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Tomlinson Hall, Room 203
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gradstudies.case.edu
Charles Rozek, PhD, Vice Provost & Dean
Lynmarie Hamel, JD, Associate Dean of Graduate Studies
Brandon Bowman, Manager of Graduate Academic Affairs
Additional University Offices

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(216) 368-2273
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(216) 368-4446
studentaffairs.case.edu/careers

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(216) 368-4530
finaid.case.edu

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(216) 368-4357
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(216) 368-4310
www.case.edu/registrar

Student Affairs
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studentaffairs.case.edu

University Health Service (Student Medical Center)
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(216) 368-2450
studentaffairs.case.edu/health

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Sears Building, Room 201
(216) 368-5872
studentaffairs.case.edu/counseling

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Urgent Matters; Safe Ride; Escort Service: (216) 368-3333
Safe Ride Program (7pm-3am)
Security Escort Service (24 Hours)
Security (Information) - (216) 368-4630
www.case.edu/finadmin/security/

University Circle Police
2100 Euclid Avenue
(216) 791-1234
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MPH Program Staff & Executive Committee

Staff

Program Director: Scott H. Frank, MD, MS
Administrative Director: Aylin Drabousky, MA

Executive Committee (in addition to MPH staff)

Research Director & Population Health Research Major Coordinator: Mendel Singer, PhD, MPH
Global Health Major Coordinator: Daniel Tisch, PhD, MPH
Health Care Policy & Administration Major Coordinator: Ruqaijah Yearby, JD, MPH
Health Promotion/Disease Prevention Major Coordinator: Erika Trapl, PhD
Health Informatics Major Coordinator: Siran Koroukian, PhD

Public Health Representatives:
Chris Kippes, MS, Cuyahoga County Board of Health

MPH Student Representatives: Alexis Griffith, Ayan Abdullahi, Ayanna Smith

Chair & Professor, Department of Epidemiology & Biostatistics: Jonathan Haines, PhD

Advisors

Scott Frank, MD, MS
Interests: Public Health Practice, Preventive Medicine, Tobacco, Substance Abuse Prevention, Mental Health

Aylin Drabousky, MA
Interests: Health Communication, Non-profit Organizations, Public Health Improvement

Mendel Singer, PhD, MPH
Interests: Infectious Disease, Antibiotic Resistance, Retrospective Studies, Cost-Effectiveness, Quality of Life

Mission Statement
The CWRU School of Medicine’s Master of Public Health (MPH) Program is an exciting and necessary component to the educational, research, and service resources of CWRU’s great health science institution. Accredited by the Council on Education for Public Health (CEPH), this program takes advantage of the strong assets of the Schools of Medicine and Graduate Studies, the Department of Epidemiology and Biostatistics, and other excellent CWRU graduate and postgraduate programs. The CWRU MPH Program opened in 1999 with resources many other programs take years to develop.
The Mission of the CWRU MPH Program

Through a dynamic program of collaborative education, research and service, it is the mission of the CWRU MPH Program to prepare graduates to develop, implement and evaluate authentic solutions to community health problems that promote and protect the health of diverse populations.

Program Goals

Education Goals

- Provide a dynamic, collaborative, supportive environment for learning and professional development.
- Teach students to assess the needs, strengths and resources of diverse communities and to develop collaborative solutions to identified health needs.
- Prepare students for successful professional careers in public health practice or pursuit of advanced professional/academic degrees.

Research Goals

- Provide all public health students with an opportunity for supervised involvement, comprehension and conduct of meaningful public health research.
- Conduct basic and applied interdisciplinary research that contributes to the identification, management and resolution of public health problems.

Service Goals

- Facilitate collaborations between CWRU, community organizations, governmental health agencies, foundations and the private sector with the intent of improving the health of the public.
Guiding Principles

The following principles reflect the mission and goals of the program and should inform the student’s approach to his/her education, the content and structure of the program’s curriculum, and all products resulting from the program’s activities.

Public health education, research and service are optimized through:

1. A comprehensive curriculum built on a foundation of traditional and emerging public health theory, rich in fundamental content and fulfilled through service-based scholarship.
2. Dynamic, innovative, and transformative experience.
3. Faculty and staff accessibility and responsiveness.
4. Enhancing critical thinking and solution-finding capacity.
5. Exposure to diverse and multidisciplinary collaborators.
6. Appreciative understanding of the value of health equity, social action, and ethical conduct.
7. The conviction that the most effective public health outcomes occur through the development of relationships over time.

An Introduction to the Master of Public Health Program

A Master of Public Health degree is designed to prepare students to address the broad mission of public health, defined as “enhancing health in human populations through organized community effort,” utilizing education, research, and community service. Public health practitioners are prepared to identify and assess the health needs of different populations, and then to plan, implement and evaluate programs to meet those needs. It is the task of the public health practitioner to protect and promote the wellness of human-kind. A Master of Public Health degree requires education in knowledge basic to public health, including biostatistics, epidemiology, environmental health sciences, health services administration and social and behavioral sciences. Individual interest, experience, and program resources guide emphasis for different students.

A Master of Public Health degree provides a broad base of knowledge and skills necessary in various areas of public health. In addition to providing students with this broad foundation, the MPH program provides students with experience in the application of this knowledge and their newly developed skills to community health problems. The CWRU MPH Program has a particular emphasis on urban health, social justice and care of the underserved.

Anyone with career interest in working with communities to improve the health of their members should consider the MPH degree. The CWRU MPH Program is especially suited to those with previous experience in public health, those with advanced degrees, or those in training for advanced degrees. Degrees with shared interest and content with public health include medicine, nursing, dentistry, law, anthropology, bioethics, management and social work. Joint degrees between eight different CWRU graduate programs include the MD/MPH, JD/MPH, MSN/MPH, MBA/MPH, MA Bioethics/MPH, DMD/MPH, MSSA/MPH and the MA-PhD Anthropology/MPH and bring greater academic diversity to the student body.
Learning Objectives & Competencies
Core learning objectives identify the knowledge and skills all degree earning students attain, and reflect the mission, goals and objectives of the MPH Program. All students develop a core set of skills in each of the fundamental domains of public health: biostatistics, epidemiology, environmental health sciences, health services administration, public health history, and social and behavioral sciences. Specifically, all students are expected to be able to demonstrate the following competencies upon graduation:

- Understand basic concepts of biostatistics in public health, including an ability to select statistical methods for data analysis, apply descriptive techniques, and interpret and communicate results of statistical analyses.

- Understand environmental factors that impact the health of a community, including an ability to describe the impact of policy on environmental health issues, methods for environmental risk assessment, and approaches to risk management.

- Understand the role of epidemiology in the control of health problems, including an understanding of the language of epidemiology and ability to calculate basic epidemiologic measures, an ability to comprehend basic ethical and legal principles pertaining to the collection, maintenance, use and dissemination of epidemiologic data, and an ability to evaluate and communicate the strengths and limitations of epidemiologic reports.

- Understand the policy process for improving the health status of populations, including an ability to identify the main components and issues of the organization, financing, and delivery of health services and public health systems in the US, describe legal and ethical bases for public health and health services, and communicate health policy and management issues using appropriate channels and technologies.

- Understand the behavioral, social, and cultural factors related to individual and population health, including an ability to identify basic theories, concepts, and models from a range of social and behavioral disciplines that are used in public health research and practice, describe the role of social and community factors in both the onset and solution of public health problems, and apply evidence-based approaches to the development and evaluation of social and behavioral science interventions.

- Demonstrate effective written and oral skills for communicating with different audiences in the context of professional public health activities.

- Develop public health programs and strategies responsive to the diverse cultural values and traditions of the communities being served.

- Engage in dialogue and learning from others to advance public health goals.

- Explain the role of biology in the ecological model of population-based health.

- Discuss sentinel events in the history and development of the public health profession and their relevance for practice in the field.

- In collaboration with others, prioritize individual, organizational, and community concerns and resources for public health programs.

- Analyze the effects of political, social, and economic policies on public health systems at the local, state, national, and international levels.
Curriculum

The CWRU MPH Program has a two-year curriculum requiring 42 credit hours. Twenty one credits are accumulated in seven core required courses, representing the fundamental domains of public health: research methods, biostatistics, epidemiology, environmental health sciences, health services administration, public health history, and social and behavioral sciences. Students receive nine credits for three courses in the major of their choice, three credits for one elective course, and nine credits for the multi-semester “Culminating Experience,” a public health field practicum (3 credits) and public health Capstone project (6 credits) encompassing one or more semesters of the MPH program. The manner in which Culminating Experience credits are allocated is flexible and is determined between the student and their advisor. The MPH seminar program, a two-semester sequence, is taken for no credit. Previous experience or education pertaining to public health may increase the student’s flexibility in course selection. Students may also enroll part-time and take courses over a three to five year period.

Plan of Study

CURRICULUM OVERVIEW
(see appendix for detailed course descriptions)

CORE REQUIRED COURSES - 21 CREDITS:
MPHP 403: Research & Evaluation Methods*
MPHP 405: Statistical Methods in Public Health**
MPHP 406: History & Philosophy of Public Health
MPHP 411: Introduction to Health Behavior
MPHP 429: Environmental Health
MPHP 439: Health Management & Policy
MPHP 483: Introduction to Epidemiology for Public Health Practice†

CULMINATING EXPERIENCE - 9 credits:
MPHP 650: Public Health Practicum (3 credits)
MPHP 652: Public Health Capstone (6 credits)

MAJORS - 9 credits each (Choose 1):
Population Health Research
Global Health
Health Care Policy & Administration
Health Promotion & Disease Prevention

FREE ELECTIVES - 3 credits

*Required for students matriculating fall 2014 or later, optional for students matriculating prior to fall 2014
** Students in the Population Health Research major may take MPHP 431: Statistical Methods I in place of MPHP 405.
† Students in the Population Health Research major may elect to take MPHP 490: Epidemiology—Intro to Theory & Methods in place of MPHP 483.

SAMPLE COURSE SEQUENCE

FALL, YEAR ONE - 12 credits
MPHP 403: Research & Evaluation Methods (3)
MPHP 411: Introduction to Health Behavior (3)
MPHP 406: History & Philosophy of Public Health (3)
MPHP 483: Intro. to Epidemiology for Public Health Practice (3)

SPRING, YEAR ONE - 12 credits
MPHP 405: Statistical Methods in Public Health (3)
MPHP 429: Epidemiology of Environmental Health (3)
MPHP 439: Health Management & Policy (3)
MPHP 650: Public Health Practicum (3)

FALL, YEAR TWO - 9 credits
MPHP ___: Major Course #1 (3)
MPHP ___: Major Course #2 (3)
MPHP 652: Public Health Capstone (3)

SPRING, YEAR TWO - 9 credits
MPHP 652: Public Health Capstone (3)
MPHP ___: Major Course #3 (3)
______ ___: Free elective (3)
Currently, five different majors (a.k.a. tracks) are offered by the CWRU MPH Program: Population Health Research, Global Health, Health Policy & Management, Health Promotion & Disease Prevention, and Health Informatics. Each major has a required course or courses (in addition to the core required courses), plus selective offerings to be combined for a total of 9 credit hours in major coursework. Students develop a Capstone project relevant to the major area to expand and apply the knowledge of the subject. Individual emphasis will differ from student to student within each major.

MPH students can also choose to expand the emphasis and depth of their program of study by electing to do a double major plan of study. For the double major, the student chooses two areas (two majors) of equal emphasis and takes 3 courses in each area (this requires the student to take a minimum of 48 credit hours). The student’s Capstone project must embrace and integrate both emphases, and no double-counting of credits can take place. Students choosing to do the double major plan of study should also work closely with an advisor to ensure optimal course selection and foster the evolution of a successful Capstone project.

Population Health Research Major

Coordinator: Mendel Singer, PhD, MPH (mendel@case.edu)

Competencies:
In addition to the general competencies expected of all students (page 11), students in the Population Health Research major will be able to demonstrate the following competencies upon graduation:

- Interpret results of statistical analyses found in public health studies.
- Apply descriptive and inferential methodologies according to the type of study design for answering a particular research question.
- Develop cohesive, focused research aims with specific, testable hypotheses to address specific public health questions affecting populations and communities.
- Design, analyze and present data in the way(s) best suited for an appropriately identified target audience.
- Develop written and oral presentations based on statistical analyses for both public health professionals and educated lay audiences.

Approved Courses*,**

MPHP 432: Statistical Methods II
EPBI 436***: Essence of Multilevel Statistical Modeling, Including Repeated Measures Analysis
EPBI 437***: Essence of Classical Multivariate Analysis
EPBI 438***: Essence of Structural Equation Modeling
MPHP 460: Introduction to Health Services Research
EPBI 451: Principles of Genetic Epidemiology
EPBI 515: Large Healthcare Databases
MPHP 421: Health Economics and Strategy
EPBI 452: Statistical Methods in Human Genetics
MPHP 450: Clinical Trials & Intervention Studies
MPHP 467***: Comparative and Cost Effectiveness Research

EPBI 414***: Data Management and Statistical Programming
EPBI 459: Longitudinal Data Analysis
MPHP 484: Global Health & Epidemiology
NURS 631: Advanced Statistics: Multivariate Analysis
NURS 632: Advanced Statistics: Structural Equation Modeling

* = Additional courses may be approved by Population Health Research coordinator
** = Students must complete at least one advance methods course as part of the major. Students must meet with the major coordinator to determine which course is appropriate.

***Each of these courses is offered in a modular format for 1-3 credits. To fulfill the major/track requirement partial courses must be combined to total at least 3 credits.
Global Health Major

Coordinator: Daniel Tisch, PhD, MPH (daniel.tisch@case.edu)

Competencies:
In addition to the general competencies expected of all students (page 11), students in the Global Health major will be able to demonstrate the following competencies upon graduation:

- Describe the epidemiology of diseases of global importance.
- Identify methods for strengthening and focusing existing capacities and resources for health program sustainability.
- Ensure collaborations represent the social, economic, and cultural diversity of the community.
- Apply the fundamental principles of international standards for the protection of human research subjects in diverse cultural settings.
- Employ social justice frameworks to highlight the root causes of health inequities.
- Develop methods for disseminating messages about a project’s progress and impact.
- Integrate multi-dimensional factors into the planning, implementation, and evaluation of health interventions. (Multi-dimensional factors include: social, demographic, cultural, and political.)
- Present evaluation findings and lessons learned to program beneficiaries and stakeholders.

Approved Courses*
INTH 401: Introduction to Global Health**
MPHP 484: Global Health & Epidemiology**
MPHP 494: Infectious Disease Epidemiology**
MPHP 475: Management of Disasters
MPHP 510: Health Disparities
MPHP 467: Comparative and Cost Effectiveness Research
ANTH 459: Intro to International Health***
ANTH 480: Medical Anthropology and Global Health I
ANTH 480: Medical Anthropology and Global Health I***
ANTH 481: Medical Anthropology and Global Health II***

ANTH 511: Seminar in Anthropology and Global Health***
ANTH 461: Urban Health***
LAWS 224: Global Perspectives***
LAWS 349: International Trade & Development***
MGMT 460: Managing in a Global Economy***

* = Additional courses may be approved by Global Health coordinator
** = Select 2 of 3 as required courses within the major
*** = Enrollment may be subject to pre-requisites and/or instructor consent and may not be available to students who are not matriculated in an associated program or dual degree.
Health Care Policy & Administration Major

Coordinator: Ruqaijah Yearby, JD, MPH (ruqaijah.yearby@case.edu) & Jessica Berg, JD, MPH (jessica.berg@case.edu)

Competencies:
In addition to the general competencies expected of all students (page 11), students in the Health Care Policy & Administration major will be able to demonstrate the following competencies upon graduation:

- Describe the legal and ethical bases for public health and health services.
- Discuss the policy process for improving the health status of populations.
- Apply the principles of program planning, development, budgeting, management and evaluation in organizational and community initiatives.
- Describe the attributes of leadership in public health.
- Demonstrate team building, negotiation, and conflict management skills.
- Analyze the potential impacts of legal and regulatory environments on the conduct of ethical public health research and practice.
- Analyze the effects of political, social and economic policies on public health systems at the local, state, national and international levels.

Approved Courses*

MPHP 468: Continual Improvement of Health Care**

MPHP 467: Comparative and Cost Effectiveness Research

MPHP 456: Health Policy & Management Decisions

POSC 483: Health Policy in the U.S.***

HSMC 420: Health Finance

MPHP 421: Health Economics & Strategy

MPHP 432: Health Care Info. Systems

EPBI 592: 3 topics with permission of coordinator

MPHP 475: Management of Disasters

MPHP 510: Health Disparities

LAWS 228: Public Health Law

BETH 417: Introduction to Public Health Ethics

EVHS 435: Environmental Health Law & Policy

*  = Additional courses may be approved by Health Care Policy & Administration coordinator

**  = Required course within the major

*** = Requires Permission from Major Coordinator
Health Promotion & Disease Prevention Major

Coordinator: Erika Trapl, PhD (erika.trapl@case.edu)

Competencies:
In addition to the general competencies expected of all students (page 11), students in the Health Promotion & Disease Prevention major will be able to demonstrate the following competencies upon graduation:

- Identify and engage critical stakeholders for the development, implementation, and evaluation of public health strategies (i.e. programs, policies, and interventions) that address multiple targets and multiple levels of intervention.
- Describe how social, behavioral, environmental and biological factors contribute to specific individual and community health outcomes.
- Explain how systems (e.g. individuals, social networks, organizations, and communities) may be viewed as systems within systems in the analysis of public health problems and solutions.

Approved Courses*
MPHP 433: Community Interventions & Program Evaluation**
MPHP 510: Health Disparities
MPHP 413: Health Education, Communication, & Advocacy
ANTH 461: Urban Health
MPHP 475: Management of Disasters
MPHP 464: Obesity and Cancer: Views from Molecules to Health Policy
EPBI 423: Dissemination and Implementation Science for Health Promotion
MPHP 468: Continual Improvement of Health Care

* = Additional courses may be approved by Health Promotion & Disease Prevention coordinator
** = Required course within the major
Health Informatics

Coordinator: Siran Koroukian, PhD (skoroukian@case.edu)

Competencies:
In addition to the general competencies expected of all students (page 11), students in the Health Informatics major will be able to demonstrate the following competencies upon graduation:

- Understand how clinical data are collected and coded
- Aggregate, normalize, and integrate clinical and/or claims data originating from disparate platforms
- Understand standard health data exchange formats and vocabularies, including Health Level 7 (HL7, designed to transfer clinical and administrative data across different applications), the Logical Observation Identifiers Names and Codes (LOINC, for encoding laboratory test and result information), the Systemized Nomenclature of Medicine (SNOMED, clinical terminology designated as a US standard for electronic health information exchange)
- Understand the ethical, regulatory, and practical aspects of data security
- Know how to retrieve and use data from social media/mobile health

Approved Courses*

EPBI 432: Statistical Methods II
EPBI 515: Use of Large Databases in Epidemiology and Health Services Research
HSMC432/MPHP 532: Health Informatics: Management & Systems
HSMC 446: Models of Health Systems
HSMC 457: Informatics, Analytics, and Decision-Making
NUND 510: Application of Health Information Technology and Systems
EECS/EBME 480: Series
EECS/EBME 480: Series - Introduction to Medical Informatics
- Health Knowledge & Decision Support Systems
- Health Information Technology Transfer, Adoption, and Implementation
IIME 473: Fundamentals of Clinical Information Systems

*Additional courses may be approved by Health Informatics Coordinator


**Dual Degree Programs**

Because of the breadth and scope of the field of public health, the MPH is an ideal degree to integrate with other professional schools and graduate programs at CWRU. University leadership recognizes collaboration as one of the priorities for the university, strongly encouraging interdisciplinary efforts. The MPH Program now participates in nine dual degree programs: MA or PhD Anthropology/MPH (School of Graduate Studies Medical Anthropology Program), MD/MPH (School of Medicine and Lerner College), MSN/MPH (Frances Payne Bolton School of Nursing), MA Bioethics/MPH (School of Graduate Studies), MBA/MPH (Weatherhead School of Management), JD/MPH (School of Law), MSSA/MPH (Mandel School of Applied Social Science), DMD/MPH (School of Dental Medicine), and the Integrated Graduate Studies Program.

Generally, dual degree students complete both degrees by adding one year of study to the partner degree. For example, an MD student could add one year to the four-year MD Program to complete his/her MD/MPH dual degree in five years. In most cases, it will be assumed that dual degree students will adopt an area of concentration specific to their shared degree area.

Dual degree students should have academic advisors from both the MPH Program and the partner program faculty. Advisors of dual degree students are encouraged to develop dialogues with their partner advisors and collaborate on students’ programs of study. This dialogue should be accomplished by a minimum of one annual group meeting of both advisors with the student to be arranged by the student. During the initial meeting, before the end of the student’s first semester, a Planned Program of Study (PPOS) is developed. The PPOS can be revised later, also with the approval of both advisors. The PPOS should include (if relevant) a written description of how outside courses will benefit the student’s public health education. Academic performance issues, or any other issues, are presented by the advisors to the MPH Executive Committee for final disposition. The MPH Executive Committee will adjudicate any difference in opinion between advisors.

The Director of the MPH Program, assisted by the Program Administrative Director, is the coordinator of the dual degree programs and provides services for student support, including special events and publications dedicated to serving the needs of dual degree students and building their sense of scholarship and community as a group. The Office of the MPH Program Director provides dual degree students a destination for help and building identity.
Anthropology & Public Health (MA/MPH and PhD/MPH)

The joint MA/MPH program requires three years of full-time study to complete a minimum of 60 credit hours. Both the MPH and Anthropology programs have a set of core courses that must be completed: 27 core credits in Public Health and 15 core credits in Medical Anthropology for a combined total of 42 required credit hours. Joint MA/MPH candidates are also required to complete 9 major credits, 3 free elective credits for the MPH Program. Students are also required to take 12 elective credits in the Medical Anthropology program. However, up to 9 credits can be shared between the MPH and Anthropology programs. The Medical Anthropology core curriculum includes one approved statistics course, and MPHP 405 has been approved for the Anthropology program statistics requirement and can therefore provide 3 of the 9 shared credits. The other 6 shared credits should be determined via a collaboration between the student and their advisors in Anthropology and Public Health.

Contact: Janet McGrath, PhD, Associate Professor (Anthropology, Mather Memorial 211): 368-2287, janet.mcgrath@case.edu

Medicine & Public Health (MD/MPH)

The MPH degree adds one year of additional coursework to the MD degree (for School of Medicine medical students), making a 5-year dual degree program. Students begin taking public health courses for graduate school credit in year one. Cleveland Clinic Lerner College of Medicine medical students take some required coursework at CCF. Following the School of Medicine’s second year, it is recommended that the student participate in the MPH dedicated year. Remaining credit requirements, if any, are completed during the fourth medical school year elective schedule. MPH courses fulfill up to 9 elective credits for the School of Medicine while a full 42 MPH credit hours are required of all students. The MPH Capstone can serve as the MD student’s research project.

Contact: Clint W. Snyder, PhD Interim Vice Dean for Education and Academic Affairs (Medicine, BRB 110): 368-1948, clint.snyder@case.edu

Nursing & Public Health (MSN/MPH)

The School of Nursing awards the MSN degree in advanced public health nursing for 40.5 credit hours over four semesters. The School of Graduate Studies awards the MPH degree for 42 credit hours over two years. Joint MSN/MPH candidates are required to take 27 core credits, 9 major credits, 3 free elective credits for the MPH Program. However, up to 9 credits can be shared between the MSN and MPH programs. These 9 credits should be determined via collaboration between the student and their advisors in Nursing and Public Health. Most MSN/MPH students will major in Health Promotion/Disease Prevention but exceptions may be allowed on a case-by-case basis.

Contact: Carol Savrin, DNP, CPNP, FNP, BC, FAANP, Associate Professor (Frances Payne Bolton School of Nursing): 368-5304, cls18@case.edu
Bioethics & Public Health (MA/MPH)

Bioethics Masters students receive their degree after 27 hours of study over one year. The School of Graduate Studies awards the MPH degree for 42 credit hours over two years. The joint MA/MPH program can be completed in three years of full-time study to complete a minimum of 63 credit hours. Each program has a set of core courses that must be completed; 21 core credits in Public Health and 15 core credits in Bioethics for a combined total of 36 required credit hours. The 9 credit Culminating experience is also required of all public health students. Joint MA/MPH candidates will combine their Bioethics electives, Public Health major and elective courses to complete a total of 18 credit hours of advanced electives. A minimum 12 out of the 18 elective credits must be MPHP designated courses. The remaining nine credits of electives must enhance an understanding of issues in the field of bioethics and must be relevant to the student’s academic goals. Students are also expected to complete the two-part MPH seminar series for no credit.

Contact: Aaron Goldenberg, PhD, MPH, Assistant Professor (Bioethics, Tower Annex 200): 368-8729, aaron.goldenberg@case.edu

Business & Public Health (MBA/MPH)

The Weatherhead School awards the MBA degree for 69 credit hours taken over two years. The School of Graduate Studies awards the MPH degree for 42 credit hours over 2 years. Joint degree candidates count 6 credits from their MBA elective credits toward their MPH degree, replacing 3 MPH concentration curriculum credits and 3 of their elective credits. Conversely, 6 MPH credits may be counted in fulfillment of MBA electives. The credit requirement for both degrees is reduced from 111 to 99 credits. The anticipated length of time to complete the dual degree is three years. Students completing the joint degree on a part-time basis may complete joint degree requirements in four to four and one half years. MBA course scheduling is flexible to accommodate day, evening, full and part-time students.

Contact: Deborah Bibb, FT MBA Program Director (Peter B. Lewis Building, Suite 150): 368-6702, deborah.bibb@case.edu

Social Administration & Public Health (MSSA/MPH)

Students in the Social Administration & Public Health “side-by-side” program complete both programs simultaneously and will be able to complete the joint program in 36 months. Students in the “side-by-side” program must complete at least 79 academic credit hours. The MSSA will accept 9 hours of courses taken in public health and the MPH program will accept 9 hours for courses in social work. Students in this program are required to take MPHP/SASS 655 Dual Degree Field Practicum II during spring of their first year in the program. Students are required to take MPHP/SASS 656 Dual Degree Field Capstone III (fall) and MPHP/SASS 657 Dual Degree Field Capstone IV (spring) during their third year in the program. Please see your advisors for specific information on which courses can cross-count.

Contact: David Miller, PhD, MSW, MPH, Associate Professor: 368-8755, dbm5@case.edu
Dentistry & Public Health (DMD/MPH)
Combining dentistry and public health leads to the awarding of both degrees after 5 years of study. Students may enter the MPH program before their first year in the DMD program (preferred) or between years 2 and 3. It is recommended that students in the DMD/MPH program major in the Health Promotion & Disease Prevention (HP/DP). 6 credits from the DMD program will be accepted for the MPH program. For specific information on these credits and scheduling please contact your advisor.

Contact: Sena Narendran, BDS, MPH, Associate Professor of Community Dentistry (School of Dentistry, Room 216): 368-1131, sena.narendran@case.edu

Law & Public Health (JD/MPH)
The MPH degree adds one year of additional coursework to the JD degree, creating a four-year program. The law school requires 88 credit hours for the J.D. The law school first year courses (31 credits) are required. After the first year, the school has an upper-level writing requirement (a major paper), upper level research and writing courses (Core III and SRC), and also requires a three-credit course in Professional Responsibility. All other credits are electives. The law school offers several health law courses that meet the MPH elective requirements. Law students enrolled in the dual JD/MPH degree program may earn up to 12 credits toward the J.D. in graduate level MPH courses with approval by the Associate Dean for Academic Affairs in advance of enrollment. No credit may be given for work done in such courses before the student completes the first year of law school. The JD/MPH students complete the full 42 credit hours of MPH courses, including the two-part MPH seminar series for no credit.

Contact: Jessica Berg, JD, MPH, Professor (School of Law, Room 221): 368-6363, jessica.berg@case.edu

Nutrition (MA/MPH)
The dual-degree program with the Department of and Nutrition was recently approved by the CWRU Faculty Senate. The core Master Degree courses include a mixture of those from nutrition, biochemistry and public health. We are now accepting applications and look forward to welcoming new students into these programs in the Fall 2015 semester. The trained graduate could be employed in a wide variety of settings, including (but not limited to) local, state, national or global public policy, governmental public health, hospital outreach, community-based health non-profit organizations, research projects; or the Food and Drug Administration. The dual degree program allows for a reduction in total number of class hours to 58 credit hours for both degrees (33 credit hours in MHPH and 25 credits in BIOC/NTRN).

Contact: Hope Barkoukis, PhD, RD, LD, Interim Chair, Department of Nutrition: 216-368-2441, hope.barkoukis@case.edu

Integrated Graduate Studies Program (BA/MPH)
The Integrated Graduate Studies Program (IGS) is intended for highly motivated undergraduate students who are candidates for the B.A. and whose objective is a degree at the Master's or Doctor's level. By more closely integrating undergraduate and graduate studies, qualified students may be admitted to graduate study for their senior year and pursue the simultaneous completion of requirements for both the Master's and Bachelor's degrees. The baccalaureate will normally be awarded upon completion of a year of graduate study and attainment of a total of 120 semester hours of credit.

Eligibility requirements for admission to graduate school through IGS are:

· 90 semester hours earned of which the last 60 hours must have been in residence at Case Western Reserve University;

· Completion of the Arts and Sciences General Education or SAGES Requirements and two semesters of physical education;
· Completion of three quarters of the requirements for the major concentration.

Contact: Claudia Anderson, Assistant Dean for Undergraduate Studies (Sears Library Building, Room 357): 368-2928, cca2@case.edu
Culminating Experience

The **multi-semester Culminating Experience** is the centerpiece of the CWRU MPH Program. A Public Health field practicum and **multi-semester Capstone project** required of all MPH students, this two course sequence (9 credits total) places students in health related settings to work on projects of mutual interest to the agency or organization and the student. The experience gives students the opportunity to apply the knowledge and skills they have acquired through their academic course work to a problem involving the health of the community. Students learn to communicate with target groups in an effective manner, to order priorities for major projects according to definable criteria, to use computers for specific applications relevant to public health, to identify ethical, social, and cultural issues relating to public health policies, research and interventions, to identify the process by which decisions are made within the organization or agency, and to identify and coordinate the use of resources at the site.

The Public Health Practicum is an integral component of the MPH curriculum, allowing students to apply, develop, and refine their public health skills and knowledge in a supervised, community-based experience. To complete the Practicum, students register for three (3) credits of MPHP 650 ‘Public Health Practicum’, dedicating at least 120 hours to a substantial public health experience with a governmental agency or community organization which contributes to the public health system.

Capstone Projects are broadly oriented toward a problem involving the health of the community. The manner in which credits are allocated between semesters is flexible and is determined by the student and their advisor. Projects must be relevant to the student’s chosen major. Students are strongly encouraged to complete their Practicum and Capstone experience as a single culminating experience, with a single culminating experience proposal that describes both the Practicum and Capstone project. The Capstone Essay, an essay of publishable quality, is presented to peers and advisors during the biennial *Innovations in Population Health Conference* in the semester in which they intend to graduate. Samples of Capstone Essays are available in the MPH Office. Students can also submit a manuscript in lieu of the traditional Capstone Essay. Students are encouraged to pursue other sites of their own choosing as well. The Capstone Experience is supported by the “Culminating Experience Guide” publication.

Students completing unrelated Practicum and Capstone are required to submit separate proposals for each experience.

**Public Health Practicum (MPHP 650) Requirements**

- A minimum of 120 hours (3 credit hours) engaged in experiential education with a community partner organization and:
  - A structured, individually arranged Practicum agreement with a community partner that describes the nature of the Practicum experience, including public health competencies addressed
  - An identified Practicum preceptor, who also may serve as a member of the Capstone Committee when the Public Health Capstone is done with the same organization
  - Evaluation of the student by the Practicum preceptor
  - A Practicum report that describes the full practicum experience, including competencies addressed and perceived affect of the experience on future career
  - A Practicum annotated bibliography, describing a minimum of 10 readings related to the Practicum experience
  - An evaluation of the Practicum site and Practicum preceptor by the student

**Public Health Capstone (MPHP 652) Requirements**

- A minimum of 240 hours (6 credit hours) dedicated to a Capstone project involving a scholarly project of mutual benefit to the student and the partner and:
  - Preparation and Submission of a Capstone Essay of publishable quality
  - Presentation of Capstone Project at biennial *Innovations in Population Health Conference*
  - Evaluation of the Capstone Essay and Capstone Presentation from at least 3 members of the Capstone Committee
Possible Approaches to the Culminating Experience

These are only ideas for the Culminating Experience. Students are strongly encouraged to discuss other potential approaches with their Capstone Advisory Committee, the Practicum Preceptor, and the community organization. In all cases, students should combine multiple approaches for their Culminating Experience. The best approaches to Culminating Experiences, like public health, require engaging with the public!

Program Design
Design a health-related program that could be implemented at the partner site, including instructions, procedures, manuals, and materials. Alternatively, participate in the design of a new program initiated by the community organization.

Program Implementation
Participate in a substantive way towards the implementation of a program already planned at the community organization.

Data Analysis
Complete a substantial new analysis of existing data (e.g., dataset, survey, or claims database) on a health-related topic of interest to the community organization and report on the results. (Note: Data analysis, in isolation, is not sufficient for a Practicum Experience.)

Community Intervention
Design and implement a community intervention supported by the community organization.

Program Evaluation
Evaluate an existing program at the community organization to assess the effectiveness and outcomes of the program.

Health Policy Statement/Advocacy
Develop a health policy position paper related to the mission of the community organization and advocate for its approval. Alternatively, for the Capstone Project, a position paper may be written on a health topic of local, state, regional, national, or international importance.

Community Partners
Bellfaire JCB
Care Alliance Health System
Cleveland Department of Public Health
Cleveland Clinic Foundation
Crossroads
Cuyahoga County Board of Health
CWRU Department of Family Medicine
CWRU Faculty Projects
CWRU Center for Global Health & Disease
Engineers Without Borders USA
Free Clinic of Greater Cleveland

International Federation of Red Cross
International Medical Volunteers
Louis Stokes Cleveland Veteran Affairs Medical Center
The MedWish Foundation
MetroHealth Medical Center
Neighborhood Family Practice
Ohio Department of Health
Ohio Department of Mental Health
Prevention Research Center for Healthy Neighborhoods

Population Health Research
Research the determinants or distribution of a health problem identified by the community organization.

Community Assessment
Undertake in-depth analysis of the health characteristics of a defined population or community of interest to the community organization.

Public Health Services & Systems Research
Research the nature of access to health care, quality and cost of services, or evaluation of the provision and design of health services offered by the community organization.

Survey Research
Survey an identified population on a topic of mutual interest with the community organization.
Innovations in Population Health Conference

The Culminating Experience is the centerpiece of the CWRU MPH Program. The experience gives students the opportunity to apply the knowledge and skills they have acquired through their academic coursework to a problem involving the health of the community. The Innovations in Population Health Conference is an opportunity for graduating MPH students to showcase the results of their work.

There will be two Innovations Conferences per academic year, one in the fall and one in the spring. Each will take place on the Monday of the second to last week of classes (barring any conflict in the fall with the Thanksgiving holiday week). While the fall Innovations Conference will generally be a half day event (due to the smaller number of students graduating at that time), the spring Innovations Conference will be at least a full day event (sometimes two days), possibly with concurrent sessions. Each Innovations Conference will also have a keynote speaker who will discuss a topic relevant and current to the field of public health. Anyone is welcome and invited to attend the Innovations Conferences, including CWRU faculty, staff, and students, family and friends of presenting MPH students, public health practitioners, and other community members. Presenting MPH students are expected to invite all members of their Capstone Committee to their presentation.*

Presenting students will also have the opportunity to practice their presentations in front of MPH faculty/staff/students during a time approximately one week before the Innovations Conference. Students should plan on having a draft of their presentation done before this time and be prepared to attend this practice session.

There are some important deadlines around the Innovations Conference for graduating MPH students:

- **No later than four weeks prior to the Innovations Conference:** Presenting students should turn in completed drafts of their Capstone Essay to all Committee members for review and suggestions.
- **No later than two week prior to the Innovations Conference:** Capstone Committee members should provide feedback and suggestions for revisions to the student on the draft of the Capstone Essay.
- **On the day of the Innovations Conference:** Presenting students should turn in final copies of their Capstone Essay to all members of their Capstone Committee. Students should also provide all Committee members with both essay and presentation evaluation forms (available in the Culminating Experience Guide).
- **No later than the Friday after the Innovations Conference:** Graduating students are responsible for turning in the following items to the MPH Office: electronic copy of their final Capstone Essay, electronic copy of their Capstone Presentation (e.g. PowerPoint slides), essay evaluation forms from all Committee members, and presentation evaluation forms from all Committee members. **Without these items, the MPH Office cannot certify a student to graduate.**

For more details on the Culminating Experience, please see the Culminating Experience Guide (available on the MPH program’s website).

*It should be noted that students graduating during the summer session will be expected to present their Capstone Project during the summer session to Committee members as well as at the fall Innovations Conference.
Important Dates (Academic Calendar)

Fall Semester

Fall registration begins: April 6, 2015
Drop-Add period: August 24 - September 4, 2015
Graduate Studies Orientation: August 18-19, 2015
MPH Fall Preview: August 24, 2015
Classes begin: August 24, 2015
Late registration fee begins ($25): August 25, 2015
Last day to withdraw without financial penalty: September 4, 2015
Drop-Add & late registration end: September 4, 2015
Labor Day holiday (No Classes): September 6, 2015
Deadline Audit and Pass/Fail: November 6, 2015
Deadline for class withdrawal: November 6, 2015
Fall Innovations Conference: November 13, 2015
Thanksgiving holiday (No Classes): November 26-27, 2015
Deadline for removal of “I” grades from previous term: December 4, 2015
Last day of classes: December 4, 2015
Final exams: December 8-16, 2015

Spring Semester

Spring registration begins: November 9, 2015
Drop-Add period: January 11-22, 2016
Classes begin: January 11, 2016
Late registration fee begins ($25): January 12, 2016
Martin Luther King, Jr. Holiday (No Classes): January 18, 2016
Last day to withdraw without financial penalty: January 22, 2016
Drop-Add & late registration end: January 22, 2016
Spring break (No Classes): March 7-11, 2016
Deadline Credit/Audit: March 25, 2016
National Public Health Week: April 4-10, 2016
Spring Innovations Conference: TBD
Deadline for removal of “I” grades from previous term: April 25, 2016
Last day of classes: April 25, 2016
Final exams: April 28 – May 5, 2016
University Commencement: May 15, 2016
Academic Planning & Advising
The MPH staff and administration make every effort to respond to student requests for support and provide academic advising tailored to each student’s needs. All new students are assigned an academic advisor to aid in planning their academic career at Case Western Reserve University. To ensure successful and timely completion of the MPH curriculum, students should select a major before the end of their first semester. This choice will inform course selections and the plan of study. Consult with your advisor to discuss academic progress, course selection and schedule of offerings, and appropriate number of credit hours to be taken. Students may change advisors at any time by notifying the MPH program. Advisors can approve course selection and authorize registration. Faculty advisors may or may not be on a student’s Capstone committee, but they should be available for consistent academic advising, planning and support. Student wellness and performance is regularly monitored to identify problems that may be remediated.

The MPH Program administration also routinely offers career advising, including resume review, letters of support, and networking. Notices of job opportunities are shared as they are received from university, community, state, national and international sources. This information is shared with students and alumni via email, and are posted on the program’s website. The MPH program offers competitive summer internship opportunities with each of the local health departments in Cuyahoga County, and with additional community sites of the students’ choice to encourage student engagement in the community. Internship positions facilitate networking that may contribute to the development of Capstone projects. Several student internships have resulted in post-graduate employment. Students may contact the MPH Office for career planning assistance.

A list of primary advisors and their interests follows:

Scott Frank, MD, MS
   Interests: Public Health Practice, Preventive Medicine, Tobacco, Substance Abuse Prevention, Mental Health

Mendel Singer, PhD, MPH
   Interests: Infectious Disease, Antibiotic Resistance, Retrospective Studies, Cost-Effectiveness, Quality of Life

Aylin Drabousky, MA
   Interests: Health Communication, Non-profit Organizations, Public Health Improvement, Direct-Observation of Local Public Health

MPH students may wish to consult with the MPH Office regarding additional potential advisors, depending on the student’s major or area of interest

Career Planning & Advising
MPH students have full access to the university’s Career Center. Within the Division of Student Affairs, the Career Center offers individualized assistance and technologically advanced resources to enable students and alumni to develop lifelong career management skills, to obtain work experience, and to integrate academic and career plans. The Center provides training in all phases of the job search, including self-assessment, resumes, correspondence, interviewing (including mock interviews), networking, etiquette, and access to online job postings. The services and events of the Career Center focus on four primary career management skills:

1. **Self-awareness** - Learning to appreciate one's interests, abilities, and skills by understanding how these qualities relate to a choice of major or career.
2. **Career-related Resources** - Identifying appropriate resources to gain in-depth knowledge of various job functions, fields, industries, and organizations for decision-making and career planning.
3. **Decision Making** - Utilizing career-related resources and committing to making purposeful decisions about choosing your major and career.
4. **Career-related Competencies** - Developing a career action plan and strategizing how to reach career goals, whether it be deciding to enter graduate school or the world of work, and then obtaining related experience.

To learn more about the Career Center and their services, visit their website: [http://studentaffairs.case.edu/careers/](http://studentaffairs.case.edu/careers/).
The registration process for enrolled students should include the following steps:

- If you have not already done so, activate your CWRU network ID, and create your password. Your network ID is your passport to CWRU’s networking and computing services (SIS, Webmail, Software Center, and more…). It is composed of your first, middle, and last initials followed by numbers (e.g. abc123). Go to: https://its-services.case.edu/my-case-identity/activate/index.cgi. You will be asked for a PIN (provided via email by the School of Graduate Studies) or your seven-digit student identification number.

- Meet initially with your advisor to get recommendations based on your progress, status and course availability for the semester in question.

- Select a major by the end of your first semester or nine credit hours of study. Students may change their major up until the end of their first year of study. MPH students should inform the MPH Office of their chosen major, as this will affect their course selection.

- Consult with your advisor to discuss academic progress and course selection. After consultation, your advisor can indicate approval by releasing your advising hold in the Student Information System (SIS).

- Register for classes using the SIS.

Prior to the end of your second semester in the program, you will need to submit a Planned Program of Study (PPOS) to the Office of Graduate Studies using the SIS. Students are advised to refer to the calendar of important dates and deadlines available at the Graduate Studies office or website (gradstudies.case.edu). Any student who does not have an approved PPOS by the end of their second semester in the program will have a hold placed on their account by Graduate Studies. This hold will only be removed once an approved PPOS is in place.

Students will be furnished with registration reminders electronically via the MPH student listserv on a semester basis, including university and departmental advice. These reminders should not be ignored as they often contain new course information and important updates. Academic calendars with important deadlines are available on-line at the following website:

http://www.case.edu/provost/registrar/calendars/5year.html.

The Office of the Registrar encourages using the Internet for information dissemination and accessing forms and allows graduate students to register on-line. The address for the Registrar's home page is: http://registrar.case.edu/.

The address for the searchable schedule of classes is: http://www.case.edu/registrar/soc.html.
Course Repeat Policy for Graduate Students

Graduate students may petition their department chair to repeat a maximum of two courses during their degree program in order to improve their performance. When a course is repeated the first grade will remain visible on the transcript, but will be removed from the calculation of the cumulative grade point average and the grade point average for the semester in which the course was first taken. The new grade will then be used for calculation of the cumulative grade point average and the grade point average for the semester in which it was earned, regardless of whether the new grade is higher or lower than the first grade. The student’s transcript will show the comment “Repeated: No credit awarded” directly below the original grade. However, if the first attempt of the course resulted in a passing grade, but the second attempt results in a failing grade, then the original grade will remain. Similarly, if a student withdraws from a course that is being repeated, the Course Repeat Option will not be applied and the original grade will stand. Course repetition may be exercised according to the following conditions:

1. The course repeat option can only be used on courses in which a C or lower was earned. Courses with a grading basis of P/NP are not eligible under this policy.
2. A student may not use the Pass/No Pass Option on a course that is being repeated.
3. A student may only use the repeat option on the same course.
4. Research based courses 651, 601 and 701 are exempt from this repeat policy. Thesis research course 651 and dissertation research course 701 grading policy can be found in the General Bulletin at:
6. The course repeat option may not be exercised after a degree has been awarded.
7. Approval from advisor and department chair required. Some departments may also require the signature of the Director of Graduate Studies and/or the Graduate Affairs committee.
8. The tuition and associated fees for a repeated course may be the responsibility of the student.

Email Policy

All students are provided with a Case Western Reserve University email account. Email service for CWRU is provided through Google Apps for Education, a collaboration suite of services that includes a 25+ GB case.edu email account and access to dozens of other Google Apps including Google Sites, Google Docs and Google Talk (IM). Email can be read in clients such as Outlook, Thunderbird, and Mail for Mac. Your email account can be accessed online at webmail.case.edu.

**IMPORTANT NOTICE:** All correspondence for current students from the CWRU MPH Program will be sent to students’ CWRU email addresses. The MPH Program cannot send this correspondence to personal email addresses. It is the student’s responsibility to regularly check their CWRU email account. The MPH Program recommends checking your CWRU email daily.
Statement on Professional Conduct

The Case Western Reserve University Master of Public Health is a graduate-level professional degree, focused on preparing students to become experts and leaders in the health of populations. The MPH program aims to provide students with an environment that is supportive and conducive to learning the essential competencies of public health. We hold our faculty and instructors to high standards to ensure that this learning environment is maintained. Students, too, have a responsibility to ensure that a supportive learning environment is maintained. In addition to the skills and competencies that you will gain in the process of earning your MPH degree, two important competencies apply to the classroom environment:

- Promote high standards of personal and organizational integrity, compassion, honesty and respect for all people.

- Appreciate the importance of working collaboratively with diverse communities and constituencies (e.g. researchers, practitioners, agencies and organizations).

The MPH program has granted the authority to faculty and instructors to issue grades that are reflective of these professionalism competencies. Reflective of the high standards of personal integrity, students are expected to behave in a respectful manner that values collaboration and interactive learning. Acting in a way that does not reflect personal integrity, compassion, honesty, and respect for all people can have a negative impact on your learning process and, ultimately, your grades at the discretion of the instructor.

Students are expected to use technology in the classroom in a manner that is consistent with the learning environment. In particular, students should refrain from using technology (including but not limited to social media) in the classroom that does not directly relate to the learning process. Use of these technologies for non-classroom purposes can significantly impede your learning process and be a distraction for other students. Faculty and instructors have the discretion to ban the use of technology in the classroom if it is detracting from the optimal learning environment that we strive to deliver. Use of technology in an inappropriate manner in or out of the classroom can have a negative impact on your learning process and, ultimately, your grades at the discretion of the instructor.
Academic Policies & University Requirements

This section includes extractions from the Graduate Student Handbook, available from the School of Graduate Studies and online at http://gradstudies.case.edu/downloads/GradStudentHandbook.pdf. All MPH students should become familiar with the Graduate Student Handbook and consider a companion piece to this handbook.

Graduate study assumes a considerable maturity on the part of the student in planning and reaching his or her educational objectives. The effectiveness of the graduate program lies jointly with the individual student and the faculty adviser. The MPH Degree is defined by the University as a Plan B course work degree and does not require students to write a Master’s thesis. Successful completion of the Capstone Experience, Essay, and Presentation satisfies the requirement for a Comprehensive Exam for the degree. Further details on requirements for the Master of Public Health degree are available beginning on page 8 of this document.

Student Records

The MPH Office maintains a file of the progress of each graduate student. A student may request, in writing, an opportunity to review the contents of their educational file. Certain materials are excluded from review as specified in the Family Educational Rights and Privacy Act of 1974 (FERPA). The FERPA contains several provisions that are important to students. Specific provisions are printed in the University's General Bulletin. Students may also obtain from the Office of the Provost a copy of the policy which the University has adopted to meet the requirements of FERPA.

Standards of Conduct

The following rules are designed to preserve freedom of expression and association on the CWRU campus and reaffirm the civil, personal, and property rights of the University and its members. University members who violate one or more of these rules will be subject to disciplinary action. Conduct which is subject to University disciplinary action includes:

1. Interference with freedom of speech or movement, or intentional disruption or obstruction of teaching, research, administration, or other functions on university property
2. Any actual or threatened physical harm or mental abuse of any person on University premises or at functions sponsored or supervised by the University
3. Failure to comply with the directions of university officials, instructional or administrative, acting in performance of their duties
4. Theft or vandalism of University property or that of a member of the university community or campus visitor
5. All forms of dishonesty, including cheating; plagiarism; knowingly furnishing false information to the university; forgery; and the alteration or misuse of University documents, records, or instruments of identification
6. Falsification, distortion, or misinterpretation of information before a hearing body
7. Unauthorized carrying or possession on university premises of firearms or of any weapon with which injury, death, or destruction may be inflicted
8. Violations of law on University premises or in connection with university functions
9. Violation of published university rules and regulations

Students are encouraged to familiarize themselves with these policies by reviewing the Graduate Student Handbook. The following pages contain excerpts of critical policies contained in that document.

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Statement on Ethics

Universities seek to preserve, disseminate, and advance knowledge. At Case Western Reserve University, as elsewhere, we recognize that to fulfill these purposes requires a norm of expected conduct shared by all in the University community, governed by truthfulness, openness to new ideas, and consideration for the individual rights of others, including the right to hold and express opinions different from our own.

The University's mission rests on the premise of intellectual honesty in the classroom, the laboratory, the office, and the solitary examination desk. Without a prevailing ethic of honor and integrity not only in scientific pursuits but also in all scholarly activity, the very search for knowledge is impaired. In these respects, each of us—especially but not exclusively faculty—must regard ourselves as mentors for others.

These principles we strive to uphold make it possible for the larger society to place trust in the degrees we confer, the research we produce, the scholarship we represent and disseminate, and the critical assessments we make of the performance of students and faculty, as well as judgments of staff and administrators. To safeguard the standards on which we all depend, each of us must, therefore, accept individual responsibility for our behavior and our work and refrain from taking credit for the work of others. The culture of a university also requires that the rights of all be protected, particularly by those entrusted with authority for judgment of the work of others.

The University being a human community is subject to human failings, ambiguities, and errors. It is, therefore, the responsibility of the bodies regulating the affairs of faculty, students, and staff to maintain processes for judging and resolving instances where these principles may have been violated. However, all such systems depend for their effectiveness, in turn, on the acceptance of common norms of contact—the ties of trust which bind the university community together.

Academic Integrity

Students should familiarize themselves with the standards for academic integrity set forth by the university, a full description of which is available online at http://gradstudies.case.edu/downloads/AcadInteg.pdf. The University’s research, scholarship, teaching, and community service are central to its mission. In order to achieve that mission, it is critical that the highest standards of academic integrity are articulated to all members of the University community: faculty, students, and staff. All members of the community have an expectation to interact in a professional manner in those endeavors which promote and facilitate the University’s common mission. Students are expected to uphold standards of academic integrity by taking reasonable precaution in the academic arena. Reasonable precaution involves implementing measures that reduce the opportunities for academic misconduct, but do not inhibit inquiry, create disruption or distraction in the testing environment, or create an atmosphere of mistrust. Adherence to professional Codes of Ethical Conduct can and do play a central role in the matter.

Statement on Plagiarism

Unless specifically stated otherwise, the faculty of the MPH Program expect and require original writing for all assignments given. Submitting plagiarized work for an academic requirement is a violation of the academic integrity standards set forth by the University. Plagiarism is the representation of another's work or ideas as one's own; it includes the unacknowledged, word-for-word use and/or paraphrasing of another person's work, and/or the inappropriate unacknowledged use of another person's ideas. Submitting substantially the same work to satisfy requirements for one course that has been submitted in satisfaction of requirements for another course, without permission of the instructor of the course for which the work is being submitted, is also prohibited.

NOTE: The latest Blackboard includes plagiarism detection software called SafeAssign. All assignments may be analyzed by SafeAssign at the course instructor's discretion, even if the assignment was not submitted on Blackboard by the student.
Policy of Non-Discrimination
Case Western Reserve University admits students of any race, religion, age, sex, color, disability, sexual orientation, gender identity or expression, and national or ethnic origin to all the rights and privileges, programs, and activities generally accorded or made available to students at the university. It does not discriminate on the basis of race, religion, age, sex, color, disability, sexual orientation, gender identity or expression, or national or ethnic origin in administering its educational policies, admission policies, employment, promotion and compensation policies, scholarship and loan programs, and athletic or other university-administered programs.

Sexual Harassment Policy
It is the policy of Case Western Reserve University to provide a positive, supportive, discrimination-free educational and work environment. Sexual Harassment is unacceptable and unlawful conduct, which will not be tolerated. The purpose of this policy is to define sexual harassment and the procedures the university uses to investigate and take appropriate action on complaints of sexual harassment. This policy and the accompanying procedures shall serve as the only internal university forum of resolution and appeal of sexual harassment complaints.

This policy applies to all members of the university community including all students, faculty, staff, and other university officials, whether full or part-time or under temporary contract, and guest lecturers, volunteers, and visitors. Sexual harassment may involve the behavior of a person(s) regardless of the person's gender identity or expression against a person(s) of the opposite or same gender or against a person who is transsexual or transgender. All members of the university community must adhere to the sexual harassment policy and report violations of the policy.

Sexual Assault Policy
Case Western Reserve University is a community dependent upon trust and respect for its constituent members: students, faculty, staff and those under temporary contract. Sexual assault is a violation of that trust and respect and will not be tolerated. Sexual assault is a serious crime that can occur to men and women, whether gay, straight, transgender or bisexual. The following definition of sexual assault is relevant to Case Western Reserve University policies and procedures. All students, faculty, and staff of the university are subject to this policy. An individual who violates this policy may also be subject to criminal prosecution and civil litigation. For legal definitions refer to the Ohio Revised Code at http://codes.ohio.gov/orc/2907.html.

Any non-consensual physical contact of a sexual nature, whether by an acquaintance or by a stranger, is a sexual assault. Physical resistance need not occur to fulfill the definition of sexual assault. Consent CAN NEVER be given by anyone under the age of sixteen. Sexual assault includes, but is not limited to the following:

- Rape
- Acquaintance rape (e.g. friend, classmate, peer, co-worker, partner, etc.)
- Incest
- Sexual assault with an object
- Forcible sodomy
- Forcible oral sex
- Forcible fondling
Consent: Consent is the equal approval, given freely, willingly, and knowingly of each participant to desired sexual involvement. Consent is an affirmative, conscious decision – indicated clearly by words or actions – to engage in mutually accepted sexual contact. A person forced to engage in sexual contact by force, threat of force, or coercion has not consented to contact. Lack of mutual consent is the crucial factor in any sexual assault. Consent CANNOT be given if a person’s ability to resist or consent is substantially impaired because of a mental or physical condition or if there is a significant age or perceived power differential. Examples include, but are not limited to being:

- Unconscious
- Frightened
- Physically or psychologically pressured or forced,
- Intimidated
- Substantially impaired because of a psychological health condition
- Substantially impaired because of voluntary intoxication
- Substantially impaired because of the deceptive administering of any drug, intoxicant or controlled substance

Consensual Relationships
Case is a community that values an environment of inclusion, trust, and respect as beneficial for the working and learning environment of all its constituents. Romantic or sexual relationships may occur in a University environment given the numbers of people on a University campus. All relationships must be consensual; but, even though the relationship is consensual, it can raise serious concerns about the validity of the consent, conflicts of interest, and preferential treatment.

For the complete policies and procedures for sexual assault, sexual harassment and consensual relations, students can visit the following link: http://www.case.edu/provost/sexualconduct/policies/harass.html.

Smoking Policy
With the University’s commitments to health-related research and teaching, protection of the health environment of students, employees, and guests is a major concern. Therefore, and in compliance with the Surgeon General, the University does not permit smoking in its facilities, in or around main entrances or exits of its facilities, or in University vehicles.

Alcohol Usage Policy
The University expects responsible behavior of students who choose to drink alcoholic beverages and requires an environment free of coercion for those who choose to abstain. Therefore, students must adhere to guidelines provided by the University for responsible and legal consumption of alcoholic beverages. Individual students must also accept responsibility for their own behavior and should demonstrate a concern for the safety and well-being of others in the University community.

Legal Obligations. The University will conform to all state and local laws controlling the sale and use of alcoholic beverages. It is illegal to sell, provide, or serve beer, wine or liquor to anyone who is under the legal age (21). Servers of alcohol and sponsors of social events must be aware of and comply with all state statutes and with Case policies and procedures. The Alcohol Policy can be found in its entirety at: http://studentaffairs.case.edu/handbook/policy/university/alcohol.html
Drug Use Policy

The University’s policy on drugs, which governs the students in all schools and colleges, states that:

The use or possession of drugs* is illegal except when prescribed by a physician, and the University cannot protect students from prosecution for violation of federal or state laws. Case Western Reserve University cannot condone the illegal possession, consumption, provision, or sale of drugs. The University, however, has a strong obligation to make readily available to students full information about the use and effects of all drugs, and even more important, to make available sources of counseling to those who are using or have used drugs. Not only the students but also the faculty and all others who are in any position to advise students should be made aware of the need for counseling.

*Drugs to which these statements and rules apply are currently defined as including:

- Opiates (such as morphine, heroin, codeine, opium, demerol, and paregoric)
- Cocaine
- Marijuana
- Hallucinogens (such as LSD, DMT, Mescaline, peyote, and psilocybin)
- Barbiturates (such as nembutal and seconal)
- Tranquilizers (such as librium, phenothiazines, and reserpine)
- Amphetamines (such as benzedrine, methedrine, and dextradrine)
- Gamma-hydroxybutyrate (GHB or ecstasy)

All students, faculty, and administrators should be informed that the discovery that a student is using drugs is not, automatically, cause for disciplinary action, but is a compelling reason to urge that student to seek counseling or to refer the student to the proper source of counseling. Student Affairs and other administrative officials do not consider themselves law enforcement officers but advisers of students in the best interest of the students.

The following rules have been adopted by the University:

- Illegal possession or consumption of drugs is an offense which may be subject to penalty proportional to the seriousness and extent of the offense.
- The illegal provision or merchandising of drugs will ordinarily result in expulsion.
- Possession and/or use of drug paraphernalia, including but not limited to hookas, pipes and bongs, on University premises is prohibited and will be confiscated, even if the paraphernalia is not being used for consumption of drugs.

Students are reminded that a drug prescribed for one person may be harmful to another and are warned not to offer or provide their own medication to others.
Harassment Policy
Members of the University Community are expected to respect the rights of others by refraining from any inappropriate behaviors that may negatively impact a student’s experience. Harassment includes but is not limited to:

- Conduct which intimidates, threatens, or endangers the health or safety of any person;
- Behavior that intentionally or negligently causes physical, financial, or emotional harm to any person;
- Behavior that is construed as a nuisance, including prank phone calls or abusing or harassing another user through electronic means.

Abuse Policy
Students are expected to respect the rights of students, staff and faculty members by refraining from any threatening or antagonistic behaviors. Abuse includes, but is not limited to:

- Actual or threatened physical or mental abuse of any person on University premises or at functions sponsored or supervised by the University;
- A singular situation involving an act of physical, verbal or mental abuse directed toward an individual or individuals;
- Repeated antagonistic and malevolent acts consisting of physical, verbal or mental abuse directed toward an individual or individuals;
- Repeated acts of an anti-social nature involving physical or mental abuse directed toward an individual, group or any other component of the University community.

Failure to Comply
Students shall cooperate with all University officials, instructional or administrative, at all times. Failure to comply includes, but is not limited to:

- Failure to follow the directions of University official, instructional or administrative, acting in performance of their duties
- Failure to respond to a request to see identification; or
- Failure to complete judicial sanctions.

Attendance Policy
Students are expected to attend classes regularly. Each instructor is free to determine the extent to which absences affect the final grades of students but should make the policy regarding attendance known at the start of the course. Students unable to attend classes because of illness should notify their instructors and make the appropriate arrangements directly with the instructor.

Any student who is unable to attend classes or participate in any examination, study, or work requirement on a particular day because of his or her religious beliefs is excused from any such activity. The student will be given the opportunity to make up the examination or work that is missed, provided that the make-up work does not create any unreasonable burden upon the University. When possible, students should give notice to instructors early in the semester about missing class because of a religious observance.
University Disciplinary Process

Any member of the university community may notify the Office of Student Affairs of a violation of the University’s Standards of Conduct (including, but not limited to, the policies listed in the preceding pages of this document). The matter will be evaluated by the vice president for student affairs or his/her designee to determine if further judicial action at the university level is warranted. Full details about the University Disciplinary Process can be found online (http://studentaffairs.case.edu/handbook/judicial/university/). The following information applies to violations of the university’s Standards of Conduct:

Rights

Any member of the university community accused of violating a rule or regulation is entitled to adequate notice of all charges and to a fair hearing.

Standard of Proof

A standard of proof is the measure of how convinced a decision maker must be about the facts of a case to reach a decision. The standard of proof for all disciplinary proceedings is the preponderance of the evidence standard. This means that it must be more likely than not that an event occurred or that a student is responsible for a violation. The standard of guilty beyond a reasonable doubt used in criminal cases in the legal system does not apply in university disciplinary proceedings.

Confidentiality

Case Western Reserve adheres to the Family Education Rights and Privacy Act (FERPA), which protects the privacy of student educational records. The rights of students will be respected. In some cases, information may be shared among appropriate university officials if there is a legitimate educational interest or with others as permitted by FERPA.

Judicial Records

When formal disciplinary action is taken, a confidential file will be created in the office responsible for the judicial proceedings held. All files are maintained at least as long as the student is enrolled at the university.

Students are entitled to review their files under FERPA. If a student believes the record contains inaccurate or misleading information or violates a student’s right of privacy, they may request a meeting with the director of judicial affairs to request the record be amended. If the student’s request is denied, the student may appeal the decision. The University Judicial Board or the vice president for student affairs designee will conduct a hearing and render a final decision concerning whether the record should be amended. If the decision is made to not amend the records, the student has the right to place in their record a written statement contesting information and/or giving reason for disagreement with the decision to not amend the record.

Interim Separation

The University, through the University Office of Student Affairs, reserves the right to suspend any student whose behavior indicates that his or her continued presence on campus constitutes a danger to the normal functions of the institution, to property, to others, or to the student him/herself. The process for this separation involves the following steps:

1. The student will be notified in writing of the interim suspension and the reasons for the action.
2. The student will be provided a preliminary hearing with the Assistant Vice President for Student Affairs before the suspension takes effect unless it is impossible or unreasonably difficult to do so.
3. The student may be required to have a psychological evaluation, the results of which may be used in the hearing.
4. The regular hearing will follow the procedure outlined under the normal disciplinary process.

Administrative Hearings

In cases heard administratively, the following procedures apply:

- A University judicial officer designated by the Assistant Vice President for Student Affairs will notify the student of the date, time, and location of an administrative hearing with the Assistant Vice President for Student Affairs or his/her designee.
- The hearing is generally closed and includes only the accused student(s) and the Assistant Vice President or designee.
- The Assistant Vice President for Student Affairs or his/her designee will review all information and testimony by the student(s) and make a decision.
- The Assistant Vice President or designee will notify the student(s) in writing of the decision and what sanctions, if any, will be imposed.
- The student(s) will be informed of the right to appeal this decision.
University Judicial Board

In cases heard by the University Judicial Board, the following procedures apply:

- The student will be notified in writing of the date, time, and location of the hearing. Generally, a hearing will not be scheduled less than 48 hours after notification.
- The University Judicial Board includes the following:
  - the Assistant Vice President for Student Affairs or his/her designee
  - an administrative representative from Undergraduate Studies
  - one student
- Hearings are closed and confidential.
- A confidential record is made of the hearing.
- All parties may request a submission of written factual accounts by witnesses and may request that the witnesses appear at the hearing.
- An accused student may review any evidence that may be introduced 48 hours prior to the hearing.
- The accused student may have an adviser of his or her choice. The sole role of this person is to advise the student. The adviser may neither address the board nor participate in the proceedings.
- The accused student may hear and question all witnesses. Questions may be directed to the Chair of the University Judicial Board.
- The accused student will be recalled after the deliberations if found responsible and if priors exist.
- The University Judicial Board will make its decision promptly and notify appropriate parties in writing. Disciplinary sanctions will be disclosed to any person or persons who have been victimized by a student or students found responsible for an offense and to University personnel when appropriate.
- The Chair will inform the student of the right to appeal the decision.

Sanctions

If a violation of the Standards of Conduct is found to have occurred, sanctions include, but are not limited to:

- **Disciplinary warning:** The student receives a written notice that continuation or repetition of conduct that has been judged wrongful or inappropriate, within a period of time stated in the warning, will be cause for more serious disciplinary action. A letter of warning creates a disciplinary file in Student Affairs.
- **Disciplinary probation:** The student is notified that he or she is no longer in good social standing with the University and that further violation of University regulations during the probation will likely result in disciplinary separation. A file is maintained in Student Affairs. Students on disciplinary probation are generally ineligible to represent the University in intercollegiate activities, hold an elected or appointed office or committee chairmanship in any campus organization, or pledge a fraternity or sorority for a set period of time as set forth in the probation.
- **Disciplinary separation:** A student must withdraw from the University for a definite period, usually effective the date of the hearing, for a specified number of semesters. Separation from academic coursework includes exclusion from all privileged and co-curricular activities as well. A disciplinary file is created in Student Affairs, and a copy of the notification letter is filed in the student’s academic file in the appropriate dean’s office.
- **Expulsion:** An individual’s status as a student of the University may be permanently terminated.
- **Other:** Based on the outcome of the University Judicial Board or Administrative Hearing, disciplinary sanctions may be imposed on a student for violation of established University rules and regulations.

As part of any disciplinary sanction, the following types of conditions may be applied:

- Restitution
- Fines (money to be used to benefit student life)
- Compensatory services
- Community services
- Rehabilitative activities
Special Admissions Situations

Provisional Standing
Applicants who have academic deficiencies and do not qualify for admission with full standing are occasionally admitted provisionally. A student may give evidence of ability in his or her chosen field that is sufficiently convincing to warrant provisional admission, but the quantity or quality of the student’s preparation may be difficult to determine with sufficient certainty for admission in full standing. Provisions will be specified by the department to which the student is admitted, and stated in the official letter of admission from the Dean of Graduate Studies. A provisional graduate student is expected to complete appropriate course work and to meet the performance standards of the School of Graduate Studies within the first academic year of study. Although the provisional student’s record will be reviewed each semester, the student’s status will be reconsidered by the department no later than at the end of two semesters of study. At that time, if the student has satisfied the provisions associated with his or her admission in the judgment of the department and the Dean of Graduate Studies, the student will be given full standing; otherwise, he or she will be separated from further graduate study in that department.

Conditional Standing
Applicants who have missing documentation in their admissions file (such as an official academic transcript with degree posted or official copies of test scores), or who are required to attain higher achievement levels on standard tests such as the GRE or TOEFL, as specified by either the MPH Program, Department, or the School of Graduate Studies, may be admitted conditionally. The conditions specified in the letter of acceptance must be satisfied prior to official matriculation in the School of Graduate Studies.

Postponement of Matriculation
Applicants are guaranteed admission only for the term specified in the letter of admission. An applicant who is unable to enroll in the semester for which he or she was initially admitted may request to postpone matriculation up to two regular academic semesters. In such cases, the department to which the applicant has applied may accept or reject the applicant’s request, and the terms of readmission may differ from the original offer. If a delay of more than two semesters is requested, the applicant’s file must be reviewed and reevaluated by the department. If more than two years elapse since acceptance, the applicant must reapply in the same manner as a new applicant. Because applicant files are only kept for a maximum of two years, all documentation will have to be resubmitted.

Grading
See the University General Bulletin for a list of valid grades for the School of Graduate Studies and their appropriate use in assigning grades to graduate students. The only grades that can be changed after they have been assigned by the instructor are Incompletes (I). All others will remain permanently on the student’s academic record. Additional work cannot be done to change an existing grade to a higher grade. There are some grading schemes in the School of Graduate Studies that have important policy implications. They are:

Incomplete (I)
Incomplete grades should only be assigned for letter graded and Pass/No Pass courses for extenuating circumstances, and only when a student fails to complete a small segment of the course. Students may not sit in the same course in a later semester to complete the work required for the original course. All work for the incomplete grade must be made up, and the change of grade recorded in the Office of the University Registrar, by the date specified by the Instructor, but no later than the 11th week of the session following the one in which the I was received. Unresolved Incomplete grades will remain permanently on the student’s academic record, if the work is not made up by the designated deadline. A student who has a permanent Incomplete for a required course must retake the course in a later term. When an I grade is assigned by the Instructor, he or she must also submit to the Office of Graduate Studies the completed “Arrangement to Resolve a Grade of Incomplete” form indicating the date that the I grade will be resolved. If the student cannot complete the work for the Incomplete by the specified deadline, he or she must petition for an extension which must be endorsed by the Instructor and explain the reasons why the work has not been completed, and include a new date for completion. Students will be allowed only one extension of no more than one additional semester to complete the work for an I grade.

Pass/No Pass (P/NP)
Some graduate courses are graded on a pass or no pass basis, and students need to be aware of the regulations governing letter graded and pass/no pass credits. Of the minimum credit hours required beyond the bachelor’s degree to complete coursework requirements, at least 12 credits must be letter graded for the Master’s degree, and at least 24 credits must be letter graded for the Ph.D. degree. Letter graded courses should be the courses most central to the student’s plan of study. Additional credit hours of letter graded coursework may be specified by departmental policy.

Satisfactory/Unsatisfactory (S/U)
Grades of Satisfactory (S) and Unsatisfactory (U) are to be used exclusively for three courses: 651 thesis research, 701 dissertation research, and 702 dissertation fellowship. MPH students should not have any grades of Satisfactory (S) or Unsatisfactory (U).
Maintenance of Good Standing
A student maintains standing in the School of Graduate Studies by registering each fall and spring semester unless on an official leave of absence which has been approved by the School of Graduate Studies. A student is in good standing who meets the standards set by the academic department and the School of Graduate Studies to ensure normal progress toward the fulfillment of the stated requirements at levels of quality without warning or probation or extension of the allowable time limit for degree completion. Students whose quality point averages fall below minimum standards (3.00 for doctoral students; 2.75 for master's) will automatically be placed on probation until the minimum standards are achieved. In addition, a student will be subject to separation from the University for any of the following reasons:

1. Failure to achieve a quality-point average of 2.50 or higher at the completion of 12 semester hours or 2 semesters of graduate study.
2. Failure to achieve a quality-point average of 2.75 or higher at the completion of 21 semester hours or 4 semesters of graduate study.
3. Failure to receive a grade of S in thesis research 651 or dissertation research 701/702.
4. Failure of a conditionally or provisionally admitted student to satisfy the conditions or provisions stated in the letter of acceptance by the end of the first academic year (2 semesters) or after 18 credits of coursework.
5. Failure to make progress towards degree completion. If the student is not making progress towards degree completion, and it has been judged that the student is unlikely to be successful in working independently and productively toward the completion of the thesis or dissertation research, the department and/or the Dean of Graduate Studies (in consultation with the department) can recommend academic separation.
6. In addition to disciplinary actions based on academic standards, on recommendation of the student's department or school, the Dean of Graduate Studies can suspend or separate a student from the University for failure to maintain appropriate standards of conduct and integrity. Such a suspension or separation will be implemented only for serious breaches of conduct that threaten to compromise the standards of a department or create concern for the safety and welfare of others. In the event of such suspension or separation, the student will be entitled to an appeal through the grievance procedure of the Graduate School.

Maintenance of Grade Point Average
Unless otherwise stated by the MPH program or Department of Epidemiology & Biostatistics, a minimum cumulative grade point average of 2.75 is required for the award of the Master's degree. Students who do not maintain the minimum G.P.A. will be placed on academic probation until the minimum standard has been achieved. Additionally, students who fail to maintain the minimum G.P.A. must meet with the MPH Program Director to develop a remediation plan. In these situations, failure to meet with the MPH Program Director to develop the remediation plan or failing to abide by the remediation plan may result in separation from the MPH program.

Additional Academic Requirements
In addition to the above requirements, the MPH Program also requires that all MPH students achieve a grade of C or higher in all coursework. Any student who receives less than a C in a course will need to retake the course or petition the program to take another course in its place. In either option, the student must receive a C or higher to have the course count towards his/her Planned Program of Study. Also, any student with more than two un-remediated Incompletes on his/her academic transcript may be placed on academic probation.
**Time Limitation**

All the requirements for the Master’s degree must be completed within five consecutive calendar years after matriculation as a graduate student, including any leaves of absence. Any graduate student who fails to complete the requirements within the five year limit for his or her degree program will be subject to separation from further study unless granted an extension by the Dean of Graduate Studies with the recommendation of the faculty adviser or advisory committee and approval by the department chair.

**Leave of Absence**

Students undertaking graduate work are expected to pursue their studies according to a systematic plan each year whether registered for full or part-time study. Occasionally a student finds it necessary to interrupt his or her studies before completion of the graduate program. A leave of absence is not to be requested unless the circumstances are such that the student cannot continue graduate study. Under such circumstances the student must request in writing a leave of absence for a period not to exceed two consecutive regular academic semesters. In exceptional circumstances, the leave can be extended for another two semesters. However, the maximum amount of leave permitted per graduate program is four semesters. The reason for the leave must be stated clearly, and the request must be submitted to the Dean of Graduate Studies with the written endorsement of the student’s academic department. A leave of absence does not extend the maximum time permitted for the completion of degree requirements, and a leave cannot be taken while students are on extension of the five-year limit. At the expiration of the leave the student must resume registration unless formally granted an extension of the leave. Retroactive leaves are not permitted. A student who fails to obtain a leave of absence, or who fails to register following an official leave, must petition the Dean of Graduate Studies for reinstatement in order to resume work as a student in good standing at the university. A student who is granted a maternity or paternity leave of absence related to infant care, as well as those who must fulfill military duty obligations can petition to extend the five-year time limit associated with completion of the degree. The length of the extension may not exceed two years. International students must check with the Office of International Student Services before petitioning for a leave of absence, as such a leave can affect their visa status.

**Withdrawal**

Students must maintain continuous registration throughout their degree programs unless granted an official leave of absence. Students who fail to register for any academic term will be automatically withdrawn from their programs. Students who are withdrawn from their programs must petition for reinstatement in order to continue graduate study.

**Transfer of Credit**

Transfer of credit from another university toward Master’s and Doctoral degree requirements is awarded for appropriate coursework (not applied to another degree program) taken prior to admission. Transfer of credit must be requested in the student’s first academic year and must be appropriate for the student’s Planned Program of Study. For Master’s candidates, transferred credit is limited to six semester hours of graduate-level courses, and no credit for Master’s thesis may be transferred from another university. All transfer of credit requires approval from the student’s adviser, the departmental chair or graduate committee, and the Dean of Graduate Studies. Such courses must have been taken within five years of first matriculation at CWRU and passed with grades of B or better. Seniors of exceptional ability in the undergraduate programs of Case Western Reserve University who have the approval of the Dean of Undergraduate Studies and the Dean of Graduate Studies may apply to receive credit for graduate courses completed in excess of the undergraduate degree requirements.
Graduation
A candidate for a degree awarded by the School of Graduate Studies must make an application for the degree to the Office of Graduate Studies by the deadline established for that semester, which is approximately two months before the commencement date at which the degree is expected to be awarded. The candidate must meet all the deadlines for completion of degree requirements set forth in the calendar. All candidates must be registered and in good standing during the semester in which the degree is awarded. Full payment of tuition, fees and fines is a prerequisite to the award of a degree.

Delayed Graduation
A doctoral or master's thesis applicant who meets all deadlines for commencement in one semester except for the deadline for submission to the Office of Graduate Studies of approved copies of the thesis or dissertation may request use of the “grace” period in order to graduate in the next commencement. Any student utilizing the delayed graduation option must notify the Office of Graduate Studies in writing of the intention to do so. Permission to use the grace period will be granted only once. Such a student will be permitted a one month period from the date of commencement for which application has been made for the purpose of making revisions to the defended thesis or dissertation in accordance with the recommendations of the defense committee, in order to submit the required approved copies to the Office of Graduate Studies. A student who meets the delayed graduation deadline will be awarded the degree in the next commencement without the need to be registered or to pay a special fee. If a student fails to meet this deadline, he or she will be required to register for the appropriate thesis or dissertation credit hours in the next semester and to reapply that semester as a candidate for graduation. Upon written request to the Office of Graduate Studies, a master's non-thesis (Plan B) applicant may use the grace period only relative to the scheduling of the required Comprehensive Examination or Completion and Submission of the final project.

Tuition
Graduate Students registered will be charged tuition according to the following schedule for 2015-2016, beginning in the fall 2015 semester:

- One to 11 credit hours (credit or audit)- $1,714 per credit hour
- 12 or more credit hours (credit or audit) - $20,568.50 per semester

Students enrolled in undergraduate courses for the summer semester will be charged at a rate which is one half of the previous semester’s per credit hour charge. Registration in the fall or spring semester for more than a total of 17 graduate credit hour requires special permission of the Dean of Graduate Studies. Such permission is also necessary for summer session registration in excess of 6 graduate credit hours.

Refer to Student Accounts Receivable Website for more info: [http://www.case.edu/finadmin/controller/bursar/ tuition.htm](http://www.case.edu/finadmin/controller/bursar/ tuition.htm).

Important information on paying your tuition can be found at the Controller's Office - Student Accounts Receivable website: [http://www.case.edu/finadmin/controller/](http://www.case.edu/finadmin/controller/). This website details payment plan options using the E-Z Pay system, information on where to send/how to make tuition payments, as well as information on tuition rates.

A student who completely withdraws from a fall or spring semester must pay a percentage of the tuition charge. The percentage charged is based on the number of weeks classes have been in session at the time of withdrawal.

All financial obligations to the University must be discharged before a student can graduate and obtain a degree. A student will not be considered to have registered in the University until all tuition and fees have been paid in full or deferred in accordance with the deferred payment plan. Checks and money orders should be made payable to Case Western Reserve University and should show the name and student ID number of the student for whom payment is made.
Living Expenses
The Office of Financial Aid has provided us with the following estimate of the cost of living for graduate students:

Living expenses: $26,300 (including books, materials, and the cost of Student Medical Plan, detailed below)

Financial Aid
Applying for Financial Aid at Case Western Reserve University is a three step process:

1. Complete the Free Application for Federal Student Aid (FAFSA) available online at http://www.fafsa.ed.gov/.
2. Complete the CWRU Financial Aid Form available online at http://finaid.case.edu/.
3. Arrange to have a Memorandum of Assistance (MOA) sent to the Office of University Financial Aid from the MPH program. Details for the MOA are sent out by the MPH program prior to the start of classes each semester.

All students are encouraged to complete the Free Application for Federal Student Aid (FAFSA). Information from this form and the Case Western Reserve University Financial Aid application will be used to determine the student’s financial need, and the amount of loan for which they are eligible. The majority of students receive enough loans to cover the estimated cost of tuition and expenses.

There are two basic types of federal loans: subsidized and unsubsidized. Both types of loan repayments do not begin until a student’s enrollment falls below half-time or six months after graduating, whichever comes first. Students may begin repayments earlier if they choose. Subsidized loans do not accrue interest until after you graduate or fall below half-time enrollment. Unsubsidized loans begin accruing interest immediately, although it does not need to be paid until repayments begin.

Medical Insurance Requirement
The University requires all registered students are required to have medical insurance that is comparable to the Case Western Reserve University Student Medical Plan. Students are charged $808 per semester for the Student Medical Plan unless they have comparable insurance coverage. Insurance coverage must meet the following criteria in order to be deemed comparable:

1. Covers conditions in Northeast Ohio or where enrolled in Case Western Reserve classes.
2. Offers medical benefits of at least $50,000, per accident or illness.
3. Does not contain any clause that limits coverage on pre-existing conditions.
4. Mental health and substance abuse must be covered as any other illness or injury. This includes both in-patient and out-patient treatment.
5. Repatriation and medical evacuation amounts meet U.S. State Department requirements.

Students who have medical insurance coverage that is comparable to the Student Medical Plan may waive the coverage through SIS (http://www.case.edu/sis) during course registration. Audits will be conducted to ensure that students who waive the Student Medical Plan are providing full and accurate information. If coverage cannot be verified or is determined to be inadequate, students will be contacted and enrolled into the Student Medical Plan.
Student Wellness Fee

Starting in Fall 2014, a fee of $116/semester (fall) and $145/semester (spring) will be applied to your SIS bill each semester for use of 121 Fitness Center: http://onetoone.case.edu/. Opt-out instructions can be found on page 18-19 in the Student Financial Guide: http://www.case.edu/finadmin/controller/bursar/student.financial.guide.pdf. Please note that Veale Center will still be free to use with your Case ID card: http://athletics.case.edu/facilities/veale_center
Student Awards

The MPH Program values and recognizes student achievement through a variety of awards given throughout the year. The awards are given in a public presentation and usually include a certificate and a gift card. The available awards are summarized below:

The Spirit of the MPH Award - The Spirit of the MPH Award is presented to a student entering the second year of the program in recognition of their contribution to the intellectual, social and emotional well-being of the program as illustrated by involvement in discussions, personal initiative relating to the health of the community, and their role in facilitating the development of positive relationships within the program.

Public Health Student of the Year - Given annually to the student who best represents the Master of Public Health as a scholar, a citizen of the program and a member of the Department of Epidemiology & Biostatistics.

Outstanding Dual Degree Student - Given annually to the dual degree student who excels at building bridges between their two degree programs and serves as a resource for the fellow students in both programs, while achieving high academic success.

Excellence in Public Health Award - Given annually to a student whose sole program of study is public health, who demonstrates a high level of scholarship, and who has great potential for future contribution to the development of the field of public health.

Outstanding Core Curriculum Performance Award - Given to any student achieving a 4.0 in the core curriculum at the time of graduation.

Capstone Audience Award - Given to the student who receives the highest audience rating for their presentation during the Innovations in Population Health conference.

Outstanding Population Health Research Award - Given annually to the student who exemplifies outstanding work in the Population Health Research major.

Outstanding Global Health Award - Given annually to the student who exemplifies outstanding work in the Global Health major.

Outstanding Health Care Policy & Administration Award - Given annually to the student who exemplifies outstanding work in the Health Care Policy & Administration major.

Outstanding Health Promotion/Disease Prevention Award - Given annually to the student who exemplifies outstanding work in the Health Promotion/Disease Prevention major.

Service Recognition for Student Representation - Given annually to student(s) serving in the elected role of MPH student representative for that term.

Award for Tenacity & Diligence - Given to a graduating student who prevailed at completing degree requirements despite interruptions and other professional demands, usually after an unusually long run within the program.
Student Feedback & Grievance Procedure

The MPH program faculty and staff maintain an open-door policy in which students may express their concerns or complaints. Students may “drop in” during office hours or express their concerns during a scheduled advising session. Concerns raised by students through this mechanism may be addressed immediately, addressed after being brought to the attention to the entire Management Team, or addressed after being brought to the attention of the Executive Committee. Recognizing that students may not be comfortable raising their concerns to a faculty/staff member, the MPH program has established a number of other mechanisms for students to express their concerns:

1. Students may bring their concern to one of the student representatives, who then bring the concern to the attention of the Management Team. The role of student representative is described at fall orientation and in emails throughout the year.

2. At the conclusion of each semester, the Student Representatives host a “Student Feedback Session” to allow students to voice their feedback and concerns about courses, the Management Team, and the MPH program in general. To promote a comfortable environment in which to provide feedback, no MPH faculty/staff are present at these sessions. Transcripts of the feedback session, purged of identifying information, are provided to the Management Team by the student representatives. These sessions are publicized with flyers that are placed throughout the department and via emails.

3. Also at the conclusion of each semester, students are asked to complete online course evaluations, which are administered and analyzed by the Department of Epidemiology & Biostatistics. The online course evaluations are announced during class and via emails sent to students enrolled in each course.

4. Prior to graduation, students are required to complete an anonymous exit survey, describing any successes and concerns that they have had while in the program. Information about the exit survey is sent via to all students that have applied for graduation. While the exit survey is anonymous, students must acknowledge that they have completed the survey by sending an email to a designated member of the MPH program staff.

5. Graduating students are also afforded the opportunity to schedule an exit interview with a member of Management Team, in which they can express any successes and concerns that they have had during the program. The opportunity to schedule an exit interview is publicized via emails sent to all graduating students.

6. The program also surveys alumni annually, offering the opportunity for alumni to reflect on the MPH program in light of their professional experiences. Details about the annual alumni survey are sent out via the alumni listserv.

In the event that students do not feel their concern has been satisfactorily resolved through one of the above mechanisms, concerns can also be addressed through the formal grievance policy of the School of Graduate Studies. It is the responsibility of the School of Graduate Studies to assure that all students enrolled for graduate credit at Case Western Reserve University have adequate access to faculty and administrative consideration of their grievances concerning academic issues. A three-step procedure has been established for graduate students to present complaints about academic actions they feel are unfair:

1. Students with complaints should first discuss their grievances with the person against whom the complaint is directed.

2. In those instances in which this discussion does not resolve a grievance to the student’s satisfaction, a complaint should be presented in writing to the department chairperson.

3. In the event that a decision still appears unfair to the student, the student may bring the matter to the attention of the dean of graduate studies. The dean may ask the student to put the complaint in writing. The dean will then discuss the case with the student and the department chair to evaluate the particulars and to make a ruling on it. As the situation warrants, the dean may appoint a Grievance Committee to recommend what action should be taken. In this event the Committee will be composed of two faculty members selected from the Committee on Graduate Studies of the Faculty Senate and two graduate students selected either from the Executive Committee of the Graduate Student Senate or from the student members of the Committee on Graduate Studies.

The dean of graduate studies has the responsibility for the final decision, and the ruling from the Graduate Studies Office will be considered final and binding on the persons involved in the grievance. Additional information about the grievance procedure can be obtained from the School of Graduate Studies.
School of Graduate Studies Student Awards

In addition to the Student Awards administered by the MPH program, students may be considered for the following awards administered by the School of Graduate Studies:

- **Graduate Student Appreciation Award** - In recognition of graduate students who make a difference on campus and/or in our Cleveland community.

- **Lenore A. Kola Graduate Student Community Service Award** - In recognition of community service activities (internal and external) that have an impact on the university committee. (Awarded to student that is a current active member of the Graduate Student Senate or a student organization recognized by the Graduate Student Senate.) Award amount: $1,000.

- **Ruth Barber Moon Award** - To graduate students who demonstrate academic promise, leadership ability and financial need. Award amount will vary depending on the annual allocation and the number of awardees.

Financial Support for Conference Attendees

The MPH program and the School of Graduate Studies considers attendance at international, national, state, and local conferences an integral part of the professional development process. As such, the MPH program and School of Graduate Studies offer financial assistance to students attending these conferences. Students who are presenting at the conference are given priority for the following funding opportunities:

- **MPH Program Support** - Awarded on a case-by-case basis, up to $250.00 per student. Students should contact the MPH program directly about these awards.

- **Graduate Student Travel Award** - Awarded on a case-by-case basis, the maximum contribution from the School of Graduate Studies is $500 for travel within the United States and $1,000 for travel outside of the United States in support of conference-related expenses such as registration, lodging, meals, and transportation. Students should contact the School of Graduate Studies for further details on the Graduate Student Travel Award. Additional information is also available online at: [http://gradstudies.case.edu/new/profdev.html](http://gradstudies.case.edu/new/profdev.html).

- **Verhosek Fund (“V” Fund)** - Awarded on a case-by-case basis, up to $200 per student. Applicant must be a presenter at a conference to be eligible. The “V” Fund is administered by the Graduate Student Senate. Further details about the “V” Fund are available online at: [http://gss.case.edu/resources.php?name=verhosek](http://gss.case.edu/resources.php?name=verhosek).

Financial Support for Capstone Projects

The MPH program recognizes that the Capstone Experience may entail expenses for the student (e.g., survey instruments, materials, etc.). The MPH program provides financial support, on a competitive basis, for student capstone projects up to $250 per student. Recognizing that international projects entail greater expense, Global Health capstones that include international travel are allotted up to $500. Full details about financial assistance for the Capstone Experience can be obtained from the MPH Office.
Student Resources

MPH Program Resources

MPH Student Representatives
Each year, the student body elects three representatives from their peers to function in leadership and governance roles in the program organization. Students may be nominated by faculty, staff, or their fellow students and must be in good standing with the MPH program. In all other regards, the election process is entirely student-run. Student representatives are valuable members of the Management Team and Executive Committee, and serve as liaisons with the student body. In addition to their role on the Management Team and Executive Committee, student representatives plan student feedback sessions each semester, which supplement the online course evaluations, and social events for the student body. The role of student representative is unpaid; however, the MPH program provides a budget from which the representatives can plan events.

Community Health Research & Practice
Community Health Research and Practice (CHRP) is a research interest group designed to bring together students, faculty, public health practitioners and researchers as part of a collaborative think tank. CHRP meetings occur weekly throughout the semester focusing on: development and completion of Capstone Projects, learning about ongoing faculty and student research projects, networking with campus and community partners, and development of publications and presentations for national conferences and peer reviewed journals. All students enrolled in MPHP 652: Capstone and MPHP 650: Practicum are expected to participate in CHRP throughout the completion of their projects. The CHRP meeting schedule will be Tuesdays from 12pm – 1pm during the fall 2014 term.

APHA & OPHA Membership
The MPH program encourages engagement with the American Public Health Association (APHA) and the Ohio Public Health Association (OPHA). The program sponsors membership in both organizations for its students and staff. Full details are announced to the student body via email at the beginning of Fall semester.
Additional Campus Resources

School of Graduate Studies
A main goal of the School of Graduate Studies is to assist students in their efforts to succeed from application to graduation. The School of Graduate Studies serves as a warehouse for internships, fellowships, and funding to support research efforts of graduate students. Funding support for research development, implementation, and travel is made available broadly for students enrolled in programs contained within the school (including the Master of Public Health program). Based on the unique nature of the MPH program, with multiple dual degree programs, respective students are also eligible for research awards from the non-MPH in which they are also enrolled. Full information about the School of Graduate can be found on their website: gradstudies.case.edu.

Office of Student Affairs, 110 Adelbert Hall, 368-2020
The Office of Student Affairs provides programs, facilities, and services that extend and enhance the student experience at Case. Office members work to collaborate actively with students, faculty, and staff to develop programs and services that enhance the quality of life at the university and foster a just and humane campus. Staff members also encourage students to develop ethically, intellectually, socially, and physically. Students learn to act responsibly at the campus level, while embracing leadership and involvement on and off campus. Crisis intervention is an important function of the Vice President for Student Affairs as well as staff members. Students who have personal or family problems are urged to contact the Student Affairs staff and communicate their needs or concerns. Their goal is to listen, intervene if appropriate, or refer the student to other resources. Students' concerns remain confidential. Full details about the Office of Student Affairs can be found on their website: studentaffairs.case.edu.

International Student Services, 143 Tomlinson Building, 368-2517
International Student Services provides a smooth transition for international students who attend Case Western Reserve University. The office serves as a liaison with the U.S. Immigration and Naturalization Service, the U.S. Department of State, foreign embassies, educational consular offices, the International Institute of Education, and Fulbright-Hays grant offices. Full details about International Student Services can be found on their website: studentaffairs.case.edu/international.

University Counseling Services, 201 Sears Library Building, 368-5872
University Counseling Services offers wellness programs, psychiatric services, and prevention and recovery service programs. Psychologists, psychiatrists, social workers, counselors and doctoral-level counseling trainees are all part of a student's support network. Clinics on healthy sleep, meditation, anxiety and stress management also are available on a regular basis. There is no fee for services provided by University Counseling Services. Full details about University Counseling Services can be found on their website: studentaffairs.case.edu/counseling.

University Health Service, 2145 Adelbert Road, 368-2450.
University Health Service (UHS) provides healthcare for students on an emergency and non-emergency basis. The office provides support from physicians, nurses, psychiatrists and social workers. It also offers specialty clinics for skin, dermatology, allergies, and women's health, and coordinates the Student Medical Plan with Aetna Student Health. UHS is also the primary campus contact for the student insurance program, the Student Medical Plan. (Refer to page 36 of this document for details about the University's health insurance requirement for students.) Full details about UHS can be found on their website: studentaffairs.case.edu/health.

Educational Services for Students, 470 Sears Library Building, 368-5230
Educational Services for Students (ESS) offers resources to enhance the academic experience at Case. Services include the Peer Tutoring and Supplemental Instruction (SI) programs, Disability Resources, Graduate Teaching Assistant (TA) training, and individual consultation for academic success. Students with disabilities are encouraged to contact ESS, to ensure the resources necessary to fully participate in their chosen programs and activities. Full details about ESS can be found on their website: studentaffairs.case.edu/education.
The CWRU libraries are an integrated system comprised of the Kelvin Smith Library, the Cleveland Health Sciences Library, the Judge Ben C. Green Law Library, the Mandel School of Applied Social Science’s Lillian F. & Milford J. Harris Library, the Astronomy Library, and the Kulas Music Library. All libraries support the faculty, students and staff of the undergraduate, graduate and professional schools, and are open to the public for in-house use of most materials. Combined, the university collections number more than 2.75 million volumes.

The Master of Public Health Program is most directly served by the Cleveland Health Sciences Library (CHSL), which includes the Health Center Library, located on the first two floors of the Robbins Building in the Case School of Medicine, and the smaller Allen Memorial Medical Library, housed in an architecturally significant neo-classical building on the corner of Euclid and Adelbert Avenues. Along with clinical books and journals, the Allen contains The Dittrick Medical History Center and its collection of rare books, archives, medical artifacts, and books on the history of medicine. The Health Center Library houses the collection of basic sciences, nursing, dentistry, and biology books, journals, audiovisuals, and microforms. The CHSL combined collections total over 430,000 volumes including electronics and collectibles, with print and electronic journal subscriptions numbering in excess of 60,000, electronic books numbering over 60,000, and print books numbering over 118,500. Any faculty, staff or student may request new journals which, within budget considerations, are ordered in the fall to begin a subscription for the coming year. Special requests are addressed throughout the year. The Cleveland Health Sciences Library serves as a resource library in the Greater Midwest Region of the National Network of Libraries of Medicine. CHSL also participates in OhioLINK, OHIONET, and OCLC.

The CHSL website (www.case.edu/chsl/library/index.html) offers access to EuclidPLUS, the university's integrated on-line catalog, including PubMed, MEDLINE, other library catalogs, hundreds of databases, thousands of electronic journals and specialty resources. Through OhioLINK (www.ohiolink.edu), faculty, students and staff may search and retrieve materials from the holdings of all higher education institutions in the state for free. The library's ILLiad Interlibrary Loan Service (www.case.edu/chsl/library/illiad.html) will provide articles from anywhere, which can be delivered via mail, fax, or email (PDF attachment).

CHSL offers numerous resources for research training, including scheduled in-person sessions on a variety of topics, including databases, reference manager software, and electronic journals. The library also provides online guides to basic research in the health sciences, subject guides for selected topics, training handouts and PowerPoint presentations for research and writing. For schedules of courses and additional information, please refer to the Health Sciences Training website (www.case.edu/chsl/library/training.html). Sessions are open to faculty, staff and students. Library staff will also develop tailored instruction for specific classes as requested by faculty. CWRU students, faculty and staff also have unlimited free access to Lynda.com, a leading video-based IT training provider offering over 3275 training courses including Google Apps, Adobe CS5 Creative Suite, Microsoft Office, web development, audio/video production, computer programming, and Apple Mobile Devices. The video based tutorials are taught by industry experts and available 24/7, for self-paced learning.

- For questions about borrowing privileges, please contact the Borrowing Department at 368-4540.
- For research assistance, please contact the Reference Department at 368-3218.
Access Services, 18 Crawford Hall, 368-CARD (2273)
Access Services is the office responsible for issuing Case ID Cards and managing their various functions, including granting access to facilities such as buildings and parking lots. Access Services also distributes Greater Cleveland RTA bus and rapid train passes each semester, available to graduate students at a cost of $75 per semester. Full details about Access Services can be found on their website: www.case.edu/finadmin/security/access/access.htm.

Note: As an active Case graduate student, your ID card will provide access to the following default areas with specific hours determined by the department or school in which the area is controlled: Carlton Basketball Court, Carlton Road Tennis Courts, Glennan 312, Glennan 317A, Juniper Basketball Court, Kelvin Smith Library, Mather Memorial G Restroom, Nord 415 Computer Lab, Medical School Library, Nord Hall Quad Side, North Residential Village Garage doors & elevators, Olin Perimeter, Thwing, Veale Center, and White Perimeter. Your ID card will also provide 24-hour access to the School of Medicine. For new students, access to the School of Medicine will begin after the start of classes.

Office of Financial Aid, 417A Yost Hall, 368-4530
Investing in a Case Western Reserve University education is investing in you. We realize that tuition, fees, and other expenses make it difficult for many students (and their families) to finance the cost of attending a college or university without some form of financial assistance. The Office of Financial Aid operates a sophisticated program of financial aid and scholarship opportunities to assist students and to ease the financial burden that a college education may represent. Full details about the Office of Financial Aid can be found on their website: finaid.case.edu.

Lesbian, Gay, Bisexual, and Transgender Center, Suite 179, Tinkham Veale University Center, 368-LGBT(5428)
The Lesbian, Gay, Bisexual, and Transgender (LGBT) Center at Case Western Reserve University provides a long-awaited home for members of the LGBT community and their allies. It also serves as a source of information and insight for those who have lesbian, gay, bisexual or transgender children or loved ones. Finally, it is also a place that welcomes alumni and prospective students, faculty and staff. The LGBT Center provides a lounge, kitchenette, office, and study and meeting space. It has been designed to offer areas that encourage informal gatherings as well as more structured events. In addition, the Center provides places where people can seek both information and support. Full details about the LGBT Center can be found on their website: www.case.edu/lgbt.

Flora Stone Mather Center for Women, Room 248, Tinkham Veale University Center, 368-0985
The mission of the Flora Stone Mather Center for Women at Case Western Reserve University is to support and empower women through education, advocacy and leadership. The Flora Stone Mather Center for Women serves as a resource to all women at the university by offering a variety of initiatives focused on leadership development and recognition, gender equity in Science, Technology, Engineering and Mathematics (STEM) fields, and women's health. Additionally, the Project on Men and Gender (PMG) features annual programs and workshops that explore masculinity, men's violence, gender stereotypes, and healthy relationships in the interest of reducing violence against women. Full details about the Flora Stone Mather Center for Women can be found on their website: www.case.edu/provost/centerforwomen/.
The Writing Resource Center (WRC) at Case Western Reserve University provides supplemental, discipline-specific writing instruction to students of all levels at the university. WRC writing consultants work one-on-one with students on a wide variety of projects. The WRC encourage visits from students at any stage of the writing process, from brainstorming and drafting, to revising and organizing, to sharpening expression. While the WRC also works with students on issues of mechanics and grammar, they are not a proofreading service. WRC consultants work collaboratively with students to assist them in becoming better writers. During fall and spring semesters, WRC hours range from 8 a.m. to 5 p.m., Monday through Friday. Students may schedule appointments at any of the WRC locations and online through the online scheduling system at http://rich37.com/case/. Online tutoring is also available. Services available to graduate students include:

1. **Individual Consultations.** Graduate students can receive writing assistance on term papers and longer projects such as theses and dissertations. While we encourage graduate writers to take advantage of our services, we ask that they bring portions of longer papers in manageable sections, and come prepared to each session with a specific set of concerns.

2. **Facilitating Thesis and Dissertation Writing Groups.** Occasionally, the WRC receives requests from thesis and dissertation writers whose needs extend beyond our services. We are happy to organize on-campus thesis and dissertation writing groups upon request.

3. **Referral Services.** The WRC is able to refer graduate writers to professional proofreading or typing services.

For more information, visit www.case.edu/writing/writingcenter.html.
Be it race, ethnicity, religion, political persuasion, sexual orientation or gender identity, all Case Western Reserve University students—current and future, undergraduate as well as graduate and professional—are celebrated and supported through the Office of Inclusion, Diversity and Equal Opportunity and its extensive network of campus programs, partnerships, groups and global influences. The mission of the office of inclusion, diversity and equal opportunity is to provide support and guidance and to promote equitable and fair treatment in employment, education and other aspects of campus life. The office serves as a resource to the university in the interpretation, understanding and application of federal and state equal opportunity and affirmative action laws and regulations.

Ultimately, the office supports the university's mission by providing strategic leadership in the development of policies, procedures and programs that will help foster diversity, inclusiveness and a welcoming environment for faculty, staff, students and others.

The Office of Inclusion, Diversity and Equal Opportunity at Case Western Reserve University also gives awards to members of the university community in recognition of significant contributions toward enhancing the university's commitment to diversity through inclusive thinking, mindful learning and transformative dialogue.

These awards recognize and encourage such contributions that may include promoting respect, building community, establishing effective cross-cultural initiatives and advocating equity and inclusion within the university community.

For more information about the Office of Inclusion, Diversity and Equal Opportunity visit their website at www.case.edu/diversity/index.html.

The Office of Multicultural Affairs (OMA) encourages, supports and facilitates the success of all Case students by providing opportunities for diverse interaction and cultural education that occurs outside of the classroom environment.

**Building a "Sense of Community"**
Case Western Reserve University is a truly diverse, multicultural campus, and the Office of Multicultural Affairs embraces all Case students, faculty and staff.

**We Value Diversity**
Diversity is a reality created by unique individuals and groups from a broad spectrum of demographic and philosophical perspectives.

**Multicultural Enrichment**
OMA staff members serve as facilitators for presenting workshops in classrooms, residence halls and for student organizations.

**Academic Support and Guidance**
The primary goal of the OMA is to assist students in being academically successful during their college career at Case.

**Networking and Mentoring Opportunities**
The OMA provides students with professional networking/mentoring opportunities, skill-building workshops and job/internship opportunities.

**Role Model and Mentoring**
OMA provides students with positive role models/mentors to offer guidance and support as they navigate through the obstacles of their college life.

For more information about the Office of Multicultural Affairs, visit their website at studentaffairs.case.edu/multicultural/.
Student Space on Campus
Below is a list of space available for students to meet, study, and relax on campus. Please note that some space can be reserved for meetings and are, thus, subject to availability. Whenever possible, meeting spaces that are available for reservation are indicated.

Departmental/MPH Space
- Coffee Lounge (W-G71) - (directly across from the MPH Office) - small meeting area with seating that can accommodate about 4 people
- Computer Lab (W-G63) - computer space for 6 people
- Dingle Cafe (W-G67) – Dedicated student space. Conference table, lounge, lockers, refrigerator and microwave available to students.

School of Medicine Space
- Wood Building Lounge (between EPBI Office and Swetland Center for Environmental Health) - seating for 8 people
- BRB Starbucks (top of stairs in the Biomedical Research Building (BRB)) - seating for 24 people
- BRB Lounge (adjacent to BRB Starbucks, next to the stairs) - seating for 8 people
- BRB Lobby (outside of BRB 105 lecture hall) - table seating for up to 40 people and couch seating for 4-6 people
- BRB Cafeteria (near the BRB Lobby) - table seating able to accommodate large groups
- Health Sciences Library (Allen Building, first floor) - couch seating for 14 people, 15 computer spaces, and conference table meeting spaces for up to 6 people (3 meeting spaces available). Numerous individual study carousels are also available.
- Wolstein Building Lobby (near the security desk) - comfortable seating for 28 people
- Wolstein Java Corner (near the security desk) - table seating for 34 people
- Wolstein Library (near the security desk) - quiet study area available for meetings (RESERVABLE)

University-wide Space
Thwing Center (adjacent to Kelvin Smith Library, across Euclid Avenue from the School of Medicine) - numerous spaces (including RESERVABLE space), including a casual dining restaurant/bar. The Thwing Center has meeting space that can accommodate up to 400 people. Visit http://studentaffairs.case.edu/thwing/ for more information on the Thwing Center.

Kelvin Smith Library (across Euclid Avenue from the School of Medicine) - includes study carousels (the 4th floor study area is for graduate students and faculty only), comfortable seating, a small dining area (the KSL Library Cafe) that can accommodate 32 people, and collaboration rooms (RESERVABLE). Visit http://library.case.edu/ksl/ for more information on the Kelvin Smith Library.
## Course Planning Page

### CORE COURSES (21 CREDITS TOTAL)*

<table>
<thead>
<tr>
<th>COURSE NUMBER</th>
<th>CREDITS</th>
<th>SEMESTER/YEAR</th>
<th>GRADE</th>
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<tr>
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<td>____</td>
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<tr>
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<td>____</td>
<td>**6 credits of free electives for those matriculating prior to fall 2014</td>
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<tr>
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<td>3.0</td>
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<td>____</td>
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### CULMINATING EXPERIENCE CREDITS (9 CREDITS TOTAL)

| COURSE NUMBER | CREDITS | SEMESTER | GRADE | |
|---------------|---------|----------|-------| |
| MPHP 650      | 3.0     | _______  | ____  | |
| MPHP 652      | 3.0     | _______  | ____  | |
| MPHP 652      | 3.0     | _______  | ____  | |

### MAJOR COURSES (9 CREDITS REQUIRED)

| _______ | ____ | _______ | ____ |
| _______ | ____ | _______ | ____ |
| _______ | ____ | _______ | ____ |

### FREE ELECTIVES (3 CREDIT HOURS)*$

| _______ | ____ | _______ | ____ |
| _______ | ____ | _______ | ____ |
Course Descriptions

Master of Public Health Program (MPHP) Courses

MPHP 403. Research and Evaluation Methods. 3 Units. (REQUIRED CORE COURSE. OFFERED EVERY FALL SEMESTER.)

This course is designed to provide an overview of research and evaluation methods for first-year MPH students. Through lecture, discussion and application exercises, students are introduced to the principles and processes of research and evaluation methods in public health, including formulation of research questions, aims and hypotheses and evaluation goals and objectives; literature review; development/selection of conceptual and theoretical models; quantitative, qualitative and mixed methods study designs; data collection approaches (including surveys, interviews, focus groups, observations and use of existing data); research and evaluation project management; and application of ethical principles and protection of human subjects in public health research and evaluation.

MPHP 405. Statistical Methods in Public Health. 3 Units. (REQUIRED CORE COURSE. OFFERED EVERY SPRING SEMESTER.)

This one-semester survey course for public health students is intended to provide the fundamental concepts and methods of biostatistics as applied predominantly to public health problems. The emphasis is on interpretation and concepts rather than calculations. Topics include descriptive statistics; vital statistics; sampling; estimation and significance testing; sample size and power; correlation and regression; spatial and temporal trends; small area analysis; statistical issues in policy development. Examples of statistical methods will be drawn from public health practice. Use of computer statistical packages will be introduced.

MPHP 406. History and Philosophy of Public Health. 3 Units. (REQUIRED CORE COURSE. OFFERED EVERY FALL SEMESTER.)

The purpose of this course is to introduce students to the science and art of public health through an understanding of the history and philosophies that represent its foundation. Students will learn about the essentials of public health and applications of those precepts throughout history and in the present. The course will examine public health case histories and controversies from the past and present, in order to better understand solutions for the future.

MPHP 411. Introduction to Health Behavior. 3 Units. (REQUIRED CORE COURSE. OFFERED EVERY FALL SEMESTER.)

Using a biopsychosocial perspective, an overview of the measurement and modeling of behavioral, social, psychological, and environmental factors related to disease prevention, disease management, and health promotion is provided.

MPHP 413. Health Education, Communication, and Advocacy. 3 Units. (FALL)

Historical, sociological, and philosophical factors that have influenced definitions and the practice of health education and health promotion are studied. Advanced concepts in health communication theory will also be explored. This course is designed to educate, motivate, and empower undergraduate and graduate students to become advocates for their own health, the health of their peers, and the health of the community.

MPHP 421. Health Economics and Strategy. 3 Units. (FALL)

This course has evolved from a theory-oriented emphasis to a course that utilizes economic principles to explore such issues as health care pricing, anti-trust enforcement and hospital mergers, choices in adoption of managed care contracts by physician groups, and the like. Instruction style and in-class group project focus on making strategic decisions. The course is directed for a general audience, not just for students and concentration in health systems management.
MPHP 429. Introduction to Environmental Health. 3 Units. (REQUIRED CORE COURSE. OFFERED EVERY SPRING SEMESTER.)

This survey course will introduce students to environmental and occupational health topics including individual, community, population, and global issues. Students will be introduced to the major concepts, methodologies and issues in the fields of environmental and occupational health and will develop an understanding of the human health impacts of physical, biological, and chemical agents in the environment and workplace including basic principles of toxicology. Presentation of concepts including health impact assessment, risk communication and management as well as discussion of environmental and occupational practices, policies and regulations that promote public and population health is included. Case studies will be discussed through the course to illustrate methods for solving problems in this field.

MPHP 431. Statistical Methods I. 3 Units. (FALL)

Application of statistical techniques with particular emphasis on problems in the biomedical sciences. Basic probability theory, random variables, and distribution functions. Point and interval estimation, regression, and correlation. Problems whose solution involves using packaged statistical programs. First part of year-long sequence.

MPHP 432. Statistical Methods II. 3 Units. (SPRING)

Methods of analysis of variance, regression and analysis of quantitative data. Emphasis on computer solution of problems drawn from the biomedical sciences. Design of experiments, power of tests, and adequacy of models. Prereq: EPBI 431 or equivalent.

MPHP 433. Community Interventions and Program Evaluation. 3 Units. (REQUIRED COURSE FOR THE HEALTH PROMOTION & DISEASE PREVENTION MAJOR. OFFERED EVERY SPRING SEMESTER)

This course prepares students to design, conduct, and assess community-based health interventions and program evaluation. Topics include assessment of need, evaluator/stakeholder relationship, process vs. outcome-based objectives, data collection, assessment of program objective achievement based on process and impact, cost-benefit analyses, and preparing the evaluation report to stakeholders.

MPHP 439. Public Health Management and Policy. 3 Units. (REQUIRED CORE COURSE. OFFERED EVERY SPRING SEMESTER.)

This course is designed to introduce students to the basics of health policy-making and includes a background on the basic structure and components of the US Health Care System (such as organization, delivery and financing). It will also cover introductory concepts in public health management, including the role of the manager, organizational design and control, and accountability. We will address relevant legal, political and ethical issues using case examples. At the end of the course, students will understand how health policy is developed and implemented in various contexts, and the challenges facing system-wide efforts at reform. This is a required course for the MPH degree. Grades will be based on a series of assignments.

MPHP 450. Clinical Trials and Intervention Studies. 3 Units. (SPRING)

Issues in the design, organization, and operation of randomized, controlled clinical trials and intervention studies. Emphasis on long-term multicenter trials. Topics include legal and ethical issues in the design; application of concepts of controls, masking, and randomization; steps required for quality data collection; monitoring for evidence of adverse or beneficial treatment effects; elements of organizational structure; sample size calculations and data analysis procedures; and common mistakes. Recommended preparation: MPHP 431 or consent of instructor.
MPHP 451. Principles of Genetic Epidemiology. 3 Units. (FALL)

A survey of the basic principles, concepts and methods of the discipline of genetic epidemiology, which focuses on the role of genetic factors in human disease and their interaction with environmental and cultural factors. Many important human disorders appear to exhibit a genetic component; hence the integrated approaches of genetic epidemiology bring together epidemiologic and human genetic perspectives in order to answer critical questions about human disease. Methods of inference based upon data from individuals, pairs of relatives, and pedigrees will be considered. The last third of the course (1 credit) is more statistical in nature.

MPHP 456. Health Policy and Management Decisions. 3 Units. (FALL)

This seminar course combines broad health care policy issue analysis with study of the implications for specific management decisions in organizations. This course is intended as an applied, practical course where the policy context is made relevant to the individual manager.

MPHP 458. Statistical Methods for Clinical Trials. 3 Units. (FALL)

This course will focus on special statistical methods and philosophical issues in the design and analysis of clinical trials. The emphasis will be on practically important issues that are typically not covered in standard biostatistics courses. Topics will include: randomization techniques, intent-to-treat analysis, analysis of compliance data, equivalency testing, surrogate endpoints, multiple comparisons, sequential testing, and Bayesian methods.

MPHP 460. Introduction to Health Services Research. 3 Units. (SPRING)

This survey course provides an introduction to the field of Health Services Research and an overview of key health services research concepts and methods, including conceptual frameworks and models; outcomes research; risk adjustment; disparities in health care; policy/health care systems; cost and cost-effectiveness; quality of life, process improvement; patient satisfaction; patient safety; health economics; statistical modeling techniques; and qualitative research methods.

MPHP 464. Obesity and Cancer: Views from Molecules to Health Policy. 3 Units. (SPRING)

This course will provide an overview of the components of energy balance (diet, physical activity, resting metabolic rate, dietary induced thermogenesis) and obesity, a consequence of long term positive energy balance, and various types of cancer. Following an overview of energy balance and epidemiological evidence for the obesity epidemic, the course will proceed with an introduction to the cellular and molecular biology of energy metabolism. Then, emerging research on biologically plausible connections and epidemiological associations between obesity and various types of cancer (e.g., colon, breast) will be presented. Finally, interventions targeted at decreasing obesity and improving quality of life in cancer patients will be discussed. The course will be cooperatively-taught by a transdisciplinary team of scientists engaged in research in energy balance and/or cancer. Didactic lectures will be combined with classroom discussion of readings. The paper assignment will involve application of course principles, lectures and readings.

MPHP 466. Promoting Health Across Boundaries (PHAB). 3 Units. (SUMMER)

This course examines the concepts of health and boundary spanning and how the synergy of the two can produce new, effective approaches to promoting health. Students will explore and analyze examples of individuals and organizations boundary spanning for health to identify practice features affecting health, compare and contrast practices and approaches, and evaluate features and context that promote or inhibit boundary spanning and promoting health.
MPHP 467. Comparative and Cost Effectiveness Research. 1-3 Units. (SUMMER)

Comparative effectiveness research is a cornerstone of healthcare reform. It holds the promise of improved health outcomes and cost containment. This course is presented in a convenient 5-day intensive format in June. There are reading assignments due prior to the 1st session. Module A, Days 1-2: Overview of comparative effectiveness research (CER) from a wide array of perspectives: individual provider, institution, insurer, patient, government, and society. Legal, ethical and social issues, as well as implications for population and public health, including health disparities will also be a component. Module B, Day 3: Introduction to the various methods, and their strengths, weaknesses and limitations. How to read and understand CER papers. Module C, Days 4-5: Cost-Effectiveness Analysis. This will cover costing, cost analysis, clinical decision analysis, clinical decision analysis, quality of life and cost-effectiveness model. The full 3-credit course is for taking all 3 modules. Modules A or C can be taken alone for 1 credit. Modules A and B or Modules B and C can be taken together for a total of 2 credits. Module B cannot be taken alone. If taking for 2 or 3 credits, some combination of term paper, project and/or exam will be due 30 days later.

MPHP 468. The Continual Improvement of Healthcare: An Interdisciplinary Course. 3 Units. (REQUiRED COURSE FOR THE HEALTH CARE POLICY & ADMINISTRATION MAJOR. OFFERED EVERY FALL SEMESTER.)

This course prepares students to be members of interprofessional teams to engage in the continual improvement in health care. The focus is on working together for the benefit of patients and communities to enhance quality and safety.

MPHP 480. Health Systems Management in Primary Care. 3 Units. (FALL)

Goal - To develop a deeper understanding of components of the health system that influence and provide shape to the environment in which health care is delivered and about the implementation of systems-based strategies that foster better processes and/or outcomes of health care delivery.

MPHP 481. A Primer of Dental Public Health. 3 Units. (AS NEEDED)

This course introduces students to principles and issues in dental public health. In addition to the principles, students will learn about contemporary issues impacting dental public health, oral epidemiology, dental health care systems, and oral health promotion. To facilitate the understanding of oral health promotion, students will gain a basic understanding of the common oral diseases.

MPHP 483. Introduction to Epidemiology for Public Health Practice. 3 Units. (REQUIRED CORE COURSE. OFFERED EVERY FALL SEMESTER.)

This course is designed to introduce the basic principles and methods of epidemiology. Epidemiology has been referred to as the basic science for public health. Application of epidemiologic principles is critical to disease prevention, as well as in the development and evaluation of public policy. The course will emphasize basic methods (study design, measures of disease occurrence, measures of association, and causality) necessary for epidemiologic research. It is intended for students who have a basic understanding of the principals of human disease as well as statistics.

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This course focuses on the epidemiology, prevention, treatment, and control of tropical and parasitic diseases. Emphasis will be placed on the triad of agent, host, and environment for infectious disease impacting global health. Three distinct modules will focus on specific examples such as malaria, helminths, bacteria, or viruses. Active class participation is required through discussions, case studies, and group projects. Recommended preparation: MPHP 490, MPHP 491, and a microbiology course or consent of instructor.

**MPHP 485. Adolescent Development. 3 Units. (FALL)**

Adolescent Development can be viewed as the overriding framework for approaching disease prevention and health promotion for this age group. This course will review the developmental tasks of adolescence and identify the impact of adolescent development on youth risk behaviors. It will build a conceptual and theoretical framework through which to address and change adolescent behavior to promote health.

**MPHP 490. Epidemiology: Introduction to Theory and Methods. 3 Units. (FALL)**

This course provides an introduction to the principles of epidemiology covering the basic methods necessary for population and clinic-based research. Students will be introduced to epidemiologic study designs, measures of disease occurrence, measures of risk estimation, and casual inference (bias, confounding, and interaction) with application of these principles to specific fields of epidemiology. Classes will be a combination of lectures, discussion, and in-class exercises. It is intended for students who have a basic understanding of the principals of human disease and statistics. Prereq or Coreq: MPHP 431.

**MPHP 493. Chronic Disease Epidemiology. 3 Units. (AS NEEDED)**

This course is intended for graduate students in epidemiology and M.P.H. students who are interested in chronic disease epidemiology and prevention. The course will cover: 1) overview of concepts in chronic disease epidemiology and etiology, study design in epidemiologic research, and causal inference; 2) major chronic diseases in the U.S. populations and prevention; and 3) cancer screening. For each specific disease of interest, the lecture is structured according to 4 major components: 1) basic epidemiology; 2) risk factors and etiology; 3) prevention (and screening); and 4) controversies and future research. Offered as EPBI 493 and MPHP 493. Prereq: MPHP 490 or equivalent.

**MPHP 494. Infectious Disease Epidemiology. 1 - 3 Unit. (SPRING)**

The epidemiology, prevention and control of representative infectious disease models. Emphasis on the triad of agent, host, and environment and the molecular and genetic basis of agent and host interaction in the population. Recommended preparation: EPBI 490, EPBI 491, and a microbiology course or consent of instructor.

**MPHP 497. Cancer Epidemiology. 1 - 3 Unit. (FALL)**

This is a 1-3 credit modular course in cancer epidemiology and is intended for graduate students in epidemiology and biostatistics, environment health, MPH students and MD or MD/PhD students. The course will consist of 3 five-week modules: 1) introduction to cancer epidemiology (study design, etiology and causal inference, cancer statistics and cancer biology); 2) site-specific discussions of various cancers involving natural history of disease and risk factors and etiology and 3) cancer prevention and screening and cancer survivorship. Each of the modules is worth 1 credit hour for a total of 3 credit hours.
MPHP 510. Health Disparities. 3 Units. (FALL)

This course aims to provide theoretical and application tools for students from many disciplinary backgrounds to conduct research and develop interventions to reduce health disparities. The course will be situated contextually within the historical record of the United States, reviewing social, political, economic, cultural, legal, and ethical theories related to disparities in general, with a central focus on health disparities. Several frameworks regarding health disparities will be used for investigating and discussing the empirical evidence on disparities among other subgroups (e.g., the poor, women, uninsured, disabled, and non-English speaking populations) will also be included and discussed. Students will be expected to develop a research proposal (observational, clinical, and/or intervention) rooted in their disciplinary background that will incorporate materials from the various perspectives presented throughout the course, with the objective of developing and reinforcing a more comprehensive approach to current practices within their fields.

MPHP 532. Health Care Information Systems. 3 Units. (AS NEEDED)

This course covers concepts, techniques and technologies for providing information systems to enhance the effectiveness and efficiency of health care organizations.

MPHP 650. Public Health Practicum. 1-3 Units. (REQUIRED CORE COURSE. OFFERED EVERY SEMESTER.)

Public health field practicum, involving a placement at a community-based field site. The field placement will provide students with the opportunity to apply the knowledge and skills acquired through their Master of Public Health academic program to a problem involving the health of the community. Students will learn to communicate with target groups in an effective manner; to identify ethical, social, and cultural issues relating to public health policies, research, and interventions; to identify the process by which decisions are made within the agency or organization; and to identify and coordinate use of resources at the placement site.

MPHP 652. Public Health Capstone Project. 1 - 6 Units. (REQUIRED CORE COURSE. OFFERED EVERY SEMESTER.)

Independent project aimed at applying the knowledge gained through the Master of Public Health Program. The Capstone Project is one-half of the Culminating Experience and requires completion of a Master's essay, and may take the form of a research thesis, an evaluation study, or an intervention study. Each student is required to formally present their practicum experience and research findings. In any semester in which a student is registered for MPHP 652 credit, it is required that the student attend the Community Health Research and Practice (CHRP) group at a minimum of two sessions per 3 credits. CHRP is held once a week for approximately an hour and a half for the duration of fall, spring, and summer semesters. MPHP 652 credit is available only to Master of Public Health students.

MPHP 655. Dual Degree Field Practicum II. 3 Units (Every Semester).

This course is designed to be taken ONLY by MSSA/MPH joint degree students as the second field period of their master's program. It consists of a field practicum and participation in professional development opportunities. The Field Practicum is an integral component of the MSASS and MPH curriculums, allowing students to apply, develop, and refine their conceptual knowledge and skills as part of a planned, supervised, and evaluated community-based experience. The Practicum is designed to move students beyond the walls of academia, to understand the political, economic, social, and organizational contexts within which social work and public health activities are conducted. These collective experiences provide students with a forum to develop skills, integrate and operationalize the values and ethics inherent in professional practice, and confront social injustice as self-reflective, competent developing practitioners. (EPAAS Program Objective M6 and EPAAS Content Area 4.7). The overall goal of this course is to provide graduate level MSSA/MPH joint degree students with field related opportunities to continue to develop foundation level competencies in the eight
MSSAS abilities by helping students apply knowledge of social work and public health theory, skills, values and ethics acquired in the classroom in an agency setting. Offered as MPHP 655 and SASS 655.

**MPHP 656. Dual Degree Field Capstone III. 3 Unites (Every Semester).**

This course is a combination of the SASS Field Experience and the Public Health Capstone and is offered ONLY to students in the joint MSSA/MPH dual degree. Pre-req: MPHP/SASS 655

**MPHP 657. Dual Degree Field Capstone IV. 3 Unites (Every Semester).**

This course is a combination of the SASS Field Experience and the Public Health Capstone and is offered ONLY to students in the joint MSSA/MPH dual degree. Pre-req: MPHP/SASS 656

**Other Potential Courses**

**ANTH 423. AIDS: Epidemiology, Biology, and Culture. 3 Units. (SPRING)**

This course will examine the biological and cultural impact of AIDS in different societies around the world. Topics include: the origin and evolution of the virus, the evolutionary implications of the epidemic, routes of transmission, a historical comparison of AIDS to other epidemics in human history, current worldwide prevalences of AIDS, and cultural responses to the epidemic. Special emphasis will be placed on the long-term biological and social consequences of the epidemic.

**ANTH 442. The Challenge of Suffering: Meaning, Responses, and Potential for Growth. 3 Units. (SPRING)**

The interdisciplinary course will address the multiple facets of suffering, including the meaning of suffering, potential for growth and transformation, policies and practices that influence suffering, and those factors that affect quality of life and quality of death. Concepts and theories will be drawn from the social sciences and humanities, as well as from the health disciplines. The influence of socio-political, cultural, and economic forces of suffering will be addressed. Graduate standing or permission of instructor is required.

**ANTH 461. Urban Health. 3 Units. (FALL)**

This course provides an anthropological perspective on the most important health problems facing urban population around the world. Special attention will be given to an examination of disparities in health among urban residents based on poverty, race/ethnicity, gender, and nationality.

**ANTH 480. Medical Anthropology and Global Health I. 3 Units. (FALL)**

The first in a sequence of two graduate core courses in medical anthropology and global health. This course focuses on foundational concepts and theories in medical anthropology, as well as topical areas which have been central to the development of the field. Prereq: Graduate Standing in Anthropology.
ANTH 481. Medical Anthropology and Global Health II. 3 Units. (SPRING)

The second in a sequence of two graduate core courses in medical anthropology and global health. This course focuses on the application of medical anthropology theory and methods to the study of global health. Recommended preparation: ANTH 480. Prereq: Graduate Standing in Anthropology.

BETH 414. International Health Research Ethics. 3 Units. (SPRING)

This course will introduce students in the health and social sciences to key ethical issues that arise in international health research. The course will include intensive reading and case-based discussion of current ethical and moral quandaries posed by research conducted in the international arena. Five full-day sessions are planned. Each day will be divided into a series of formal presentations and active, group-based discussions around topics that include: the historical context of international health research; current international ethics principles, standards, and declarations; key tools and concepts for unpacking ethical issues in international health research; issues in informed consent and conflict of interest; "reasonable availability" and the conduct of clinical trials; cutting-edge international genetics research; and, the responsibility of researchers to the international health community. Course evaluation is based on class participation, a written exercise, and a case analysis.

BETH 415. International Bioethics: Policy and Practice. 3 Units. (EVERY SEMESTER)

Taught by Case and international faculty, this course will include 7-10 days of intensive didactic and experiential learning in one of several "host" countries. Examples of sites include: Free University of Amsterdam and University of Utrecht in the Netherlands; University of Paris in France; and Ben Gurion University in Israel. It will afford a unique opportunity to gain perspective on important bioethics issues in different societies, i.e., euthanasia, public health policies, access to healthcare, and stem cell research. At the international site, students will spend 6 hours per day (5 days) in seminar (involving didactics, discussion, and guided-observation clinical experience). There will be two 3-hour preparatory sessions, required reading, and two 3-hour post trip sessions. Requirements: preparation, attendance, and class participation, a 12-15 page paper (undergraduate credit) and a 15-20 page paper (graduate credit). Graduate credit will also require students to prepare a presentation for a post-intensive session. Enrollment will be capped at 25. This course has an additional fee to cover costs of travel and lodging. Limited scholarships are available.

BETH 417. Introduction to Public Health Ethics. 3 Units. (FALL)

The course will introduce students to theoretical and practical aspects of ethics and public health. This course will help students develop the analytical skills necessary for evaluating of ethical issues in public health policy and public health prevention, treatment, and research. Will include intensive reading and case-based discussions. Evaluation based on class participation, a written exercise and a case analysis. Open to graduate students with permission from instructors.

BETH 420. Critical Issues in Research Ethics. 3 Units. (SPRING)

This course is open to graduate students with an interest in health-related research ethics. Enrollment preference will be given to Masters-level bioethics students in the Research Ethics Track (RET). The course provides students with a comprehensive study of critical issues in research ethics, including the modern history of research ethics in science and medicine, the ethics of clinical trial design and conduct, advanced issues in informed consent, the ethics of animal experimentation, and key issues in genetics research. Coursework will include case studies and in-depth readings to highlight topic areas. Discussions of ethical and regulatory frameworks that influence decision-making, policy development, and the conduct of biomedical and social-behavioral science research will allow students to explore the nuances, gaps, challenges, and concerns present in research, particularly research involving human subjects. Topics will be addressed within the framework of integrating research ethics into the scientific process. Students are expected to lead class discussions and write a course-relevant paper.
EPBI 414. Introduction to Statistical Computing. 3 Units. (FALL)

This course introduces the use of computers in epidemiologic investigations and biostatistical applications. Topics covered include the use of the Internet to access and obtain publicly available databases, database and spreadsheet concepts, and developing a sound approach to analysis planning and implementation. The majority of the course will focus on instruction in the use of SAS software for advanced database management and manipulation and basic statistical analyses, with parallel applications in R to exploit its features. Primary emphasis is on developing the knowledge and familiarity required for running these particular programs in connection with data collection, analysis, and presentation of results in clinical studies. Students will be required to complete assignments using personal computers using Windows operating systems and/or computer systems maintained by the department. Students should expect weekly assignments to reinforce lecture concepts. Knowledge of basic statistics in beneficial, as this course does not teach statistical analysis; but it is not vital to learning the material in this course.

EPBI 415. Statistical Programming. 3 Units. (SPRING)

Programming with R and SAS, emphasizing sound practices and covering numerical methods commonly used in statistical science. R is a high-level, open-source platform now vital in statistical computing, especially for creating and sharing applications that implement new and customized methods. SAS is a comprehensive commercial software system that is widely used in biomedical research. Topics include effective programming style and structure, R for customized graphics, Monte Carlo simulation and bootstrapping, numerical optimization and root finding. Previous experience in R and SAS is advised, but students literate in other languages (e.g., Java, C++) are encouraged to enroll. Prereq: EPBI 414.

EPBI 423. Dissemination and Implementation Science for Health Promotion. 3 Units. (FALL)

This graduate-level course introduces concepts, skills, and methods for systematically disseminating and implementing evidence-based interventions for population health developing partnerships and transdisciplinary research teams, applying theories and frameworks to guide dissemination and implementation (D & I) science, examining re conducting D & I research at different and multiple levels of intervention (e.g., clinical, community, policy), and exploring channels for effectively communicating evidence diverse contexts. Recommended Preparation: EPBI 411 or grad. level behavioral theory equivalent; EBPI 490 or MPHP 483 or grad. level research methods equivalent.

EPBI/MPHP 431. Statistical Methods I. 3 Units. (FALL)

Application of statistical techniques with particular emphasis on problems in the biomedical sciences. Basic probability theory, random variables, and distribution functions. Point and interval estimation, regression, and correlation. Problems whose solution involves using packaged statistical programs. First part of year-long sequence.

EPBI/MPHP 432. Statistical Methods II. 3 Units. (SPRING)

Methods of analysis of variance, regression and analysis of quantitative data. Emphasis on computer solution of problems drawn from the biomedical sciences. Design of experiments, power of tests, and adequacy of models. Prereq: EPBI 431 or equivalent.
EPBI 434. Community Engaged Research: Principles, Methods and Applications. 3 Units. (SPRING)

Community-engaged research is a partnership approach to research that equitably involves community members, organization representatives, and academic researchers in all aspects of the research process. This course is designed to provide an overview of community-based participatory research (CBPR) and will familiarize students with the core principles, concepts and methods as it applies to health-related outcomes. Using a class format that includes lectures, discussion, case studies, small group exercises and fieldwork projects, we will examine and discuss key methodological considerations in each phase of the research process from partnering with communities to planning for research, data gathering, and dissemination of results. Examples of applications in both public health and clinical settings will be highlighted.

EPBI 435. Survival Data Analysis. 3 Units. (FALL)

Basic concepts of survival analysis including hazard function, survival function, types of censoring; non-parametric models; extended Cox models: time dependent variables, piece-wise Cox model, etc; sample size requirements for survival studies. Prereq: MPHP 432.

EPBI 440. Introduction to Population Health. 3 Units. (FALL)

This course introduces graduate students to the multiple determinants of health including the social, economic and physical environment, health services, individual behavior, genetics and their interactions. It aims to provide students with the broad understanding of the research development and design for studying population health, the prevention and intervention strategies for improving population health and the disparities that exist in morbidity, mortality, functional and quality of life.

EPBI 446. Experimental Design for Biomedical Sciences. 3 Units. (SPRING)

This course deals with basic problems of the design and analysis of experiments with emphasis on experiments conducted in the biomedical sciences. Topics will include completely randomized and balanced incomplete block designs. Latin and Graeco-Latin squares, factorial experiments and response surface and mixture designs. In addition to analysis and interpretation of results from experiments, optimization of design parameters, using second-order models will be covered. The course is intended for graduate students and investigators who are engaged in biomedical research. Pre-req: MPHP 432 or consent of instructor.

EPBI 454. Population Genetics for Genetic Epidemiology. 3 Units. (AS NEEDED)

This course will cover basics of population genetics (mutation, migration, natural selection) as well as topics such as random mating populations and inbred populations. Emphasis will be placed on migration studies and on linkage disequilibrium mapping. Measures on linkage disequilibrium, methods for linkage disequilibrium mapping of disease genes and the use of isolated versus outbred population in linkage of disequilibrium mapping will be discussed. Recommended preparation: MPHP 431.

EPBI 459. Longitudinal Data Analysis. 3 Units. (SPRING)

This course will cover statistical methods for the analysis of longitudinal data with an emphasis on application in biological and health research. Topics include exploratory data analysis, response feature analysis, growth curve models, mixed-effects models, generalized estimating equations, and missing data. Prereq: MPHP 432.
EPBI 461. Health Services Research Methods. 3 Units. (SPRING)

This is a course in research methods focusing on practical issues in the conduct of health services research studies. Topics include: an overview of health services research; ethics in health services research; proposal writing and funding; the relationship between theory and research; formulating research questions; specifying study design and study objectives; conceptualizing and defining variables; validity and reliability of measures; scale construction; operationalizing health research relevant variables using observation, self and other report, and secondary analysis; formatting questionnaires; developing analysis plans; choosing data collection methods; sampling techniques and sample size; carrying out studies; preparing data for analysis; and reporting of findings.

EPBI 500. Design and Analysis of Observational Studies. 3 Units. (SPRING)

An observational study investigates treatments, policies or exposures and the effects that they cause, but it differs from an experiment because the investigator cannot control assignment. We introduce appropriate design, data collection and analysis methods for such studies, to help students design and interpret their own studies, and those of others in their field. Technical formalities are minimized, and the presentations will focus on the practical application of the ideas. A course project involves the completion of an observational study, and substantial use of the R statistical software. Topics include randomized experiments and how they differ from observational studies, planning and design for observational studies, adjustments for overt bias, sensitivity analysis, methods for detecting hidden bias, and focus on propensity score methods for selection bias adjustment, including multivariate matching, stratification, weighting and regression adjustments. Recommended preparation: a working knowledge of multiple regression, some familiarity with logistic regression, with some exposure to fitting regression models in R.

EPBI 512. Reproductive and Perinatal Epidemiology. 1 - 3 Units. (AS NEEDED)

This course provides an overview of the biology, risk factors, and epidemiologic methods related to reproductive and perinatal outcomes. The course will be divided into three one-credit modules: 1) female reproductive health (e.g. puberty, menstrual cycle function, gynecological disorders, menopause); 2) pregnancy (e.g. fecundity, pregnancy complications, birth outcomes, congenital malformations, infant mortality); and 3) male reproductive health (e.g. fecundity, male reproductive malformations, testicular dysgenesis syndrome, erectile dysfunction). The course will be a combination of lectures and class discussions. Recommended preparation: MPHP 490 and MPHP 431 or the equivalent.

EPBI 515. Secondary Analysis of Large Health Care Data Bases. 3 Units. (FALL)

Development of skills in working with the large-scale secondary data bases generated for research, health care administration/billing, or other purposes. Students will become familiar with the content, strength, and limitations of several data bases; with the logistics of obtaining access to data bases; the strengths and limitations of routinely collected variables; basic techniques for preparing and analyzing secondary data bases and how to apply the techniques to initiate and complete empirical analysis. Recommended preparation: EPBI 414 or equivalent.

EVHS 435. Environmental Health Law and Policy. (FALL)

This course will introduce students to environmental law and policy, with a focus on federal environmental law. The goal of the course is to enable students to understand the distinctive characteristics of a regulatory agency, where scientific insights must be channeled through the paths set out by law. Students will consider how federal statutes are implemented through agency regulations, and the role of courts in overseeing the regulatory process. Substantive statutes we will consider include the Clean Air Act, the Clean Water Act, the Safe Drinking Water Act, the regulation of hazardous wastes and the cleanup of contaminated sites, and a range of federal statutes regulating
chemical manufacturing/use and the workplace. The course includes an overview of the common law concepts of torts and nuisance. Prerequisite: MPHP/EVHS 429 or permission of instructor.

**HSMC 420. Health Finance. 3 Units. (FALL)**

Exploration of economic, medical, financial and payment factors in the U.S. healthcare system sets the framework for the study of decisions by providers, insurers, and purchasers in this course. The mix of students from various programs and professions allows wide discussion from multiple viewpoints.

**IIME 473. Fundamentals of Clinical Information Systems. 1-3 Units. (FALL)**

Technology has played a significant role in the evolution of medical science and treatment. While we often think about progress in terms of the practical application of, say, imaging to the diagnosis and monitoring of disease, technology is increasingly expected to improve the organization and delivery of healthcare services, too. Information technology plays a key role in the transformation of administrative support systems (finance and administration), clinical information systems (information to support patient care), and decision support systems (managerial decision-making). This introductory graduate course provides the student with the opportunity to gain insight and situational experience with clinical information systems (CIS). Often considered synonymous with electronic medical records, the "art" of CIS more fundamentally examines the effective use of data and information technology to assist in the migration away from paper-based systems and improve organizational performance. In this course we examine clinical information systems in the context of (A) operational and strategic information needs, (B) information technology and analytic tools for workflow design, and (C) subsequent implementation of clinical information systems in patient care. Legal and ethical issues are explored. The student learns the process of "plan, design, implement" through hands-on applications to select CIS problems, while at the same time gaining insights and understanding of the impacts placed on patients and health care providers.

Offered as EBME 473, IIME 473 and SYBB 421.

**INTH 401. Fundamentals of Global Health. 3 Units. (REQUIRED COURSE IN THE GLOBAL HEALTH MAJOR. OFFERED EVERY FALL SEMESTER.)**

This course seeks to integrate the multiple perspectives and objectives in global health by investigating how the disciplines of Biology, Medicine, Anthropology, Nursing, Mathematics, Engineering analyze and approach the same set of international health problems. Students will develop a shared vocabulary with which to understand these various perspectives from within their own discipline. The focus sites will emphasize issues related to the health consequences of development projects, emergency response to a health care crisis and diseases of development in presence of underdevelopment.

**LAWS 224. International Law. 2 Units. (SPRING)**

An introduction to basic comparative, transnational, and international law disciplines. Using areas of substantive and procedural law familiar to first-year students, the course examines issues arising from cross-national activity. Students are exposed to choice of law, comparative law, international law, and international institutions. **INSTRUCTOR PERMISSION REQUIRED.**
LAWS 228. Public Health Law. 2 Units. (SPRING)

This course surveys a range of issues in public health law including contagious diseases, health surveillance and privacy, tobacco, controlled substances, obesity, firearms, emergency preparedness and bioterrorism. It is designed to introduce students studying law or public health to the basic constitutional principles involved in public health law; the scope of local and federal authority to regulate; and the variety of ethical issues that arise. INSTRUCTOR PERMISSION REQUIRED.

LAWS 229. Health Care and Human Rights. 3 Units. (AS NEEDED)

This course combines two areas of law of increasing importance and public attention. In light of emerging medical, research, and genetic technology, courts, legislatures, administrative agencies and ordinary citizens around the world often face issues of health law. At the same time, in a world that is becoming both globalized and plagued by repeated instances of ethnic cleansing and other catastrophic abuses, issues of human rights are at the forefront of public debate. The intersection of health care and human rights, therefore, constitutes a worthy and fascinating area of study. Topics to be covered will be selected from among the following: 1) an overview of relevant human rights doctrines; 2) the concept of public health; 3) the status of the right to health care in different countries; 4) biomedical research involving human subjects; 5) genetic technologies; 6) disability rights; 7) women's reproductive and health issues; 8) environmental abuses and human rights; 9) infectious disease, bioterrorism, and human rights; and 10) war crimes and other human rights abuses, as they impact public health. INSTRUCTOR PERMISSION REQUIRED.

LAWS 349. International Trade and Development. 3 Units. (SPRING)

The public international and United States law regulating international trade. It includes the economic theory of international trade (although no exposure to a course in economics in secondary or undergraduate education is necessary) as well as a legal examination of issues regulating global and regional (e.g., the Canada-U.S. Free Trade Agreement, EEC) international trade. Primary emphasis is on the General Agreement of Tariffs and Trade (GATT) and the World Trade Organization (WTO) as well as such United States legislation implementing the GATT as antidumping and countervailing duties legislation and escape clause relief. The roles of trade and aid are also explored, as well as U.S. legislation affecting the transfer of resources to less developed countries. INSTRUCTOR PERMISSION REQUIRED.

NUND 510. Application of Health Information Technology and Systems. 1 Unit. (FALL)

In this course, an overview of health information technology (HIT) is provided with focus on use of HIT in health care settings and among consumers. Course content includes use and evaluation of HIT by health care providers and patients.

NURS 631. Advanced Statistics: Multivariate Analysis. 3 Units. (SPRING)

This course focuses on selected advanced multivariate topics and procedures in health research. Topics will be covered through lecture, readings, computer analysis as well as critical analysis of published research in the health sciences fields. Topics to be covered in this course include: survival analysis, factor analysis, path analysis, repeated measures ANOVA and advanced regression techniques (logistic, loglinear, mixed models). INSTRUCTOR PERMISSION REQUIRED.
POSC 483. Health Policy and Politics in the United States. 3 Units. (FALL)

Overview of the principal institutions, processes, social forces, and ideas shaping the U.S. health system. Historical, political, economic, and sociological perspectives on the health system are explored as well as the intellectual context of recent policy changes, challenges, and developments. Students will acquire a sense of how health services are financed and delivered in the U.S. They will also learn how to assess its performance compared to that of other similar countries.

SPPP 525. AIDS Seminar. 3 Units. (SUMMER)

This course is designed to provide an understanding of HIV/AIDS. The nature and prevalence of the disease, including its impact upon vulnerable populations such as children and youth, women, gay and lesbian populations, people of color, prisoners, IV drug users, and street people are examined. The course focuses on public policies, programs, and service delivery for HIV/AIDS at local, state, and national levels. Topics include the policy-making role of advocacy groups, the function of AIDS service organizations, and the design of educational and preventive programs.
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