UCI Program in Public Health

Master of Public Health Handbook

2022-2023

Revised 09/13/2022

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Introduction

The purpose of this handbook is to provide specific information on policies, procedures, and regulations pertaining to graduate study in the Program in Public Health. As part of the Susan and Henry Samueli College of Health Sciences, the UCI Program in Public Health's mission is to create, integrate, and translate population-based knowledge into preventive strategies for reducing the societal burden of human disease and disability. Our program's curriculum brings a multidisciplinary approach to public health practice and research. Graduate students take part in innovative research, policy analysis, global environmental assessments, occupational health, and clinical and translational sciences that impact our region, nation and world. This handbook provides information that will be helpful for new students and provides requirements for the MPH degree.

This *MPH Graduate Handbook* is revised annually and intended to be a supporting guide for our MPH students and faculty, rather than an exhaustive compilation or an official statement of requirements. This MPH Handbook should be used in conjunction with the UCI Catalogue and UCI Graduate Division's Graduate Policies and Procedures document. By enrolling in the MPH program, students acknowledge it is their own responsibility to review and understand the policies within these three resources. The MPH Handbook is publicly available on the Program in Public Health website. Suggestions for revisions and additions are welcome.

New Student Information

Registration

Students register for classes online through WebReg using their UCInetID. Prior to the first quarter, students will be able to register once they have been advised by email about course selection. Each quarter, students will be required to meet with their faculty mentor to receive approval before finalizing their course schedule for the next quarter.

Courses can be dropped online through the end of second week without late fees. Students adding classes or changing units/grading options after the end of the second week of classes will be assessed a late registration fee. Students adding a class after the second week will need to submit a request through the Enrollment Exception Request System. Drops after the second week of the quarter are only approved if there is a documented extenuating circumstance. The student must receive approval from both the instructor of the course and the Program in Public Health. Each quarter, the campus performs a census of enrollment upon which state funding is based; therefore, we encourage students to enroll before the end of the second week of classes to ensure that the university receives full educational funding and to avoid late fees.

Enrollment

A minimum of 12 units of graduate or upper-division undergraduate coursework is required to be considered a full-time student. Upper division undergraduate course units may count as workload units for the purposes of being considered a full-time student, but ordinarily may not be used to fulfill degree requirements. Students receiving departmental merit funding (generally for new students only) must be enrolled full-time to receive the funding. Teaching Assistant and Graduate Student Researcher positions require full-time enrollment. Students not enrolled full-time may jeopardize their funding for other types of aid, including need-based financial aid and university fellowships.

Residency Requirements

All degree-seeking students should complete a Statement of Legal Residence (SLR) immediately after submitting their Statement of Intent to Register (SIR). Official residence determinations are made only after

the student's SLR is reviewed and any requested documentation is received by the University Registrar's office. Additional information can be found in the Residency section of the Registrar's website.

International Students

Information about requesting a visa document, paying for a visa, paying the SEVIS fee, and planning a trip to Irvine can be found in the New Students section of the International Center website. International students must abide by all rules and regulations required to maintain their student visa status. International students are encouraged to speak with an advisor in UCI's International Center if they have any questions about their enrollment requirements, employment, visa status, or financial support.

UCI International Center
Location: G302 Student Center
Telephone: 949-824-7249
Website: https://ic.uci.edu/

Orientation

Incoming MPH students are asked to attend two orientations before the start of instruction. One of the orientations is the Campus-Wide New Graduate Student Orientation. The other orientation is specific to the Program in Public Health and is mandatory. It provides an introduction to the program and an opportunity to meet faculty and fellow students. Initial advising will occur prior to orientation before the deadline to enroll and pay for classes.

Housing

Information about campus housing options for graduate students can be found at the hyperlink. Incoming students are advised to place themselves on the waitlist as early as possible to improve chances of securing on-campus housing. Though MPH students are not guaranteed housing, there are a wide variety of options in the area to suit the needs of students. There are plenty of apartments available in Irvine and in the surrounding areas.

Health Insurance

All graduate students are required to have health insurance while attending UC Irvine. The university provides medical, dental, and vision coverage through the UC Student Health Insurance Plan (UC SHIP). If students would prefer health insurance outside the university, they may waive participation in UC SHIP. Fees for UC SHIP are automatically assessed to students' billing accounts unless students successfully waive out of the plan.

Dining Options

Students living in the residence halls are required to select a meal plan. All other students may select from a variety of voluntary meal plan options. Meal plans are not required to purchase food on campus. There are many dining options throughout the campus and the surrounding area.

Dining Services
Location: G318 Student Center
Telephone: 949-824-4182
Website: https://food.uci.edu/dining/

Electronic ID

The UCInetID is electronic identification used for many online services at UC Irvine. Services such as ZotPortal, Canvas, EEE, StudentAccess and WebReg require students to use their UCInetID and

password in order to log in. It is for individual use only and passwords should not be shared. OIT offers Sponsored UCInetIDs and Group UCInetIDs for special situations.

To activate your UCInetID, students need an ID number first. Applicants will be sent an ID number when they first apply to UCI. Students that have an ID number should visit our website to activate the UCInetID. A date of birth and last 4 digits of a Social Security Number are required. Students that do not have a social security number should enter all zeros, leave it blank, or use the identification number entered on the UC Application.

Parking & Transportation

Transportation and Distribution Services (T&DS) provides a wide variety of resources for the UCI community including campus maps, parking information, and sustainable commute solutions for reducing greenhouse gas emissions and savings on travel costs.

A valid parking permit is required at all times on the UC Irvine campus. Student permits are available online at myCommute by logging in with a UCInetID. Vehicle license plates will serve as a virtual parking permit. All available zones and permit options will appear and may be purchased on a first-come, first-serve basis. Parking zones can be changed based on availability. In order to renew a current zone, simply purchase a new permit when a current permit is still valid. Student permits may be purchased using any major credit card.

Parking & Transportation
Location: 200 Public Services Building
Telephone: 949-824-7275
Website: https://parking.uci.edu/

Campus Map

Nestled in the heart of Orange County, the University of California, Irvine is located in one of the safest large cities in the nation. UCI students, faculty and staff come together on the campus's 1,478 acres to be the driving force of innovation and discovery that benefits our community. Visitors can experience the vibrant campus life of 33,000+ students for themselves by using the 405 freeway, 73 tollway, or taking one of four OCTA bus routes that service our campus. Click here for interactive Campus maps.

Checklist

The following items need to be completed once the *Statement of Intent to Register* has been submitted.

☐ Pay *Statement of Intent to Register* Deposit
In order to secure your place in our program and register for classes, you must pay a non-refundable $200 admission acceptance fee. The $200 fee will go towards your mandatory fees for the first quarter of the program. An enrollment hold will be placed on your record until the fee is paid.

☐ Activate Your UCInetID
Though you may have had a UCInetID when you were an applicant, you need to activate your UCInetID as a student after you accept the offer of admission. Your UCInetID is a secure username and password that you use to gain access to your UCI email, registration, bill payment, and many more campus services. You may activate your UCInetID at http://activate.uci.edu by choosing the link for "Faculty, Staff, and Students."

☐ Submit a Statement of Legal Residence
It is important that you complete and submit the *Statement of Legal Residence* as soon as possible. Establishing California residency is a key factor in determining whether or not you will need to pay non-resident supplemental tuition. If you need assistance in filling out the form or have questions about your residency status, please email the UCI Residence Office or call 949-824-6129.

□ Clear Provisional Admission

If your admission letter from the Graduate Division stated that your admission is provisional because we need further documentation from you, you must submit the missing documents before you can begin attending classes. The documents (usually final transcripts, degree confirmation, and/or letters of recommendation) can be submitted directly to the Graduate Student Affairs Office.

□ International Students (as applicable)

All international students must secure a visa before coming to the United States to study at UC Irvine. The most common student visa is an F1, but there are other kinds of visas available. If you already have a valid visa that allows you to study in a degree-earning program, then we would recommend that you check with the International Center to see if you should continue on that same visa or switch to an F1. There are distinct advantages to each kind of visa and the International Center can best advise you given your particular situation. If you do need to secure an F1 visa, you need to fill out anI-20/DS-2019 Request for New Graduate Students and return it to the department as soon as you are admitted to ensure that your documents arrive on time for you to begin school in late September. The Request Form will be sent to you by the department. Once you return the form to the department, the International Center will process the forms to aid you in applying for a student visa. The International Center can be contacted at 949-824-7249.

MPH Program Information

Administration & Staff

Director, MPH Program and Practice and Director, Campus Public Health Response Team David Souleles Telephone: 949-824-6698 Email: dsoulele@hs.uci.edu	Senior Graduate Advisor (MPH Advisor) Jennifer Crum Telephone: 949-824-7124 Email: jcrum1@uci.edu
Director of Student Affairs Jacqueline Barruga Telephone: 949-824-0546 Email: barrugaj@exchange.uci.edu	Student Support Manager Miguel Huerta Email: mahuert3@uci.edu
Assistant Director of Graduate Affairs Gabriella Pham Email: gabriella.pham@uci.edu	Community Engagement Manager Rocio Gonzalez Telephone: 949-824-2358 Email: rociot1@uci.edu

Faculty Chairs

Department of Environmental & Occupational Health Veronica M. Vieira Telephone: 949-824-7017 Email: vvieira@uci.edu	Department of Health, Society, & Behavior Dylan Roby Email: droby@hs.uci.edu
Department of Epidemiology & Biostatistics Luohua Jiang Telephone: 949-824-7325 Email: lhjiang@hs.uci.edu	Department of Population Health & Disease Prevention Lisa Grant Ludwig Telephone: 949-824-2889 Email: lgrant@uci.edu

Advisors

The graduate school experience is about more than just academics. Pursuing a graduate degree while managing work, family, and a social life is not easy, and you may feel overwhelmed at times. The good news is that the faculty and staff of the Program in Public Health are committed to your success as a student and a future public health professional. Your advisors can address issues of school/life/work balance, career goals, long-term educational goals, getting involved in the university, and much more. The best place to start if you need help is with Graduate Student Affairs. They can provide you with information about campus resources or identify Public Health faculty and staff who can answer your questions about life during and after graduate school.

Department Chair

The Department Chair is a faculty member who serves as the academic leader and administrative head of the department. The Chair should be receptive to questions, complaints, and suggestions from members of the department, both faculty and staff personnel, and from students, and should take appropriate action on them.

Faculty Mentor

Each MPH student is assigned to a Faculty Mentor. Your Faculty Mentor will advise you on broader educational and career goals and assist with the selection of emphasis and elective courses each quarter. Your faculty mentor will also approve your proposal for your practicum project.

MPH Advisor

The MPH Advisor monitors degree progress, advises students about program requirements, serves on the MPH Advisory Committee and the Public Health employment team, and connects students to resources, staff, faculty, or campus services.

Core Competencies

The MPH program is designed to provide broad coverage of topical areas that underpin public health practice, while providing deeper understanding of specific emphases to accommodate the interests of students from diverse academic backgrounds and career goals. The core competencies include five sub-disciplines for which there is general consensus that every public health professional should have a certain level of understanding. ASPPH's definitions of the core competency areas are as follows:

Biostatistics is the development and application of statistical reasoning and methods in addressing, analyzing and solving problems in public health; health care; and biomedical, clinical, and population-based research.

Epidemiology is the study of patterns of disease and injury in human populations and the application of this study to the control of health problems.

Environmental Health represents the study of environmental factors including biological, physical, and chemical factors that affect the health of a community.

Health Policy and Management is a multidisciplinary field of inquiry and practice concerned with the delivery, quality, and costs of health care for individuals and populations. This definition assumes both a managerial and a policy concern with the structure, process, and outcomes of health services including the costs, financing, organization, outcomes, and accessibility of care.

Social and Behavioral Sciences in public health address the behavioral, social, and cultural factors related to individual and population health and health disparities over the life course. Research and practice in this area contributes to the development, administration, and evaluation of programs and policies in public health and health services to promote and sustain healthy environments and healthy lives for individuals and populations.

CEPH Competencies & Course Learning Outcomes

The Program in Public Health is fully accredited by the Council on Education for Public Health (CEPH) and is a member of the Association of Schools and Programs of Public Health (ASPPH). Click the hyperlinks for more information on CEPH and ASPPH.

Foundation Classes

The mission of the UC Irvine MPH is to create public health practitioners who are trained to work independently and collaboratively to develop and implement effective strategies to reduce the burden of disease and disability in culturally diverse communities in Southern California and around the world. The MPH curriculum educates students in the global dimensions of public health principles and prepares them to lead and work collaboratively on the assessment of health-risk factors and the management of prevention strategies. All students pursuing the MPH with an emphasis in Environmental Health, Epidemiology, or Sociocultural Diversity and Health will take the following Core Courses:

PUBHLTH 200: Foundations of Public Health
Presents the overarching framework, principles, and core responsibilities of public health research and practice from a multidisciplinary perspective. Provides necessary foundation for further studies toward advanced cross-cutting approaches essential for public health practice.

PUBHLTH 206A: Principles of Epidemiology
Fundamental principles of epidemiology, biostatistics, and epidemiological research. Topics include research methods of measuring health problems in populations, disease control and prevention in populations, how epidemiology contributes to knowledge of disease etiology, and biostatistical analysis and interpretation of epidemiologic data.

PUBHLTH 207A: Probability and Statistics in Public Health
An introduction to probability and statistical methods, using examples in public health. Topics include descriptive statistics, laws of probability, discrete and continuous probability distributions, estimation, confidence intervals, hypothesis testing, and power calculations for one- and two-sample comparisons. *For the 2022-2023 academic year, students should enroll in **EPIDEM 204/PUBHLTH 204**.*

PUBHLTH 207B: Analysis of Public Health Data Using Statistical Software
Overview of common statistical methods in public health and how to implement them in R. Topics include linear regression, ANOVA, the Kruskal-Wallis test, logistic regression, missing data and censoring, Kaplan-Meier survival curves, log-rank tests, and Cox regression. *For the 2022-2023 academic year, students should enroll in* **EPIDEM 204B/PUBHLTH 204B**.

PUBHLTH 222: Health Policy and Management
Multidisciplinary inquiry into theory and practice concerned with delivery, quantity, costs of health care for individuals and populations. Explores managerial and policy concerns regarding structure, process, outcomes of health services including the costs, financing, organization, outcomes, and accessibility of care.

PUBHLTH 244: Health Behavior Theory
Introduces the field of Health Behavior and segues into major theoretical perspectives. Focus on health behavior change from the vantage point of individual health behavior and theoretical abstraction. Explores how to relate theory to behavior-change intervention programs.

PUBHLTH 264: Introduction to Environmental Health Science
Convergence of agents (chemical, physical, biological, or psychosocial) in environment can emerge as diseases influenced by social, political, and economic factors, allowing them to become rooted in society. How these agents from various spheres come together and impact human health.

PUBHLTH 295: Graduate Practicum and Culminating Experience in Public Health
Provides opportunities for hands-on experience for graduate students at agencies or organizations engaged in public health practice. Students are matched with placement sites based on academic preparation and students' career goals. The practicum report is integrated into the culminating experience.

Emphases

In addition to providing a strong foundation in the core competency subjects recommended by the "Framing the Future" exercise of ASPPH, students enrolled in the UCI MPH program have the opportunity for in-depth pursuit of one of four emphasis areas.

Emphasis in Environmental Health

The objective of the emphasis in environmental health is to train public health professionals to protect the quality of human environments by reducing the burden of disease and disability associated with environmental risk factors. Students are expected to have academic backgrounds in the life sciences, physical sciences, or social sciences, though other backgrounds may be appropriate depending on experience. Remedial courses may be recommended for those with particular deficiencies in the natural sciences.

Graduates of the MPH degree with an emphasis in environmental health are expected to gain employment in government environmental agencies, public health offices, non-profit organizations, or proceed to a doctoral program in environmental health. In developing competencies for the MPH emphasis in environmental health, we considered the recommendations of the combined efforts of the National Center for Environmental Health, the Centers for Disease Control and Prevention, and the American Public Health Association. Those competencies fall into three major categories of assessment, management, and communication.

Students must complete three emphasis courses from the following list:
PubHlth 241: Environmental Policy & Global Sustainability
PubHlth 260: Human Exposure Modeling

PubHlth 265: Advanced Environmental Health Science
PubHlth 269: Air, Pollution, Climate and Health
PubHlth 275: Environmental Modeling and Risk Management
PubHlth 277A/B: Target Organ Toxicology I/Target Organ Toxicology II
PubHlth 278: Industrial Toxicology
PubHlth 279: Special Topics in Environmental & Occupational Health
PubHlth 283: Geographic Information Systems for Public Health*
PubHlth 286: Advance Geographic Information Systems and Spatial Epidemiology*

*Recommended courses students in this emphasis should complete.

Emphasis in Epidemiology

The objective of the emphasis in epidemiology is to train public health professionals with the skills to assess the distribution of disease and disability in human populations, and the application of this study to the understanding of determinants underpinning morbidity and mortality and strategies for controlling disease in a population. Students are admitted to the MPH emphasis from a variety of backgrounds, but strong quantitative skills are essential. After earning the MPH degree with an emphasis in epidemiology, graduates will be able to explain the role of epidemiology within the broader context of public health. The competencies can be acquired through a variety of selective and elective courses or directed/supervised independent study with faculty members.

Required Courses

PUBHLTH 206B: Intermediate Epidemiology
Learn to design and conduct epidemiologic studies using common designs. Determine why bias and measurement error arise in observational studies, and how they influence effect estimates. Perform and interpret epidemiologic data analyses using statistical software.

PUBHLTH 206C: Advanced Epidemiologic Methods
Advanced topics in the design and statistical analysis of epidemiologic studies. Topics include stimulation methods, counter-matching and multiphase study designs, missing data, and Bayesian analysis. Published simulation studies are discussed and replicated using the R software package.

PUBHLTH 213: Epidemiology in Global Health
Examines major topics in epidemiology and global health. Research topics within these two disciplines are focused on resource-poor communities, with an application to the global world.

Emphasis in Sociocultural Diversity and Health

The objective of the MPH emphasis in sociocultural diversity and health is to train public health professionals to critically analyze social, behavioral, and cultural determinants and correlates influencing the trajectory of maladaptive behavior, disease, and ultimately health disparities existing in populations and communities. The aims of this emphasis are to: 1) know how to conduct a critical and theory-informed analysis of public health problems; 2) create research proposals to investigate the correlates and determinants of public health problems; 3) use the information gleaned from this critical analysis of public health problems to construct health behavior change intervention programs, tailored appropriately for diverse populations; and 4) create research proposals to evaluate health behavior change programs. The MPH emphasis in sociocultural diversity and health attracts applicants from a variety of backgrounds with both a commitment to and passion for addressing health disparities that contribute to vulnerabilities to disease and disability in communities.

In developing competencies for this emphasis, we considered the recommendations of the joint panel commissioned by the ASPPH and the Association of American Medical Colleges to develop a set of core cultural competencies appropriate for medical and public health students. Those competencies are meant to support the development and delivery of appropriate population health services for the underserved, and to remediate disparities. The emphasis specifically accommodates training in the diverse population of Orange County and Southern California, and is relevant to UC Irvine's Program in Medical Education for the Latino Community (PRIME-LC).

Required Courses

PUBHLTH 245: Health Promotion Planning
Introduces strategic planning integral to intervention planning in public health practice and research, emphasizing the fundamental domains of social and behavioral health science and practices. Students develop an intervention plan for a specific health problem, health behavior, and target population.

PUBHLTH 246: Social Research Methods
An interactive graduate seminar covering topics related to the research process and study design. Begins with conceptualizing research questions, hypotheses, and then turns to topics in measurement and concludes with experimental, quasi-experimental, and observational study designs.

PUBHLTH 247: Program Evaluation
Introduces methods, tools, and procedures for systematic investigation of the effectiveness of programs in health and social services for disease intervention, prevention, and health promotion. Includes development of program evaluation plans, logic models, contextual frameworks, study designs, and data analyses.

Emphasis in Biostatistics

In collaboration with the Department of Statistics, we offer an emphasis in Biostatistics for the MPH degree which is consistent with existing emphases in providing core skills in Public Health, while also training students to apply rigorous biostatistics to analyze and solve public health challenges. This emphasis is consistent with applicant demands for biostatistics, and with growing employment opportunities in this topic area. Moreover, biostatistics is one of core areas that is recognized by the Council on Education for Public Health as part of the portfolio of Schools of Public Health, a status that we actively seek.

The emphasis in biostatistics trains the development and application of statistical reasoning and methods in addressing, analyzing, and solving problems in public health; health care; and biomedical, clinical and population-based research and practice. Recipients of the MPH-Biostatistics degree will have excellent opportunities in translational public health sciences and art of disease prevention, addressing critical real-world challenges including disease outbreaks, pandemics, environmental health hazards assessment, and interpretation of clinical intervention outcomes.

The MPH with an emphasis in Biostatistics, is a 63-unit degree program consisting of seventeen courses taken over five to six quarters. Students in the Biostatistics emphasis complete the following courses:

Required Courses

PUBHLTH 200: Foundations of Public Health
Presents the overarching framework, principles, and core responsibilities of public health research and practice from a multidisciplinary perspective. Provides necessary foundation for further studies toward advanced cross-cutting approaches essential for public health practice.

PUBHLTH 206A: Principles of Epidemiology

Fundamental principles of epidemiology, biostatistics, and epidemiological research. Topics include research methods of measuring health problems in populations, disease control and prevention in populations, how epidemiology contributes to knowledge of disease etiology, and biostatistical analysis and interpretation of epidemiologic data.

PUBHLTH 222: Health Policy and Management
Multidisciplinary inquiry into theory and practice concerned with delivery, quantity, costs of health care for individuals and populations. Explores managerial and policy concerns regarding structure, process, outcomes of health services including the costs, financing, organization, outcomes, and accessibility of care.

PUBHLTH 244: Health Behavior Theory
Introduces the field of Health Behavior and segues into major theoretical perspectives. Focus on health behavior change from the vantage point of individual health behavior and theoretical abstraction. Explores how to relate theory to behavior-change intervention programs.

PUBHLTH 264: Introduction to Environmental Health Science
Convergence of agents (chemical, physical, biological, or psychosocial) in environment can emerge as diseases influenced by social, political, and economic factors, allowing them to become rooted in society. How these agents from various spheres come together and impact human health.

STATS 201: Statistical Methods for Data Analysis I
Introduction to statistical methods for analyzing data from experiments and surveys. Methods covered include two-sample procedures, analysis of variance, simple and multiple linear regression.

STATS 202: Statistical Methods for Data Analysis II
Introduction to statistical methods for analyzing data from surveys or experiments. Emphasizes application and understanding of methods for categorical data including contingency tables, logistic and Poisson regression, loglinear models.

STATS 203: Statistical Methods for Data Analysis III
Introduction to statistical methods for analyzing longitudinal data from experiments and cohort studies. Topics covered include survival methods for censored time-to-event data, linear mixed models, non-linear mixed effects models, and generalized estimating equations.

STATS 295: Special Topics in Statistics (two quarters)
Studies in selected areas of statistics. Topics addressed vary each quarter. *For the 2022-2023 academic year, students should enroll in* **STATS 281A & STATS 281B**.

STATS 280: Seminar in Statistics (at least two quarters)
Periodic seminar series covering topics of current research in statistics and its application.

PUBHLTH 295: Graduate Practicum and Culminating Experience in Public Health
Provides opportunities for hands-on experience for graduate students at agencies or organizations engaged in public health practice. Students are matched with placement sites based on academic preparation and students' career goals. The practicum report is integrated into the culminating experience.

Seminars

The seven cross-disciplinary themes- communication and informatics, diversity and culture, leadership, professionalism, program planning, public health biology, and systems thinking- all transcend specific disciplines and must be ingrained in effective public health practice. The UCI MPH curriculum is designed to

integrate the cross-disciplinary themes throughout the entire curriculum by focusing on a required seminar series. The ASPPH definitions for the cross-disciplinary themes are as follows:

Communication and Informatics represents the ability to collect, manage, and organize data to produce information and meaning that is exchanged by use of signs and symbols; to gather, process, and present information to different audiences in-person, through information technologies, or through media channels; and to strategically design the information and knowledge exchange process to achieve specific objectives.

Diversity and Culture is the ability to interact with both diverse individuals and communities to produce or impact an intended public health outcome.

Leadership in public health is the ability to create and communicate a shared vision for a changing future; champion solutions to organizational and communities challenges; and energize commitment to goals.

Professionalism is the ability to demonstrate ethical choices, values, and professional practices implicit in public health decisions; consider the effect of choices on community stewardship, equity, social justice, and accountability; and to commit to personal and institutional development.

Program Planning is the ability to plan for the design, development, implementation, and evaluation of strategies to improve individual and community health.

Public Health Biology represents the biological and molecular context of public health.

Systems Thinking is the ability to recognize system level properties that result from dynamic interactions among human and social systems and how they affect the relationships among individuals, groups, organizations, communities, and environments.

PUBHLTH 291B: Advances and Challenges in Public Health
Forum for exploring recent advances and challenges in all disciplines of public health research and practice. Features case studies exemplifying the integration of core competencies with cross-cutting interdisciplinary themes of public health.

PUBHLTH 291C: Advances and Challenges in Public Health
Forum for exploring recent advances and challenges in all disciplines of public health research and practice. Features case studies exemplifying the integration of core competencies with cross-cutting interdisciplinary themes of public health.

Electives

In addition to completing the required core and emphasis courses, all students must also complete three elective courses (4 units each). The elective courses allow students to explore interests and career goals. A list of approved Public Health elective courses will be provided to students each year. Elective courses taken from any academic unit outside the Program in Public Health require approval from the MPH Advisory Committee.

Choosing or Switching Emphasis

Each student must choose an emphasis for more in-depth studies within the MPH program at the time of application. You may want to change your emphasis after you have been exposed to various topics in public health through our introductory classes. You may request to switch your emphasis once enrolled in the program. The sooner the request is made the better to ensure that you will be able to take all your

emphasis courses in a timely manner. Requests to switch emphases will be reviewed by the MPH Advisory Committee. Approval to switch emphases is based on a number of factors and is not guaranteed. Please see the Graduate Student Affairs Office if you need help deciding on an emphasis.

Academic Requirements, Policies, & Procedures

UCI Graduate Division
Office: 120 Aldrich Hall
Telephone: 949-824-4611
Email: grad@uci.edu

Continuous Enrollment Policy

For fall, winter, and spring quarters, enrollment in:
- 12.0 units or more is considered full-time status
- 0.5 – 8.0 units is considered half-time status

Graduation Requirements

The MPH degree will be awarded only when the following requirements are satisfied:

1. A minimum of three (3) quarters of academic residence.
2. Not less than 63 (MPH in Biostatistics) or 64 (MPH in all other emphases) units of coursework approved by a faculty mentor. At least 8 units of PH 295 must be taken to fulfill the practicum requirement.
3. Of the 63/64 units required for the MPH degree, no more than 24 may be courses graded Satisfactory/Unsatisfactory (S/U), including the practicum (8 units) and the graduate seminar (4 units).
4. Of the 63/64 minimum units needed for the degree, a student will be required to take 12 units in the emphasis to satisfy depth, and 20 units in the core competency areas to satisfy breadth. To assure that its students are familiar with the cross-cutting knowledge areas of public health, the Program in Public Health requires that all MPH students take a "Foundations" course and enroll in the "Graduate Seminar" series.
5. At least a B (3.0) grade point average in all work completed in graduate standing.
6. All core competency courses must be passed with a minimum grade of B or above.
7. A comprehensive examination of the student's emphasis.
8. Public Health Practicum Experience: Students are required to complete a 240-hour supervised internship while registered at UC Irvine. The practicum follows the first three academic quarters of academic study in public health and advancement to candidacy. For physicians, practicum training programs may be devised to meet certification requirements for medical board specialties.
9. MPH Culminating Experience: The culmination of the degree takes place during the Practicum Course (PUBHLTH 295) where students complete a final project report and poster which they present departmental poster session.

Standards for Normal Academic Progress

In accordance with the policies of the Graduate Council, the Program in Public Health has set normative and maximum times to degree for the MPH program. The normative time is the average or expected amount of time it will take a student to complete the degree, and the maximum time is the most amount of time we can allow students to complete the degree.

Prior Education Level	Enrollment Status	Normative Time (In Academic Quarters)	Maximum Time (In Academic Quarters)
Bachelor's and Master's Degree	Full-Time	6	9
	Part-Time*	9	15
Advanced Standing)** (e.g. Doctoral, etc.)	Full-Time	4	9
	Part-Time*	6	15

* Maintaining residency as a university student requires enrollment in at least four units per quarter.

** Based on prior completion of advanced graduate courses in one or more competency areas of public health; may include completion of graduate practicum hours during the summer sessions.

Academic Probation & Disqualification

Students may be placed on academic probation for unsatisfactory progress toward the completion of degree requirements. Unsatisfactory progress may include, but not be limited to the following:

1. an overall grade point average below 3.0;
2. failure to complete courses or examinations satisfactorily within the period of time specified by the graduate program;
3. failure to pass a required examination in two attempts.

The Director of Academic Affairs or Graduate Student Affairs Officer may initiate procedures to place the student on academic probation. In such cases the student typically will receive written notice of the deficiencies and a deadline for remedying these deficiencies (i.e., for completing specific degree requirements). Failure to meet this deadline can result in a petition to the Dean to terminate the student from graduate study in the program.

Advancement to Candidacy

UC Irvine MPH curriculum emphasizes systematic instruction and supervised practical applications of previously studied theory through a field-based practicum. Students must demonstrate proficiency in material covered in the lectures and seminars before they advance to candidacy for the MPH degree and become eligible for practicum. The examination will be given before the start of fall quarter. The normative time to take the exam is before fall quarter of the student's second year, because it allows the student adequate time to prepare for the exam without having to simultaneously learn new material. Passing the comprehensive exam will qualify students for placement in the Public Health Practicum course.

Students who pass the comprehensive examination will be designated as "MPH Candidates" and will be eligible to apply to the Graduate Division for formal advancement to candidacy. Advancement to Candidacy is not formal and official until it has been approved by the Dean of Graduate Division. Once an MPH student becomes eligible to advance to candidacy, the MPH Advisor will initiate the Master's Advancement to Candidacy form through DocuSign. Once the form is initiated, it will be electronically routed to the student for review and electronic signature. The form will then be reviewed and signed by either the Department Chair of the student's emphasis or the Public Health Associate Dean of Academic Affairs. The final review and approval will be Graduate Division. Students must advance to candidacy formally at least one quarter prior to graduation and should check their unofficial transcripts online to make sure that their advancement has been processed. Students who fail the comprehensive examination will have the opportunity for a make-up examination during the next academic quarter. After two unsuccessful attempts to pass the examination, the faculty may recommend additional courses or other forms of remediation prior to a third attempt the following spring. Inability to pass the examination after three attempts may result in dismissal from the degree program.

Comprehensive Examination

The comprehensive examination consists of the Certified Public Health exam, which is written and administered by the National Board of Public Health Examiners.

This CPH exam covers the core areas of knowledge offered in accredited schools relevant to public health and was designed to test a person's knowledge of the competencies. The exam will take 4 hours to complete and consists of 200 multiple choice questions that include matching, a series of questions, and pictorial charts.

The exam will be administered during the fall quarter, during a specified day and time. All MPH-eligible students will be required to take the exam on the designated date and time. A Registration Exam Agreement must be completed before a student is able to schedule the exam.

For those students needing an alternative date based on ineligibility during fall, arrangements will be made. Click here for more information on the CPH Exam.

Practicum

Every MPH student is required to enroll in the Graduate Public Health Practicum course PH 295, an 8-unit course once eligible. Students will complete a public health project at a placement site under the joint supervision of a faculty member and a placement agency supervisor. During the Practicum experience, each student will select 5 MPH competencies to address with their project(s). Students will submit at least 2 products at the end of the experience to show their mastery of their selected competencies. Students will also be required to create and present a poster about their practicum project/experience at our annual MPH Poster Symposium. Additional information about the practicum experience can be found in the Practicum Handbook.

Enrolling in Independent and Directed Study

If a student wishes to undertake a research project or assist a faculty member and receive academic credit for such work, the student must enroll in independent or directed study. PH 298 is the directed study course for students assisting a faculty member with a project or pursuing a course of study under direct supervision of faculty. PH 298 is graded on a Satisfactory/Unsatisfactory (S/U) basis only. PH 299 is the independent study course for students pursuing an independent research project on- or off-campus. Given the initiative required for and independence of a 299 course, PH 299 is graded on a letter grade basis. A student may enroll under the instructor of their choice for either course with instructor approval. For 299, the student must fill out a PH 299 Research Proposal form and obtain departmental approval prior to enrolling. In addition to the guidelines below and any instructions on the proposal form, instructors may also set their own expectations for the course and inform the student.

If a student has spent a significant amount of time on an independent research project while enrolled in PH 299 and can demonstrate measurable results, the faculty will consider a request by petition for one course of elective credit towards the degree for the research project. **The guidelines for considering such a request are:**

1. The student must be enrolled in PH 299 for more than one quarter. It typically takes 3-4 quarters for measurable results to be achieved in a research project.
2. The student must have co-authored an article on the research and submitted it to a peer-reviewed publication or presented the results at a conference.
3. Students are expected to read relevant research literature each quarter they are enrolled in independent or directed study.
4. The student's supervisor or Principal Investigator for the project should submit an evaluation of the student's work to date to the instructor of the student's PH 299 course prior to the deadline for grade submission for each quarter enrolled.

Students who wish to enroll in PH 298 or 299 must do so by the end of the second week of classes.

Procedures for Enrolling in PH 299:

1. The student should contact the instructor in whose class they wish to enroll and discuss the proposed research project at least two weeks before the deadline to enroll in classes without late fees.
2. Once the student has secured the instructor's permission to enroll, a PH 299 Research Proposal form should be submitted to the department for approval.
3. Submitting Forms--Prior to starting work on a 299 project, the student must submit the Waiver of Liability form to the department. If the research requires IACUC (for animals) or IRB (for human subjects) approval, the student must provide proof of approval to the department prior to starting work on the project.
4. The student must meet any pre-requisites of the research unit (e.g. background check, finger printing, immunizations, etc), complete any required training for safety (especially with clinical or wet lab work), and/or complete any required ethics and responsible conduct of research training prior to starting work on the project.
5. Once enrolled, the student must submit a summary report of progress to the instructor at the end of each quarter of PH 299 according to the instructor's specifications. Students should also check their grades after each quarter of enrollment in PH 299, as the course has a letter-grade option.

Enrolling in Excess Units

If you wish to enroll in more than 16 units per quarter, you must obtain advance approval from the MPH Advisory Committee and the MPH Advisor. To start the process, email your advisor to request a MPH Petition for Exception form and the Academic Planner. You must complete and submit both these forms to the MPH Advisor. The main purpose of the planner is to show the MPH Advisory Committee how many units you intend to take each quarter and not the exact titles of the courses. The Committee may discuss with you the appropriateness of your plan and make sure you understand the rigorousness of taking excess units. If your cumulative GPA falls below a 3.0, you will not be allowed to enroll in excess units in any subsequent quarters until you have returned to good academic standing. Students will be informed if their schedules need to be changed as a result of poor grades from the previous quarter. You will be notified of the results of your petition by email if the petition is not approved. If your petition is approved, the Graduate Student Affairs Office will increase your unit limit in the enrollment system.

Review of Non-Approved Emphasis Course

If you wish to use a course for your emphasis area which is not on the current list for approved emphasis courses, you must obtain advance approval from the MPH Advisory Committee using the Graduate Petition for Exception (contact your MPH advisor to start the petition process). **A syllabus for the course must be attached to the petition.** You will be notified of the results by email if the petition is not approved. Each petition is approved on a case-by-case basis, even if multiple students are taking the same class for the same purpose. A current list of approved emphasis courses is provided with registration information each quarter to MPH students and is also available upon request from the MPH Advisor any time. All courses being taught for the first time, as well as those from other departments that are not on the list of approved courses, must be petitioned.

Graduate Assistantships

Many academic units offer research assistantships to outstanding graduate students, either as Graduate Student Researchers (GSRs) or Graduate Student Assistant Researchers (GSARs). During the academic year, GSRs and GSARs may be appointed for a maximum of half-time service (220 hours/quarter). Registration as a full-time student (12 units) is required, and students must meet academic eligibility requirements for grades, GPA and satisfactory progress. The duration and extent of such appointments vary by academic unit. Students should contact their departments for further information.

Graduate Student Researcher (GSR)

An academically qualified and registered graduate student, enrolled full-time, who performs research related to their degree program in an academic department or research unit under the direction of a faculty member or authorized Principal Investigator. The Graduate Student Researcher may or may not collaborate in the publication of said research.

Please visit Graduate Division's Research Assistantship page and for updates regarding GSR rights & FAQs.

Academic Requirements

- o A minimum GPA of 3.0
- o Satisfactory academic progress towards degree objective
- o A letter grade of C, S, or above in all courses completed in the last three quarters
- o No more than two (2) Incomplete grades (except where stricter school policies apply) in the last three quarters

GSR Appointment Benefits

Payment of Fees/Tuition (Remission)

Campus policy regarding GSR/GSAR fee and tuition remission applies to all students employed in the GSR/GSAR series with an appointment of at least 25% time for the entire quarter. Each eligible student's total assessed fees/tuition (and non-resident supplemental tuition, if applicable), must be paid as a condition of their GSR/GSAR appointment. Charges are to be debited directly to applicable extramural awards or other funding source(s) paying the student's salary when the student registers each quarter.

Please refer to Registrar's site for the Schedule of Fees/Tuition.

Leave Guidelines

An academic leave of absence (LOA) is intended to cover the temporary interruption of the student's academic program. The reason(s) for requesting a LOA must be consistent with University policy and guidelines, and with the guidelines of the student's academic program. Students who are considering an academic leave of absence should consult with the Graduate Advisor.

Key UCI Academic Policies

Academic Standards

The following excerpt is taken from the UCI General Catalogue on Scholastic Requirements for Graduate Students:

A graduate student is expected to make satisfactory progress toward an approved academic objective, as defined by the faculty of the program in accordance with policies of the Graduate Council, to maintain a satisfactory grade point average for all work undertaken while enrolled in graduate study, and to maintain academic progress within the required time to degree as established by the respective academic program. Satisfactory progress is determined on the basis of both the recent academic record and overall performance. A graduate student normally is expected to complete satisfactorily at least eight units of academic credit applicable to the graduate program in each regular academic session (unless on an approved leave of absence), and satisfy all requirements of the academic program according to an approved schedule. For a graduate student, only the grades A+, A, A-, B+, B, and S represent satisfactory scholarship and may be applied toward advanced degree requirements. However, a UCI course in which a grade of B- is earned may be accepted, via a formal petition process, in partial satisfaction of the degree requirements if the student has a grade point average of at least 3.0 in all courses applicable to the degree. Graduate students may not apply courses graded Pass/Not Pass toward any degree or satisfactory progress requirements. A grade point average below the B level (3.0 on a 4.0 scale) is not satisfactory, and a student whose grade point average is below that level is subject to academic disqualification.

A student's academic progress ordinarily is evaluated on the basis of the academic record, time-to-degree, and the professional judgment of the faculty. A few weeks after the end of a quarter, an updated copy of each enrolled student's permanent academic record is available from the Registrar. This record lists all UCI courses for which a graduate student was enrolled (including courses taken through the Intercampus Exchange Program), the grades assigned, and the cumulative grade point average. This record also includes formal candidacy for an advanced degree, degrees conferred, certain examinations passed, unit credit accepted from other institutions, and other important academic information.

A graduate student who has not demonstrated satisfactory academic progress is not eligible for any academic appointment such as Reader, Tutor, Graduate Student Researcher, Teaching Associate, or Teaching Assistant, and may not hold a fellowship or other award which is based upon academic merit.

Academic Honesty

The following excerpt from Graduate Policies and Procedures explains the university's position on academic honesty. We strongly recommend that you familiarize yourself with the academic dishonesty policies and procedures. The policies apply equally to electronic media and print, and involve text, images, and ideas. The policy in its entirety can be found here.

The consequences of failing to uphold the academic honesty policy are published in the *UCI General Catalogue*, and in the UCI Academic Senate Manual.

Students are expected to become familiar with this policy. Students who fail to uphold their fundamental academic obligation are subject to consequences that might range from lowering a grade to campus-wide sanctions, up to and including dismissal. Examples of conduct that fall under the aegis of the policy on academic honesty include, but are not limited to, plagiarism, cheating, stealing of exams, falsifying the record of their work, or collusion in such dishonest activities. When faculty suspect academic dishonesty, they need to follow due process guidelines and investigate their suspicions promptly and fairly. Minimally, due process requires that suspected students be given clear and prompt notice of the suspicion and the opportunity to confront or rebut the evidence that gave rise to the suspicion. Some procedures for implementing the policy can also be found in the UC-UCI document *Policies Applying to Campus Activities, Organizations, and Students*.

Learn at UCI

University Library

The UCI Libraries website is a great place to start to learn about the range of services that we offer. Highlights include:

- Reservable study space, in the Science Library Multimedia Resources Center and Libraries Gateway Study Center, including a variety of seating options (individual study rooms, computer workstations, socially distanced seating at tables and carrels).
- Increased access to digital library resources for those studying remotely or unable to visit the Libraries.
- Curbside delivery and pick-up options at Langson Library for some physical materials that cannot be accessed in a digital format.
- Remote assistance from expert librarians by chat, email, or scheduled in-depth Research Consultations.
- Remote reference and digitization of Special Collections and Archives materials.

You are encouraged to contact your Subject Librarian for assistance if you encounter any challenges accessing the resources that you need for teaching, learning, or research.

Public Health Librarian
Hector Perez
Office: 232 Science Library
Telephone: 949-824-6957
Email: perezhr@uci.edu

Career Development Service

There are multiple career development resources available at UCI. The academic department frequently emails unsolicited job listings to students and helps arrange talks from local public health agencies and private companies. The UCI Career Center has a dedicated career advisor for graduate students, though you are welcome to see any of the career advisors for assistance. The Career Center also offers mock interviews on camera, resume assistance, and workshops on the job search process.

Career Engagement Specialist for Graduate Students
Lauren Lyon
Office: 100 Student Services 1
Telephone: 949-824-6881
Email: llyon@uci.edu

Technology Resources

The university provides a number of technology resources to students including access to free and low cost software. For a full listing of Technology Resources and IT services available to graduate students, visit the Office of Information Technology website.

Graduate & Postdoctoral Scholar Resource Center

Dedicated to supporting the academic and professional success of all UC Irvine graduate students and postdoctoral scholar, the Graduate & Postdoctoral Scholar Resource Center (GPSRC) has everything you need to succeed. The GPSRC offers workshops and programs designed to support professional development; writing support; communication; preparation of grant and fellowship funding applications; wellness and work-life balance; mentoring and much more! Programs are open to all domestic and international Graduate Students and Postdoctoral Scholars, free of cost.

Graduate Scholar Resource Center
Office: 3100 Gateway Study Center
Telephone: 949-824-3849
Email: GPSRC@uci.edu
https://grad.uci.edu/services/gpsrc/index.php

Public Health Graduate Study Lounge

If you need to print a document for class, there is a printer for you to print from in SE1342 that is available for limited use. This printer is for Public Health graduate student use only. The Program will supply two reams of paper at the beginning of each quarter for the printer. Students are welcome to supply their own paper if printing a larger document or if the Program supplied paper has run out for the quarter.

Once the College of Health Sciences building is fully open and available to students, faculty and staff, students will be able to print in a number of places on the Public Health floor (3rd floor).

Financial Support

Thirty-three percent of the Professional Degree Supplemental Tuition paid by MPH students is used to support students in the form of financial aid. This amount, however, is only a small portion of the actual cost of the degree. The MPH is a professional degree program, and thus students are expected to be largely self-supporting. As a department, we want to be as helpful as possible in your search for financial aid. The Graduate Student Affairs Office can answer general questions about how the aid process works and is happy to provide you with information on where to look for aid. If you have specific questions about your applications for federal or UCI financial aid, you may contact Roman Cardona in the central campus Financial Aid office by calling (949) 824-0290. Please also see the Tuition and Funding section of our Public Health website, which contains links to internal and external fellowships, scholarships, and employment listings. To help you in your search for financial support, we have provided the following information and resources:

Tuition & Housing

All tuition, fees, and charges are subject to change without notice, and the University may impose additional tuition and fees. Consult the University Registrar's website for the most up-to-date information. Graduate student tuition information about tuition can be found here.

More than 14,000 students choose to live on campus to take advantage of award-winning facilities, access to convenient campus resources. In addition to traditional residence halls, there are a variety of undergraduate apartments available. Housing information can be found here.

Financial Aid

Graduate students seeking information about receiving financial support are strongly encouraged to speak with the academic departments or professional school to which they have applied and/or been admitted. To be considered for the specific federal loan programs listed below, all *domestic* (e.g., non-foreign) graduate students must complete the Free Application for Federal Student Aid (FAFSA). For information on Funding for graduate students, visit the Graduate Division Funding website or the University Financial Aid office website.

Need-based Aid and Loans

Need-based aid and loans can come from private organizations or from the government. Banks can provide private loans and organizations may offer need-based scholarships for exceptional students. Applicants wishing to receive need-based aid (including government aid and/or federally subsidized loans) must fill out a FAFSA form. You must fill out the FAFSA by the California priority deadline to receive full consideration for many forms of aid, including scholarships and UCI Grants. It is strongly recommend that you fill out a FAFSA even if you do not think you are eligible for aid. International students will not be able to complete the online FAFSA, but should inquire with the department and our Financial Aid Officer after admission. While international students are not eligible for federal financial aid, they may be eligible for certain types of university fellowship funding, departmental awards, and/or employment as a teaching assistant or graduate student researcher.

Fellowships and Grants

Fellowships and grants are awards that do not have to be paid back. The award can be institutional (offered by the university or by the Program in Public Health) or "portable" (external funding offered by an organization or agency). Many deadlines for fellowships and grants occur early in the academic year, so it is important to prepare your materials in advance and apply early. For departmental grants, the Graduate Student Affairs Officer will notify you of any deadlines and application procedures.

We also suggest that <u>students visit this page</u> on financing your degree from the Association of Schools and Programs of Public Health.

Departmental Grants, Awards, & Scholarships

UC Irvine Public Health students are eligible to apply for prestigious Association of Schools and Programs of Public Health (ASPPH) internships and fellowships while enrolled and post-graduation. Start an ASPPH Fellowship application <u>here</u> and sign up for ASPPH's weekly newsletter <u>here</u>.

Campus Employment

The Graduate Division restricts all on-campus employment for graduate students (including staff employment) to 50% or less time while enrolled full-time. Part-time students are allowed to work 25% time or less. Exceptions to this policy are rarely approved by the university. Limitations to on-campus employment for graduate students are explained in further detail on page 33 of the Graduate Policies and Procedures handbook. Students employed by the University of California who are interested in applying for a reduced fee waiver should pay special attention to the employment limitations.

You may also wish to pursue part-time or full-time employment to help pay for school. If you wish to work full-time, we strongly encourage you to attend school part-time to ensure that you have adequate time to study for your classes. To search for jobs on- or off-campus, we recommend that you try ZotLink, the job listings database of the UCI Career Center. You must be a current student and have a UCInetID login to search the database. On-campus jobs are conveniently located and may be more willing to accommodate your course schedule. There are also a number of off-campus public health-related organizations and businesses in Orange County that may be able to provide you with employment opportunities.

Safety & Security

Speech & Advocacy

The University is committed to assuring that all persons may exercise the constitutionally protected rights of free expression, speech, assembly, and worship. <u>Please read the full policy here</u>.

Nondiscrimination Policy

The University is committed to a policy against legally impermissible, arbitrary, or unreasonable discriminatory practices. All groups operating under the authority of The Regents, including administration, faculty, student governments, University-owned residence halls, and programs sponsored by the University or any campus, are governed by this policy of nondiscrimination. The intent of the University's policy on nondiscrimination is to reflect fully the spirit of the law. In carrying out this Policy, the University also shall be sensitive to the existence of past and continuing societal discrimination. <u>Please read the full policy here</u>.

The University of California, Irvine, in accordance with applicable Federal and State law and University policy, does not discriminate on the basis of race, color, national origin, religion, sex, gender identity, pregnancy, physical or mental disability, medical condition (cancer-related or genetic characteristics), ancestry, marital status, age, sexual orientation, citizenship, or service in the uniformed services. The University also prohibits sexual harassment. This nondiscrimination policy covers admission, access, and treatment in University programs and activities.

Disability Statement

The University of California, Irvine, is committed to providing a barrier-free environment for learning and an electronic environment that is accessible to everyone, including individuals with disabilities. If you have a disability and feel you need accommodations in this program or a course, please contact the Disability Services Center (DSC). DSC approved accommodations will be provided for students who present a Faculty Notification Letter from the DSC.

Counseling Services

The Counseling Center is the primary counseling and mental health agency for UC Irvine students. The Center strives to assist students with their academic success by developing dimensions of well-being. The Counseling Center provides short term time limited individual, couples, group and family counseling. The Center also assists students with urgent care and some psychological testing. Psychiatric evaluation and intervention are available on a limited basis for students concurrently seen in therapy. A wide range of workshops and courses related to interpersonal and developmental issues including cross cultural interaction, intimacy and friendships, interpersonal communication, and coping and resiliency are offered annually.

In addition, the Counseling Center provides support to the University community through crisis intervention, training regarding mental health issues, and outreach and consultation services. The Center's services are available and free of charge to currently registered students. Students with chronic and severe mental health issues needing long term and extensive services are referred to other appropriate community providers.

Counseling Center
Office: 203 Student Services 1
Telephone: 949-824-6457
Website: https://counseling.uci.edu/

Grievances Policy

The organizations listed below assist in resolving disputes within the University community:

- Office of Graduate Studies: gives guidance on formal and informal methods of resolving conflicts.
- UCI Ombudsman: independently, objectively, and confidentially assists in mediating and resolving conflicts.
- UCI Mediation Program: a volunteer program for dispute resolution, facilitated through the Ombudsman Office.
- UAW (International Union, United Automobile, Aerospace and Agricultural Implement Workers of America [UAW] AFL-CIO and its Local Union 2865) represents UCI graduate students that have teaching assistantship, reader, or tutor appointments (whether or not they are members of the union).
- UCI Dean of Students: investigates allegations of physical abuse, threats of violence, or conduct that threatens the health or safety of any person or university property.

Problems relating to academic policies should be resolved at the level of the academic unit where possible. If this is not possible, such problems should be addressed in accordance with the Student Academic Grievance Procedures.

Organizations

As a graduate student in the Program in Public Health, there are numerous opportunities available for you to become involved in the university and in your home department. We know that many of you were active in community service and school organizations at your undergraduate institutions and we hope that you will continue to contribute here at UC Irvine. This guide lists just a few of the opportunities you will have to get involved and give something back to your fellow students, staff, faculty, and community.

PPH Organizations

Curriculum Committee

The Curriculum Committee meets periodically to plan and coordinate the Public Health curriculum and has one student member. The student member will be chosen by Public Health faculty to convey student concerns about the MPH curriculum.

Graduate Liaison

This student is elected by the graduate students each fall to represent all graduate students in the program. While we welcome feedback on our program from all students, the Graduate Liaison can bring an issue to the attention of faculty and staff if a student does not want to convey their opinion directly. The Graduate Liaison represents the students as the student member of the Graduate Committee, which oversees Public Health graduate programs, and attends monthly faculty meetings. This student also assists the department in coordinating visits from colloquium speakers if funds allow. The Graduate Liaison is elected by the end of the fall quarter.

Faculty Council

MPH students have one seat on the Faculty Council. The Faculty Council is an representative body of faculty and students that share in the governance of the Program in Public Health. The Faculty Council is focused on matters of general concern to the faculty including the allocation of educational and budgetary resources, academic priorities, and the planning and budgetary process within SPPH. MPH students are empowered to identify one representative each year to serve a one-year term. The Council generally meets monthly and students are frequently asked to bring forth appropriate items of relevance to the MPH student as needed.

Campus Organizations

Graduate Public Health Association

The Public Health Association (PHA) was organized by students in our undergraduate majors to promote awareness of public health issues on our campus and in the community and to educate its members about educational and career opportunities in our field. There is a Graduate Student section of the PHA with its own officers and activities. More information can be found here.

SIPHERS (Students at Irvine Public Health Emergency Response and Surveillance)

Members of SIPHERS work closely with the Orange County Health Care Agency to provide assistance to the agency during surge periods such as outbreaks. The students periodically visit the agency during the school year to train with agency employees and attend seminars.

Associated Graduate Students

The Associated Graduate Students (AGS) is the recognized graduate student government at UCI. AGS plans social activities, advocates for graduate students in campus planning and policy, and re-negotiates the GSHIP insurance plan annually. All graduate students in good standing are eligible to sit on AGS committees. The Council, the legislative arm of AGS, also has one seat available for every 100 students in each school. If you are interested in becoming a council member, please send an

email here. The GSHIP council is an especially informative experience for those considering careers in Health Policy and Management.

Helpful Links

- Graduate Division Administrators and Staff
- UC/UCI Student Policy Manual (section 170.00): fees (including refund schedules), privacy policies, disclosure of information, "time to degree" policies
- UCI Associated Graduate Students: the official representative body for all graduate students and professional students at UC Irvine
- UCI Catalogue Appendix: information on access to, and release of, student records
- UCI Disability Services Center: information and assistance for students with disabilities
- UCI Graduate Policies and Procedures: information on academic policies and related administrative procedures, including but not limited to:
    - academic appointments and graduate student employment
    - academic standards
    - examinations
    - leave of absence/part-time enrollment
    - residency issues
    - transfer of credit
- UCI Graduate Division Well-Being Resources
- UCI International Center: information and assistance for international students, faculty, and visiting researchers
- UCI Office of Equal Opportunity and Diversity: policies and procedures regarding discrimination, retaliation and sexual harassment