

**ETD Form Instructions  
for School of Medicine Graduate Students**

1. Students should initiate this form only after successfully defending their thesis/dissertation, uploading their final revised document to Scholars Compass, and getting verbal approval from their Advisor. Students can access the form here: <https://graduate.vcu.edu/current-students/progress-to-degree/electronic-thesis-and-dissertation/> Students should follow all instructions in the above URL and in this document.
2. Specific instructions for School of Medicine graduate students are:
  - a. Under “Program Director”, type the name of your program director and his/her email address from the table below
  - b. **Under “School/College Dean/Designee”, type Michael Grotewiel (name) and michael.grotewiel@vcuhealth.org (email)**

| Program                   | Level | Program Director | Program Director email         |
|---------------------------|-------|------------------|--------------------------------|
| Anatomy and Neurobiology  | MS    | Kimberle Jacobs  | kimberle.jacobs@vcuhealth.org  |
| Biochemistry              | MS    | Tomasz Kordula   | tomasz.kordula@vcuhealth.org   |
| Human Genetics            | MS    | Daniel Bullard   | daniel.bullard@vcuhealth.org   |
| Microbiology & Immunology | MS    | Lisa Shock       | lisa.shock@vcuhealth.org       |
| Medical Physics           | MS    | William Song     | william.song@vcuhealth.org     |
| Physiology & Biophysics   | MS    | Carlos Escalante | carlos.escalante@vcuhealth.org |
| Pharmacology & Toxicology | MS    | Keith Shelton    | keith.shelton@vcuhealth.org    |
| Biochemistry              | PHD   | Tomasz Kordula   | tomasz.kordula@vcuhealth.org   |
| Human Genetics            | PHD   | Daniel Bullard   | daniel.bullard@vcuhealth.org   |
| Microbiology & Immunology | PHD   | Lisa Shock       | lisa.shock@vcuhealth.org       |
| Medical Physics           | PHD   | William Song     | william.song@vcuhealth.org     |
| Neuroscience              | PHD   | Andrew Ottens    | andrew.ottens@vcuhealth.org    |
| Physiology & Biophysics   | PHD   | Carlos Escalante | carlos.escalante@vcuhealth.org |
| Pharmacology & Toxicology | PHD   | Keith Shelton    | keith.shelton@vcuhealth.org    |
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