2024
Reading Day and Final Exams	August 14 - 16, 2024

FALL 2023

First Day of Enrollment	September 4, 2023
Orientation & Registration	September 4, 2023
Classes Begin	September 5, 2023
Graduation – no ceremony	September 8, 2023
Tuition Due for Next Semester	December 1, 2023
Last Day of Classes	December 13, 2023
Basic Science Awards Ceremony	December 14, 2023
Reading Day and Final Exams	December 13- 15, 2023

FALL 2024

First Day of Enrollment	September 2, 2024
Orientation & Registration	September 2, 2024
Classes Begin	September 3, 2024
Graduation – no ceremony	September 6, 2024
Tuition Due for Next Semester	December 1, 2024
Last Day of Classes	December 11, 2024
Basic Science Awards Ceremony	December 12, 2024
Reading Day and Final Exams	December 11 - 13, 2024



SPRING 2025

First Day of Enrollment	January 6, 2025
Orientation & Registration	January 6, 2025
Classes Begin	January 7, 2025
Graduation – no ceremony	January 10, 2025
Graduation – no ceremony	March 14, 2025
Tuition Due for Next Semester	April 1, 2025
Last Day of Classes	April 16, 2025
Basic Science Awards Ceremony	April 17, 2025
Reading Day and Final Exams	April 16 – 18, 2025

SUMMER 2025

First Day of Enrollment	May 5, 2025
Orientation & Registration	May 5, 2025
Classes Begin	May 6, 2025
Graduation	May 23 2025
Commencement	TBD
Tuition Due for the Next Semester	August 1, 2025
Last Day of Classes	August 13, 2025
Basic Science Awards Ceremony	August 14, 2025
Reading Day and Final Exams	August 13 – 15, 2025

FALL 2025

First Day of Enrollment	September 1, 2025
Orientation & Registration	September 1, 2025
Classes Begin	September 2, 2025
Graduation – no ceremony	September 5, 2025
Tuition Due for the Next Semester	December 1, 2025
Last Day of Classes	December 10, 2025
Basic Science Awards Ceremony	December 11, 2025
Reading Day and Final Exams	December 10 – 12, 2025





# ADMISSION

Saba University School of Medicine was established to provide a comprehensive basic sciences and clinical medicine education leading to completion of a Doctor of Medicine degree. Enrollment is open to all persons regardless of race, national origin, religion, gender or age who wish to devote the extensive time and effort necessary to practice medicine.

As the cost of medical education increases and training institutions limit the number of applicants, Saba University School of Medicine fulfills a vital need by offering individuals throughout the world a chance to pursue their dream of a medical career.

The curriculum incorporates standards of academic and clinical instruction that parallel those of the Licensing Committee for Medical Education of the United States and Canada. All classes are taught in English by experienced medical educators from the United States and abroad.

Candidates applying to Saba are expected to possess those intellectual, ethical, physical and emotional capabilities required to undertake the full curriculum and achieve the levels of competence required by the faculty.

Once enrolled in the school of medicine, each candidate for the medical degree must be able quickly and accurately to integrate all information received, perform in a reasonable, independent manner and demonstrate the ability to learn, integrate, analyze and synthesize information and data.

A student's acceptance to Saba is granted upon the presumption by the Admissions Committee that all statements made by the applicant, both oral and written, are true and that all documents are authentic. If it is later discovered that false or inaccurate information was submitted, the medical school may nullify acceptance into the program or, if the student is registered, dismiss the student.

**IMPORTANT NOTICE TO NON-U.S AND NON-CANADIAN STUDENTS:**

In order to complete the program in medicine, students from outside the U.S. and Canada may need to obtain certain visas in order to undertake all or a portion of the requisite clinical training in affiliated hospitals in the U.S. and Canada. Additionally, all students from outside the U.S. and Canada will need certain visas to take one or more segments of the USMLE exams in the U.S. These visas are solely the student's responsibility to obtain. Saba University School of Medicine understands that as a result of policies or practices adopted by the U.S. State Department, a number of medical students from outside the U.S. and Canada have been unable to obtain the required visas. Students from outside the U.S. and Canada who are unable to obtain the necessary visas will not be able to complete the school's degree program. In such a case, no refund of tuition or other expenses incurred in connection with his or her attendance at Saba University School of Medicine will be made.





EDUCATION  
REQUIREMENTS

Applicants from the United States (who are U.S. citizens or have permanent visas) or Canada are expected to have a minimum of three years of undergraduate studies or the equivalent of 90 semester hours or 135 quarter hours, including premedical requirements from an accredited college or university. A baccalaureate degree is recommended but not required. Preference will be given to applicants who have completed a bachelor's degree or higher. The following courses are considered standard premedical requirements for admission. Exceptions will be considered on an individual basis.

Course	Length of Study
General Biology or Zoology	One academic year
Inorganic Chemistry (with lab)	One academic year
Organic Chemistry Biochemistry (with lab)	One academic year
Physics (recommended)	One academic year
English (recommended)	One academic year
Other social sciences or physical sciences and computer skills	A broad background in humanities, social or physical sciences and computer skills

- Biology:**  
A one-year general biology or zoology course with a laboratory component. Students who elect to pursue additional coursework in the biological sciences should consider genetics, embryology, cell and molecular biology or comparative anatomy.
- Chemistry:**  
One year of inorganic and one year of organic chemistry with laboratory component. Biochemistry can be considered as an option for one semester of organic chemistry.

**English:**  
At least one year of college-level English literature or composition. Applicants must demonstrate proficiency in writing, reading and oral communication.

Additional coursework in biology and related disciplines is highly recommended. Students completing courses such as cell biology, anatomy and physiology, genetics, biochemistry, molecular biology, statistics and psychology/interpersonal skills and communication are given preference in admissions.

REQUIRED DOCUMENTS  
FOR APPLYING

- The following documents are required to complete the application process:
- Completed application form along with a personal statement.
  - Official transcript(s) from each college/university or professional school attended. Student issued copies will suffice, pending official transcripts.
  - MCAT official report (MCAT scores are required for all U.S. citizens nationals or permanent residents prior to matriculation).
  - Two letters of recommendation from college professors or physicians well acquainted with your character and abilities. Evaluations from a college pre-medical committee are accepted in lieu of the recommendation forms.
  - TOEFL scores, official report if applicable.
  - Two passport-size (2" x 2") color photographs.
  - MCAT official report (All applicants who are U.S. citizens, nationals or permanent residents are required – and all other students are strongly encouraged–to take the MCAT).





# ADMISSION SELECTION

Prospective students may apply for admission to Saba at any time throughout the year. Applicants are encouraged to submit their documents early (generally six to eight months in advance) and, to ensure that their files are complete for consideration, at least three months prior to the semester of their first choice.

- Rolling admission
- Three entering classes per year: January, May and September
- Approximately 90 newly admitted students every semester
- Twenty-month Basic Sciences program on Saba
- All classes in English

Since the number of students in each class is limited and the application pool is competitive, the early applicants will have a better chance of securing a place in the semester of their choice.

Completed applications are reviewed and evaluated by the Pre-Screening Committee. Those with incomplete applications will be notified, as will unqualified applicants. Applicants are selected for interview on the basis of the candidate's ability to meet the challenges of a rigorous medical school curriculum. Factors such as motivation, perseverance, scholastic record, letters of recommendation and personal statement are important in the selection process. MCATs are required for all applicants who are U.S. citizens, nationals, or permanent residents. MCATs are strongly recommended for all others, and, at the discretion of the Admissions Committee, they may be required. An in-person interview at the main administrative office in Massachusetts is preferred. However, if this is not feasible, a telephone interview with the Admissions Committee will be scheduled. The personal interview plays a major role in the selection of students. Decisions regarding admission are normally made within 10 business days. All interviewed applicants will receive the final decision of the committee in writing via the postal service.

Applicants are encouraged to visit the Basic Sciences campus as part of the admission process. In such cases, the assessment of the Associate Dean of Basic Sciences will be sent to the Admission Committee.

# MCAT REQUIREMENT

The Medical College Admission Test (MCAT) is required for all applicants who are U.S. citizens, nationals, or permanent residents. In addition, it is strongly encouraged for all other applicants and specifically required from those students who meet any of the following three conditions:

1. Students with outdated required science coursework (>5 years old).
2. Students who completed required science coursework at a community college.
3. Students with C grades or lower in the required science courses.

Saba's MCAT code is SUSOM. More information about the MCAT is available at the Association of American Medical Colleges (AAMC) website. Applicants can send Saba the MCAT exam scores through the online THx system as soon as they are available at the AAMC.

# APPLICANTS FROM OTHER COUNTRIES

The Admissions Committee will evaluate applicants from countries with educational standards similar to the U.S. Each applicant, in general, should meet the educational requirements for admission to medical school in the country of origin. Students who have attended institutions outside the U.S. and whose transcripts are not in English must provide an interpretation of the transcript from an approved translation service. Students who have attended a college or university outside the U.S. or Canada are required to obtain a course-by-course evaluation of their transcript through the World Education Services ([www.wes.org](http://www.wes.org)) or from another accredited agency that is a member of the National Association of Credential Evaluation Services([www.naces.org](http://www.naces.org)).

Since English is the language of instruction at Saba, it is important that applicants be prepared academically to pursue the curriculum and be able to communicate. Applicants whose principal language is not English are required to take the TOEFL (Test of English as a Foreign Language).

# RE-APPLICATION

Unsuccessful candidates may re-apply by submitting a new application form, a new personal statement and updated transcript if applicable. Application materials are maintained on file for one year; thereafter, students must reapply for admission by re-submitting all required documents.

# DEFERRED ENROLLMENT

Students requesting to defer their original date of matriculation must submit a written request to the Admissions Committee and must have already secured placement in that original starting class by paying their tuition deposit. If approved, the tuition deposit will be credited to the semester for which the deferment was made. In addition, a \$500 deferment fee will be charged, which is non-refundable and due within 10 working days of the approved deferral. This fee will also be credited to the 1st semester's tuition. Deferment requests will be considered on a case-by-case basis and may only be granted if a seat is available in the intended semester. A deferral is limited to two semesters from the original start date. Only one deferment request will be honored. If the student is still unable to attend after deferral, he/ she must reapply for admission.

# TRANSFER APPLICANTS AND ADVANCED STANDING

Basic Sciences transfer applicants will only be accepted to the first, second or third semester. Depending on space availability, consideration is given to applicants from schools listed by the World Health Organization. Saba will not consider coursework completed through a distance learning program. Students with unsatisfactory records or dismissal for any reason from other medical schools are not considered for advanced standing. Acceptance is contingent upon the recommendation of the Admissions Committee and on the basis of space available within the class.

Students requesting to transfer directly to the Clinical Medicine program must have passed the United States Medical Licensing Exam (USMLE) Step 1 with a minimum board score of 210 and have exhibited a strong academic performance in their current medical school. For licensure purposes, all Clinical Medicine transfer students must complete a minimum of 30 weeks of clerkships (two semesters) through Saba.

Transfer students must meet all documentation requirements of a new student and must be in good academic standing. A student applying for transfer must fulfill the same documentation requirements of a new student, including:

- An official transcript from his/her current institution and all past educational institutions.
- A letter from his/her current medical school indicating the applicants stand at that school.
- A statement that the student has met all outstanding financial and academic obligations.

Saba does not offer advanced-standing credit for courses taken in graduate or professional degree program (chiropractic, physician assistant, podiatry, dentistry or other allied health professional programs) other than coursework completed through an accredited medical school.





## CHECKLIST FOR ACCEPTED STUDENT

Attendance for student orientation is mandatory for all new incoming students and transfer students. Orientation and registration is usually held on the day before classes begin. During the orientation session, students will officially register for classes, submit required documents for temporary residence, meet the deans and faculty and learn about medical school policies and island life.

- Police clearance
- Immunization record/health certificate to include: rubella, diphtheria, tetanus, polio, and tuberculin test within past year
- Birth certificate with raised seal
- Six passport-sized photos
- A valid passport
- Application for temporary residence (enclosed with acceptance packet)
- If applicable, marriage certificate

## STUDENT ORIENTATION

Attendance for student orientation is mandatory for all new incoming students and transfer students. Orientation and registration is usually held on the day before classes begin. During the orientation session, students will officially register for classes, submit required documents for temporary residence, meet the deans and faculty and learn about medical school policies and island life.

## WEBSITE INFORMATION

Please visit our website at [www.Saba.edu](http://www.Saba.edu). Although a Website cannot replace the experience of visiting the campus, it will provide a wealth of information about Saba University School of Medicine and the island of Saba.

# CAMPUS

The Saba University School of Medicine campus is fully equipped with modern classrooms, laboratories, a medical library, administrative offices, faculty offices, a fitness center and student support services. All of the classrooms are air-conditioned and equipped with state-of-the-art teaching aids (LCD projectors, flat-screen displays, multimedia capability, video-microscope cameras, etc) to facilitate the teaching process.

A computer testing lab (for USMLE preparation) is located on campus, as well as conference rooms, a cafeteria and recreational facilities. Student dormitories are adjacent to the main campus.

## LABORATORIES

The gross anatomy laboratory is supplied with human cadavers for dissection and radiological materials to conduct detailed studies of the human body.

A modern microbiology laboratory provides students the opportunity to acquire in-depth knowledge of the fundamentals of infectious disease.

## W.F.M. JOHNSON MEDICAL LIBRARY

The W.F.M. Johnson Library on campus provides students with a central location for medical literature, reference books and a computer center.

Students have access to a wide variety of hard-copy journals as well as online access to full text journals and bibliographic information through the library's subscription to major research publications and educational Web services. The library contains a learning resource center supplied with tutorial materials, videotapes, models and specialized computer programs.





# BASIC SCIENCES CURRICULUM

The Saba University School of Medicine curriculum parallels the courses and training offered by medical schools in the United States and Canada. The Basic Sciences program is five semesters in length and may be completed in 20 months.

The 80-week Clinical Medicine program is comprised of 72 weeks of clinical clerkships in hospitals in the United States and abroad, and eight weeks of the Research: Literature Review and Analysis module.

## REQUIREMENTS FOR GRADUATION

Graduation requirements are as follows:

- Satisfactory completion of Basic Sciences and Clinical Medicine curriculum.
- Passing scores on the United States Medical Licensing Exam(USMLE) Step 1, USMLE Step2 Clinical Knowledge and Step2 Clinical Skills.
- Payment of all outstanding financial obligations.
- Return of all assigned institutional property and equipment in acceptable condition. Coursework in general biology, zoology, genetics, immunology, physics psychology, and human growth and development are highly recommended, but not required.

## BASIC SCIENCES CURRICULUM

The first five semesters comprising the Basic Sciences program are taught on the island of Saba by qualified MD and PhD medical school faculty who are dedicated to providing the highest quality instruction.

The low student-professor ratio provides ample opportunity for students to interact with the teaching faculty.

The Basic Sciences program consists of five 15-week semesters of coursework with two-week breaks between each semester.

The following represents the Basic Sciences curriculum.

## BASIC SCIENCES CURRICULUM

COURSE	COURSE NAME	CREDITS	CONTACT HOURS
Semester 1			
MED 512	Human Body Structure & Function	15	231
MED 514	Human Histology & Physiology	13	180
MED 516	Clinical Skills I	2	30
Semester One Total:		30	441

COURSE	COURSE NAME	CREDITS	CONTACT HOURS
Semester 2			
MED 611	Metabolism & Nutrition	9	133
MED 612	Genetics & Development	4	65
MED 613	Infection / Defense / Response	12	186
MED 614	Medical Ethics	2	37
MED 616	Clinical Skills II	3	44
MED 619	Research Curriculum - Evidence Based Medicine	1	19
Semester Two Total:		31	484

COURSE	COURSE NAME	CREDITS	CONTACT HOURS
Semester 3			
MED 714	Neuroscience and Neurology	10	143
MED 715	Systems & Disease I (Introduction/Endocrine)	11	158
MED 716	Clinical Skills III	3	40
MED 719	Behavioral Medicine	8	127
Semester Three Total:		30	468

COURSE	COURSE NAME	CREDITS	CONTACT HOURS
Semester 4			
MED 811	Systems & Disease II (Repro/GI/Peds)	13	196
MED 812	Systems & Disease III (CV/Resp/Renal)	13	199
MED 816	Clinical Skills IV	6	96
Semester Four Total:		32	468

COURSE	COURSE NAME	CREDITS	CONTACT HOURS
Semester 5			
MED 911	Systems & Disease IV (MSK/Heme/Immuno/Integ/Multi)	12	189
MED 918	Foundations of Clinical Medicine	16	241
MED 916	Clinical Skills V	3	45
MED 919	Research Curriculum - Critical Appraisal	1	14
Semester Five Total:		32	489





# BASIC SCIENCES COURSES DESCRIPTION

## FIRST SEMESTER

### MED 512 HUMAN BODY STRUCTURE & FUNCTION

This course explores basic gross human anatomy, allowing students to understand anatomical relationships, development, structure and function. Through lectures, regional dissections of cadavers and evaluation of radiographs (including CT and MRI), students acquire a basic knowledge of the normal gross structure, embryologic development, functional and clinical anatomy of organs and systems of the adult human body, including the brain and spinal cord. Computer-based tutorial programs and structured reviews are used to supplement the lectures and labs.  
**(15 credits; 231 hrs.)**

### MED 51 4 HUMAN HISTOLOGY & PHYSIOLOGY

This course examines the microanatomy of cells, tissues and organs as well as the basic components of human physiology. Lectures illustrate the microstructure of major tissues and organs in relation to their function. This program presents the molecular biology and histology of normal cells, tissues and organ systems at various developmental functional stages. Students learn how individual cell functions interact with one another and how such interactions are accomplished from the tissue levels to the organ levels. The course prepares students for an understanding of normal (homeostasis) structure of the systems and furnishes the background for appreciating pathological conditions. In addition, students learn how molecular building blocks are utilized for growth and differentiation, wound healing and tissue repair, defense mechanisms and transfer of hereditary characters. Physiology topics include the basic components of all organ systems.  
**(13 credits; 180 hrs.)**

### MED 516 CLINICAL SKILLS I

This is the first course in a five-part series that focuses on communication skills, eliciting the patient's history, performing a physical exam, and communicating their findings to healthcare professionals through oral presentations and written notes. In this course, students will learn and practice the foundations of patient-physician communication skills, including initiating the session, building the relationship, exploration of problems, understanding the patient agenda and structuring the consultation. Students will also learn the first steps of eliciting the patient's story in a patient centered manner and the initial components of a physical exam. In addition, students will begin to develop their skills documenting their findings in a patient note.  
**(2 credits; 30 hrs.)**





## SECOND SEMESTER

### MED 611 METABOLISM & NUTRITION

The biochemical pathways of living organisms are studied with a focus on metabolic processes. Topics include pathways linking nutritional intake and energy yielding processes as well as the application of underlying principles discussed in the first semester. Broad content includes a study of the chemistry and reactions of constituents of living matter, including carbohydrates, lipids, proteins, nucleic acids, vitamins, coenzymes, and minerals. In addition, the chemistry and regulation of the reactions and processes of whole organisms will be examined including: endocrinology, enzymology, nutrition, intermediary metabolism and biochemical mechanisms involved in select disease states.  
**(9 credits; 133 hrs.)**

### MED 612 GENETICS & DEVELOPMENT

This course provides students with an understanding of the principles and concepts upon which current clinical genetic practice (diagnosis, treatment, and genetic counselling) is based. It also incorporates human development, allowing students to understand the relationship between development and the underlying genetic mechanisms of congenital abnormalities. This course covers the genetics of human populations and introduces recent and ongoing discoveries so that their future applications may be understood.  
**(4 credits; 65 hrs.)**

### MED 613 INFECTION / DEFENSE / RESPONSE

This course considers the characteristics and properties of micro organisms, their role in the disease processes and selected aspects of diagnosis and treatment of infectious disease. Other topics include the basic principles of bacteriology, mycology, parasitology, virology, immunology and microbial genetics, including cultural characteristics and pathogenic properties of medically important species of bacteria, fungi, and viruses. This course covers the basic immunologic concepts of the cells and humoral products of the immune system. Lectures include the molecular biology and genetics of antigen recognition and immunoglobulin production plus the characteristics and detection of antigen-antibody reactions. The approach is to correlate these basic concepts with clinical manifestations of disease, the immunopathologic mechanisms of hypersensitivity, autoimmunity transplantation,

tumor immunology, hematology, reproduction, infectious diseases, immunodeficiency and pharmacotherapy.  
**(12 credits; 186 hrs.)**

### MED 64 MEDICAL ETHICS (WEEKS 9-14)

This course provides a comprehensive study of the legal and ethical issues involved in the practice of medicine. Medical ethics will consist of a series of seminars devoted to discussion of various topics such as disclosure, confidentiality, informed consent, and death and dying. The inclusion of ethics case discussions will allow students to discuss and debate ethical scenarios. Legal cases posing dilemmas that relate to each case will be presented, along with abstract material to facilitate conceptual and ethical analysis.  
**(2 credits; 37 hrs.)**

### MED 616 CLINICAL SKILLS II

After a review of the skills developed in Clinical Skills I students will learn additional components of a patient-centered history, including explaining and planning a treatment plan and communication skills in specific situations including delivering bad news, cultural and social diversity, and demonstration of empathy. Instruction on the history continues with the past medical history, family history, social history and a complete review of systems. Students will also learn to perform a complete screening physical exam, and will continue to develop documentation skills with oral presentations and the patient note.  
**(3 credits; 44 hrs.)**

### MED 619 RESEARCH CURRICULUM - EVIDENCE-BASED MEDICINE

Student will have an opportunity to develop research skills related to Evidence-Based Medicine (EBM). Students will be introduced to concepts of research analysis and critical thinking. At the end of this course, students will be able to identify and frame a clinical question based on therapy, diagnosis, prognosis or etiology; develop a focused search strategy to identify articles that best answer the clinical question; find the appropriate medical database; and critically appraise articles for validity. Students will be required to independently utilize various types of EBM resources. Students will use technological resources that are available online and in the Saba University School of Medicine library. Skills acquired in this course will allow students to successfully complete the research module, Research: Literature Review and Analysis (RLRA).  
**(1 credit; 19 hrs.)**

## THIRD SEMESTER

### MED 714 NEUROSCIENCE AND NEUROLOGY

This course will include an interdisciplinary investigation of the pathology, physiology and the gross and microscopic structure of the brain, spinal cord, and nervous system of humans. Aspects of brain energy metabolism, neurotransmitter synthesis and degradation, and psychopharmacology are presented. This course integrates anatomical and physiological material to assist the student in understanding common neurological disease processes. Laboratory exercises will provide slides and dissection of the human brain, spinal cord, and relevant structures. Students will be introduced to modern methods of neuroimaging, including CT scans and MRI. Weekly sessions will introduce students to the relationship between basic science and clinical medicine with emphasis on diagnostics, therapeutics and disease causation. In addition, there will be integration of concepts learned in MED 706 - Clinical Skills III, MED 705 - Systems & Disease I, and MED 709 - Behavioral Medicine. Each of these interactive sessions will include group problem-solving exercises and critical appraisal of the primary literature. Students will present different aspects of contemporary scientific and medical literature including the background, current understanding and future directions.  
**(10 credits; 143 hrs.)**

### MED 715 SYSTEMS & DISEASE I (INTRODUCTION/ENDOCRINE)

Basic principles of human physiology, pathology and pharmacology are studied followed by an investigation of the Endocrine System. This course employs the Endocrine System as a transition to semesters 4 and 5 where the remainder of the systems will be discussed. As with the rest of the Systems & Disease courses, each system will begin with a detailed review of pertinent human body structure and function as well as cell/tissue structure and function. This will be followed by the presentation of the individual systems in detail, including relevant pathology, physiology, pharmacology, clinical skills and clinical presentations of disease. All content will be integrated.  
**(11 credits; 158 hrs.)**



MED 716  
CLINICAL SKILLS III (WEEKS 5-15)

After a review of the skills developed in Clinical Skills I & II, students will learn to communicate in a patient-centered manner in other specific situations including patients with mental illness, obtaining information from other caregivers, providing advocacy and support and medically unexplained symptoms. Students will continue to refine their ability to obtain a complete history and conduct a complete physical exam. Students will also refine their ability to obtain a complete history and physical exam in a patient-centered manner, and will begin to learn to obtain a problem-focused history. Documentation skills will focus on the complete history and physical exam with oral presentations and the patient note.  
**(3 credits; 40 hrs.)**

MED 719  
BEHAVIORAL MEDICINE

This course presents the basic principles of human behavior including biological, social, and cultural substrates. Both normal and abnormal behavior theories will be included in an overview of personality development. Workshops will cover areas such as interviewing techniques, death education, human sexuality, and psychophysiological disorders including stress management and biofeedback. Additional lectures present various classes of psychotropic drugs and their indications.

The course will also address the fundamental principles of the distribution of diseases and their causes in human populations. Students will learn how to conduct epidemiologic investigations, how to critically review medical literature and how to use this information in a clinical environment. Students will acquire a basic level of proficiency in epidemiologic principles, biostatistics and be able to apply these in clinical practice.  
**(8 credits; 127 hrs.)**



FOURTH SEMESTER

MED 811 SYSTEMS & DISEASE II  
(REPRO/GI/PEDS)

The Systems & Disease series of courses begin with a detailed review of pertinent human body structure & function as well as cell / tissue structure & function. This will be followed by the presentation of the individual systems in detail, including relevant pathology, physiology, pharmacology, clinical skills and clinical presentations of disease. All content will be integrated. Additionally, Clinical Correlate sessions will introduce students to the relationship between individual systems, pharmacology and clinical medicine with emphasis on diagnostics, therapeutics and disease causation. These sessions will include didactic instruction, group problem-solving exercises and critical appraisal of the primary literature. This course covers the Reproductive and Gastrointestinal systems, and Pediatrics.  
**(13 credits; 196 hrs.)**

MED 812  
SYSTEMS & DISEASE III (CV/RESP/RENAL)

This course covers the Cardiovascular, Respiratory and Renal systems, and follows the structure described in MED 801 - Systems & Disease II.  
**(13 credits; 199 hrs.)**

MED 816  
CLINICAL SKILLS IV

After a review of the skills developed in Clinical Skills I–III, students will continue to develop their communication skills and ability to perform a complete history and physical exam. Physical exam skills will be reinforced by more in-depth instruction in the physical exam skills that correspond to the systems studied in Systems & Disease, concentrating on the integumentary, cardiovascular, respiratory, renal and neurological systems. Students will further develop their ability to complete a problem-focused history and physical exam. Documentation skills will focus on the complete history and physical exam with oral presentations and the patient notes for both a complete history and physical exam and a focused patient visit.  
**(6 credits; 96 hrs.)**

FIFTH SEMESTER – FIRST BLOCK

MED 901  
SYSTEMS & DISEASE IV (MSK/HEME/ IMMUNO/INTEG/MULTI)

This course covers the Hematologic, Immune, Integumentary and Musculoskeletal systems as well as 1 Multisystem disease. It follows the structure described in MED 801 - Systems & Disease II.  
**(12 credits; 189 hrs.)**

MED 916  
CLINICAL SKILLS V

After a review of the skills developed in Clinical Skills I– IV, students will continue to develop their communication skills and ability to perform a complete history and physical exam. Physical exam skills will be reinforced by more in-depth instruction in the physical exam skills that correspond to the systems studied in MED 901 -Systems & Disease V, concentrating on the gastrointestinal, endocrine, reproductive, and musculoskeletal systems. Students will further develop their ability to complete a problem-focused history and physical exam. Documentation skills will be further developed with focused patient visits, with additional instruction on medical order writing, diagnostic decision-making, and prescription writing.  
**(3 credits; 45 hrs.)**

MED 919  
RESEARCH CURRICULUM – CRITICAL APPRAISAL

Students will participate in the critical appraisal of contemporary medical literature, including publications representing various study designs as well as the incorporation of basic science principles. Selected primary literature will range from preclinical investigation through the various phases of clinical trials. Templates such as PICOT (population, intervention, comparison, outcome and time) will be introduced and utilized. This course will be integrated with the content presented in MED 901 - Systems & Disease V. Skills acquired in this course will allow students to successfully complete the research module, Research: Literature Review and Analysis (RLRA).  
**(1 credit; 14 hrs.)**



FIFTH SEMESTER –  
SECOND BLOCK

MED 918 FOUNDATIONS OF CLINICAL MEDICINE

This course utilizes daily live lectures and other materials to provide a structured, integrated review of the basic sciences. An emphasis is placed on understanding of disease processes and clinical problem solving. Students attend daily live lectures. Early in the course students are given a diagnostic pre-test to help identify problem areas and individualize learning goals.

Near the end of the course, every student is required to demonstrate proficiency by achieving a satisfactory score on a comprehensive exam covering the entire Basic Science curriculum before the school will certify that the student can take the USMLE Step 1 exam. This evaluation may be the Comprehensive Basic Science Exam (CBSE), which is designed by the NBME for this purpose, and/or another exam. **(16 credits; 241 hrs.)**

ELECTIVE COURSES

Elective courses are offered during the first five semesters. The objective of an elective rotation is to provide the student with a structured, in-depth experience in a subject matter that will contribute to the student’s basic science knowledge base and promote scientific inquiry skills. Electives are as follows:

MED 913  
EPIDEMIOLOGY AND PREVENTATIVE MEDICINE  
RESEARCH PROJECT

This elective allows the student to apply the principles of epidemiologic investigation to an independent clinical research project. Special attention is given to projects that will contribute to the health care needs and statistical database of the island of Saba. The student is expected to prepare a written report and give an oral presentation. **(1 or 2 credits)**

MED 923  
INDEPENDENT RESEARCH ELECTIVE

This elective allows the student to participate in a structured research project at the Saba Research Center at the Cove Bay facility. Students will participate in ongoing research projects with 1:1 faculty supervision or may propose their own project. The student is expected to prepare a written report as well as an oral presentation. **(2 credits)**



CLINICAL MEDICINE  
CURRICULUM

In concert with curriculum reform occurring in U.S. medical schools, Saba promotes the early introduction of students to learning interviewing skills and gaining experience developing relationships with patients.

Basic Sciences students may attend hospital clinics and make house calls to home-bound residents. To prepare students for clerkship duties, they are instructed in the Infection Control practices, and the HIPAA (confidentiality) regulations. Simple clinical skills including suturing, wound care, and blood drawing are also taught.

After successful completion of the Basic Sciences program, students enter the Clinical Medicine portion of their studies.

The 80-week Clinical Medicine component consists of a required eight week research module followed by 72 weeks of clinical clerkships through various medical specialties in hospitals within the United States and abroad that are affiliated with Saba University School of Medicine. Saba also has affiliations with teaching hospitals in the Dutch Caribbean, making it possible for Dutch Caribbean graduates to complete their entire medical degree within the same country.

During these clinical clerkships, students will work directly with physicians and hospital staff, conducting history taking, physical examinations, case presentations, laboratory analysis, and attending workshops, conferences and grand rounds.

During clinical clerkships, students will have 42 weeks of required core clerkships in Surgery, Internal Medicine, Pediatrics, Psychiatry, and Obstetrics and Gynecology. The remaining 30 weeks include elective clinical clerkships which students may select based upon their projected medical specialty.

All Saba students are required to complete four weeks of a Primary Care elective.

In order to successfully complete this portion of the MD program and receive school approval to take the USMLE Step 2 CK exam, which is necessary for graduation, students are required to demonstrate proficiency by achieving a satisfactory score on a comprehensive exam covering the Clinical Medicine curriculum, such as the Comprehensive Clinical Science Exam (CCSE) and/or another exam.





REQUIREMENTS FOR THE  
TRANSITION TO CLINICAL MEDICINE

Students must successfully complete the Basic Sciences curriculum and be recommended by the Pre-Clinical Medicine faculty to enter the Clinical Medicine portion of the curriculum. Other requirements for clerkships include:

- Application for professional liability insurance.
- Completed current immunization form.
- Participation in a clinical orientation session.
- Personal interview with Office of Clinical Medicine staff.
- Signed clinical contract.
- Signed consent form.
- Completed clinical preference questionnaire.
- Up-to-date curriculum vitae (typed).
- Clearance from Saba: Students completing the Basic Sciences or concluding studies for any reason must first obtain a financial clearance letter from the school's Administrative Office. Clearance signatures are required from the student's landlord, major utility company, and Satel N.V., the local telephone company. Without this form, it will be impossible to purchase a ticket from Saba to St. Maarten. The clearance form must be presented to the immigration officer at the airport before a student is permitted to board a flight. Holds may be placed for grade reports or transcripts for non-payment of expenses while in residence on Saba.

- Passing score on USMLE Step 1: Students are expected to take the USMLE Step 1 examination within three months of completing the Basic Sciences program. Students are only permitted to begin clinical clerkships after completing USMLE Step 1.
- Research: Literature Review and Analysis final paper approved by sponsor for presentation to committee.

RESEARCH: LITERATURE REVIEW AND  
ANALYSIS (REQUIRED)

The purpose of the Research: Literature Review and Analysis portion of the curriculum is to further develop students' abilities to evaluate and assimilate scientific evidence and to reinforce the skills required to critically appraise the ever-changing body of medical knowledge. These skills are essential to modern practicing physicians who will have to continuously improve their medical knowledge and clinical skills over the course of their career.

Students are expected to apply the knowledge and understanding from their Basic Sciences courses to analyze a current and complex medical care question, using evidence from published medical literature. As part of this course, students are required to write a paper that is evaluated by a faculty committee.

While working independently, students will interact on a regular basis with a sponsor who will provide oversight throughout the project including: selection of an appropriate topic; identification of relevant literature; formulating conclusions; and the preparation of a final paper. The sponsor will also review the written paper to ensure that it meets university standards prior to approval for submittal to the faculty committee for review. **(8 weeks)**

DESCRIPTION  
OF CLINICAL  
CLERKSHIPS

INTERNAL MEDICINE

Students build on skills acquired in physical diagnosis to include the completion of a thorough history and physical examination of primarily adult patients. Students will be a part of the clinical management team and given responsibilities for certain aspects of direct patient care under the close supervision of a preceptor. Students will have clerkship experiences in both inpatient and ambulatory care settings. Lectures will include the management of commonly encountered disease processes as well as an introduction to the use of diagnostic procedures. Students will be given direct assignments for research and expected to present them at clinical conferences. **(12 weeks)**

SURGERY

Students will be introduced to disease processes which require various levels of surgical intervention. Initially, students will be taught the policies and procedures of the operating room to include scrubbing and the maintaining of sterile technique. They will have opportunities to do pre-surgical histories and physical examinations. Opportunities will be provided for direct practice of simple procedures such as suturing, debridement and wound care. Students will be able to observe and assist during various procedures in the operating room and participate in the follow-up and treatment of the postsurgical patient in the hospital and in ambulatory practice settings. **(12 weeks)**

OBSTETRICS AND GYNECOLOGY

Students will be introduced to the normal course of pregnancy to include prenatal care, labor, delivery and the postpartum period. Students will be taught the fundamentals of a proper obstetric and gynecologic history and examination. Observation and participation in a number of live births will be provided.

Students will also have lectures and direct experience with various disease processes and complications of pregnancy and delivery. Students will learn the fundamentals of family planning and dealing with patients with sexually transmitted diseases. **(6 weeks)**

PEDIATRICS

This clinical rotation introduces the student to the challenging medical treatment of infants, children and adolescents. Students initially will learn to take histories and perform physical examinations on well infants and children in inpatient and outpatient clinic settings. The diagnosis and treatment of common illnesses will be emphasized, but the student will have an opportunity to learn about the more rare congenital as well as acquired disorders. **(6 weeks)**

PSYCHIATRY

In a primarily institutional setting, the student will learn about the major psychiatric illnesses such as schizophrenia, affective and anxiety disorders. Special emphasis will be placed on the difference between organic and functional mental illnesses through taking a proper psychiatric history and performing a mental status examination. Students will be instructed in the judicious use of major classes of psychotropic medications. **(6 weeks)**





FAMILY MEDICINE AND OTHER ELECTIVES

Students must have their elective clinical clerkships approved by the Office of Clinical Medicine prior to the beginning of the rotation. The total of elective clerkships must be a minimum of 30 weeks. Suggested length for electives is a four-week minimum and an eight-week maximum. All students must complete four weeks of a Primary Care Elective. Students who plan to practice in California or Texas must take four weeks of Family Medicine in a hospital having an appropriately credentialed residency training program.

Highly recommended electives include:

- Cardiology
- Family Medicine
- Dermatology
- Emergency Medicine
- Anesthesiology
- Intensive Care Medicine
- Neurology
- Pathology
- Plastic Surgery
- Radiology
- Urology
- Vascular Surgery

REQUIRED CORE CLERKSHIPS

CORE ROTATIONS

Internal Medicine	12 weeks
Surgery	12 weeks
Obstetrics and Gynecology	6 weeks
Pediatrics	6 weeks
Psychiatry	6 weeks
TOTAL:	42 weeks

CLINICAL PLACEMENT

Geographical mobility is required of all students in the Clinical Medicine program. Students are given an opportunity to fill out a geographical preference form prior to entering the Clinical Medicine program. Special consideration is given to engaged students, married students and students with school-age children. Scores on the USMLE Step 1 may also be taken into consideration, as some hospitals/medical centers have set cut-off scores for acceptance into a clinical rotation at their respective centers.

For students requiring visas, Saba University School of Medicine will make every attempt to place a student in a clinical rotation within an approved U.S. Hospital/Medical Center. This placement is subject to United States government regulations.

Clinical clerkships are scheduled through the Saba Office of Clinical Medicine. Students are not permitted to contact affiliated hospitals directly until official assignment to the site is received via a clerkship confirmation form. Special arrangements for electives or other clerkships should be cleared first through the Office of Clinical Medicine, which will provide proof of insurance and liaison contacts with the hospital or preceptor.

HOSPITAL AFFILIATIONS

Hospital affiliations in the United States are divided into major geographic areas: East, Southeast and the Midwest. Although the vast majority of Saba students complete their clinical clerkships in the United States and Canada, clerkships outside North America may be requested by a student who should organize and submit the details to the Office of Clinical Medicine for approval at least three months in advance. Saba graduates have participated in elective clerkships in Great Britain, Ireland, Israel, Australia, India, Dutch Caribbean, Africa, Central America and Bosnia.

PARTIAL LIST OF HOSPITAL AFFILIATIONS

The following is a partial list of major affiliated hospitals in the United States where Saba students regularly do clinical clerkships:

Aultman Hospital,	OH	O'Connor Hospital,	CA
Brentwood Behavioral Health,	LA	Rochester General Hospital,	NY
Bridgeport Hospital,	CT	Sheppard Pratt Hospital,	MD
Brookdale University Hospital & Medical Center,	NY	Sinai Grace Hospital,	MI
Cape Cod Hospital,	MA	Spring Grove Hospital,	MD
Good Samaritan Hospital,	MD	St. Agnes Hospital,	MD
Griffin Memorial Hospital,	OK	St. Luke's Hospital,	MO
Holy Cross Hospital,	MD	St. Mary's Health Center,	MO
Interfaith Medical Center,	NY	St. Mary's Hospital,	CT
Jewish Hospital of Cincinnati,	OH		
Leonard J. Chabert Medical Center,	LA		
Manatee Hospital,	FL		
Northern Virginia Mental Institute,	VA		



# POSTGRADUATE MEDICAL EDUCATION

The Clinical Medicine program staff at Saba University School of Medicine takes special pride in mentoring students for residency positions in the United States and other countries.

Students become eligible for the National Resident Matching Program in the United States by passing Step 1, Step 2CK and Step 2CS of the USMLE.

Each student is given individual attention and guidance throughout their application process. Personal statements are reviewed and a comprehensive Medical Student Performance Evaluation (MSPE), formerly known as the Dean's Letter, is written for residency training directors.

A partial list of Saba graduates' residency appointments is located at the end of this catalog.



## RESEARCH

The medical world is changing rapidly: new medical problems arise continually and scientific research develops worldwide. As such, the ability to think critically and apply scientific methodology, especially when assessing new developments, is essential to the practice of medicine. Research at Saba University School of Medicine, and its integration into its program of medical education, is designed to support these principles. To this end, the curriculum is designed to ensure that all graduates are able to:

- Integrate and apply their knowledge, understanding and problem solving abilities in new or unfamiliar environments within the context of medicine.
- Handle complexity and formulate judgments with incomplete or limited information.
- Understand the social and ethical responsibilities linked to the application of their knowledge and judgment.
- Communicate their conclusions, and the knowledge and rationale underpinning these conclusions, clearly and unambiguously.
- Continue to study medicine in what may be largely self-directed or autonomous settings.

The development of these competencies begins at the outset of the Basic Sciences curriculum through an introductory course focused on research skills and evidence-based medicine. Students continue their exposure to research throughout the basic sciences program where course directors and faculty are encouraged to incorporate the latest developments in medical research into their respective courses. Case presentations are also utilized as a means to teach students how biomedical research becomes part of patient care.

Prior to beginning their formal clinical training, students are required to complete a research module. In this required research module, the cornerstone of the research program at Saba, students choose a current and complex medical care question, develop an actionable hypothesis, research published literature and critically assess their findings under the guidance of a faculty mentor.

The research module culminates with a written paper in which students present their findings and formulate conclusions which are evaluated by a committee composed of faculty and deans.

In addition to the required research elements of the curriculum, Saba students are actively encouraged to pursue research projects independently and in conjunction with faculty members during the basic sciences and clinical medicine portions of their education. Each semester the school affords students and faculty the opportunity to publish and present their research projects to their peers at the institution. Saba also supports the publication and presentation of student and faculty research projects in various journals and other recognized forums.

### THE RESEARCH COMMITTEE

The Research Committee, consisting of faculty members, evaluates all proposals for research projects to be conducted at Saba. The committee reviews projects in the context of the desirability / feasibility of the proposal and the soundness of the experimental design.

### INSTITUTIONAL REVIEW BOARD

In addition to the Research Committee, the Institutional Review Board for Human Subjects (IRB) is responsible for the safety of human subjects. Its role is to see that:

- All elements of "Informed Consent" as defined by the National Institutes of Health of the United States have been met.
- The subjects will not be placed at risk.
- All subjects are fully aware of any conditions to which they may be exposed.

The IRB is made up of three members of the faculty and the Chief Medical Officer of Saba. No research project, clinical study or investigation that involves human subjects will be conducted in campus facilities without approval of both the Research Committee and the IRB.





# ACADEMIC POLICIES

## HONOR SYSTEM

Students are required to sign an honor code contract prior to matriculation, stating that he/she will maintain a high degree of personal honor and integrity during their medical training. The Student Honor Code is printed in the Student Handbook.

## ATTENDANCE

Regular, punctual attendance is mandatory of all students in Basic Sciences classes. Students who exceed the number of allotted absences are subject to academic review and penalty. Full attendance is required at all clerkships. Students are expected to make up days missed due to illness or other reasons.

## WITHDRAWAL

Withdrawal requests must be submitted in writing to the Associate Dean of Basic Sciences or the Associate Dean of Clinical Medicine. Basic Sciences students are required to submit an island clearance to the Administrative Office. Failure to comply may result in retention of student records.

## DISMISSAL

A student may be dismissed from Saba University School of Medicine for any of the following reasons:

1. Failure to maintain academic performance as determined by the Promotions Committee.
2. Cheating, plagiarism or other unethical academic conduct.
3. Violation of the laws or statutes of the island of Saba, Dutch Caribbean.
4. Demonstration of unprofessional behavioral or emotional instability which impairs judgment and/or represents a potential compromise to patient care.

## STUDENT GRIEVANCE: PROCEDURES AND APPEALS

Students seeking to resolve problems or complaints should first contact their instructor. Should a student desire to appeal a decision made by an instructor, he/she shall notify the appropriate Associate Dean in writing, stating the reason for the appeal and submitting any supporting documents relative to the appeal for review.

Students who feel that the grievance has not been adequately addressed by the Associate Dean should contact the Executive Dean in writing. (Refer to Student Handbook for more detailed information regarding appeals).

## EXAMINATIONS AND GRADING

Examinations are generally given in each Basic Sciences course every third Monday, while final exams are given at the end of each semester. Examinations are in a format compatible with that of the USMLE and will include laboratory and clinical skill assessment when appropriate. Oral examinations are an integral part of the clinical skills segment of the curriculum.

A score of 70% or higher is required to pass examinations in both the Basic Sciences and Clinical Medicine curricula.

## OFFICE OF THE REGISTRAR – TRANSCRIPT INFORMATION

Permanent records of each student enrolled at Saba University School of Medicine are maintained in the Office of the Registrar. The Office of the Registrar is responsible for all enrollment statistics, verification of attendance, management of all student records and issuance of transcripts and grade reports. Requests for transcripts must be submitted in writing directly to the Office of the Registrar. The fee is \$10 per transcript request. An online transcript request form can be downloaded from Saba’s website under the Forms section. E-mail, fax or phone requests will not be honored.

All transcripts sent directly to students will be marked “Issued to Student” and will generally not be considered official. Transcripts will not be released for students who have an outstanding financial obligation to Saba University School of Medicine. Students applying to ERAS are not charged a transcript fee. Transcript requests are normally processed within three business days.”

## LEAVE OF ABSENCE

Requests for a leave of absence may be granted for medical, personal, financial or academic reasons. Emergency leaves for a short period of time may be granted in cases of a serious illness or death in the family within 24 hours of written notification by the Associate Dean of Basic Sciences or Clinical Medicine, as appropriate. Students are required to give advanced written notification and must assume responsibility to complete course or clinical rotation requirements upon returning. Time missed during Basic Sciences studies will be counted as part of the 90% class attendance requirement. The maximum time granted for a leave of absence in the Basic Sciences is one academic semester (15 weeks).

For students who are receiving financial aid, notification will be submitted to the loan agencies for an approved Leave of Absence. Students who neglect to return to the program at the end of the leave of absence or who neglect to apply for an extension are subject to administrative withdrawal from Saba University School of Medicine.

Clinical Medicine students who take more than 30 days off during their clerkships must request in writing permission to the Associate Dean of Clinical Medicine. Students must specify dates and the reason for the request. Students who fail to request a leave of absence may be subject to immediate administrative withdrawal.

The Office of Clinical Medicine, the preceptor and the hospital’s Office of Medical Education must be notified immediately if a student has a personal emergency requiring absence from a rotation.

All time missed during a rotation must be made up to the satisfaction of the hospital’s Director of Medical Education or the preceptor.

## COURSE GRADES WILL BE BASED ON THE FOLLOWING CRITERIA:

A	90-100% = 4.0	Superior performance.
B	80-89% = 3.0	Good - commendable performance.
C	70-79% = 2.0	Satisfactory performance.
F	below 70%	Unsatisfactory - failing performance.
I	Incomplete	This indicates that a student was doing satisfactory work, but for nonacademic reasons (other than competencies) was unable to meet the full requirements of the course.
W	Withdrawn	This indicates that a student was permitted to withdraw without an academic grade penalty. Any student who withdraws on or before the drop date, as defined in the course syllabus, will receive a W.
WF	Withdrawn Failing	This indicates that a student was permitted to withdraw from a class after the drop date, as defined in the course syllabus, while failing the course.
WP	Withdrawn Pass	This indicates passing at the time of withdrawal without academic grade penalty.
T/C	Transfer Credit	Accepted transfer credits.
SCHEDULED		Approved clerkship - no grade awarded.
CURRENT		Clerkship in progress - indicates weeks but no grade.
PENDING		Clerkship complete - pending evaluation to enter grade.



EDUCATIONAL COMMISSION FOR FOREIGN  
MEDICAL GRADUATES (ECFMG) CERTIFICATION

Saba University School of Medicine prepares its students for the practice of medicine. Students should familiarize themselves with the licensure and certification requirements of the jurisdiction(s) in which they may wish to practice.

All students are required to sit for and pass the United States Medical Licensing Exam (USMLE) Step 1, USMLE Step 2 Clinical Knowledge and USMLE Step 2 Clinical Skills United States Medical Licensing Exam (USMLE), regardless of whether they intend to practice in the United States. In accordance with the school's regulatory and accrediting requirements, all students are further required to report their USMLE scores to the school, provide a consent allowing ECFMG to report their scores to the school, and provide a consent allowing the school to report their scores to the school's regulatory and accrediting bodies.

Information regarding the USMLE and the ECFMG Certification can be found at [www.ecfm.org](http://www.ecfm.org). Students may be permitted a maximum of two attempts for Step 1 and Step 2. Further approval requires a written appeal to the Student Promotions Committee.

STUDENT PROMOTIONS COMMITTEE

The Student Promotions Committee reviews every student's performance during and at the end of each semester. The Promotions Committee may take any of the following actions in regard to the student's standing in the medical school program:

1. All students accepted into the Saba medical curriculum with advanced standing will be placed on academic probation during their first semester.
2. The Promotions Committee may place a student on academic probation when it is determined that the student is experiencing academic difficulty or course failure. Faculty advisors are informed by the Promotions Committee of all students placed on academic probation at midterm and at the end of the semester.

The Assistant Dean of Student Affairs sits on the Promotions Committee and is responsible for monitoring the progress of all students on academic probation.

The Assistant Dean of student Affairs acts as a liaison between the Student Government Association and the Saba administration.

STUDENT SERVICES AND ADVISING

STUDENT SERVICES

Student health services will be maintained on the island of Saba for routine care. Clinical psychologists are available as needed.

The local physician will assess medical emergencies, and the student will be evacuated, if necessary, to the nearest appropriate facility.

Students should examine their individual health insurance plans to be sure medical evacuation is included in the policy. A modern medical-surgical hospital is available on St. Maarten for both inpatient and outpatient care.

SUBSTANCE ABUSE

The use, possession or distribution of illegal drugs carries serious penalties. Abuse of alcohol resulting in impaired performance or legal difficulties will be dealt with stringently.

Saba University School of Medicine recognizes health care professionals are at risk for substance abuse and will attempt to assist any student with substance abuse problems in a rehabilitative manner. The services of a psychiatrist and psychologist are available for such cases.

STUDENT ADVISING

Students in the first, second and third semesters are assigned a faculty advisor. Students in the fourth and fifth semester enter a group advising system that involves the fourth and fifth semester faculty and liaison personnel from the Office of Clinical Medicine. Faculty advisors are informed of all advisees failing courses at the midterm and are required to meet with the student. The grades of all assigned advisees are sent to each faculty member at the end of the semester.







## STUDENTS AWARDS

### DEAN'S LIST

Students who achieve a 4.0 grade-point average and are full-time students qualify for the Dean's List.

### HONOR'S LIST

Students whose grade point average is 3.75–3.99 and are full-time students qualify for the Honor's List

### DEAN OF BASIC SCIENCES AWARD

In recognition of the student with the highest academic class average during the Basic Sciences program.

### DEAN OF CLINICAL MEDICINE AWARD

In recognition of outstanding performance and academic excellence in the clinical science portion of training.

## CEREMONIES

### BASIC SCIENCES AWARDS CEREMONY

Fifth-semester students who have successfully completed all the Basic Sciences requirements must attend the Basic Sciences Awards Ceremony, which is held during the last week of classes each semester.

### COMMENCEMENT

A commencement exercise to celebrate the conferring of degrees is held annually in the United States. Students who have completed the graduation requirements in the preceding September, January and May semesters are expected to attend, but are not required to attend in order to obtain their degree.

## STUDENT RESPONSIBILITIES

### HEALTH INSURANCE

Students are required to carry health insurance coverage for the duration of their medical school program.

Proof of coverage is necessary upon matriculation and is required by hospitals prior to students beginning a clinical rotation. Information on individual and group policies is included in the student's acceptance packet or may be requested from the Admissions Office.

### MEDICAL EVACUATION AND REPATRIATION INSURANCE

This blanket insurance policy covers emergency medi-vac and repatriation. The premium is \$30 per student per semester and is included as part of the tuition fees. It is mandatory that all Basic Sciences students and dependents carry this insurance.

## LIABILITY INSURANCE

Students must carry liability insurance during the 72 weeks of their Clinical Medicine program. Application forms will be provided upon admission to the Clinical Medicine program.

### SMOKE-FREE ENVIRONMENT POLICY

Saba University School of Medicine is committed to the promotion of a healthy environment for all students. Smoking is not permitted within any of the medical school buildings, hospital, library, or other school facilities. Designated smoking areas are provided. Students are expected to adhere to hospital smoking policies during clerkships.

### CHANGE IN STATUS

If a student has a change in name, address, e-mail address, telephone number, financial situation, etc., it is the responsibility of the student to notify the appropriate official of any changes as soon as possible.







# STUDENT LIFE

## ARRIVING

New incoming students arriving by air or ferry will be provided with a complementary taxi ride directly to the dorm. Taxi services are available at the airport and port entry for students who have secured off-campus housing.

## DORM ARRANGEMENTS

We feel it is important for incoming unaccompanied students, single or married, to stay in dormitories during their first semester. Residing in the dorm will give students an opportunity to meet classmates, become oriented with the island and the school and form study groups that may lead to future roommates for off-campus housing.

There are two separate dormitories designed exclusively for Saba students. These fully furnished units are conveniently located within walking distance of the campus. The Matthew Dorm can accommodate up to 38 students based on double occupancy. Single units can be requested; however, space availability will determine approval. Each room is fully equipped with a private bath, walk-in closet, ceiling fan, air conditioning, refrigerator, microwave, twin bed, desk, chair and lamp. Laundry facilities are located on the bottom floor of the premises.

The Hillside Dorm features single rooms in quad units and houses 24 students. Each of the six quad units features a common living room and kitchen equipped with a full-size refrigerator, cabinets and microwave. A private bath is shared between two bedrooms. Each unit offers a walk-out balcony.

The Hillside Dorm is located adjacent to campus and provides air conditioning and on-site coin operated laundry faculties.

## SABA HOUSING

Approximately 80% of the medical students live outside the dorms. Apartments, private rooms, houses, and single rooms are available for rent throughout the island with single bedroom apartments starting at \$500 monthly. Three-and four-bedroom houses are extremely limited on Saba and rentals begin at \$1,000 and up, excluding utilities.

Fully furnished rentals generally include linens, towels, fans and utilities. Some apartments are especially designed for students and provide maid service. Students attending with large families should check with the medical school Housing Coordinator well in advance to discuss their housing needs.

The Housing Coordinator will provide assistance in locating suitable housing for those students arriving on Saba with a spouse or family. Contacts should be made approximately two months prior to matriculation.

## CAMPUS CAFETERIA

The campus cafeteria offers students and faculty breakfast and lunch during the week. The cafeteria is open Monday–Friday during school hours. Prices range from \$1.00 to \$6.00 including daily specials.

## CLOTHING

Summer cotton sportswear is appropriate for daytime activities all year round. A sweater or light jacket may be needed for the cooler winter evenings. Although formal wear is not required on Saba, certain social activities may require semi-formal attire. Students are required to maintain a respectable appearance on campus and within the Saban community.

The island of Saba is approximately 5 square miles. Saba University School of Medicine is located at The Bottom, the capital, which is also near the island’s harbor. Another major community is Windwardside, which also has restaurants and accommodations. The trip from the airport in the north to the campus is approximately 20 minutes.





**STUDENT ORGANIZATIONS  
AND RECREATION**

Saba has several student run organizations and intramural sports including basketball, soccer and hockey. Scuba diving and hiking are also popular among the medical students. Saban community.

**Student Government Association (SGA):**

The Student Government Association ratified a constitution in July 1995. The goal of the SGA is to promote self-improvement, to mediate and resolve student problems and to organize recreational activities. Each semester the student body elects a president, vice-president, secretary and treasurer. Class representatives to the SGA are elected from semesters 1-5 and serve on the SGA. Student Activity fees are allocated for SGA projects each term. The SGA sponsors numerous student events including a welcome party for new students and health-related projects for the island community. The officers meet regularly with the medical school administration to discuss student issues. Membership in the American Medical Student Association is actively promoted by the SGA.

**American Medical Student Association (AMSA):**

AMSA is a student-governed national organization that is committed to representing the concerns of physicians in training. AMSA deals with issues such as Universal Health Insurance, Global Health, Diversity in Medicine and Medical Education. AMSA strives to get students involved in medical topics as well as educate them to better prepare them for issues they will have to face in practice. AMSA is one of the largest student groups on campus and is actively involved in the Saban community, fundraising events and seminars.

**Significant Others of Saba (SOS):**

The SOS is a support network of spouses and significant others of medical students and faculty members. The organization elects officers each term and sponsors a number of projects including a formal banquet, a bulk food ordering program and a children's Halloween party. SOS members meet all new students with families and provide a survival kit of food and other necessities to help a family through the initial adjustment to island life.

**Women's Medical Student Association:**

The mission of this organization is to facilitate the integration of women into the field of medicine at all levels. It is dedicated to the enhancement of personal growth, promoting gender balance in administrative and faculty appointments and sponsoring education events for the Saba community to further the cohesion of all medical students. Officers are elected each term and meetings are held monthly.

**The Indian Student Association (ISA):**

The ISA promotes Indian culture and heritage among students, faculty, staff and the local population of Saba. Membership is free and open to all students of Saba. ISA encourages members from various cultural and ethnic backgrounds to share their cultural experiences with the group. Celebrations of important festivals and social events are sponsored by ISA throughout the school year.

**Muslim Student Association (MSA):**

The MSA encourages students in the learning and practice of traditional Islam. Apart from being a spiritual and social outlet, the MSA at Saba strives to support humanity both locally and abroad. The MSA hosts several special events such a welcome dinner for new incoming students and Eid in November and February.

Meetings are held monthly and are open to all students and spouses.

**Christian Student Organization (CSO):**

The CSO meets every Sunday for an informal student worship service. This Christian group is open to all students and is non-denominational and Bible-based. Students play musical instruments, and the worship service is led by fellow students.

**Saba Basketball Club:**

The Saba Basketball Club is dedicated to the mission of providing athletic opportunities to help foster the principles of sportsmanship, respect, fair play and teamwork which are essential on and off the court. All students can achieve by providing fun, enjoyment, and wellness to students who wish to engage in a physical activity. This extracurricular activity helps student to maintain good balance between activities and schoolwork.

**South Asian Student Society (SASS):**

The South Asian Student Society exposes Saba medical students and the Saban community to South Asian culture. This society helps educate the student body and faculty by providing an opportunity for South Asian students to demonstrate and learn more about their vibrant background. The SASS provides an opportunity for other people to participate in traditional South Asian celebrations and events that are held each semester.

**Student Interest Group In Neurology (SIGN):**

Since 2002, SIGN has fostered medical students interested in neurology by providing opportunities to participate in activities that may involve other universities and the Saban community. Becoming a member allows the individual to become more aware and involved in helping establish programs that are concerned with clinical and research-oriented neuroscience studies and information.

**African Diaspora Association (ADA):**

The African Diaspora Association mission is to share the African, Afro-American and Afro-Caribbean culture by raising awareness and/or assist in the community with respect to various school events and certain issues. Several meetings are held during the semester, and membership is open to students, faculty and staff.

**Canadian Student Society:**

The Canadian Student Society provides a forum for information pertinent to Canadian students studying medicine abroad. The society helps celebrate Canadian heritage and support students in their adjustment to Saba. Meetings are usually held twice a semester.

**Jewish Student Association Of Saba:**

The Jewish Student Association involves students in religious activities such as prayer, celebration of Jewish Holy Days, meetings and discussions to help students spiritually, educationally and socially.







# FINANCIAL INFORMATION

## TUITION PAYMENT POLICIES

All students are responsible for payment of tuition and fees in U.S. personal check, bank check or money order one month prior to matriculation into each new semester, whether into the Basic Sciences or Clinical Medicine program.

A \$750.00 deposit is due within thirty days of the date of the letter of acceptance. A student may request a refund within three days of receipt of the deposit. After the three-day grace period, the deposit is non-refundable and is applied to the first term Basic Sciences tuition.

All students entering into first semester must pay tuition 45 days prior to matriculation. If payment is made by check, the cancelled check will serve as the student's receipt. If a student remits a check that is returned because of insufficient funds, he or she must make any future payments to Saba University School of Medicine in the form of a U.S. bank check or money order.

Payment of all tuition and fees are due in full by the due date specified on the student bill. A \$35.00 fee will be imposed for a returned check.

Students will be billed approximately two months prior to the beginning of each new semester. Invoices are mailed to the permanent address on record for registered students.

Payments for a student's semester bill should be directed to the Bursar's Office. If a bill is not received, it is the student's responsibility to contact the Finance Office.

All fees for the Clinical Medicine program must be paid prior to graduation. Students whose account has not been paid in full, or otherwise cleared by the Finance Office, will be subject to cancellation of class enrollment.

Saba reserves the right to withhold all diplomas, degrees, official transcripts and any other documentation from any student with outstanding financial obligations (rates are subject to change without notice).

## TUITION AND FEES

### Effective for matriculants on or after the September 2021 Semester

Basic Sciences Tuition per Semester (Semesters 1-5)	\$19,480
Administrative Fee (Semesters 1-5)	\$6,770
Clinical Medicine Tuition per Semester (Semesters 6-10)	\$23,850
Administrative Fee (Semesters 6-10)	\$4,350
Part-Time Tuition per Credit Hour	\$660

### ADDITIONAL FEES AND DEPOSITS

Graduation Fee	\$500
Non-Refundable Tuition Deposit	\$750
Non-Refundable Administrative Fee	\$100
Returned Check (insufficient funds)	\$35
Malpractice Insurance (Semesters 6-10)	\$295
Transcript Fee	\$10
Visa Fee	\$175

The tuition and fees listed above apply to **matriculants on or after the September 2021 semester**. Saba University School of Medicine Board of Trustees reserves the right to change tuition and fees or to establish additional fees or charges whenever in their opinion such action is deemed necessary.

Tuition, fees and other expenses are listed in U.S. dollars, unless otherwise noted. Dormitory rates based at time of printing and are subject to change without notice.

Saba University School of Medicine Board of Trustees reserves the right to change tuition and adjust fees or to establish additional fees or charges.



Effective for matriculants on or before the May 2021 Semester

Basic Sciences Tuition per Semester (Semesters 1-5)	\$19,480
Administrative Fee (Semesters 1-5)	\$6,770
Clinical Medicine Tuition per Semester (Semesters 6-10)	\$21,650
Administrative Fee (Semesters 6-10)	\$4,350
Part-Time Tuition per Credit Hour	\$660

ADDITIONAL FEES AND DEPOSITS

Application Fee	\$75
Graduation Fee	\$500
Non-Refundable Tuition Deposit	\$750
Non-Refundable Administrative Fee	\$100
Returned Check (insufficient funds)	\$35
Malpractice Insurance (Semesters 6-10)	\$295
Transcript Fee	\$10
Visa Fee	\$175

The tuition and fees listed above apply, on the one hand, to **matriculants on or before the May 2021 semester** and, on the other hand, to **matriculants on or after the September 2021 semester** as the case may be. Saba University School of Medicine Board of Trustees reserves the right to change tuition and fees or to establish additional fees or charges whenever in their opinion such action is deemed necessary.

Note

- Students may incur additional surcharges for elective clinical clerkships as part of the Clinical Medicine portion of the program. Elective clerkships conducted at certain hospitals may require a surcharge to be paid by the student. While many elective clinical clerkship sites do not require a surcharge, those that do current range from \$50 - \$550 per week.
- Before students choose clinical sites for their clinical rotations, they will be provided a list detailing all surcharges per hospital, in order to ensure that all students can make informed decisions. This list is also available for all students upon request from the Office of the Associate Dean, Clinical Medicine.
- While Cost of Attendance budgets include an estimate for the surcharges, it is possible, based on the elective rotations selected by students, that the actual charge may exceed these estimates and thus not be included in financial aid budgets.

LATE FEES

Students will be assessed a late fee of US\$200 for tuition not paid on or before the tuition due date. Students whose tuition has not been received prior to the start of the semester will not be permitted to attend class.

DEFERMENT FEE

Assessed when a student requests and is granted postponement of matriculation to Saba. This fee is credited to the first semester’s tuition along with the initial deposit. The deferral fee must be received within 10 working days of the approved deferral.

TUITION AND FEES  
PAYMENT POLICY FOR FIRST  
SEMESTER STUDENTS

First-semester students must pay their tuition and fees (U.S. currency) in full 45 days prior to registration. Subsequent semesters’ tuition payments are due 30 days prior to the beginning of the semester. Credit card payments are not accepted. Please mail your check or money order made payable to:

c/o R3 Education Inc.  
One Jackson Place  
27 Jackson Road, Suite 302  
Devens, Massachusetts 01434 United  
States of America

TUITION REFUND POLICY

Tuition and fees shall be refunded in full, less an administrative fee of \$100, and the \$750 acceptance deposit, if notice of withdrawal is received prior to the first day of the semester. Tuition and fees shall also be refunded in full for the current enrollment period, less an administrative fee of \$100 and the acceptance deposit, under the following circumstances:

- Courses cancelled by the institution
- Involuntary call to active military duty
- Documented death of the student
- Exceptional circumstances, with approval of the President or designee of the institution

Refunds will be calculated by the Finance Office and will be refunded within (30) days of withdrawal.

The tuition will be refunded as follows:

- A refund of 100% of the tuition for which the student is obligated shall be issued if the student withdraws prior to the first day of the semester.
- A refund of 90% of the tuition for which the student is obligated shall be issued if the student’s last date of attendance is prior to the expiration of 10% of the period of enrollment for which the student was charged or obligated.
- A refund of 50% of the tuition for which the student is obligated shall be issued if the student’s last date of attendance is prior to the expiration of 25% of the period of enrollment for which the student was charged or obligated but more than 10%.
- A refund of 25% of the tuition for which the student is obligated shall be issued if the student’s last date of attendance is prior to the expiration of 50% of the period of enrollment for which the student was charged or obligated but more than 25%.
- In case of withdrawal after 50% of the period of enrollment, the student is obligated for full tuition and fees.

All monies paid by an applicant will be refunded if cancellation occurs within three business days after signing the terms of enrollment and making initial payment.

In order to be eligible for a tuition refund, students must obtain a financial clearance letter from the Administrative Office at Saba and a formal withdrawal form must be completed and authorized by the Dean.



FINANCIAL AID

We realize that attendance at medical school represents a significant investment for our students and their families. At Saba, we are committed to doing everything we can to make your medical education more affordable. This includes maintaining a cost-effective tuition that is substantially less than the average per-semester tuition among U.S. public medical schools, as surveyed by the American Association of Medical Colleges.

We work closely with students to take full advantage of scholarship and financial support options.

U.S. FEDERAL DIRECT LOAN PROGRAM

Saba University School of Medicine has been approved by the United States Department of Education for participation in the William D. Ford Federal Direct Loan Program. Qualified citizens and permanent residents of the United States may be eligible to receive funding from the Direct Loan programs to help pay for the cost of their education.

The Free Application for Federal Student Aid (“FAFSA”) must be completed to determine eligibility. Saba’s school code is G37803.

CANADIAN STUDENT LOANS

Canadian students are eligible for federal loans through the Ministry of Education Student Support Branch in the province of residence. (For example, Ontario residents are eligible for the OSAP loan.) Students may apply for up to 52 weeks of financial assistance annually. Canadian students should contact their individual province directly for information regarding additional requirements. Saba’s school code is: NUBP.

In addition, numerous banks provide student lines of credit to supplement or substitute for the provincial loan alternative. Some of these banks include CIBC, RBC, TD and BOM, among others.

REQUIRED EDUCATIONAL EQUIPMENT AND MATERIALS

MICROSCOPE

Microscopes are provided on campus. The binocular medical microscope has a 4-place objective, a graduated mechanical stage, a focusable substage condenser with iris diaphragm and light source of variable intensity.

MEDICAL APPAREL

Students must purchase their own medical apparel (i.e., laboratory coats, scrubs, short white coat, etc.).

COMPUTER

Students should consider bringing a laptop for note taking during classes. All lectures are presented using PowerPoint.

TEXTBOOKS

Students will be given a list of required textbooks and other equipment at the time of admission. A complete listing is available on the Saba website. Saba University School of Medicine reserves the right to change the book list.

To prevent unnecessary expenditures, it is suggested that students should purchase their textbooks one semester at a time.

LIVING ON SABA

CUSTOMS AND IMMIGRATION

Saba is considered a rabies-free island. Therefore, there are many rules and regulations pertaining to pets on Saba. All dogs and cats brought onto Saba from countries that have rabies, including the U.S. and Canada, are subject to a six-month detention and isolation (quarantine). An alternative 30-day home confinement maybe arranged provided that certain pre-arrival conditions have been met and all import permits have been acquired.

CURRENCY AND BANKING

The U.S. dollar and traveler’s checks are acceptable currency everywhere on Saba. Visa and MasterCard are also acceptable nearly everywhere. Banks on Saba are open on weekdays but closed weekends. The two banks on Saba are First Caribbean International Bank and the RBTT Bank, which are located in Windwardside. Students may have funds wire-transferred directly to the banks on Saba. ATM machines are located at the RBTT Bank in Windwardside and The Bottom, within close proximity of the Saba campus.

ELECTRICITY AND TELEPHONE

Electricity is based on the U.S. standard of 110 volts. Students bringing computers and other electronic equipment are encouraged to also bring a surge protector. Modern, direct-dialing, worldwide telephone service is standard on Saba. Nearly all hotels and government offices have fax machines.

CHURCHES ON SABA

Numerous religious denominations are represented on Saba. Some of the churches include Roman Catholic, Anglican, Seventh-Day Adventist, and Wesleyan Holiness.

CLIMATE

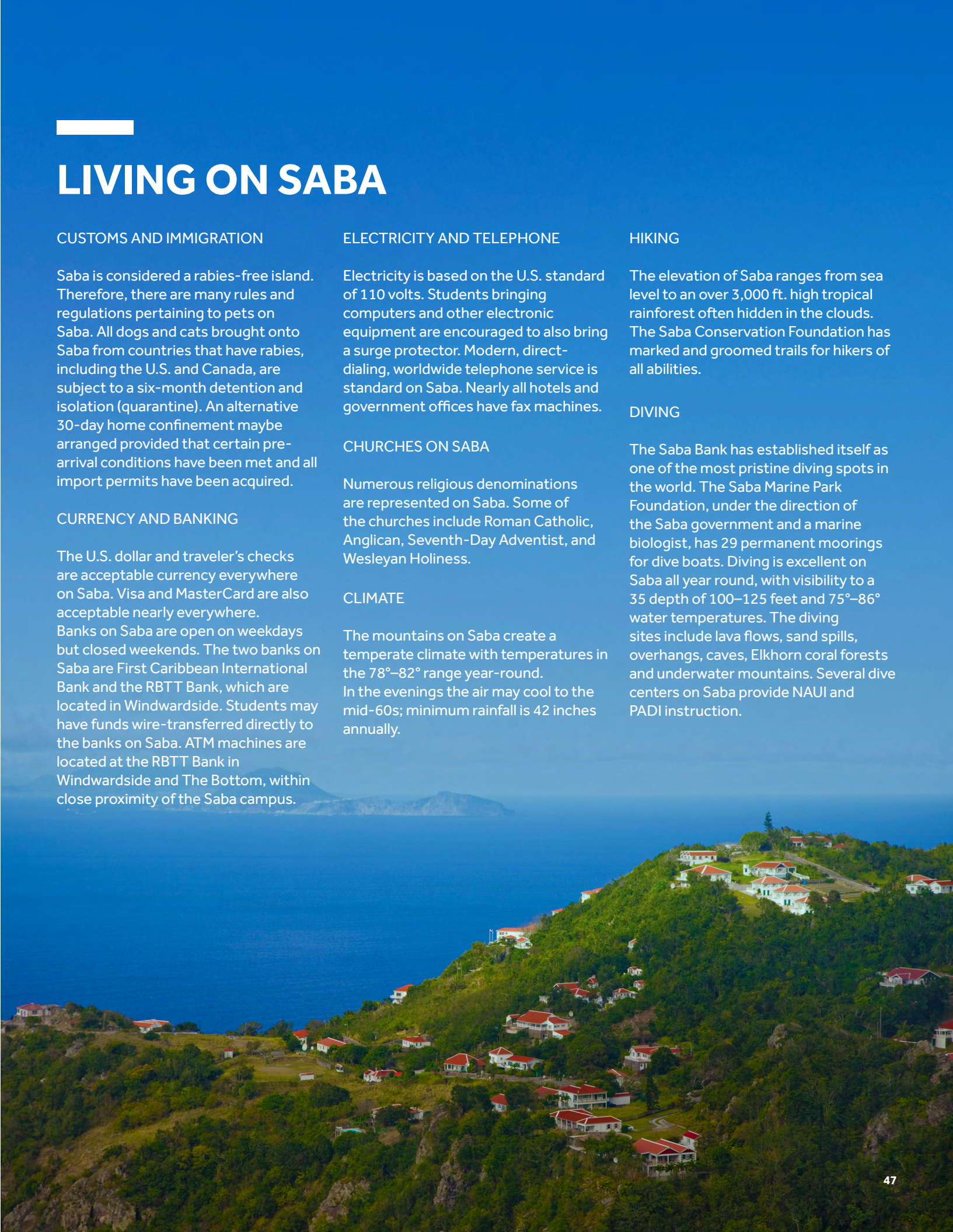
The mountains on Saba create a temperate climate with temperatures in the 78°–82° range year-round. In the evenings the air may cool to the mid-60s; minimum rainfall is 42 inches annually.

HIKING

The elevation of Saba ranges from sea level to an over 3,000 ft. high tropical rainforest often hidden in the clouds. The Saba Conservation Foundation has marked and groomed trails for hikers of all abilities.

DIVING

The Saba Bank has established itself as one of the most pristine diving spots in the world. The Saba Marine Park Foundation, under the direction of the Saba government and a marine biologist, has 29 permanent moorings for dive boats. Diving is excellent on Saba all year round, with visibility to a 35 depth of 100–125 feet and 75°–86° water temperatures. The diving sites include lava flows, sand spills, overhangs, caves, Elkhorn coral forests and underwater mountains. Several dive centers on Saba provide NAUI and PADI instruction.





PUBLIC SCHOOLS AND  
EDUCATION FOR CHILDREN ON SABA

Public schools for grades kindergarten through high school are available on Saba. All classes are taught in English. Medical students with children are encouraged to make contact with the school principal well in advance of their arrival on Saba to facilitate their children’s matriculation in public school. The following information should be useful for those medical students with dependent school age children. Website: [www.geocities.com/sacredheartprimaryschool](http://www.geocities.com/sacredheartprimaryschool)

ELEMENTARY SCHOOL  
KINDERGARTEN AND GRADES  
THROUGH 6

Sacred Heart Primary School located in St. John’s on Saba. Classes are from 7:30 a.m. to 12:45 p.m. daily. Subjects covered are language arts, reading, mathematics, social studies, science, art, music, physical education, drama, religious education and foreign languages. Transportation to and from school is provided free. Tuition is approximately \$100.00 per child per year.

SECONDARY SCHOOL

Saba Comprehensive School, located in St. John’s on Saba. Classes extend from 7:15 a.m. to 2:00 p.m. daily. Some of the subjects covered are English, physical education, mathematics, physics, computer studies, geography, business, accounting, art, foreign languages and history. Transportation to and from school is provided free. Tuition is approximately \$250.00 per year. Website: [www.scsSaba.com](http://www.scsSaba.com)

DAYCARE SERVICE

Sacred Heart Primary School located Located in The Bottom is a very nice daycare center. Cost for children attending Laura Lindsay Day Care Center is \$110 or 200 Guilders monthly. Breakfast and lunch are included. Open daily from 7:30 a.m. to 5:30 p.m.

CHILD FOCUS FOUNDATION

Provides after-school activities. Website: [www.childfocusSaba.org](http://www.childfocusSaba.org)

SABA MARINE PARK  
HYPERBARIC FACILITY

Saba is very fortunate to be one of the locations in the Caribbean to have a Hyperbaric-Recompression Chamber. This hyperbaric facility is administrated by the Saba Marine Park authorities and is under the medical direction of a Saba faculty member. It is run entirely by volunteers, most of whom are medical students at Saba and local community residents.

SHOPPING, SIGHTSEEING,  
AND SAILING

Duty-free shopping on both Saba and St. Maarten is a must. St. Maarten, less than 15 minutes from Saba, has a population of more than 40,000 residents, hundreds of restaurants, world class hotels, and is surrounded by white, sandy beaches. Sailboats are readily available on St. Maarten for day sailing between the islands.

TRANSPORTATION

AIR TRAVEL

All travels to Saba must first connect in St. Maarten (SXM). There are several major commercial international airlines that offer daily flights from the United States, North America, South America and Europe. Winair offers five or more daily direct flights to Saba’s Juancho E.Yrausquin Airport. The short trip between St. Maarten and Saba is approximately 15 minutes by air.

FERRY SERVICE

Travelers can choose between two ferry services located on St. Maarten. Dawn II travels between Fort Bay, Saba and Dock Maarten in Philipsburg, St. Maarten three times a week on Tuesday, Thursday and Saturday. The Edge offers departures Wednesday through Sunday at 9:00 a.m. from Simpson Bay/Pelican Marina in St. Maarten. Travel by ferry from St. Maarten to Fort Bay, Saba is approximately one hour.

TRANSPORTATION ON SABA

Taxis and small vans are readily available for newcomers to Saba. However, once you become a familiar face on the island, local residents will always give you a ride in their direction. Given the small size of Saba, getting around the island should not present a problem. Saba has several school vans that provide transportation to and from class for students living off-campus.

SABA CALENDAR OF EVENTS

The following holidays are observed on Saba. On these legal holidays, business offices, banks and most shops are closed. Visit the Website [www. Sabatourism.com](http://www.Sabatourism.com) for additional information.

JANUARY

New Year’s Day

APRIL

Good Friday

Easter Sunday

Easter Monday

Coronation Day &  
Queen’s Birthday

MAY

Labor Day

JUNE

Ascension Thursday

JULY

Saba Summer Carnival Festival

Saba Grand Carnival Parade

Carnival Monday

OCTOBER

Antillean Day

DECEMBER

Saba Days “Mini Winter Carnival”  
(first Friday of the month)

Christmas Day

Boxing Day





# INSTITUTIONAL COMPLAINTS

Students should seek to resolve academic matters through the Student Grievance: Procedures and Appeals policy outlined in the Saba University School of Medicine Catalog.

In the event a student has a complaint regarding a disciplinary action that has not been resolved by Saba University School of Medicine through the Disciplinary Procedures, the student may contact the state in which they reside. A complete list of state agencies, may be found on the [saba.edu](http://saba.edu) website through the Student Consumer Information page.

For other institutional matters, students are encouraged to address complaints that they may have concerning Saba University School of Medicine through a meeting with the Saba personnel directly involved with the issue that is the subject of the complaint.

In the event the student is unable to resolve their complaint in this manner, the student may submit a written complaint to the Assistant Dean, Student Affairs.

If a student complaint is associated with the institution's compliance with academic program quality and accrediting standards, they may file a complaint with the Dutch-Flemish Accreditation Organization ("NVAO"), the agency that accredits Saba's program of medicine.

The NVAO will only consider complaints which have not been resolved satisfactorily at the institutional level. The contact information for NVAO is:

NVAO  
Parkstraat 28  
2514 JK The Hague  
Netherlands  
Postbox 85498  
2508 CD The Hague  
Netherlands

T: +31 (0)70 312 2300  
Email: [info@nvaio.net](mailto:info@nvaio.net)  
Website: [www.nvaio.net](http://www.nvaio.net)







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