



Council on Education for Public Health

Master of Public Health Student Program Manual

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Table of Contents

Executive Summary	5
1.0 Background	5
1.1 About the MPH Program	5
1.2 What is Public Health	6
1.3 Career Opportunities in Public Health	7
1.4 Department of Public Health, Brody School of Medicine	8
2.0 Description of the MPH Program	8
2.1 Mission and Objectives	8
2.2 Graduate School Admissions	8
2.2.1 Regular Admission	9
2.2.2 Admission by Exception	9
2.2.3 Provisional Admission	9
2.3 Detailed Application Requirements	10
2.2.2.1 Admission Examination Details	11
2.2.2.2 Exceptions to the Admission Examination Requirement	11
2.2.2.3 Professional Admission Policy	11
2.2.2.4 Admission to Certificate Programs	11
2.2.2.5 Non-degree Admission	11
2.2.2.6 Withdrawal	12
2.4 Administration and organization	13
3.0 Curriculum	13
3.1 Areas of Concentration and Concentration Program Plans	13
3.2 Core Curriculum	14
3.2.1 Epidemiology Concentration	17
3.2.2 Health Administration Concentration	18
3.2.3 Health Behavior Concentration	19
3.3 Other Concentration-Specific Courses and Electives by Concentration	21

3.4 Internship/Field Placement	26
3.5 Professional Paper	27
3.6 Changing Concentrations	28
4.0 Certificate Programs	29
4.1 Graduate Certificate in Public Health Foundations and Practice (PHFP)	29
4.2 Graduate Certificate in Ethnic and Rural Health Disparities (ERHD)	30
5.0 Graduate Requirements	32
5.1 Continuous Enrollment (or Registration)	32
5.2 Research Skills Requirement	32
5.3 Time Limits for Completing Graduate Programs	33
5.4 Leave of Absence and Readmission	33
6.0 Student Code of Conduct	34
7.0 Course Attendance and Participation	34
7.1 Course Attendance	34
7.2 Disruptive Academic Behavior	34
8.0 Courses	34
8.1 Course Load	34
8.2 Credit	34
8.3 Transfer Credits.....	35
8.4 Schedule Changes	36
9.0 Grading System	36
9.1 Grades and Scholarship	36
9.2 Definition of Grades	36
10.0 Frequently Asked Questions about the ECU MPH program	38

Appendices

Appendix 1-Twenty Core Competencies in Basic Public Health Disciplines	41
Appendix 2-Competencies in Culminating Experience Capstone	42
Appendix 3-Student Request—Change of Academic Advisor &/or Concentration	43
Appendix 4-Student Request—Change of Professional Paper Advisor	44
Appendix 5-Advising Form-Epidemiology Concentration (Epi)	45
Appendix 6-Advising Form-Health Administration Concentration (HA)	46
Appendix 7-Advising Form-Health Behavior Concentration (HB).....	47

Executive Summary

The Master of Public Health Program in the Department of Public Health (DPH), at the Brody School of Medicine, East Carolina University, is accredited by the Council on Education for Public Health (CEPH). This program manual is intended for use by students as they consider application for admission, selection of curriculum, and completion of requirements for the Master of Public Health (MPH) degree. This degree requires 45 semester hours (SH), of which 24 are core courses, 15 concentration courses, three credit hours of internship (3 SH) and three hours for professional paper (3 SH).

In-person classes are offered once per week for three hours in the late afternoon or evenings. Many courses are available online.

Additional program information is available in the program page at <http://www.ecu.edu/publichealth>

This manual is also a compilation of philosophy, policies, and procedures of the MPH Program. This manual supplements policies, procedures, and requirements of the ECU Graduate School. Applications to this program must be submitted through the ECU Graduate School. Although this manual contains the most pertinent information, students need to be familiar with the ECU Graduate School Catalog because in case of conflict, policies of the ECU Graduate School take precedence over policies in this manual.

The MPH Graduate School Catalog is available [here](#).

Students adhere to the version of the catalog in effect at the time of matriculation. The DPH reserves the right to add, delete, or modify all provisions in this manual.

1.0 Background

1.1 About the MPH program.

The Masters of Public Health (MPH) program at East Carolina University (ECU) is housed in the Brody School of Medicine since 2003. The impetus for establishing the program was based on the eastern North Carolina's (NC) poor health indicators. Eastern NC health indicators rank lower compared to western and Piedmont counties as well as other US cities. [Eastern NC counties](#) are predominantly rural and disproportionately socioeconomically disadvantaged compared to other regions.

The goal of the MPH program is to contribute to improving the health status of the region's population. We actively promote community engagement, community service, and active learning to promote and improve community health. The program incorporates practice-based teaching, competency-based learning, and evidence-based principles.

Core knowledge areas include epidemiology, health services administration, ethics and law, health behavior and health education, biostatistics, rural health, and environmental health. An internship in any of these settings is required, and the faculty help match students with their interests. We encourage interdisciplinary relationships and research with the School of Medicine, School of Dental Medicine, College of Nursing, and other university programs.

About 60% of MPH courses are offered on-line and most face-to-face courses are offered 1 session per week for 3 hours, typically, after 3pm. Students can progress through the program either on a part- or full-time basis. Faculty members work with each student individually to tailor an education for their goals. With the Brody School of Medicine, we also offer a dual MD/MPH program.

Historically, our program was founded for NC residents with a principal focus on training a workforce for local and state public health agencies, hospitals and other health and human service providers in North Carolina. While that focus remains our main primary objective, careers in public health require greater skills using technology, quantitative skills to analyze data, and understanding of the complex delivery of healthcare, so our program provides curriculum in these areas.

We offer three concentrations: epidemiology, health administration, and health behavior.

Our program has received accreditation by the Counsel on Education for Public Health (CEPH) in 2012 and is currently accredited through 2019. CEPH (<https://ceph.org/>) is an independent organization which accredits independent public health programs and schools of public health, as recognized by the U.S. Department of Education.

The Chair of the Department of Public Health is [Dr. Ronny Bell](#). Faculty members have a variety of specialties and expertise in epidemiology, health administration, and health behavior and promotion. (Refer to <http://www.ecu.edu/cs-dhs/publichealth/faculty/index.cfm>).

1.2 What is Public Health?

Public health is the science of protecting and improving the health of families and communities through promotion of healthy lifestyles, research for disease and injury prevention and detection and control of infectious diseases.

Overall, public health is concerned with protecting the health of entire populations. These populations can be as small as a local neighborhood, or as big as an entire country or region of the world.

Public health professionals try to prevent problems from happening or recurring through implementing educational programs, recommending policies, administering services and conducting research – in contrast to clinical professionals like doctors and nurses, who focus primarily on treating individuals after they become sick or injured. Public health also works to limit health disparities. A large part of public health is promoting healthcare equity, quality and accessibility.

Permission given to use the Centers for Disease Control and Prevention's definition. Reference: Centers for Disease Control and Prevention. [What is Public Health?](#) Published 2017. Accessed May 11, 2017.

1.3 What are Career Opportunities in Public Health?

Careers in public health are vast and many. Careers vary by concentration. For example:

Epidemiologists (MPH-level)

- Health registry personnel
- Data analyst
- Field epidemiology – Disease investigators
- Research assistants for organizations that conduct clinical research
- SAS programming
- Environmental health

[Epidemiology Employment Outlook](#)

Health Administration (MPH-level)

- Public health directors
- Hospital/clinic administrators
- Long-term care facility administrators

[Health Administration Outlook](#)**Health Behavior (MPH-level)**

- Educators within a hospital, clinic, health department
- Program Administration
- Private, public, and government sector health educators
- Assessment of public health programs

[Health Behavior Outlook](#)**Professionals already employed in various disciplines can enhance their training by obtaining a MPH degree or a public health certificate.**

Health care workers, but not limited to, including, nurses, medical doctors, dentists, veterinarians, nutritionists, social workers, psychologists, mental health and substance abuse counselors, pharmacists, and physician assistants, physical therapists, may all benefit from having a MPH degree or even a public health certificate. Non-health care professionals also seek MPH degrees, including, but not limited to, environmental engineers and occupational/safety specialists, law enforcement, and public health lawyers.

1.4 About Brody School of Medicine and East Carolina University

As previously mentioned, our MPH program is currently housed in the Brody School of Medical School. Briefly, in 1974, the General Assembly of North Carolina appropriated the funds to establish a four-year medical school at ECU to increase the supply of primary care physicians to serve the state, to improve health status of citizens in eastern North Carolina, and to enhance the access of minority and disadvantaged students to a medical education. The MPH program does have adjunct faculty from the medical school as well.

The School of Medicine is nationally recognized for success in pursuit of its mission. In 2017, the Brody School of Medicine is currently ranked as #20 of the best medical schools in primary care.¹

¹ [U.S. News. Brody Medical School](#). 2017. Accessed May 11, 2017.

2.0 Description of the MPH Program**2.1 Mission and Objectives**

The mission of the MPH program is to educate, provide service, and advocate for improved community health emphasizing rural and disadvantaged regions as well as research.

The MPH program attains its mission by reaching the following goals:

1. Provide an educational program for current and future public health professionals responsive to meeting needs in a changing environment, including skills to work in rural and disadvantaged communities.
2. Educate individuals to apply a collaborative approach of evidence-based prevention to

- address public health issues and manage programs in various settings.
3. Increase the quality and quantity of funded public health-related research, including translational research projects that address established regional priorities.
 4. Advance the health of communities, particularly in eastern North Carolina, through community engagement, leadership, advocacy and collaborative efforts with public health agencies and other entities.

2.2 Graduate School Admissions

For details about the graduate school admissions process go [here](#).

The university seeks to admit graduate students who show evidence of being able to succeed in and benefit from academic programs of the rigor offered. To qualify for admission to a graduate degree or certificate program (or as non-degree), an applicant must have a baccalaureate degree from a regionally accredited four-year institution. Admissions decisions are based on consideration of undergraduate academic record, graduate record if applicable, admission test scores, written statement of purpose, and letters of recommendation.

Each individual graduate program decides on the admissibility of its students, although Graduate School regulations govern the criteria for the classification of graduate student status. Applicants who are offered admission to the Graduate School may be admitted under the following statuses.

2.2.1 Regular Admission

Regular admission indicates that the applicant has met all requirements identified by both the graduate program and the Graduate School.

2.2.2 Admission by Exception

Some programs may recommend admission by exception for a limited number of applicants who do not qualify academically for regular admission, but have other offsetting strengths. Admission by exception requires the student to earn a minimum 3.0 GPA in the first 9 or more completed hours to remain in the program. A hold is placed on the student's registration for the subsequent term until grades are posted and can be evaluated by the Graduate School. Students admitted by exception can attain full graduate standing after completion of 9 or more graduate credit hours with a minimum GPA of 3.0.

2.2.3 Provisional Admission

Applicants also may be admitted under provisional admission status. This designation indicates that one or more required final documents has not been received by the Graduate School at time of admission. The document may include an official final transcript with the degree and conferral date posted, a copy of a license required by the program, or a transcript evaluation for an international transcript. The student is allowed to register for the first term of admission and is able to apply for financial aid, but the aid will not be applied until the required document is received by the Graduate School. Registration for future terms is restricted pending receipt of the final document. Students admitted provisionally can attain full graduate standing and receive their financial aid award after submitting the required missing document.

Applicants who are uncertain about the strength of their application or the documents required for admission are advised to consult with the program director or the director of graduate admissions about their admissibility. Early

contact with the university can be helpful in preparing the application and providing all required information. Admission criteria and required supplementary materials may vary by individual graduate program.

2.3 Detailed Application Requirements

This section is adapted from the ECU Graduate School.

1. All applicants are required to submit a completed online application with a nonrefundable application fee (www.ecu.edu/gradschool/).
2. Official score reports are required from a standardized graduate admission exam and must be sent directly to the Graduate School from the testing agencies.
 - a. Some exemptions are available, see "Admission Examination Details", below.
 - b. ECU's GRE code is 5180 and MAT code is 1354.
 - c. The university will accept examinations taken within the past 10 years; however, individual programs may have more specific time requirements.
3. Official transcripts are required for all earned post-secondary degrees and all post-secondary course work completed within 5 years of the date of graduate application. Additional transcripts are required for transfer credits in excess of 50% of the credits required for a post-secondary degree. Post-secondary degrees and courses work includes all educational work completed at the bachelor's level or higher. An ECU undergraduate can request the transcript be included with the application to the MPH program.
4. Official transcripts are required from all foreign institutions attended.
5. Three Letters of reference should be sent from persons who can attest to the applicant's academic competency or ability to do graduate work.
6. A completed Statement of Purpose essay (500 words or less).

Applications are submitted through the ECU Graduate School – not the medical school. Applications are first reviewed by the graduate school followed by admissions committee within the MPH program.

The Graduate School's Cut-Off Deadline is the last day a paid application of any kind can be submitted for that term. This deadline is of primary concern to non-degree applicants and applicants to programs with rolling deadlines.

Cut-Off Deadlines

Fall	August 15th
Spring	December 20th
1st and 11-week Summer	May 5th
2nd Summer	June 15th

2.3.1 Admission Examination Details

The GRE or MCAT are required with the MPH application. The application will not be processed through the Graduate School if the GRE is missing, so an admission decision can be delayed.

2.3.2 Exceptions to the Admission Examination Requirement

Exam scores are not required for

- a. applications to the master's of fine arts program
- b. most certificate programs
- c. non-degree applications
- e. students seeking admission under the professional admission policy (see below, link).

2.3.3 Professional Admission Policy

Applicants whose undergraduate degree is approximately 5-7 years old and/or have extensive professional experience related to the intended program of study may be eligible to seek admission through the professional admissions policy upon recommendation of the graduate program director. Interested applicants should consult with the program director of their intended degree program for more information.

2.3.4 Admission to Certificate Programs

Students apply separately to the certificate programs. The Department of Public Health offers a five course Certificate in Public Health Foundations & Practice (PHFP) <http://www.ecu.edu/cs-dhs/publichealth/upload/PHFP-Flyer-Final-Overview-Program-Website-Gainful-Employment-Disclosure.pdf> and a four course Certificate in Ethnic & Rural Health Disparities (ERHD) <http://www.ecu.edu/cs-dhs/erhd/requirements.cfm>.

2.3.5 Non-degree Admission

1. Non-degree admission is an enrollment category in which the student is not accepted into a specific degree or certificate program but is approved to take courses that have no catalog restrictions. It may be used by students matriculated at another institution who wish to enroll as visiting students, individuals wanting to take courses for personal/professional enrichment, and individuals wanting to take prerequisite course work for later application to the MPH degree program.
2. To apply for non-degree enrollment, prospective students must submit an online non-degree graduate application at www.ecu.edu/gradschool/. An official transcript or other document showing an earned bachelor's degree or higher from a regionally accredited institution is required. A nonrefundable application fee is required.
3. A maximum of 9 semester hours of course work taken as a non-degree student may apply towards the MPH program if accepted into the program.
4. Requests for degree credit for courses completed as a non-degree student are considered after admission to a graduate degree program. All non-degree course work accepted for degree credit must be approved by the chair of the student's department and the dean of the Graduate School.
5. Course work taken as a non-degree student carries with it no implication that the student will be admitted to a degree program in the Graduate School.
6. If credit for course work taken as a non-degree student is to be applied to a degree program, it must be satisfactorily incorporated within the applicable time frame for completion of all degree requirements.

7. Non-degree students are expected to familiarize themselves with Graduate School policies and to seek further advice or clarification.

2.3.6 Withdrawal

When a graduate student drops all university courses in a semester in which he or she is enrolled, the student must officially withdraw from the university. Students seeking to withdraw for reasons other than extenuating circumstances must notify the Office of Registrar of their official withdrawal (CAS@ecu.edu). A graduate student withdrawing from the university by the last day for graduate students to drop courses without grades will not receive grades in university courses for the semester.

A graduate student withdrawing after the last day for graduate students to drop courses without grades will receive a grade of F for all university classes which he or she is failing at the time. The last day for a graduate student to drop a class without grades will be 5:00 PM on the class day after 60% of the class days are completed for the term. No retroactive withdrawals will be granted after classes have ended for the semester in which the student was enrolled.

Students withdrawing for extenuating circumstances must apply for an extenuating circumstances withdrawal to the Office of the Dean of Students (http://www.ecu.edu/cs-studentaffairs/dos/medical_Withdrawals.cfm). No retroactive extenuating circumstances withdrawals will be granted after classes have ended for the semester in which the student was enrolled, except in the case of extraordinary medical, personal or family emergency, in the judgment of the dean of the Graduate School.

2.4 Administration and Organization

The MPH degree program is administered by the Department of Public Health within the Brody School of Medicine. Dr. Bell, Department Chair, is responsible for department functions and all degrees/certificates offered by the department. You can see a list of DPH Faculty here <http://www.ecu.edu/cs-dhs/publichealth/faculty/index.cfm>.

3.0 Curriculum

3.1 Areas of Concentration and Concentration Program Plans. Students select an area of concentration prior to matriculation.

- Epidemiology (EPI)
- Health Administration (HA)
- Health Behavior (HB)

Concentration areas represent distinct specific areas of study that prepare students for career paths in each discipline. Each course is instructed by faculty with expertise in their content area.

Students may enroll in other concentration courses as electives. **Exhibit 1** shows public health competencies by concentration.

Exhibit 1 Public Health Competencies by Concentration**Epidemiology Concentration Competencies**

1. Critically evaluate public health literature through application of fundamental principles and epidemiology methods.
2. Develop a foundation for designing valid and efficient protocols to address public health problems.
3. Apply quantitative skills to analyze, interpret, and synthesize data to epidemiologic principles.

Health Administration Concentration Competencies

1. Apply methods of quality improvement, financial management, and budgeting, planning evaluation for health programs.
2. Describe the organizational, financial, policy, economic, legal and ethical issues in the US health system.
3. Employ systems planning to build partnerships, manage resources and to solve public health and health care problems.

Health Behavior and Health Education Concentration Competencies

1. Design a theoretical framework and/or logical model to develop and manage interventions via data collection for program evaluation.
2. Design health promotion as well as to develop disease prevention intervention that address implementation and evaluation and target multiple levels of the social economic framework.
3. Use qualitative and quantitative methods to analyze data regarding programmatic needs, performance, and evaluation.
4. Use formative, process, intermediate, and outcome measures to plan and evaluate public health intervention.

3.2 Core Curriculum and Courses Offered in Other Departments

Forty-five (45) semester hours (SH) are required for the MPH degree.

As presented in **Exhibit 2a**, each concentration requires 8 core courses, 3 concentration-specific courses, 2 elective courses, and 4 courses for the MPH “capstone” courses.

Exhibit 2a. Summary of Course Requirements by Concentration and Semester Hours (SH)

Course Requirements	Concentration		
	Epidemiology	Health Administration	Health Behavior
Core Courses*	8 (24 SH)	8 (24 SH)	8 (24 SH)
Concentration-specific core courses	3 (9 SH)	3 (9 SH)	3 (9 SH)
Electives	2 (6 SH)	2 (6 SH)	2 (6 SH)
Capstone** courses and Internship	4 (6 SH)	4 (6 SH)	4 (6 SH)
Total SH for MPH	17 (45 SH)	17 (45 SH)	17 (45 SH)

*Core represents required courses.

** Capstone represent a professional paper and internship.

Exhibit 2b describes the core courses, the current format availability (on-line or in-class) followed by the course descriptions.

Exhibit 2b. Core Courses by Concentration and Delivery Format (24 SH)

Core Course	Semester Hours	Course Name	Course Format	
			On-line	In-class
All*				
BIOS 7021	3	Biostatistics for Health Professionals I	✓	✓
MPH 6000	3	Public Health Practice	✓	✓
MPH 6002	3	Ethics and Health Law	✓	✓
MPH 6010	3	Fundamentals of Environment Health	✓	✓
MPH 6011	3	Introduction to Epidemiology	✓	✓
MPH 6013	3	Behavioral Sciences and Health Education	✓	✓
MPH 6035	3	Interdisciplinary Rural Health	✓	Occasionally
EPI				
MPH 6702	3	Epidemiology Methods		✓
HA and HB				
MPH 6020	3	Research Methods	✓	✓

Consistent with the current CEPH accreditation requirements, there are five required core courses; however, our program includes three additional core courses:

***BIOS 7021 – Biostatistics for Health Professionals:** Introduction to biostatistics at the graduate level.

***MPH 6000 - Public Health Practice:** Foundation for public health administration. Introduces MPH degree program. Applied focus on public health problems, issues, and resources of eastern North Carolina. Describes how empirical assessment of population health status informs managerial decision-making and describes the organization of the public health infrastructure. Overview range of practice in public health and of tools and resources for health improvement.

MPH 6002 - Ethics and Law in Public Health. Core issues and skills for public health administration and practice. Focuses on public health law, ethics, legislation, media relations, human services management, and emergency preparedness.

***MPH 6010 - Fundamentals of Environmental Health.** Effects of environment on human health with focus on rural environment. Considers water supply and wastewater disposal, water quality, solid and hazardous wastes, air quality, occupational health and safety, food protection, and vector control.

***MPH 6011 - Introduction to Epidemiology.** Introduces methods and concepts of epidemiologic methodology and application of epidemiology in public health.

***MPH 6013 - Behavioral Sciences and Health Education.** Introduces concepts of role of social factors in health and illness as well as health education/promotion. Overview of relationships between various social factors, with health outcomes. Includes theories and approaches of health education/promotion programs.

MPH 6020 - Research Methods. (HA and HBHE) Synthesize material from social and behavioral sciences, biostatistics, and epidemiology to better understand health problems.

or

MPH 6702 – Epidemiology Methods. (*EPI*) explores quantitative research methods, principles and techniques necessary for designing and executing epidemiological research.

MPH 6035 - Interdisciplinary Rural Health. Theoretical base and skills for interdisciplinary rural health practice.

*CEPH required core courses

All MPH course descriptions can be found in the ECU Graduate Catalog using this link http://catalog.ecu.edu/preview_program.php?catoid=13&poid=3089&returnto=1020

Core Courses Offered in Other Departments

Biostatistics and environmental health course(s) required or taken as electives with permission by public health students. All MPH course descriptions can be found in the ECU Graduate Catalog using these links.

[Biostatistics for Health Professionals I – BIOS 7021](#)

Biostatistics courses are taught through the Department of Biostatistics in the College of Allied Health Sciences under prefix BIOS. College Algebra is a pre-requisite for BIOS 7021, such as ECU Math 1065, College Algebra.

For all BIOS scheduling, students must contact Ms. Rhonda Bode (boder@ecu.edu), the Biostatistics Student Services Coordinator, to enroll in Biostatistics for Health Professionals I and Biostatistics for Health Professionals II (BIOS 7021 and 7022, respectively). Preferences for an in-class or on-line class will be scheduled on a first-come basis via Ms. Bode.

[Environmental Health – EHST 6010](#)

Fundamentals of Environmental Health is cross-listed with the Master of Science Environmental Health (MSEH) program; however, the prefix of the course is ESTH.

3.2.1 Epidemiology Concentration

The goal of epidemiology is to understand the frequency, distribution and causes of disease variation and use this information to design and test interventions to improve the health of populations. Results of epidemiologic studies guide policy development in public health and healthcare. Epidemiology is a quantitative science that blends biological and social sciences to design research and analyze data to solve population health questions.

Careers in epidemiology at the MPH-level require strong functionality with managing and analyzing data. Graduates gain employment assisting with clinical research activities in academic settings and consulting firms. State and local health departments often hire MPH-prepared epidemiologists for program coordination or basic data analysis.

The current coordinator of the Epidemiology Concentration is Suzanne Lea, PhD, MPH.

Exhibit 3 outlines a typical epidemiology course trajectory for a full-time student intending to complete the program in five semesters. At the time of matriculation, each student should work with their academic advisor to plan their course of study.

Exhibit 3. Epidemiology Course Trajectory in five semesters for full-time, fall admission.

Year 1			Year 2	
Fall 1	Spring 1	Summer 1	Fall 2	Spring 2
MPH 6000 Public Health Practice	MPH 6002 Ethics and Law in Public Health	MPH/EHST 6010 Fundamentals of Environmental Health	MPH 6035 Interdisciplinary Rural Health	Epidemiology Concentration Course
MPH 6011 Introduction to Epidemiology	MPH 6702 Epidemiology Methods	MPH 6905 Field Placement (Internship)	MPH 7202 Public Health Data Analysis	Electives
MPH 6013 Behavioral Sciences and Health Education	MPH 6904 Introduction to Field Placement		Elective or Epidemiology Concentration Course	MPH 6992 Professional Paper II (Capstone)
BIOS 7021 Biostatistics for Health Professionals I	BIOS 7022 Biostatistics for Health Professionals II		MPH 6991 Professional Paper I (Capstone)	

Students are assigned one of the following faculty members to guide academic planning and training. Epidemiology faculty serving as advisors are:

Name	Area of Interest	Email Address
Ronny Bell, PhD, MS	Diabetes, cardiovascular, metabolic epidemiology	bellr16@ecu.edu
Marysia Grzybowski, PhD, MPH, RN	Clinical epidemiology, epid methods, cardiovascular, obesity & toxic/environmental interactions, infectious disease, immunology/sepsis	grzybowski@ecu.edu
Greg Kearney, DrPH, MPH, RS	Occupational and environmental epidemiology	kearneyg@ecu.edu
Juhee Kim, ScD, MS	Nutrition and maternal health	kimju@ecu.edu
C. Suzanne Lea, PhD, MPH	Cancer epidemiology, Environmental epidemiology	leac@ecu.edu

Advising Forms for Epidemiology concentration can be found in **Appendix 5**.

3.2.2 Concentration in Health Administration

Health Administration (HA) prepares students for management and leadership careers in the health industry. This concentration prepares graduates for a broad range of careers in the health and related organizations including public health, hospitals, health systems, physician group practices, long-term care facilities, consulting firms, insurance companies, pharmaceutical companies and others. HA curriculum includes courses on current economic, social, policy and practice issues in the healthcare system.

HA emphasizes the conceptual, analytical, and applied skills required for health administration, policy analysis, management, and leadership careers.

The current coordinator of the Health Administration Concentration is Dr. Ruth Little.

Exhibit 4 outlines a proposed Health Administration course trajectory for a full-time student intending to complete the program in 24 months. At the time of matriculation, each student should work with their academic advisor to plan their course of study.

Exhibit 4: Health Administration Course Trajectory in five semesters for full-time, fall admission

Year 1			Year 2	
Fall 1	Spring 1	Summer 1	Fall 2	Spring 2
MPH 6000 Public Health Practice	MPH 6002 Ethics and Law in Public Health	MPH/EHST 6010 Fundamentals of Environmental Health	MPH 6810 Strategic & Financial Management of Health Care Organizations	MPH 7010 Human Resources Management and Leadership
MPH 6035 Interdisciplinary Rural Health	MPH 6020 Research Methods	MPH 6905 Field Placement (Internship)	MPH 6700 Health Economics	MPH 6800 Health Policy & Politics
MPH 6013 Behavioral Sciences and Health Education	MPH 6904 Introduction to Field Placement	MPH 6040 Long Term Care Administration	MPH 6991 Professional Paper I (Capstone)	MPH 6992 Professional Paper II (Capstone)
BIOS 7021 Biostatistics for Health Professionals I	MPH 6011 Introduction to Epidemiology			

Students are assigned one of the following faculty members to guide academic planning and training. Health Administration faculty serving as advisors are:

Name	Area of Interest	Email Address
Ruth Little, EdD	Public health administration, cultural/organizational competency/community engagement	littlena@ecu.edu
Huabin Luo, PhD	Methods, financial Management	luoh@ecu.edu
Ari Mwachofi, PhD	Health Economics, Health Policy, Research Methods, Health Disparities	mwachofa@ecu.edu

Advising Forms for Health Administration concentration can be found in **Appendix 6**.

3.2.3 Concentration in Health Behavior

The Health Behavior concentration offers curriculum in theories of behavior change, program planning, program evaluation and mixed methods research. The goal of the Health Behavior concentration is to train students to become health promotion professionals, where they may find employment in governmental, not-for-profit and for-profit organizations.

Health promotion professionals conduct community health assessments; plan, conduct, and evaluate health interventions; direct health communication campaigns; build community health coalitions and partnerships; lead quality improvement efforts; and lead research in aspects of community and behavioral health.

The current coordinator of the Health Behavior concentration is Dr. Stephanie Pitts. **Exhibit 5** outlines a typical health behavior course trajectory for a full-time student intending to complete the program in 24 months.

In addition to these courses, the concentration offers several one credit hour distance education courses in vital areas of public health practice that are available to all students and may be "bundled" by health behavior students to satisfy elective requirements. Offerings typically include: Grant Writing, Social Media and Health Improvement, Quality Improvement, Qualitative Research, and Building Partnerships and Coalitions.

Exhibit 5: Health Behavior Course Trajectory in five semesters for full-time, fall admission

Year 1			Year 2	
Fall 1	Spring 1	Summer 1	Fall 2	Spring 2
MPH 6000 Public Health Practice	MPH 6002 Ethics and Law in Public Health	MPH/EHST 6010 Fundamentals of Environmental Health	MPH 6035 Interdisciplinary Rural Health	MPH 6702 Applied Mixed Methods
MPH 6011 Introduction to Epidemiology	MPH 6020 Research Methods	MPH 6905 Field Placement (Internship)	MPH 7201 Introduction to Survey Methodology	Elective
MPH 6013 Behavioral Sciences and Health Education	MPH 6904 Introduction to Field Placement		MPH 6991 Professional Paper I (Capstone)	MPH 6992 Professional Paper II (Capstone)
MPH 6600 Planning Public Health Programs	BIOS 7021 ← Biostatistics for Health Professionals I		→ BIOS 7021 Biostatistics for Health Professionals I	
	MPH 6605 Program Evaluation			

Students are assigned one of the following faculty members to guide academic planning and training. Health Behavior faculty serving as advisors are:

Name	Area of Interest	Email Address
Marla Hal, PhD	Health disparities, cultural competency, chronic disease and self-management, disease prevention	hallmar14@ecu.edu
Stephanie Jicott-Pitts, PhD	Environmental and policy statements to prevent obesity	jicotts@ecu.edu
Ann Rafferty, PhD, MS	Survey methods, nutrition	raffertya@ecu.edu
Nancy Winterbauer, PhD, MS	Engaged scholarship, practice-based research, mixed-methods research, qualitative methods	winterbauem@ecu.edu

Advising Forms for Health Behavior concentration can be found in **Appendix 7**.

3.3 Other Concentration-Specific Courses and Electives

In addition to concentration-specific courses, students take 6 credit hours of electives.

Any graduate level university course (6000 or above) approved by the student's academic advisor for which the Instructor grants permission to enroll may be considered. Academic advisors work with students to choose electives that best prepare them for their future in the public health workforce. Students planning to conduct a survey to meet their professional paper (below) or internship requirements or their professional goals are strongly encouraged to take which is Introduction to Survey Methodology (MPH 7021).

Additional biostatistics courses are encouraged for students interested in pursuing a terminal degree in epidemiology, health administration, and health behavior.

Epidemiology

BIOS 7022 - Biostatistics for Health Professionals II (3 SH)

Topics include ANOVA for multi-factor designs and analysis of single degree of freedom contrasts; randomized block and repeated measures designs; nonparametric methods for standard designs; multiple linear and logistic

Prerequisites: Biostatistics for Health Professionals II (BIOS 7021) with a grade of B or better or consent of instructor. Continuation of BIOS 7021.

MPH 7202 - Introduction to Public Health Data Analysis (3 SH)

Basic instruction in public health data analysis using core features of SAS Software.

Prerequisites: Biostatistics for Health Professionals I and II (MPH 7021), Introduction to Epidemiology (MPH 6011), or consent of instructor

MPH 6022 - Epidemiology of Infectious Disease (3 SH)

Provides concepts involved in understanding causes, transmission, and control of infectious disease as well as policies, methods, and tools employed in surveillance, detection, investigation, control, and prevention of disease

Prerequisites: Public Health Practice (MPH 6000), Introduction to Epidemiology (MPH 6011), or consent of instructor

MPH 6023 - Epidemiology of Cancer (3 SH)

Study design and epidemiologic methods used in cancer epidemiology research.

Prerequisites: Public Health Practice (MPH 6000), Introduction to Epidemiology (MPH 6011), or consent of instructor

MPH 7205 - Nutritional Epidemiology (3 SH)

Conduct and interpret epidemiological studies relating food and nutrition to health promotion and disease prevention focusing on dietary assessment.

Prerequisites: Biostatistics for Health Professionals I (BIOS 7021), Research Methods (MPH 6020), or consent of instructor

Health Administration

MPH 6025 - Delivery of Healthcare Services (3 SH)

Overview of delivery and effective leadership of healthcare services.

Prerequisites: Public Health Practice (MPH 6000)

MPH 6040 - Long Term Care Administration (3 SH)

Overview of delivery of long term care services with an emphasis on the knowledge and skills needed for effective

Prerequisites: Public Health Practice (MPH 6000), or consent of Instructor

MPH 6200 - Community Health Organization and Leadership (3 SH)

Leadership, community organization, planning, advocacy and communication skills for administration of community health centers and integrated health care systems.

Prerequisites: Public Health Practice (MPH 6000), or consent of Instructor

MPH 6700 - Health Economics (3 SH)

Application of economic analysis tools to health decision-making at the individual-level and in health care and

Prerequisites: ECON 2113 or equivalent.

MPH 6800 - Health Policy and Politics (3 SH)

Examines the health policy formation context as a component of the environment of public health administration and practice and roles of public health and healthcare professionals.

MPH 6810 - Strategic and Financial Management of Healthcare Organizations (3 SH)

Provides a framework for understanding strategic and financial management of healthcare organizations.

MPH 7010 - Human Resource Management and Leadership for Health Administration (3 SH)

Provides the essential knowledge and skills for management of human resources in a health services organization and a foundation in leadership theory, skills and applications.

Prerequisites: Consent of academic advisor.

Health Behavior

MPH 6027 - Applied Mixed-Methods Research (3 SH)

Mixed-methods data collection and analysis, with focus on use of qualitative and quantitative software.

Prerequisites: Research Methods (MPH 6020), Biostatistics for Health Professionals I (BIOS 7021), or consent of instructor.

MPH 6600 - Planning Public Health Programs (3 SH)

Development and delivery of public health programs.

Prerequisites: Behavioral Sciences and Health Education (MPH 6013)

MPH 6605 - Evaluating Public Health Programs (3 SH)

Evaluation of public health programs, including formative, process, impact, and outcome evaluation.

Prerequisites: Behavioral Sciences and Health Education (MPH 6013), Planning Public Health Programs (MPH 6600)

Capstone Courses

MPH 6904 - Introduction to Field Placement (1 SH)

Introduces the student to leaders from different healthcare entities; providing information and discussion on both field placement and career ladder opportunities in their specific health care domains.

Prerequisites: Public Health Practice (MPH 6000), Ethics and Law Public Health (MPH 6002), Fundamentals of Environmental Health (MPH 6010), Introduction to Epidemiology (MPH 6011), Behavioral Sciences and Health Education (MPH 6013), Research Methods (MPH 6020), Interdisciplinary Rural Health (MPH 6035), Biostatistics for Health Professionals I (BIOS 7021); or consent of instructor.

MPH 6905 - Applied Field Placement (2 SH)

Demonstration of academic knowledge with learned public health core competencies in professional public health practice settings. 240 hour field placement.

Prerequisites: Introduction to Field Placement (MPH 6904)

MPH 6991 - MPH Professional Paper I (2 SH)

May be repeated. Only 3 SH may count towards the degree. Includes applied learning exercise on the implementation of public health and epidemiologic research methodology. Students develop a research proposal (MPH 6991); implement their proposal, analyze their results, and write a public health research article (MPH 6992) that is ready for submission to a peer-reviewed scientific journal.

Prerequisites: Public Health Practice (MPH 6000), Ethics and Law Public Health (MPH 6002), Introduction to Epidemiology (MPH 6011), Research Methods (MPH 6020) or consent of instructor.

MPH 6992 - MPH Professional Paper II (1 SH)

May be repeated. Only 3 SH may count towards the degree. Includes applied learning exercise on the implementation of public health and epidemiologic research methodology. Students develop a research proposal (MPH 6991); implement their proposal, analyze their results, and write a public health research article (MPH 6992) that is ready for submission to a peer-reviewed scientific journal.

Prerequisites: All core courses or consent of instructor.

3.4 Internship/Field Placement

An internship consisting of 240 contact hours is required of all students. The field experience or internship offers students the opportunity to integrate and demonstrate the application of academic knowledge with learned public health core competencies in a professional setting through exposure to one or more core functions of essential public health services.

Each semester, the Director of Field Placement, Dr. Ruth Little, will offer at least two meetings to discuss internship interests. MPH 6903 (Comprehensive Field Placement), MPH 6904 (Introduction to Field Placement), and MPH 6905 (Applied Field Placement) are offered each semester including summers. The internship can be completed during any semester, including but not limited to, summers. Students should complete their core requirements or the majority of their core requirements before beginning their internships. Most students enroll in MPH 6904 followed by MPH 6905. In some cases, students with previous experience in a public health field may want to enroll in MPH 6903, Comprehensive Field Placement (3 SH). The Director of Field Placement will work with you in selecting the best option.

Students who recently completed an undergraduate degree without substantial working experience enroll in Introduction to Field Placement (MPH 6904) in the spring of their first year, when the majority, if not all, the core requirements will have been completed. Therefore, the internship can be completed during the summer of the first and second year. Students are not limited to summer internships; many students enroll during the fall and/or spring semester.

In order to register for MPH 6904 after initial meeting, you should email Dr. Ruth Little with the following information:

- A statement of purpose stating completion of core requirements, or in some cases, the majority of the core requirements
- Your academic advisor should be copied on this email that validates their support of enrollment
- The Director of Field Placement will respond to your email with copy to the Student Services Coordinator and academic advisor on the email so you can be registered

After completion of MPH 6904 (1 SH) and establishment of the internship preceptor, students may enroll in MPH 6905, Applied Field Placement (2 SH).

Field placement is one of the capstone experiences whereby the student and preceptor agency work together within the course structure on a project that is mutually beneficial to the agency and the student. The preceptor is required to have substantial experience in public health leadership.

Preceptor availability often varies by time of year. The ECU MPH program has affiliation agreements with many agencies. Students may suggest an agency but a University Affiliation Agreement (UAA) is required with the agency and may take two or more months to establish between the agency and the University. For more information on field placement go [here](#).

3.5 Professional Paper

A second component of the capstone experience is the professional paper. A professional paper is required of all students and serves as an applied-learning experience. Dr. Ann Rafferty is the coordinator for the two courses, Professional Paper I and II. (MPH 6991

and MPH 6992, respectively). Drs. Pitts and Grzybowski are also involved in the Professional Paper process as secondary/tertiary faculty.

The professional paper typically describes a public health action, intervention, or an increase in knowledge useful to public health practice that has resulted from the student's internship experience, professional employment, or research. The professional paper is typically completed over a two-semester sequence:

- Professional Paper I consist of developing and writing the proposal or protocol, including obtaining approval through the ECU Institutional Review Board approval or exemption.
- Professional Paper II consists of conducting/completing the analysis, writing, presenting the work and closing the study through the IRB.

Prerequisites for the professional paper include all the core courses are in **Exhibit 6**.

Process

1. The academic advisor completes a form signifying that the student has met all the competencies and core courses in Spring of Year 1.
2. In Spring of Year 1, students complete a "concept" sheet describing the topic of interest.
3. The student then asks a faculty member of his/her choice to serve as the paper advisor—first and second choice.
4. The student then asks the faculty member to serve for both courses as the primary professional paper advisor.
5. Both courses cannot be taken concurrent in the same semester without approval.
6. A paper and poster presentation are required at the completion of MPH 6992.

Exhibit 6. Professional Paper Prerequisites

Prerequisites for MPH 6991 - Professional Paper I
MPH 6000 Public Health Practice
MPH 6002 Ethics and Law in Public Health
MPH 6011 Introduction to Epidemiology
MPH 6020 or MPH 6702 Research/Epid Research Methods
BIOS 7021 Biostatistics for Health Professionals I (Epid only)
MPH 6013 Behavioral Sciences and Health Education (Health Behavior only)
Prerequisites for MPH 6992 - Professional Paper II
MPH 6991 Professional Paper I
MPH 6010 Fundamentals of Environmental Health
MPH 6013 Behavioral Sciences and Health Education
MPH 6035 Interdisciplinary Rural Health
BIOS 7021 Biostatistics for Health Professionals I
BIOS 7022 Biostatistics for Health Professionals II (Epid only)

Current students should refer to the Professional Paper Guidelines and examples on the MPH website.

The course requirements and paper content can be found [here](#).

Students receive a **S** for “Satisfactory” or a **U** for “Unsatisfactory” for both classes. Unsatisfactory represents a failure to pass. To progress to Professional Paper II, a student must receive a **S** for Professional Paper I. Upon successful completion of Professional Paper II, a student will be awarded a **S**. Credits from MPH 6991 are not assigned until completion of MPH 6992. If a U is conferred to either course, the course must be retaken.

3.6 Changing Concentrations

Students may change concentrations within their first 12 semester hours after consultation with their concentration advisor and the coordinator of the concentration they wish transfer to. The student’s advisor will assist in facilitating this process.

Guide to changing concentrations

- Email academic advisor and request an appoint to discuss reasons for the desired change.
- Discuss reasons with academic advisor.

Students must complete the “Change in Concentration Request Form” and “Change in Academic Advisor Request Form.” (**See Appendix 3**)

One’s advisor will assist the student with their request. Students should explain the request by email to their academic advisor while cc’ing (copying) the concentration advisor and Chair. Final decisions will be made by concentration coordinator and other faculty within the field of interest.

Should a student wish to change concentration, one should expect taking extra courses, perhaps extending the program an extra semester, depending if the student is part- or full-time.

4.0 Certificate Programs

ECU MPH’s program offers two certificate programs

- [Public Health Foundations and Practice](#) (PHFP)
- [Ethnic and Rural Health Disparities](#) (ERHD)

4.1 Graduate Certificate in Public Health Foundations and Practice (PHFP)

The goal of the Graduate Certificate in Public Health Foundations and Practice (PHFP) is to prepare students with the fundamental core principles and concepts associated with public health. The certificate is designed for individuals either currently working in public health (local or state health departments, healthcare field, physicians, nurses, dentists), or those with no public health experience, who are considering the master of public health (MPH) degree (prior to a full commitment).

The PHFP certificate program addresses public health from a practice based perspective, placing emphasis on core factors that influence adverse health outcomes among underserved populations. With a background in public health practice, students (including working professionals) gain insight into disease prevention methods that lead to improving

health at the community level as well as developing skills that offer job opportunities within various health sectors.

The certificate is open to students enrolled in graduate and medical degree programs as well as non-degree applicants holding a baccalaureate degree. Students currently enrolled in the MPH program are not eligible to earn the public health foundations and practice certificate.

The certificate program is open to any student that has successfully completed a baccalaureate program with a 2.5 GPA and meets requirements determined by the Department of Public Health.

A student must complete five certificate courses with a 3.0 GPA or better. Courses in this certificate program may be transferred into the MPH program with a grade of "B" or better and upon meeting the department's academic admission requirements.

If a student does not have a former health related degree, the student will be required to take Public Health Practice (MPH 6000) before enrolling in another course. A student's successful completion of 15 semester credit hours (**Exhibit 7**) is award the certificate.

All courses for this certificate are offered via distance education. Each class is a part of the standard core curriculum included in the Master of Public Health degree program. All courses provide the student with an introduction to the fundamental concepts, methods and aspects of public health, primarily used in a rural, public health practice-based setting. The courses in sequence are shown in **Exhibit 7**.

Exhibit 7. Sequence of courses are as follows:

Course Number	Course Name (All Distance Education)	Credits
MPH 6000	Public Health Practice (waived with Permisson)	3
MPH 6011	Introduction to Epidemiology	3
BIOS 7021	Biostatistics for Health Professionals I	3
MPH 6010	Fundamentals of Environmental Health	3
MPH 6013	Behavioral Sciences and Health Education	3
	Total Credits	15 SH

4.2 Certificate in Ethnic and Rural Health Disparities

The Certificate in Ethnic and Rural Health Disparities (ERHD) prepares professionals to identify, analyze and develop culturally competent projects for specific ethnic and rural communities in the United States and global communities.

This online certificate program provides students with specific public health skills that will assist health researchers and public health professionals in working with and developing culturally competent health care programs for ethnic and health disparity populations.

Program Objectives

The major program objectives for this online Ethnic Health and Health Disparities Certificate program are:

1. Identify and assess the major health issues associated with specific ethnic and

- health disparity populations in eastern North Carolina, North Carolina and the United States;
2. Explore ethnic health and health disparity issues, including its unique and cultural health features;
 3. Examine health, illness and disease processes from a biopsychosociocultural (BPSC) perspective;
 4. Apply principles and strategies derived from public health and medical anthropology toward planning, implementing and evaluating specific ethnic health and health disparities intervention programs;
 5. Develop culturally competent understanding, appreciation, and respect of ethnic and health disparity differences and similarities within, among and between groups;
 6. Develop assessment tools that are unbiased, culturally sensitive and advocacy-oriented;
 7. Develop specific public health skill sets that will better assist health professionals in working with ethnic and health disparity groups;
 8. Provide an online, 12 semester hour certificate program for public health professionals and graduate students that can be completed within one year.

Program Description

The 12-semester hour Graduate Certificate in Ethnic Health and Health Disparities is designed for public health professionals working in public health agencies and graduate students in Public Health, Allied Health, School of Nursing or School of Medicine programs.

Completion of the certificate requires completion of approved coursework with an overall grade point average of 3.0 (B). A student may earn only 3 semester hours of credit at a C level. Transfer hours are not accepted into the certificate program.

This certificate is offered only online. No face-to-face meetings are required. This certificate is can be completed in 12 months, depending on the student's schedule.

The certificate may create a pathway to a MPH Degree at ECU. However, it is of import to note that completion of the certificate does not guarantee admission into a graduate degree program. Application to the graduate degree program must be made separately.

Applicants must meet ECU admission requirements: an earned baccalaureate degree or its equivalent from an accredited college or university with a grade point average of 2.5 or above and acceptable scores on an approved standardized exam such as the GRE or GMAT.

Admissions to the Ethnic Health and Health Disparities Certificate Program are semi-annual.

The courses in sequence are shown in **Exhibit 8**.

Exhibit 8. Sequence of courses are as follows

Course Number	Course Name (All Distance Education)	Credits
MPH 6005	African-American Health	3
MPH 6007	Global Public Health	3
MPH 6008	Ethnic Health and Health Disparities	3
MPH 6009	Capstone Experience in Ethnic Health & Health Disparities	3
	Total Credits	12 SH

5.0 Registering for Classes

At the beginning of the program, each student meets with the academic advisor to develop a course plan within the student's schedule based on anticipated graduation date.

Students do not register for courses themselves; the Student Services Coordinator completes registration for each student in BANNER for each term. The registration process is as follows:

The student services coordinator emails the student (copies academic advisor) a **Registration Request Form** (see Appendix) and MPH course schedule, prior to Early Registration each semester.

The student confers with academic advisor, completes and returns the Registration Request Form to student services coordinator (signed by advisor).

Please refer to the last date of registration and drop date. Click [here](#) to see the Fall 2017 calendar.

5.1 Continuous Enrollment (or Registration)

Graduate students who have previously registered for all credits in a graduate degree program but who have not completed all requirements (e.g., thesis, professional paper, internship, etc.) must continue to register each semester (except summer terms) until all degree requirements are completed and filed with the registrar. Students must be enrolled for at least one credit hour during the semester of graduation except summer, if registered for the prior spring semester.

5.2 Leave of Absence and Readmission

In special circumstances, students may request a **leave of absence** from their program of study. Students enrolled in graduate degree programs who take a leave of absence of one or more semesters (excluding summer terms) must notify their graduate program director and file a readmission application prior to returning. During a leave of absence students will not be permitted to utilize university resources.

Students who take a leave of less than three years may file an application for readmission online at www.ecu.edu/gradschool/. Students who take a leave of absence of three or more years must submit a new complete application to be considered for admission to their former program or any other graduate program within the university. Students readmitted after a leave of absence of three years or more will be required to meet new or changed degree requirements. East Carolina University course credit will be evaluated for applicability towards degree requirements in accordance with established time limits.

5.3 Application for Graduation

The application for graduate graduation should be completed at least one semester prior to completion of the requirements of the degree. The Application for Graduation will be emailed by the Student Services Coordinator.

5.4 Probation and Termination Policy

To remain in good academic standing, graduate students must maintain a minimum

cumulative GPA of 3.0 in all coursework related to their program of study once they have a total of 9 credit hours attempted* and any additional or higher academic standards established by their program of study. Students who fail to meet their program's criteria may be placed on probation or dismissed from the program.

Students who fail to remain in good academic standing in accordance with the paragraph above, will be automatically placed on academic probation by the Graduate School, during which time they will have an opportunity to correct their academic deficiencies. The probationary period will last for the term(s) in which the next nine credit hours are attempted.

Enrollment in the Graduate School will be automatically terminated for students who fail to correct their academic deficiencies by the end of the probationary period. Graduate students will not be allowed to take classes and subject to immediate dismissal once it becomes mathematically impossible to achieve a cumulative GPA of 3.0 in all coursework related to their program of study by the end of the remaining probationary period.

Students may appeal dismissal decisions by following the process outlined in the Graduate School Appeals Procedure.

**Total credit hours attempted is the sum of credit hours for all graduate courses in which a graduate student is enrolled as of the tenth day of each semester (the Official University Enrollment Report Date or "Census Date"). Courses with a grade of "I" (incomplete) or dropped after census date are included in the calculation of credit hours attempted. Thesis and dissertation courses are not included as they may be repeated multiple times and no grade is assigned until the thesis or dissertation is defended.*

6.0 Student Code of Conduct

Integrity of MPH Program, students, and faculty is extremely important. All students are expected to abide by the ECU Code of Student Conduct. Plagiarism, cheating, and other misconduct are not expected among our students and will be dealt with according to the ECU Code of Conduct. Details of Brody BSOM at East Carolina University MPH Code of Student Conduct can be found [here](#).

7.0 Course Attendance and Participation

7.1 Course Attendance

Course attendance is expected of all students. Faculty members have the right to establish attendance and participation requirements in each of their courses.

Course requirements (e.g., examinations, oral presentations, laboratory experiments, participation in discussion) are in no sense waived due to absence from class. Instructors may establish penalties when excessive absences would seriously hinder achievement in any course. It is the instructor's discretion as to how absences will be handled.

7.2 Disruptive Academic Behavior

East Carolina University is committed to providing each student with a rich, distinctive education experience. To this end, students who do not follow reasonable standards of behavior in the classroom or other academic setting may be removed from the course by the instructor following appropriate notice. Students removed from a course under this policy will receive a grade of "drop" according to university policy and are eligible for tuition

refund as specified in the current tuition refund policy.

8.0 Courses

8.1 Course Load

No more than 15 semester hours of work may be taken in any fall or spring semester without the written permission of the department or college and the dean of the Graduate School. A student is considered to be enrolled full-time when registered for a minimum of 9 semester hours during a regular semester.

8.2 Credit

The main campus of East Carolina University operates on the semester system. The fall and spring semesters are each approximately 14 weeks in length, plus one week for final examinations. The summer session is divided into two equal terms of approximately five and one-half weeks each. An alternative eleven week summer schedule is available in some areas.

The university is in session five and one-half days each week. Classes usually meet for fifty-minute periods, but some of the courses meet for three hours in one evening or on Saturday morning. MPH courses are numbered 6000 or higher and meet 3 hours per week. Graduate degree credit can be earned only at the standard of a minimum of 750 scheduled minutes of instructional time or the equivalent per credit hours, as stated in the UNC Policy Manual.

Graduate students who seek and obtain permission to take courses at other institutions for subsequent transfer to degree programs at East Carolina University may obtain credit only at the standard of a minimum of 750 scheduled minutes of instructional time or the equivalent per credit hours, as stated in the UNC Policy Manual.

8.3 Transfer Credits

With the support of the graduate program director, up to one third of the credit hours in a graduate certificate or degree program may be transferred from a regionally accredited college or university. No credit hours completed as part of a previously earned master's degree can be counted toward a second master's degree. A maximum of one third of credit from another institution may be counted toward the completion of a certificate program at East Carolina University. Exceptions may be made with the permission of the program director and the dean of the Graduate School, but in all cases students must earn at least one half of the credit hours in a graduate certificate or degree program at East Carolina University.

Graduate-level course work taken elsewhere is not automatically applicable to a graduate degree program at East Carolina University. Applicants for admission must indicate clearly on application forms their attendance at other graduate-level institutions and petition college, school, or departmental advisors to apply such earned credits to their programs. College, school, or departmental petitions for application of transfer credit must be approved by the Graduate School.

Ordinarily the Graduate School will approve the application of graduate course transfer credit **only if**:

- (1) the college, school, or department so recommends;
- (2) the graduate credit was earned at a regionally accredited institution;
- (3) the student was admitted to a formal graduate degree program at the time the credit was earned with a minimum final course grade of B; and
- (4) the credit can be satisfactorily incorporated within the applicable time frame for completion of all degree requirements.

Official transcripts which will provide adequate evidence to support such petitions must be supplied.

Students who have been admitted to the Graduate School at East Carolina University may enroll at other regionally accredited graduate-level institutions for course work which is applicable to their programs provided they have obtained advance permission from their college, school, or graduate program director and the dean of the Graduate School. Such transfer work is included in the one third maximum application of such credit to degree programs. Transfer credit for short courses or workshops can be obtained only at the rate of 1 semester hour of credit for each calendar week of course attendance; concurrent enrollment in two or more short courses or workshops is not permitted.

8.4 Schedule Changes

A graduate student may add a course or courses through the last day to register for the semester (fall/spring semesters this is the 5th class day), also called the course adjustment period. A graduate student may drop a course via Self-Service Banner if dropped by the last day of the course adjustment period.

No course is officially dropped or added until all appropriate approvals are obtained from the advisor and/or the Graduate School and the required procedure is completed with the Office of the Registrar.

9.0 Grading System

9.1 Grades and Scholarship

At the first scheduled class meeting, the instructor must state the basic requirements and assignments of the course and indicate his or her method of evaluation. In the Graduate School, grades consist of A, AU, B, C, F, I, NR, S, U, and W.

9.2 Definition of Grades

1. **A** (Excellent)
2. **AU** (Audit)
3. **B** (Good)
4. **C** (Passed)
5. **F** (Failure)
6. **I** (Incomplete) The grade of "I" is given for a deficiency in the quantity of work done in a course, as opposed to quality of work done in a course. It may only be awarded in extenuating circumstances. A student must have completed a substantial proportion of the course work and be passing the class.

The grade is considered temporary. "I" grades must be resolved within one calendar year or a grade of "F" will be automatically assigned; instructors have the prerogative to require a shorter period of time to complete the remaining requirements.

No student will be allowed to graduate with an incomplete on his or her record. The grade of "I" cannot be given for theses or dissertations. No exceptions to this policy will be granted.

7. NR (Not reported by faculty)

8. S (Satisfactory progress) A special grade reserved for thesis and dissertation research, internships, practica, and similar courses. The grades in these courses are not included in meeting the cumulative grade point average of 3.0 required for graduation.

9. U (Unsatisfactory progress) A special grade reserved for thesis and dissertation research, internships, practica, and similar courses. The grades in these courses are not included in meeting the cumulative grade point average of 3.0 required for graduation.

10. W (Withdrawn)

10.0 Frequently Asked Questions about the ECU MPH program

1. How many credit hours are required for graduation?

45 semester credit hours.

2. Are all students required to complete an internship in public health?

Yes. The internship is an integral component of the MPH Program. Students with substantial previous field experience may petition to be exempt from the internship requirement or a portion thereof. Exemption is at the discretion of the MPH Program Director.

3. How long will it take to complete the degree requirements?

It depends on whether you pursue this on a full-time basis or part-time. Students can complete the program in 2 to 4 years.

4. Can I transfer courses from another master of public health program or graduate school?

With approval of the program director and Dean of the Graduate School, up to 12 credit hours may be transferred, depending on how well a course matches the ECU MPH course substituted and accreditation standards.

Include Math 1065

5. Are courses offered in the evening?

Most courses are offered in the late afternoon or early evening once per week for three hours.

6. Can I take courses on-line?

The MPH program was not designed to be offered completely online in a distance education format. Many courses are available in distance education format, but some core and concentration courses are not offered online. Courses with sections ending in 601 are online courses. Courses with section 001 are face-to-face courses. Some courses are offered in both formats, but this varies by semester. Typically courses meet 1 day per week for 3 hours typically after 3 pm.

7. How do I apply?

Through an application to the ECU graduate school at www.ecu.edu/gradschool/. All supplemental materials will need to be sent to the Graduate School.

8. What is the application deadline?

Deadlines for submission of admission applications are April 15 for fall semester and October 15 for spring semester. **Prospective students are strongly urged to apply well before the deadline.** Late admission will be considered based on program capacity.

9. Are students accepted only for fall admission?

No, the MPH Program admits students for the spring semester as well.

10. What is the minimum GPA required?

Until the program has experience upon which to judge the ability of students to successfully complete the MPH program, the minimum standards of the ECU graduate school apply - a minimum overall undergraduate GPA of 2.7 or a senior year GPA of 3.0. College Algebra is required on undergraduate transcript to take biostatistics.

11. What entrance exams and scores are required? Get new GRE scores?

The Graduate Record Exam (GRE) is used as one gauge of an applicant's ability to successfully complete the program. We require applicants to take the GRE. A combined GRE score of 309 or greater is desirable.

12. Must I take the Graduate Record Exam if I have already completed a graduate degree?

It depends on what the graduate program was, how recently you completed it, and what your grades were in the program. If you are interested in waiving the GRE, you must receive written consent from the MPH Program Director **BEFORE** the application deadline.

13. How do I find more about the Graduate Record Exam (GRE)?

Go to <http://www.ets.org/gre>

14. Is there any financial aid?

ECU Financial Aid information can be found at <http://www.ecu.edu/financial/>

15. Is the program accredited?

ECU is accredited by the Southern Association of Colleges. The MPH Program was fully accredited in 2012 for seven years by Council on Education for Public Health.

Contact information

Student Services Coordinator: Ms. Kelly Bass
Brody School of Medicine at East Carolina University, Department of Public Health
600 Moye Boulevard, Lakeside Annex 7 & 8, Mailstop 660, Greenville, NC 27834
Tel: (252) 744-4079, Fax: (252) 744-4008
Email: mph@ecu.edu

Appendix 1 - Twenty Core Competencies in Basic Disciplines of Public Health for the CEPH Accreditation

Competency	Description	Courses to Achieve Competency
Biostatistics	Apply descriptive techniques commonly used to summarize public health data	<ul style="list-style-type: none"> ➤ Biostatistics for Health Professionals I (BIOS 7021) ➤ Research Methods (MPH 6020) or Epid Methods (MPH 7202)
	Apply common statistical methods for inference	<ul style="list-style-type: none"> ➤ Biostatistics for Health Professionals I (BIOS 7021) ➤ Research Methods (MPH 6020) or Epidemiology Methods (MPH 7202)
	Interpret results of statistical analysis found in public health studies	<ul style="list-style-type: none"> ➤ Biostatistics for Health Professionals I (BIOS 7021) ➤ Research Methods (MPH 6020) or Epid Methods (MPH 7202) ➤ Introduction to Epidemiology (MPH 6011)
	Use vital statistics and other public health records in the description of population health characteristics and in public health research and evaluation	<ul style="list-style-type: none"> ➤ Biostatistics for Health Professionals I (BIOS 7021) ➤ Research Methods (MPH 6020) or Epid Methods (MPH 7202) ➤ Introduction to Epidemiology (MPH 6011)
Environmental Health	Specify approaches for assessing, preventing, and controlling environmental hazards that pose risks to human health and safety.	<ul style="list-style-type: none"> ➤ Fundamentals of Environmental Health (MPH 6010)
Epidemiology	Describe a public health problem in terms of magnitude, person, time, and place	<ul style="list-style-type: none"> ➤ Introduction to Epidemiology (MPH 6011) ➤ Public Health Practice (MPH 6000) ➤ Professional Paper I (MPH 6991)
	Calculate basic epidemiology measures	<ul style="list-style-type: none"> ➤ Introduction to Epidemiology (MPH 6011) ➤ Biostatistics for Health Professionals I (BIOS 7021) ➤ Epidemiology Methods (MPH 7202)
	Comprehend basic ethical and legal principles pertaining to the collection, maintenance, use, and dissemination of epidemiological data	<ul style="list-style-type: none"> ➤ Introduction to Epidemiology (MPH 6011) ➤ Epidemiology Methods (MPH 7202) ➤ Professional Paper I (MPH 6991)
	Recognize the principles and limitations of public health screening programs	<ul style="list-style-type: none"> ➤ Introduction to Epidemiology (MPH 6011) ➤ Public Health Practice (MPH 6000) ➤ Epidemiology Methods (MPH 7202)
Health Policy and Administration	Identify the main components and issues of the organization, financing, and delivery of health services in the US.	<ul style="list-style-type: none"> ➤ Public Health Practice (MPH 6000)
	Use the principles of program planning, development, budgeting, management, and evaluation in organizational and community initiatives	<ul style="list-style-type: none"> ➤ Public Health Practice (MPH 6000)
Health Behavior	Describe the role of social and community factors in both the onset and solution of public health problems	<ul style="list-style-type: none"> ➤ Behavioral Sciences and Health Education (MPH 6013) ➤ Interdisciplinary Rural Health (MPH 6035) ➤ Comprehensive Field Placement (MPH 6903) ➤ Professional Paper I (MPH 6991)
	Identify basic theories, concepts, and models from a range of social and behavioral disciplines that are used in public health research and practice.	<ul style="list-style-type: none"> ➤ Behavioral Sciences and Health Education (MPH 6013) ➤ Research Methods (MPH 6020) ➤ Comprehensive Field Placement (MPH 6903) ➤ Professional Paper I (MPH 6991)
	Use evidence-based approaches in the development and evaluation of social and behavioral science interventions.	<ul style="list-style-type: none"> ➤ Behavioral Sciences and Health Education (MPH 6013) ➤ Research Methods (MPH 6020) ➤ Comprehensive Field Placement (MPH 6903) ➤ Professional Paper I (MPH 6991)
	Describe steps and procedures for the planning, implementation, and evaluation of public health programs, policies, and interventions.	<ul style="list-style-type: none"> ➤ Public Health Practice (MPH 6000) ➤ Behavioral Sciences and Health Education (MPH 6013) ➤ Professional Paper I (MPH 6991) ➤ Professional Paper II (MPH 6992)
Health Communication	Develop cogent and persuasive written materials regarding public health topics.	<ul style="list-style-type: none"> ➤ Behavioral Sciences and Health Education (MPH 6013) ➤ Comprehensive Field Placement (MPH 6903) ➤ Professional Paper I (MPH 6991) ➤ Professional Paper II (MPH 6992)
	Deliver oral presentations using recognized criteria for effective information dissemination	<ul style="list-style-type: none"> ➤ Public Health Practice (MPH 6000) ➤ Behavioral Sciences and Health Education (MPH 6013) ➤ Comprehensive Field Placement (MPH 6903) ➤ Epidemiology Methods (MPH 6702) ➤ Professional Paper II (MPH 6992)
Diversity	Demonstrate sensitivity to varied cultural, ethnic, and socioeconomic backgrounds of individuals and groups including: education, health, literacy, race, gender, age, profession, political preferences, health conditions, religion/spirituality, place of origin, sexual orientation, and lifestyle	<ul style="list-style-type: none"> ➤ Interdisciplinary Rural Health (MPH 6035) ➤ Comprehensive Field Placement (MPH 6903)
Program Planning	Prepare proposals for funding from internal and external sources	<ul style="list-style-type: none"> ➤ Public Health Practice (MPH 6000)

Appendix 2 - Competencies in Culminating Experience (Capstone) for CEPH Accreditation

Culminating Experience	Competencies
Professional Paper I (MPH 6991)	➤ Describe a public health problem in terms of person, place, time, and magnitude
	➤ Comprehend basic ethical and legal principles
	➤ Describe the role of social and community factors for both the onset and solution of public health problems
	➤ Identify basic health behavior theories, concepts, and models from a variety of social and behavioral public health disciplines
	➤ Engage in the research process
	➤ Develop cogent and persuasive written materials regarding public health topics
Professional Paper II (MPH 6992)	➤ Deliver oral presentations using recognized criteria of research methodology for effective information dissemination.
Field Practicum (MPH 6094) & Applied Field Placement (MPH 6905)	➤ Describe a public health problem in terms of person, place, time, and magnitude
	➤ Describe the role of social and community factors for both the onset and solution of public health problems
	➤ Identify basic theories, concepts, and models from a variety of social and behavioral public health disciplines
	➤ Develop cogent and persuasive written materials regarding public health topics and dissemination

Appendix 3 - Student Request - Change of Academic Advisor and/or Concentration

MPH Student Request Change of Academic Advisor and/or Concentration

Student Name: _____ Banner ID _____

Date Change Requested ____/____/____

Student's Current MPH Concentration Epidemiology Health Administration Human Behavior

Student's Current Academic Advisor _____

Student's Requested Academic Advisor _____

Student's Requested Concentration Epidemiology Health Administration Human Behavior

Student's reason for requesting a change of Academic Advisor

Student's Signature _____ **Date** ____/____/____

Current Academic Advisor's Signature _____ **Date** ____/____/____

Requested Academic Advisor's Signature _____ **Date** ____/____/____

Appendix 4 - Student Request - Change of Professional Paper Advisor

MPH Student Request Change of Professional Paper Advisor

Student Name: _____ Banner ID _____

Date Change Requested ____/____/____

Student's Current MPH Concentration Epidemiology Health Administration Human Behavior

Student's Current Professional Paper Advisor _____

Student's Requested Professional Paper Advisor _____

Student's reason for requesting a change of Professional Paper Advisor

Student's Signature _____ **Date** ____/____/____

Current Professional Paper Advisor's Signature _____ **Date** ____/____/____

Requested Professional Paper Advisor's Signature _____ **Date** ____/____/____

Appendix 6 - Advising Form - Health Administration Concentration (HA)

Student name: _____ Banner ID: _____

Admission Status Regular Admit
 Special Admit (may need Student Services Consult)

Academic Year Entered _____

Time Frame for Graduation 2 years 3 years
 2.5 years Other _____

Core Courses		SH	Year/Term	Final Grade
MPH 6000	Public Health Practice	3		
MPH 6002	Ethics and Law Public Health	3		
MPH 6010	Fundamentals of Environmental Health	3		
MPH 6011	Introduction to Epidemiology	3		
MPH 6013	Behavioral Sciences and Health Education	3		
MPH 6020	Research Methods	3		
MPH 6035	Interdisciplinary Rural Health	3		
BIOS 7021	Biostatistics for Health Professionals I	3		
Concentration Core Courses (Required)				
MPH 6800	Health Policy and Politics	3		
MPH 6801	Strategic and Financial Management of Healthcare Organizations	3		
MPH 7010	Human Resource Management and Leadership for Health Administration	3		
Concentration Electives (Chose 2)				
MPH 6025	Health Services Delivery	3		
MPH 6040	Long-term Health Administration	3		
MPH 6200	Community Health Organization and Leadership	3		
MPH 6700	Health Economics	3		
HMA 6060	Health Informatics - Theory and Application	3		
Application Courses				
MPH 6904	Introduction to Field Placement	1		
MPH 6905	Applied Field Placement	2		
MPH 6991	Professional Paper I	2		
MPH 6992	Professional Paper II	1		
		Required Hours = 45	45	

Notes _____

Appendix 7 - Advising Form - Health Behavior Concentration (HB)

Student name: _____ Banner ID: _____

Admission Status Regular Admit
 Special Admit (may need Student Services Consult)

Academic Year Entered _____

Time Frame for Graduation 2 years 3 years
 2.5 years Other _____

Core Courses		SH	Year/Term	Final Grade
MPH 6000	Public Health Practice	3		
MPH 6002	Ethics and Law Public Health	3		
MPH 6010	Fundamentals of Environmental Health	3		
MPH 6011	Introduction to Epidemiology	3		
MPH 6013	Behavioral Sciences and Health Education	3		
MPH 6020	Research Methods	3		
MPH 6035	Interdisciplinary Rural Health	3		
BIOS 7021	Biostatistics for Health Professionals I	3		
Concentration Core Courses (Required)				
MPH 6600	Planning Public Health Programs	3		
MPH 6605	Evaluating Public Health Programs	3		
MPH 6027	Applied Mixed Methods	3		
Concentration Electives				
MPH 7201	Introduction to Survey Methods	3		
See below	See bundle of courses to equal 3 SHs	3		
Application Courses				
MPH 6904	Introduction to Field Placement	1		
MPH 6905	Applied Field Placement	2		
MPH 6991	Professional Paper I	2		
MPH 6992	Professional Paper II	1		
		Required Hours = 45	45	

Notes _____

High Recommendation - Bundle 3 SH of electives

MPH 7031 - Topics in Public Health
 Grant Writing in Public Health
 Social Media and Social Marketing
 Quality Improvement