

Master of Public Health Application for Admission Instructions

Application deadline is **December 1 Priority and January 15 Final**
Program to start the first week of August 2010.

The Master in Public Health (MPH) program is intended for individuals with an interest in disease prevention and community health. Students will gain substantial knowledge of behavioral, social/cultural and environmental factors that influence health. Medical students typically obtain an MPH in an academic year between their second and third year of the usual medical curriculum. We recommend that students plan for five or six quarters, i.e., all or part of a second year. We recognize that some persons may need to take a slower pace because of work or other responsibilities. Currently, coursework is scheduled on a traditional basis during the normal work day. However, we anticipate alternate schedules and distance-learning opportunities in the near future.

ADMISSION CRITERIA

The University of California offers admissions to those applicants who appear to have the highest potential for graduate study and who, with the benefit of graduate education, are most likely to contribute substantially to their academic or professional fields through teaching, research or professional practice. The University views as a high priority the enrollment of men and women from different backgrounds and demographic groups.

Admission decisions are based on the quality of the applicant's academic degrees and record, the personal statement of goals in public health, letters of recommendation from professors or professionals familiar with the applicant's work, performance in aptitude and achievement tests, relevant work experience, and preparation in the proposed field of study. Specific admissions requirements are listed below:

ADMISSIONS REQUIREMENTS

1. Applicants must have a baccalaureate degree from an accredited institution with at least a 3.0 grade-point average (GPA) on graduation. Degrees must be conferred before the program starts in August. An official transcript is required from each undergraduate or graduate institution you attended. Order one official transcript from each college or university you have attended to be sent to you or the MPH program office. You must turn in all required official transcripts (and their English certified version, if applicable) by the application deadline. Transcripts must be official. (All application materials, including transcripts and GRE scores, become the property of the MPH Program and cannot be borrowed, photocopied, returned to applicants, or sent elsewhere.)
2. Applicants must be in a good academic standing and must disclose any past or present academic misconduct, institutional actions, felonies and misdemeanors.
3. The following prerequisite courses are required for admission
 - Mathematics (equivalent at least to UC Davis' pre-calculus Math 12),
 - Biological Sciences (equivalent at least to UC Davis' Biology BIS 1A and 1B or 2A and 2B courses),
 - Social Sciences (for example, courses equivalent to UC Davis' General Psychology PSC 1, or Cultural Anthropology ANT 2, Principles of Microeconomics ECN 001A, or Introduction to Sociology SOC 1 courses),
 - At least one course in chemistry recommended (for example, courses equivalent to UC Davis' General Chemistry CHE 2A).

4. Complete and submit results from the Graduate Record Exam (GRE). For reporting scores, use the Institution Code: 4834 and Department Code: 0616. Applicants must take the GRE by the December test date to insure the scores arrive by the application deadline. The only exception to the GRE requirement is that MCAT scores may be submitted, in lieu of the GREs, by current students in, or recent graduates of, a US or Canadian MD/DO degree program. All GRE and MCAT scores must be taken within 7 years of application. There is no minimum for test scores.

The GMAT is accepted from current students in, or recent graduates of, a US MBA program.

The Graduate Record Examination (GRE) is administered by the Educational Testing Service (ETS), CN 6000, Princeton, NJ 08541-6000; (609) 921-9000. You can contact the ETS directly via email at gre-info@ets.org. Both the GRE and ETS are available on the Internet.

5. Students for whom English is not the native language are required to take the TOEFL and achieve a minimum score of 600 (paper examination), 213 (computer-based examination) or 82 (internet-based examination). Information and an application for the TOEFL can be obtained at most US Consulates or at TOEFL® Services, Educational Testing Service, Post Office Box 6151, Princeton, New Jersey, 08541-6151, U.S.A. E-mail to: toefl@ets.org or on the internet at: <http://www.toefl.org>. For reporting scores, please use Institution Code 4834, Department Code 50.

6. CV and or Resume listing your experience and background in public health.

7. A Personal Goals Statement describing your interests and professional goals as they relate to public health, and how you plan to use the MPH in your career.

8. Three academic or professional recommendations (in English) are required. Letters of recommendation can be submitted electronically through the online application. Hard copies of letter are still being accepted, but we recommend you submit them through the online application.

The MPH program cannot review an application until all of the above application components are received. Inquiries concerning application procedures or any other aspects of the program and requests for forms for admission to the MPH should be directed to the address below. Applications are reviewed by the Admissions and Advancement Committee. An interview may be required. A letter of admissions, wait listing, or denial will be sent in the late winter or early spring.

Send completed supplemental application materials and inquires to:

Amber Carrere, M. Ed.
Student Affairs Officer
Master of Public Health, UC Davis
Department of Public Health Sciences, MS1C
One Shields Ave.
Davis, CA 95616

PHSInstAffairs@phmail.ucdavis.edu

Certification of Finances for Academic Career Form: If you are a foreign student, the Certification of Finances Form must be submitted upon admission.

Application Form: We highly recommend that you apply for admissions using our online application (http://mph.ucdavis.edu/Admissions/Application/app_login.php). For applicants submitting the paper application, the completed application, along with all other application materials including official transcripts from each college and university you have attended, must be mailed directly to the MPH Program at the address on page one of this application, by December 1 priority deadline or January 15 final deadline.

Social Security Number: The social security number you provide will be used by the University to verify your identity and will be reported to the Internal Revenue Service pursuant to the Taxpayer's Relief Act of 1997. Disclosure is mandatory. This notification is provided to you as required by the Federal Privacy Act of 1974. The University's record-keeping systems related to this application were established prior to January 1, 1975, pursuant to the authority granted to The Regents of the University of California under Article IX, Section 9, of the California Constitution. Your Social Security Number and other information from your application may be provided to educational research agencies for the purpose of conducting research and analysis related to California higher education. This information will be treated confidentially and will not be released to the public. If you do not have a Social Security Number, leave this blank. If you are a United States citizen and do not have a Social Security Number, apply for one through the nearest district Social Security Office and notify the Admissions Committee

when you receive it. If you are not a United States citizen and live in another country, you do not need to obtain a Social Security Number.

Statistical Information: The information requested in this section will be used for statistical analysis only. It will not be used in your admission evaluation and will have no bearing on your eligibility for admission. Providing this information is optional. *(The term “American Indian/Alaska Native” refers to an individual who is identified with an Indian tribe, band, or other organized group of Indians, including those groups currently or formerly recognized by the federal government, and/or recognized by the state in which they reside. For more information, contact the EOP at UC Davis. Please specify tribal affiliation in space provided.)*

INSTITUTIONAL ACTION, ACADEMIC MISCONDUCT, PROBATION, SUSPENSION AND DISMISSAL

You must answer Yes to this question if you were ever the subject of any institutional action resulting from unacceptable academic performance or a conduct violation, even if such action did not interrupt your enrollment or require you to withdraw. This includes probation, suspension and /or dismissal. You must answer Yes even if the action does not appear on or has been deleted from your official transcripts due to institutional policy or personal petition.

If you are not certain whether or not you have been the subject of an institutional action, probation, suspension or dismissal, contact the registrar, student affairs office or the appropriate party at the institution for confirmation of your record.

Applicants who become the subject the subject of an institutional action, suspension, or dismissal after certifying and submitting the MPH application must inform the program office that an action has occurred.

If you answer Yes, you may use the provided space beneath the question to explain; this space is 1325 characters or approximately one-quarter of a page in length. You can also use the space provided to tell us anything else regarding your academic background that you think is important. You will receive an error message if you exceed the allotted space.

Failure to provide accurate information in answering this question or, if applicable, in completing the form provided by the school, may result in withdrawal of an offer of acceptance or removal from the program.

FELONY AND MISDEMEANOR

You must answer Yes to this question if in the last ten (10) years you have been convicted of a Felony or Misdemeanor Crime.

If you answer Yes, you may use the provided space beneath the question to explain; this space is 1325 characters or approximately one-quarter of a page in length. You will receive an error message if you exceed the allotted space.

You must inform the MPH program office if you have been charged, convicted, or pleaded guilty or no contest to, a Felony and/or Misdemeanor crime after the date of submission of your application and prior to your matriculation into the MPH program. Your communication must be in writing and must occur within ten (10) business days of the occurrence of the criminal charge.. Failure to provide accurate information in answering this question or, if applicable, in completing the form provided by the school, may result in withdrawal of an offer of acceptance or removal from the program.

FINANCIAL SUPPORT FOR GRADUATE STUDY

Financial Aid is awarded on the basis of demonstrated financial need, and is administered by the School of Medicine Financial Aid Office. Aid is only available to US citizens, or eligible noncitizens. Financial Aid information, forms, contacts, and resources may be found at the following website: <http://www.ucdmc.ucdavis.edu/ome/finaid/>. To determine eligibility for financial aid, UC Davis uses the **Free Application for Federal Student Aid (FAFSA)**. File the FAFSA between January 1 and March 1. Although UC Davis has a priority filing deadline of March 1, it is best to submit your application as early as possible. Applications will be accepted on a first come, first serve basis until funds are exhausted. **[Current medical and veterinary students please note:** You may not receive the same financial aid package for the MPH program as you do currently for your MD/DO or DVM program. In addition, aid packages for the MPH program are based on an 11 month budget since the program begins in early August. You will not receive aid for July living and transportation expenses unless you take an elective in July for your MD/DO or DVM program. See the appropriate personnel regarding how an additional elective might make you eligible for the additional aid for July.]

GENERAL DEGREE REQUIREMENTS

Academic Standing: Students must maintain at least a B-minus (2.7) grade in each core course AND a GPA of at least 3.0 for all core courses combined AND a GPA of at least 3.0 for all courses combined that are applied to the MPH degree. (A=4, B=3, C=2). Students with grades below these expectations will be placed on Academic Probation status. Students will have the opportunity to either repeat courses with a grade of C+ or lower the following year or take an alternate course with the approval of the Program Director. Students on Academic Probation will be reviewed by the Advancement Committee, which will recommend a course of action that may include permission to continue or disenrollment.

Registration and Residency Policies: Upon matriculation in the program, MPH degree candidates are expected to be in residence for four continuous quarters at UC Davis. Students are expected to register full-time each quarter, and to complete the degree in one year. However, leaves are granted for causes such as illness, family problems, and uncertainty regarding educational goals. Students who do not register and fail to have a leave approved by the Program Director are not guaranteed readmission at a later date.

Course Requirements: MPH degree candidates must complete all 56 units of the program. Of this, 37 units are required courses and 19 units are electives. The required courses and the quarters in which they are offered are:

Summer	SPH 290	Topics in Public Health	1 unit
	SPH 210	Public Health Informatics	2 unit
	MPM 402	Medical Statistics I	4 units
Fall	SPH 290	Topics in Public Health	1 unit
	EPI 205A	Principles of Epidemiology	4 units
	SPH 262	Principles of Environmental Health Science	3 units
	MPM 403	Medical Statistics II	4 units
Winter	SPH 290	Topics in Public Health	1 unit
	SPH 273	Health Services Administration	3 units
	SPH 222	Social and Behavioral Aspects of Public Health	3 units
	SPH 297	Public Health Practicum	2 unit
Spring	SPH 290	Topics in Public Health	1 unit
	SPH 297	Public Health Practicum	8 units
Required courses			37
Electives			19
TOTAL Required Units for MPH Degree:			56 units

Transfer and Waiver of Credit: Requirements can be waived if students have taken the courses previously at UC Davis or at another institution based upon the following policy: With the consent of the Program Director, some work taken elsewhere can be credited toward degree requirements. The limit for the transfer of such credit is six units FROM AN ACCREDITED non-University of California institution or up to 24 units from a University of California campus. Units accepted in transfer may not have been used to satisfy the requirements for another degree. Students should file a "Request for Transfer or Waiver of Credit" form after they have been admitted.

FEES AND EXPENSES

Projected fees for 2010-2011 are not yet available. The following table indicates anticipated 2009-2010 annual fees for full-time graduate students at UC Davis. Because fees are subject to gubernatorial, legislative and Regental action, these fees may change without notice. The most recent fees are posted at: <http://www.ormp.ucdavis.edu/studentfees/projectedfees.html>

2009-2010 ESTIMATED STUDENT EXPENSE BUDGETS

(Changes in the Higher Education Amendments of 1986 allow both single and married students the same budget. If income and benefits are not adequate to support dependents, students should talk with the Medical School financial aid director.)

	MPH (11 months)
Fees	\$17,460
Books and Supplies	\$ 1,419
Housing	\$ 9,117
Food	\$ 4,076
Personal	\$ 2,598
Transportation	\$ 2,692
TOTAL	\$37,362

In addition to the above fees, out-of-state students pay \$12,245 out-of-state tuition and \$312 additional Educational Fee per academic year.

¹ All graduate students are required to purchase the Student Health Insurance Plan (SHIP) unless proof of comparable coverage is presented to the UC Davis Student Health Center. For more information, review their site at <http://healthcenter.ucdavis.edu>

* Students may purchase the summer session II health insurance. This is not included in the above budget. See the MPH program office for more details.

² All students are classified as either residents or nonresidents of California. For information on establishing legal residence for tuition purposes, contact the UC Davis Residency Deputy at: (530) 752-4749 or the General Catalog for the University (appendix).

Although living expenses vary considerably with individual preferences, the following minimum budget figures may be used to estimate living expenses. These estimates are in addition to the fees listed above, and are for the 11 months of enrollment (August to June). Budgets are subject to change:

Living Expenses	MPH (11 months)
"Personal" category	
Medical/Dental/Optical	\$ 500
Clothing/Toiletries	\$1,217
Recreation/Incidentals	\$ 881
	TOTAL \$2,598

NOTE: Personal category does not allow for appliance, television, or furniture purchases; moving expenses; home improvement or repairs; or contributions to charities or other organizations.

FREE SCHOLARSHIP SEARCH SERVICES ON THE INTERNET

A number of free scholarship search services are available on the Internet; the Financial Aid Information page at www.finaid.org provides links to many of these services. You should plan on using these free services early, as many scholarships have deadlines between January and April for funds awarded the following fall.

CHECKLIST FOR APPLICATIONS:

- ___ MPH Online Application, or paper application (pages 1-3)
- ___ One-page statement of applicant's goals in public health. Save the file with your first, last and middle initial.
- ___ CV (optional in place of answer to "Professional Background" question on page 3 of application)
- ___ A copy of GRE, MCAT, GMAT test score results (official copy to be mailed directly to the MPH Program)
- ___ TOEFL scores, if required
- ___ Official transcripts from every institution attended (and their English certified version, if applicable)
- ___ Signature and date on paper or electronic application
- ___ Current UC Davis medical and veterinary students should sign the "Release of Information" on the application
- ___ Make a copy of your application for your records
- ___ Online letters of recommendations or send hard copies directly to the three references, with envelopes addressed to the MPH Program
- ___ Financial aid applications, if applicable

REQUIRED FEDERAL NOTIFICATION

NOTICE OF AVAILABILITY OF THE UC DAVIS CAMPUS SECURITY REPORT

As provided by the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998*, you are entitled to request and receive a copy of the Security Report for the University of California, Davis, campus. The report includes statistics for the past three years concerning crimes and incidents reported to campus security authorities (whether the crime occurred on campus, in off-campus buildings or property owned or controlled by the University, or on public property adjacent to campus). The report also provides campus policies and practices concerning security – how to report sexual assault and other crimes, crime prevention efforts, policies/laws governing alcohol and drugs, victims' assistance programs, student discipline, campus resources, and other matters. You may obtain a copy of this report online by accessing the following Internet address: <http://police.ucdavis.edu/subpage/CrimeStats1.htm> , or by submitting a request to the UC Davis Information Practices Officer as indicated below:

v **STUDENT PRIVACY RIGHTS** under the federal Family Educational Rights and Privacy Act (FERPA) include procedures for inspection, correction, and disclosure of information in student records and describe what "directory information" is, the consequences of blocking release of directory information, and procedures for imposing/removing such a block: <http://myadmissions.ucdavis.edu/>

v **STUDENT FINANCIAL ASSISTANCE**, including the availability of scholarships and financial aid programs (e.g. how to apply, eligibility criteria, award criteria, and rights/responsibilities of aid recipients): <http://faoman.ucdavis.edu/>

v GENERAL INFORMATION	http://www.ucdavis.edu/
v costs of attendance	http://www.ormp.ucdavis.edu/studentfees/
v academic programs	http://registrar.ucdavis.edu/UCDWebCatalog/Programs.html
v special services for disabled students	http://drc.ucdavis.edu/services.html
v Financial Aid Office phone contact	http://www.ucdmc.ucdavis.edu/ome/finaid/ http://financialaid.ucdavis.edu/graduate/Contact/qcontacts.html
v withdrawal procedures and locations where students can complete a withdrawal from school	http://www.ucdmc.ucdavis.edu/ome/studentaffairs/ http://registrar.ucdavis.edu/UCDWebCatalog/academicinfo/leaving.html
v refund policies	http://registrar.ucdavis.edu/csrg/fees.html
v return of aid rules	http://www.ucdmc.ucdavis.edu/ome/ http://financialaid.ucdavis.edu/graduate/Forms/gradforms3.html
v accreditation	http://registrar.ucdavis.edu/UCDWebCatalog/appendix/accredit.html

If you do not have access to the Internet, you may obtain the above information by submitting a written request to the UC Davis Information Practices Officer, indicated below, labeling the outside of the envelope as an "Information Request" and specifying the kinds of information requested.

UC Davis Information Practices Officer, Office of Administration,
University of California, Davis, One Shields Avenue, Davis, CA 95616

COMPLIANCE STATEMENT ON CAMPUS POLICY OF NONDISCRIMINATION

The University of California, in accordance with applicable Federal and State Law and University policy, does not discriminate on the basis of race, color, national origin, religion, sex, disability, age, medical condition (cancer-related), ancestry, marital status, citizenship, sexual orientation, or status as a Vietnam-era veteran or special disabled veteran. The University also prohibits sexual harassment. This nondiscrimination policy covers admission, access, and treatment in University programs and activities. Inquiries regarding the student-related nondiscrimination policies for the UC Davis campus may be directed to the Office of Student Judicial Affairs: 530-752-1128.