Graduate Study in the College of Public Health

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Student Handbook
2011-2012
Preface

This handbook is designed to provide an up-to-date summary of the most important information on requirements, policies, and procedures. The student should, however, be aware that changes in University or program regulations not reflected in the handbook may still be binding. We will make every effort to keep students accurately informed. Final responsibility for insuring that requirements are met always rests with the student.

The codes in square brackets (e.g., [GSH II.2.]) throughout this handbook refer to sections of the Graduate School Handbook where additional information or policy relevant to the topic is found. The Graduate School Handbook is updated annually and available on the Graduate School web site (www.gradsch.osu.edu); citations are based on the most recent edition (2010-11) available at this writing. Policies established by the College of Public Health Graduate Studies Committee and published herein should be understood as supplementing and extending those of the Graduate School. The requirements for the degrees offered in the College of Public Health in some instances exceed the general Graduate School policies (e.g., the minimum number of quarter hours required for a master's degree), but are never less demanding. In all cases for which no additional policy has been established in the College of Public Health, the basic Graduate School policies apply.

As is explained in this handbook, graduate study in the College of Public Health is the responsibility of the Graduate Studies Committee (GSC), which administers the programs within rules established by the Graduate Faculty of the University, in collaboration with the Senior Associate Dean for Academic Affairs. The current members of the committee, as well as the principal staff of the Office of Academic Programs and Student Services (OAPSS) for the College of Public Health, are listed in Appendix B for reference. It is important to note that the student members of the GSC are appointed each fall, and students will be notified of any changes in the student committee membership.

Revised 10/2011
The Ohio State University
College of Public Health

MISSION

The mission of the College of Public Health is to protect and improve the health of the people of Ohio, the nation and the world. Through interdisciplinary research, we seek to understand the forces that affect public health and the delivery of health services. We prepare the next generation of public health practitioners, health care managers and scholars. Collaborating with government agencies and other partners, we develop solutions to current and emerging public health problems.

VISION

The vision of the College of Public Health at The Ohio State University is to be a leader in public health research and education with local impact and global significance.

VALUES

The College of Public Health has identified four core values that guide our decisions and operations:

Equity:

We believe in the fundamental fairness of a healthy world. All people should have an environment that optimizes health, access to affordable and high-quality health care, awareness of personal choices for improving health, and opportunities to help improve the health of our communities.

Ethics:

We maintain high levels of academic and scientific integrity, conduct research that protects the rights and welfare of all study participants, and create an inclusive environment that supports our faculty, staff, students and constituents.

Excellence:

We pursue innovative research that is scientifically rigorous and relevant. We are committed to providing a high-quality learning experience and the tools to enable students to meet
future challenges. We value dedicated service and leadership that helps individuals and communities live healthier lives.

**Diversity:**

We celebrate the richness that diversity brings to our society and work to create a welcoming culture that respects all forms of diversity. We are committed to increasing the diversity of our students, faculty, and staff and to equipping all our graduates to contribute effectively to a diverse public health workforce.
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ABBREVIATIONS USED FREQUENTLY IN THIS HANDBOOK:

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<td>BIO</td>
<td>Biostatistics</td>
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<td>CTS</td>
<td>Clinical Translational Science</td>
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<td>CPH</td>
<td>College of Public Health</td>
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<td>EHS</td>
<td>Environmental Health Sciences</td>
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<td>EPI</td>
<td>Epidemiology</td>
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<td>GSC</td>
<td>Graduate Studies Committee</td>
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<td>HBHP</td>
<td>Health Behavior and Health Promotion</td>
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<td>HSMP</td>
<td>Health Services Management and Policy</td>
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<td>MHA</td>
<td>Master of Health Administration</td>
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<td>MPH</td>
<td>Master of Public Health</td>
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<td>MS</td>
<td>Master of Science</td>
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<td>OAPSS</td>
<td>Office of Academic Programs and Student Services</td>
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<td>PEP</td>
<td>Program for Experienced Professionals</td>
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<td>PhD</td>
<td>Doctor of Philosophy</td>
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<td>PUBH</td>
<td>Public Health</td>
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<td>VPH</td>
<td>Veterinary Public Health</td>
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Section 1

Introduction

1.1 PURPOSE OF THIS HANDBOOK
This handbook is designed to provide details on graduate study in the College of Public Health at The Ohio State University. It should always be read as a complement to other publications of university policies and procedures, including the following:

A. Graduate School Handbook (www.gradsch.osu.edu/). This is the primary source of policy and procedure guidelines for all graduate students.

B. The Office of the University Registrar website (www.registrar.osu.edu). This website contains course registration, fee, and insurance information, as well as a synopsis of important rules, the academic calendar for the current and several future quarters, and a wide variety of other useful information.

C. The Ohio State University Course Bulletin and Master Schedule (www.registrar.osu.edu/courses). The Bulletin is the principal source of information on course content, format, and prerequisites, and the Master Schedule gives the information necessary for course registration each quarter.

Students are responsible for understanding and applying to their programs the information contained in these sources, as well as the supplemental information in this handbook. Specific questions should be raised with the student's advisor.
Section 2

Governance of Graduate Study

2.1 THE GRADUATE SCHOOL

Graduate study in the College of Public Health is conducted under the auspices of the Graduate School, and all students are considered to be enrolled directly in the Graduate School.

The student's primary relationship to the Graduate School is through his or her advisor and the Graduate Studies Committee. The advisor and the Graduate Studies Committee approve course schedules and degree plans, and certify the student's progress to the Graduate School at several important points.

The Graduate School is the administrative unit that oversees policies and procedures established by the Graduate Faculty of the University for all graduate programs. The specific requirements of the College of Public Health outlined in this handbook exist within the environment administered by the Graduate School. Frequent reference will be made in this program handbook to the Graduate School Handbook (GSH); in general, information already elaborated there is not repeated here.

Questions concerning any Graduate School policy may be directed to the student's advisor, the staff of the Office of Academic Programs and Student Services, the chairperson of the Graduate Studies Committee, or the Graduate School (292-6031). The Graduate School offices are located on the second floor of University Hall, 230 North Oval Mall, room 247.

2.2 THE GRADUATE FACULTY [GSH XV]

The Graduate Faculty is composed of the faculty members of the University approved by their graduate programs and the Graduate School to teach, advise, examine, and direct the research of graduate students. Normally this is not an issue for students, as the appropriate faculty status has been assured by the various departments. There are, however, at least two instances in which a problem may arise: 1) registering for courses that are taught by persons without graduate faculty status (see Section 3 of this handbook), and 2) proposing master’s or doctoral committee members who do not have graduate faculty status (see Section 4.4).

2.3 THE GRADUATE STUDIES COMMITTEE [GSH XIV]

The Graduate Studies Committee (GSC) concerns itself primarily with policy issues and overall coordination and direction of academic programs in the CPH. The GSC may create subcommittees or other structures and delegate portions of its activity to them, while retaining the final responsibility.
Membership

- One unique faculty member representing each specialization for a 3-year term. The terms are staggered so that approximately one-third end each year. The representatives are appointed by the Division Chair in consultation with the division faculty.
- Chair selected by the committee from among the faculty members of the committee who are tenured in the College.
- Student members from each degree program (e.g., MPH, MHA, MPH-PEP, MS, PhD) will be selected by the Student Advisory Committee for a one-year term. If any student position is not filled by the Student Advisory Committee in a timely fashion, the Graduate Studies Committee may appoint a student member for the remainder of the current term.
- Associate Dean for Academic Affairs, ex officio and nonvoting.
- Assistant Dean for Student Affairs, ex officio and nonvoting.
- Principal OAPSS administrative staff, ex officio and nonvoting.

Responsibilities

- Review and make recommendations to the faculty on major program structure and policy decisions. Examples include major changes in degree requirements or the designation of concentrations within the CPH for which degrees may be obtained.
- Review application materials and recommend students for admission.
- Establish and coordinate policy in areas having College-wide impact:
  - courses shared by more than one degree program as requirements
  - approval of new courses or substantive changes in existing courses
  - development of sources of student support and establishment of policies for its allocation
  - establishment of policies for Graduate Associate positions funded by the CPH
- Monitor student progress and recommend actions to the Graduate School as necessary (see Section 11.4).
- Review student petitions and act or make recommendations.
- Promote growth and excellence in graduate education, and visibility of the CPH nationally and internationally.
- Coordinate student recruitment efforts.

Student Participation on GSC and Program Committees

Student members of the GSC and its subcommittees are expected to participate fully in the business of the committees. Their participation is the same as any other member, except:

- They may not participate in evaluative discussions or vote in regard to current or prospective students;
- They may discuss and vote on policies governing the allocation of financial aid, graduate associate positions, etc., but may not participate in actual allocation decisions;
- They may participate fully in discussions concerning the content of the academic programs, but only the faculty may vote on any matter that affects the content of the curriculum or requirements for the degrees.
Student members of the GSC and its subcommittees are expected to consult with their constituencies, and are encouraged to serve as a liaison to keep the committees informed of student opinion and issues, including on matters on which there is not consensus.

The CPH student organizations together fulfill the function of the Student Advisory Committee and in that role serve as the formal liaisons between all students in the CPH and the faculty and administration of the College. A major role of the Student Advisory Committee is to provide student representation for various committees, excluding the Executive Committee and the AP&T Committee. Student representatives attend all regular meetings of the faculty of the College of Public Health and all regularly scheduled meetings of each Division. In general, these student representatives will serve in an ex officio advisory capacity on faculty committees, without vote.

Office of Academic Programs and Student Services

The Office of Academic Programs and Student Services (OAPSS), located in 100 Cunz Hall, serves as the conduit for the student's contact with the Graduate Studies Committee (see Appendix A). The OAPSS can provide any necessary forms, information about course offerings and scheduling, and assistance with routine matters concerning student records, procedures, or policies. Some questions will require discussion with the student's advisor or the chair of the Graduate Studies Committee. In some cases, it may be necessary to make a formal petition to the GSC or the Graduate School.

2.4 ADMINISTRATIVE STRUCTURE OF THE COLLEGE OF PUBLIC HEALTH

A complete description of the administration of the College of Public Health can be found in the Pattern of Administration document for the College, available in the office of the Dean and in each division office. The material below is a summary of only the most relevant portions for a graduate student.

General Administrative Structure of the College of Public Health

The general administrative line of authority (as opposed to the governance of graduate study, which is explained in Sections 2.1-2.3 above) flows from the Executive Vice President for Academic Affairs and Provost to the Dean of the College of Public Health.

The Dean (Stanley Lemeshow) has general administrative responsibility for the College. There are two Associate Deans and two Assistant Deans:

- Senior Associate Dean for Academic Affairs (Michael Bisesi, PhD)
- Associate Dean for Research (Phyllis Pirie, PhD)
- Assistant Dean for Finance and Administration (Ann Florentine)
- Assistant Dean for Student Affairs (Teri Roberts)

A Chairperson appointed by the Dean heads each Division. Although the Dean, Associate Deans, Assistant Deans, and Division Chairpersons have executive authority, the primary responsibility for policy decisions rests with the faculty of the CPH.
Standing Committees
In addition to the Graduate Studies Committee described above, the College has four standing committees:

- Executive Committee
- Appointments, Promotion, and Tenure Committee
- Diversity Enhancement Committee
- Information Systems Advisory Committee

2.5 GRIEVANCE PROCEDURES
The College of Public Health has a process in place for reviewing student complaints after efforts between the parties involved to address the concerns have proved unsuccessful. These procedures provide students with avenues for informally resolving complaints and for seeking formal redress if efforts of mediation fail. The Graduate School also has an established grievance procedure for certain situations (Appendix C of the Graduate School Handbook, available online at http://www.gradsch.ohio-state.edu/Depo/PDF/Handbook.pdf).

Before formal procedures are involved, it is strongly recommended that every effort be made by all parties to resolve differences informally. The staff in the Office of Academic Programs and Student Services is available to support students in their discussions at this stage. Students are encouraged to schedule an appointment with the Assistant Dean for Student Affairs to discuss their concerns and options for resolution.

Procedures and remedies at the division level should be exhausted before appealing the case at the College level. Sources for grievances include, but are not limited to, the following:

- All aspects of the degree involving grading and evaluation
- Unjustified denial of student access to data or inappropriate use of student data
- Professional misconduct toward students
- Unfair, discriminatory, or intimidating treatment of students

Initial jurisdiction over grade grievances lies within the divisions. Grades are a matter of academic judgment and subject to challenge only on the basis of non-academic criteria, such as considerations of race, politics, religion, sex, or other criteria not directly reflective of performance related to course requirements or improper academic procedures that unfairly affect a student’s grade. Students with grade grievances should discuss their concerns first with the professor of record (graduate teaching assistants in the College of Public Health do not assign grades). If the student feels that the problem is not resolved satisfactorily, then the concern should be brought to the attention of the Division Chair for review. It is the policy of the university that grievances concerning grades may only be considered if the basis for the grievance is procedural (i.e., that a procedural error was made in the evaluation or recording of the grade). Grades are never to be modified using any criteria not applied to all students in the class. The alteration of grades is governed by the Board of Trustees (Rule 3335-8-23, available online at http://trustees.osu.edu/assets/files/RuleBook/final-combined-2009.pdf).

If informal procedures fail to settle the matter, the student may initiate a formal grievance process by submitting a written statement to the Assistant Dean for Student Affairs. This written statement should describe the nature of the complaint, the facts which support the
complaint, and the efforts made to resolve the complaint with the parties involved. The statement must be submitted within 60 days after the alleged cause for the grievance occurred.

The Assistant Dean for Student Affairs will review the allegations in the complaint and ask the other party to provide a written response. When appropriate, the Assistant Dean will ask for input from the Division Chair, the Associate Dean of Academic Affairs, or the Dean of the College of Public Health. Some grievances may be resolved at this stage through a process of counseling and evaluation. Accurate assessment and mutual solution are the goals. The Assistant Dean will discuss the matter with the complainant and with the respondent and advise the student of their options:

- a) Taking no action (sometimes discussion with a third party is the goal)
- b) Conversation between the complainant and the respondent with the Assistant Dean for Student Affairs serving as an intermediary in an effort to mediate the concerns
- c) Request for formal grievance hearing if mediation fails

Formal Grievance Procedures

If mediation fails, the student may seek a formal grievance hearing. The written request will be forwarded to the Graduate Studies Committee (GSC) Chair for review. Upon receipt of the complaint, the GSC Chair will appoint a hearing panel of two GSC faculty representatives, two GSC student representatives, and one faculty member from outside the College of Public Health. The GSC Chair and the hearing panel will meet with the complainant and the respondent and review any documentary evidence provided. Both the complainant and the respondent will be given copies of any documentary evidence provided by the other party. The committee also may obtain relevant information from other persons. At the conclusion of the hearing, the committee will submit to the dean its findings, a recommendation concerning the merits of the complaint and, if the complaint is judged to have merit, a proposed resolution.

After reviewing the recommendation of the Graduate Studies Committee, the dean may:

- a) dismiss the complaint;
- b) uphold the committee’s recommendation and proposed resolution;
- c) uphold the committee’s recommendation with what would reasonably be interpreted as an equivalent, but alternative resolution.

All aspects of an investigation of a student grievance will remain confidential. Upon the conclusion of all deliberations, the decision will be reported in writing to the student and the respondent. A written record of the circumstances and resolution of the grievance will be kept for four (4) years in the Office of Academic Programs and Student Services.

2.6 THE COUNCIL OF GRADUATE STUDENTS

The Council of Graduate Students (CGS) is the official representative body of graduate students enrolled at The Ohio State University. CGS provides academic, administrative, and social programs for the university community in general and for graduate students in particular. CGS provides a forum in which graduate students may present, discuss, and act upon issues related to their roles in the academic and nonacademic aspects of the
university community. It has dealt with such issues as the taxation of graduate associate fee waivers, merit pay for graduate associates, and the preservation of students’ copyrights and patents on their own creative work. The CPH is entitled to elect representatives and alternates to CGS based on the enrollment in the College.
Section 3

Advisors and Examination Committees

3.1 ADVISOR APPOINTMENT
Each student in the CPH is assigned a faculty advisor based on a variety of characteristics, including the degree program, the student’s stage within the program, and the particular interests or research program of the student. Students in the master’s degree programs usually need relatively little assistance early in the curriculum, and are more likely to consult the advisor for professional and career-oriented questions. Students are encouraged to discuss professional decisions, academic problems, or any other matters of interest with their advisors. This should not, however, prevent a student from approaching another member of the faculty when that would be helpful. Students in the MS and PhD degree programs rely more heavily on their advisors from the outset because the curriculum is more individually tailored. The advisor assignment process reflects these differences.

Full-time MPH Degree Programs
The specialization assigns an appropriate advisor to each incoming student with a view to balancing faculty workload. Students who later wish to change their advisor assignment may do so by following the procedures outlined in Section 3.2.

MPH Degree Program for Experienced Professionals (PEP)
The OAPSS will work with Division chairs to assign faculty advisors to incoming students. Because PEP students do not have a divisional specialty, advisors initially are assigned randomly. PEP students are required to complete a final project that involves close work with the advisor, who should ideally be aligned with the student’s area of interest. Students who wish to change their advisor assignments at that time may do so by following the procedures outlined in Section 3.2.

MHA Degree Program
The HSMP Division assigns advisors to incoming students. The initial advisor is responsible for the student's academic program in the first year, as well as any other formal responsibilities of an advisor during that time. This advisor is usually retained during the second year unless the student elects to graduate under the thesis option. In order to pursue the thesis option, the student must contact the preferred advisor and determine whether that person is willing to serve as advisor for the proposed thesis. Faculty members may decline to serve as advisor for any topic that they believe to be unworkable or that lies outside their area of expertise. Some constraint on advisor choice may also be necessary to balance the faculty workload.

MS and PhD Degree Programs
It is generally expected that all MS and PhD students will have a clear research focus at the time of admission, as it would otherwise be difficult to evaluate their applications. In some cases, particularly for PhD students, a clear expectation of working with a particular faculty advisor will have been mutually established during the application process. The division of specialization will assign initial faculty advisors. Students who wish to change their advisor assignment may do so by following the procedures outlined in Section 3.2.
3.2 CHANGE OF ADVISOR ASSIGNMENT
Students who wish to change their advisor assignments may do so by obtaining the necessary signatures indicating approval on the Faculty Advisor Assignment Form (see Appendix J). OAPSS will notify their initial advisors once the request to change advisors has been approved.

3.3 MASTER’S EXAMINATION COMMITTEES [GSH VI.2]
The CPH has a variety of culminating project requirements that vary by degree and path; however, every master’s degree student must have some form of Master’s Examination, one of the approved options for the student’s degree program. The examination is administered and evaluated by the Master’s Examination Committee.

The student graduating under the non-thesis option will have a committee composed of the advisor and a second CPH faculty member chosen with the agreement of the student and the advisor. Both committee members must have category M or P Graduate Faculty status in the College of Public Health and at least one must have a primary appointment in the CPH. Any exceptions must be approved by the Division Chair and the Graduate Studies Committee Chair.

The committee for a student graduating under the thesis option will guide the thesis and administer the Master's Examination (given orally). The usual committee composition is the student’s advisor and a second CPH faculty member chosen with the agreement of the student and advisor. Both committee members must have category M or P Graduate Faculty status in the College of Public Health and at least one must have a primary appointment in the CPH. Any exceptions must be approved by the Division Chair and the Graduate Studies Committee Chair. Students are encouraged to add a third faculty member representing another discipline outside the CPH to complement the skills of the CPH committee members.

3.4 DOCTORAL ADVISORY AND EXAMINATION COMMITTEES [GSH VII.4]
Each doctoral student will have an Advisory Committee that must approve the student’s curriculum plan and supervise the student’s progress through to the Candidacy Examination. Following successful completion of the Candidacy Examination, the student may form a different Dissertation Committee to guide the preparation and defense of the dissertation. Detailed guidelines for the composition and duties of these committees are found in Section 8 of this handbook and in the Graduate School Handbook. Divisions may impose additional constraints on the doctoral committees, as described in later sections.

3.5 COMMITTEE PARTICIPATION BY PERSONS WITHOUT GRADUATE FACULTY STATUS
Students sometimes propose persons as master’s or doctoral committee members who do not have graduate faculty status. In some situations, a person may be granted temporary graduate faculty status for these purposes; this should be discussed with the advisor, who can bring the request to the Graduate Studies Committee if appropriate. Otherwise, such persons may serve informally and assist the student in the research, but may not be regular committee members or play any formal role in examining the student or approving a thesis, non-thesis project, or dissertation.
4.1 REGISTRATION PROCEDURES [GSH III.2]
Registration is a web-based process. Incoming students will be sent registration information by the Office of Academic Programs and Student Services. Unless the student’s advisor has approved a deviation, incoming students should register for the standard full- or part-time schedule.

For continuing graduate students, registration information is sent to the student’s OSU email address.

For full-time students, the sequence of required courses is pre-approved, so it is only the elective choices that need advisor approval. Part-time students should also discuss the sequencing of required courses to ensure that courses are not taken in an inappropriate or inefficient order. If the advisor is unavailable and a deadline cannot be met, the problem should be discussed with the Office of Academic Programs and Student Services before proceeding. Registering or altering registration without the advisor's knowledge and consent can create serious problems and jeopardize the student’s progress in the curriculum.

Changes in an approved schedule (dropping or adding courses) also require the advisor’s approval. Depending upon timing in the quarter, approval by the instructor and others also may be required. Forms requesting a change are available in the OAPSS and online. Students should check the Registrar’s website each quarter for a list of important deadlines.

4.2 REGISTRATION REQUIREMENT FOR FINANCIAL AID OR GRADUATE ASSOCIATE POSITIONS [GSH IX.1, X.2]
Students receiving graduate fellowships and certain other grants (including some traineeships) are required to enroll in 15 quarter hours or more per quarter. Persons holding Graduate Associate positions must meet the applicable registration requirement, usually nine quarter hours or more per quarter. Post-candidacy doctoral students must register for a minimum of three quarter hours. It is particularly important that students pay attention to these requirements late in their programs when they may need fewer quarter hours to meet the requirements of the degree, but are not exempt from the registration required by their funding source.

4.3 REGISTRATION FOR FIELD EXPERIENCE, PRACTICUM, CULMINATING PROJECT, INDIVIDUAL STUDY OR RESEARCH CREDIT
Students who wish to register for field experience, practicum, culminating project, individual study, or research credit for thesis or dissertation purposes, must have the written approval of the faculty supervisor before a call number will be approved for registration. A form for approval of the credit is included in Appendix J.
4.4 REGISTRATION FOR COURSES THAT ARE OFFERED FOR UNDERGRADUATE OR
GRADUATE CREDIT

A course that can be offered for both undergraduate and graduate credit (e.g., many 600-
and 700-level courses in other colleges) may be taught by a Graduate Teaching Associate
(GTA). In this case, the course will not count towards a graduate degree. Graduate
students should confirm that any course offered for both undergraduate and graduate credit
will be taught by a professor, not a GTA, before registering.
Section 5

Master of Public Health (MPH) Degree Programs

5.1 TRADITIONAL MPH DEGREE PROGRAM
The curriculum for the traditional MPH consists of a minimum of 60 quarter hours organized into five curricular domains (students who graduate after Spring 2011 must complete the equivalent of 42 semester hours):

1. Core courses in areas of knowledge basic to public health (20 quarter hours minimum)
2. Courses required for a specialization (20-30 quarter hours)
3. Elective courses approved for the specialization (4 quarter hours minimum)
4. Practicum (a maximum of 4 quarter hours may count towards the degree)
5. Culminating project (2 quarter hours minimum; students must petition to count more than 4 quarter hours towards the degree)

In all course listings below, students need to be aware that course numbers and titles are subject to change, both in the CPH and elsewhere. If there is any question concerning the identification or equivalency of courses, students should contact the Office of Academic Programs and Student Services, which will have the most up-to-date information.

Public Health Core Courses
Every student in the traditional MPH degree program must complete the courses shown in the areas of knowledge basic to public health:

**Biostatistics**
PUBH BIO 701 Design and Analysis of Studies in the Health Sciences I 4 qtr hrs

**Environmental Health Sciences**
PUBHEHS 731 Principles of Environmental Health 4 qtr hrs

**Epidemiology**
PUBHEPI 710 Principles of Epidemiology 4 qtr hrs

**Social and Behavioral Sciences**
PUBHHBP 720 Preventing Disease and Promoting Health through Behavioral Science 4 qtr hrs

**Health Services Administration**
PUBHHMP 800 Health Care Organization I 4 qtr hrs

**Required and Elective Courses in the Area of Specialization**
There are seven approved areas of specialization in the MPH: biostatistics, clinical translational science, environmental health sciences, epidemiology, health behavior and health promotion, health services management and policy, and veterinary public health. The required specialization courses for each area are listed below, and the approved electives are found in Appendix D.
### Biostatistics (PUBHBIO)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBHBIO 604</td>
<td>SAS Programming</td>
<td>2 qtr hrs</td>
</tr>
<tr>
<td>PUBHBIO 702</td>
<td>Design and Analysis of Studies in the Health Sciences II</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHBIO 703</td>
<td>A Problem-Oriented Approach to Biostatistics</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHBIO 786</td>
<td>Biostatistics Consulting Laboratory</td>
<td>3 qtr hrs</td>
</tr>
</tbody>
</table>

*(or STAT 600 and BIOSTAT 709)*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBHEPI 705</td>
<td>Design and Implementation of Health Surveys</td>
</tr>
<tr>
<td>STAT 645</td>
<td>Applied Regression Analysis</td>
</tr>
</tbody>
</table>

Choose two of the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBHBIO 605</td>
<td>Applied Survival Analysis</td>
</tr>
<tr>
<td>PUBHBIO 606</td>
<td>Applied Logistic Regression</td>
</tr>
<tr>
<td>PUBHBIO 651</td>
<td>Survey Sampling Methods</td>
</tr>
<tr>
<td>PUBHBIO 624</td>
<td>Applied Longitudinal Analysis</td>
</tr>
</tbody>
</table>

### Clinical Translational Science (CTS)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBHBIO 702</td>
<td>Design and Analysis of Studies in the Health Sciences II</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHBIO 703</td>
<td>A Problem-Oriented Approach to Biostatistics</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEPI 711</td>
<td>Epidemiology I</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEPI 712</td>
<td>Epidemiology II</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEPI 715</td>
<td>Principles and Procedures for Human Clinical Trials</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHLTH 795*</td>
<td>Topics in Clinical and Translational Science</td>
<td>6 qtr hrs</td>
</tr>
</tbody>
</table>

*Seminar offered every quarter for 2 hour credit; student must accumulate 6 quarter hours.

### Environmental Health Sciences (PUBHEHS)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBHEHS 730</td>
<td>Global Health and Environmental Microbiology</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEHS 732</td>
<td>Basic Concepts in Toxicology</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEHS 738</td>
<td>Exposure Science Monitoring Techniques</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEHS 830</td>
<td>Principles of Occupational Health</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEHS 831</td>
<td>Principles of Risk Assessment</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEHS 832</td>
<td>Principles of Exposure Assessment</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEHS 850</td>
<td>Seminar in Environmental Health Sciences</td>
<td>1 qtr hr</td>
</tr>
</tbody>
</table>

### Epidemiology (PUBHEPI)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBHEPI 704*</td>
<td>Biological Basis of Public Health</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEPI 705</td>
<td>Design and Implementation of Health Surveys</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEPI 711</td>
<td>Epidemiology I</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEPI 712</td>
<td>Epidemiology II</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEPI 604</td>
<td>SAS Programming</td>
<td>2 qtr hrs</td>
</tr>
<tr>
<td>PUBHBIO 702</td>
<td>Design and Analysis of Studies in the Health Sciences II</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHBIO 703</td>
<td>A Problem-Oriented Approach to Biostatistics</td>
<td>4 qtr hrs</td>
</tr>
</tbody>
</table>

*Required for students who do not have an MD, DVM, or equivalent clinical.

Choose 2-3 of the following (others may be used as electives if desired):

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBHEPI 713</td>
<td>Environmental Epidemiology</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Credits</td>
</tr>
<tr>
<td>-------------</td>
<td>--------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>PUBHEPI 714</td>
<td>Epidemiology of Injury</td>
<td>3 qtr hrs</td>
</tr>
<tr>
<td>PUBHEPI 716</td>
<td>Psychiatric Epidemiology</td>
<td>3 qtr hrs</td>
</tr>
<tr>
<td>PUBHEPI 719</td>
<td>Nutrition in Public Health</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEPI 724</td>
<td>Molecular Epidemiology</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEPI 814</td>
<td>Chronic Disease Epidemiology</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEPI 815</td>
<td>Infectious Disease Epidemiology</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEPI 816</td>
<td>Cancer Epidemiology</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEPI 817</td>
<td>Cardiovascular Disease Epidemiology</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEPI 819</td>
<td>Epidemiology of Obesity</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEPI 820</td>
<td>Reproductive and Perinatal Epidemiology</td>
<td>4 qtr hrs</td>
</tr>
</tbody>
</table>

**Health Behavior and Health Promotion (PUBHHBP)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBHHBP 820</td>
<td>Foundations of Health Behavior and Health Promotion</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHBP 821</td>
<td>Community Health Assessment</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHBP 822</td>
<td>Settings and Special Populations</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>OR 830</td>
<td>Fundamental Determinants of Health</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHBP 824</td>
<td>Program Evaluation in Public Health</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>OR 834</td>
<td>Research Methods in Public Health</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHBP 827</td>
<td>Program Planning and Implementation</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHBIO 702</td>
<td>Design and Analysis of Studies in the Health Sciences II</td>
<td>4 qtr hrs</td>
</tr>
</tbody>
</table>

**Health Services Management and Policy (HSMP)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBHHMP 801</td>
<td>Health Care Organization II</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 802</td>
<td>Economic Analysis of Health Services</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 805</td>
<td>Introduction to Health Policy</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 815</td>
<td>Health Services Organization Management</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 820</td>
<td>Health Services Finance I</td>
<td>4 qtr hrs</td>
</tr>
</tbody>
</table>

Select 8 credit hours:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBHHMP 811</td>
<td>Legal Environment of Health Care</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 817</td>
<td>Leadership in Health Care</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 821</td>
<td>Health Services Finance II</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 824</td>
<td>Economic Evaluation of Health Care Programs &amp; Services</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 871</td>
<td>Introduction to Health Services Research</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 870.01</td>
<td>Health Care Outcomes Evaluation</td>
<td>3 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 870.03</td>
<td>Data Analysis</td>
<td>2 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 870.05</td>
<td>Human Resources</td>
<td>2 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 870.06</td>
<td>Marketing</td>
<td>2 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 880</td>
<td>Operations Management for Health Service Organizations</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 881</td>
<td>Topics in Health Services Operations Management</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 882</td>
<td>Information Systems for Health Service Organizations</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBPOLM 834</td>
<td>Public Budgeting</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHBP 821</td>
<td>Community Health Assessment</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHBP 824</td>
<td>Program Evaluation</td>
<td>4 qtr hrs</td>
</tr>
</tbody>
</table>
**Veterinary Public Health (VPH)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>VETPREV 721</td>
<td>Zoonotic Diseases</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>VETPREV 722</td>
<td>Food-Borne Diseases, Food Animal Production Systems, and Food Safety</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>VETPREV 723</td>
<td>Biosecurity, Environmental Health, and Other Veterinary Public Health Topics</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHBIO 702</td>
<td>Design and Analysis of Studies in the Health Sciences II</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEPI 711</td>
<td>Epidemiology I</td>
<td>4 qtr hrs</td>
</tr>
</tbody>
</table>

**MPH Practicum**

The College requires four quarter hours of formal practice placement experience (practicum) for all students in the MPH degree program. Students may accumulate more than four hours with permission of their advisors, but only four hours may count towards the degree. Students must spend at least 120 hours on site in the experience to meet the minimum requirement (30 hours on site equals one credit hour). Each student chooses a practicum that fits with her/his career goals and is consistent with the area of specialization. An on-site preceptor supervises the student’s experience, and the faculty advisor collaborates in designing and approving the learning content, tracks the progress, consults with the student, and evaluates the student’s learning. The majority of students complete this requirement during the summer following the first academic year, though some may choose to delay it until later in their second year. Part-time students may schedule the practicum after completing a minimum of 30 quarter credits.

Students should be active participants in the arrangements for the practicum. The Office of Academic Programs and Student Services assists students in locating appropriate field sites and provides support throughout the experience. Students are encouraged to consult with their advisors and other CPH faculty. Complete details on the process for seeking and confirming the placement, as well as the expectations for the practicum, are found in the Practicum Student Handbook (http://cph.osu.edu/academics/handbooks/).

**Culminating Project/Master’s Examination**

The student’s field of specialization determines the nature and content of the culminating project. Students in any of the specializations have the option of completing a traditional research-based master’s thesis as the MPH culminating project. This option is less frequently chosen because the majority of students intend to go directly into professional practice. However, those students who expect to pursue an academic degree program such as the PhD are encouraged to consider a thesis and there are, of course, students who are interested in a topic that is best approached in the thesis format. The details concerning Graduate School policies regarding the thesis, including format, typing, deadlines, etc., are available online at http://www.gradsch.ohio-state.edu/Depo/PDF/Guidelines.pdf.

For those students who prefer an alternative to the thesis, the options are designated by the specialization division. In most specializations, the principal thesis alternative is an applied research project (which also might take the form of a grant proposal). Health Services Management and Policy students undertake an integrative writing project, which may be in

* The Graduate School requires that each student complete a Master’s Examination. The “culminating project” for the MPH satisfies this requirement either with a traditional thesis or an alternative written product, as explained in this section.
the form of an applied research project, policy analysis, or comprehensive case analysis. A variation of this option also is available for students in Veterinary Public Health. Students should begin planning their culminating projects in consultation with their faculty advisors at least three quarters prior to the expected quarter of completion. More detailed descriptions of the culminating project requirements for each specialization are available on the College web site at http://cph.osu.edu/academics/handbooks/.

Upon successful completion of the culminating project, students must provide an electronic copy of the project to the Office of Academic Programs and Student Services.

**Changes of Specialization in the MPH**
Each applicant for the full-time MPH indicates a desired area of specialization on the supplementary application for the College of Public Health. The admission committee’s review of the application is based on the characteristics desired for that area of specialization and its capacity in terms of faculty and other resources. Thus, the student’s admission is effectively to a specialization within the College rather than to the College in general. Students may petition to change their field of specialization after admission, but permission to change is contingent upon review and acceptance by the specialization into which the student wishes to transfer. This is to prevent students from entering a field for which their academic or other background is not adequate, and also to minimize last-minute changes in the resource demands on a division as its enrollment fluctuates. A student requesting such a transfer must complete the appropriate form (see Appendix J). The proposed new division will review the form and the student’s file and indicate whether it accepts the transfer, denies the transfer, or accepts the transfer conditionally. Denial of a transfer would generally mean that the program is at its capacity and cannot now accept more students or that the student lacks preparation for the proposed field. Conditional transfer means that the student is potentially acceptable, but must meet some specific criterion such as a prerequisite course before the transfer is finalized. Depending upon the timing, any student transferring between specializations may find that it is necessary to take more than the 60 credit hour minimum for the MPH in order to meet the requirements of the new specialization.

**5.2 DUAL SPECIALIZATIONS**
Most students will find that their objectives are best met by a single specialization and the careful use of their elective time. The option of pursuing two specializations within the MPH degree is available provided the student meets certain conditions:

- The student also must be admitted by the division or program committee overseeing the second specialization and must have an advisor assigned for each specialization.
- The student must satisfy all the course requirements for both specializations, which will necessarily extend the program beyond the minimum 60 quarter hours. In general, course waivers or substitutions will not be approved simply for the purpose of enabling a second specialization, and the student must be prepared to extend the enrollment to accommodate the requirements.
- The student must either complete two practicum placements and two culminating projects, or must have agreement of the two specializations that a single practice placement and/or culminating project is adequate to meet the requirements of both specializations, and both advisors must approve the work.
5.3 THE MPH DEGREE PROGRAM FOR EXPERIENCED PROFESSIONALS

The curriculum for the MPH degree Program for Experienced Professionals (PEP) is similar to that for the full-time MPH, requiring the same total of 60 quarter hours; however, PEP students do not specialize other than through their use of electives and their choices for practicum and culminating project. The specific PEP course requirements recognize the needs and interests of more experienced students, with emphasis on general preparation for positions of leadership in public health. The division of time in the curriculum is as follows:

1. Required courses (40 quarter hours)
2. Electives (12 quarter hours)
3. Practicum (4 quarter hours)
4. Culminating project (4 quarter hours)

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBHLTH 741</td>
<td>Public Health Organization</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEPI 700</td>
<td>Epidemiology for Experienced Health Professionals</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHBP 720</td>
<td>Preventing Disease and Promoting Health through Behavioral Science</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHBIO 601</td>
<td>Statistical Methods for Public Health Practice I</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHBIO 602</td>
<td>Statistical Methods for Public Health Practice II</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEHS 731</td>
<td>Principles of Environmental Health Sciences</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 800</td>
<td>Health Care Organization</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHBP 824</td>
<td>Program Evaluation in Public Health</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 805</td>
<td>Intro to Health Policy</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 823</td>
<td>Financial Management of Public Health Programs</td>
<td>4 qtr hrs</td>
</tr>
</tbody>
</table>

Electives

Twelve quarter hours of electives may be applied toward the sixty required for the degree (naturally, students may take more if they wish). Some electives will be offered within the College of Public Health in formats to make them more accessible to PEP students (e.g., evening, weekend, distance education). In addition, students may take approved courses in other departments at Ohio State or at other universities. Elective courses taken in other departments or other universities must have prior approval from the student's advisor and the Graduate Studies Committee chair. A listing of currently approved electives is available online at [http://cph.osu.edu/docs/pdf/academics/PEP_electives_09.pdf](http://cph.osu.edu/docs/pdf/academics/PEP_electives_09.pdf), and will be updated periodically. The student who wishes to take an elective that is not already on the approved list must submit an elective course approval form (included in Appendix J) together with supporting documentation. In order to receive approval, the course must be graduate level, relevant to public health, and contribute to the student's career goals and objectives. It is essential to obtain advance approval for electives in order to avoid any possibility of a very expensive disappointment.

MPH-PEP Practicum

The practicum (field practice placement) may be pursued at any time after completion of the first year of course work. Typically, students complete the practicum during the summer between the first and second years. The practicum normally precedes the culminating project described in the next section. A workshop offered once per year during an on-campus session explains the requirements and process in more detail.
Each hour of practicum credit requires 30 hours of on-site participation in an approved public health-related activity under the supervision of a public health practitioner serving as preceptor. Thus, the full practicum experience requires 120 on-site hours (4 credits times 30 hours). The student works on a project of interest that benefits the sponsoring organization, and prepares a written final report on the experience.

PEP students are encouraged to select a practicum placement in an organization different than their current employment; however, it is permissible to complete the practicum in the student’s place of employment if the experience is significantly different than the student’s regularly assigned duties, takes place outside the student’s usual work area, and the preceptor is someone other than the student’s regular work supervisor.

For further details, please refer to the Practicum Student Handbook (available online at http://cph.osu.edu/academics/handbooks/).

**Culminating Project**
The culminating project is a required learning activity intended to assist each student in synthesizing and applying content from the program. The student, with the guidance of a faculty advisor, will prepare a grant proposal targeted to a particular funding source or conduct an applied research project on a public health issue of interest to the student. This will be completed during the second year of the program and will incorporate a series of structured assignments to move the student through the process. Students should begin planning their culminating projects in consultation with their faculty advisors at least three quarters prior to the expected quarter of completion. More complete information concerning the process and requirements is available in the Culminating Project Guidelines document that is distributed to students during a workshop session. The guidelines also are available online at http://cph.osu.edu/academics/handbooks/). Upon successful completion of the culminating project, students must provide an electronic copy of the final report to the Office of Academic Programs and Student Services.

**Class Assignments**
The PEP format imposes time constraints that require special responsibility from the student. PEP students should pay particular attention to the requirements for reading and other assignments that are to be completed before the first class meeting of the quarter and in the intervals between meetings. Each instructor will review these expectations with the class.

**Class Schedule**
The Program for Experienced Professionals consists of a combination of on-campus sessions and a variety of assignments and distance learning activities. The program begins in the Summer Quarter, typically with three Friday afternoon sessions, one each month. The remaining on-campus sessions are offered on one three-day weekend each month during the Autumn, Winter, and Spring Quarters. Students usually enroll for two courses during each quarter (eight quarter hours per quarter, except the initial Summer Quarter of four quarter hours). The weekend classes will start at 1:00 p.m. on Fridays and continue through Sunday afternoon, with the sessions evenly divided between the two subjects. The schedule may vary depending upon the subject and the nature of the distance learning components of the courses.
**Attendance Policy**

Students must attend all three weekends in a quarter for credit. Exceptions may be possible for legitimate extenuating circumstances (it is the student’s responsibility to discuss this with the instructor in advance); however, no more than the equivalent of one weekend in a quarter may be missed, and in any case all assignments must be completed. Individual instructors may have more specific attendance requirements because of the structure of the course (e.g., a scheduled presentation by the student, a laboratory experience, etc.). Any departures from the standard attendance policy should be in the course syllabus, and any questions should be discussed with the instructor.

Each student must take the full load of eight quarter hours per quarter (four in the initial summer), including the electives, practicum, and culminating project, in order to graduate in two years. Because of the sequential nature of the curriculum, missing a course could extend the time to graduation by several quarters. Any student contemplating a reduced schedule should discuss this carefully with her/his advisor and/or the OAPSS staff to be sure that the implications for degree progress are understood.

**5.4 GRADUATION [GSH VI.5]**

Students must be enrolled for a minimum of three graduate quarter hours during the quarter in which they wish to graduate. An "Application to Graduate" form must be completed by the student, signed by the advisor, and returned to the Office of Academic Programs and Student Services (OAPSS) for processing. The deadline for submitting the signed form to OAPSS is the second Friday of the quarter prior to the quarter of graduation. The deadline to submit the signed Master Exam Report Form is the 8th week of the quarter; therefore, students generally must complete their culminating projects by the 6th or 7th week of the quarter. Prior to graduation, students are asked to complete an Exit Survey, as explained in Section 13 of this handbook.

**5.5 TIME LIMIT**

The MPH degree must be completed within five years from the date of matriculation into the graduate program of the College of Public Health. The responsibility for academic progress and fulfillment of the time limit rule rests with each student. The OAPSS will send a letter to students who have not yet completed the degree three years after matriculation to remind them of the time limit and summarize their unfulfilled course requirements. Those who fail to make satisfactory progress toward the degree in the year following this letter may be placed on academic probation. Students who fail to complete the program in five years must re-apply to the program by written petition to the Graduate Studies Committee. Advisors of students who fail to meet the five-year rule will be notified that no further registration will be permitted in the absence of an approved petition. Approval may require the student to complete additional course work.
6.1 GENERAL DEGREE REQUIREMENTS
The Master of Health Administration degree may be earned under both thesis and non-thesis plans. Either plan requires a minimum of 84 quarter hours of course work, distributed among required courses, electives, and the thesis or non-thesis option. The specific requirements relating to the distinction between the plans are explained in Section 6.2.

Prerequisites
A minimum of four quarter hours (3 semester hours) of introductory financial accounting is required. Recommended courses at OSU are Accounting 211 or 310. Persons who have not met this prerequisite may be admitted to the program to begin coursework, but the requirement must be satisfied by the end of the first quarter. Many students complete the prerequisite in the summer prior to beginning the program.

Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBHBIO 701</td>
<td>Design and Analysis of Studies in Health Sciences I</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHEHS 741</td>
<td>Environmental Health Management</td>
<td>2 qtr hrs</td>
</tr>
<tr>
<td>PUBHEPI 710</td>
<td>Principles of Epidemiology</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHBP 725</td>
<td>Behavioral Science of Health Care Managers</td>
<td>2 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 800</td>
<td>Health Care Organization I</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 801</td>
<td>Health Care Organization II</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 802</td>
<td>Economic Analysis of Health Services</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 805</td>
<td>Introduction to Health Policy</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 811</td>
<td>Legal Environment of Health Care</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 815</td>
<td>Health Services Organizational Management</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 820*</td>
<td>Health Services Finance I</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 821</td>
<td>Health Services Finance II</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 822</td>
<td>Health Services Financial Decision-Making</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 831</td>
<td>Strategic Management and Program Development</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 870.02</td>
<td>Clinical Rotations</td>
<td>2 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 870.05</td>
<td>Human Resources</td>
<td>2 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 870.06</td>
<td>Health Care Marketing</td>
<td>2 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 880</td>
<td>Operations Management for Health Service Organizations</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHHMP 882</td>
<td>Information Systems for Health Service Organizations</td>
<td>4 qtr hrs</td>
</tr>
</tbody>
</table>

Master's Examination
The Graduate School requires that each master's student complete a Master’s Examination. MHA students have the option of completing a research-oriented master’s thesis or an integrative writing assignment (non-thesis option). Typically, MHA students choose the non-thesis option, which also allows students to enroll in a larger number of elective courses to further their development of management and policy knowledge and skills.
Graduation [GSH VI.5]
Students must be enrolled for a minimum of three graduate credits during the quarter in which they wish to graduate. An "Application to Graduate" form must be completed by the student, signed by the advisor, and returned to the OAPSS for processing. The deadline for submitting the signed form to the OAPSS is the second Friday of the quarter prior to the quarter of graduation. The deadline to submit the signed Master Exam Report Form is the 8th week of the quarter; therefore, students generally must complete their integrative writing projects by the 6th or 7th week of the quarter. Prior to graduation, students also are asked to complete an Exit Survey, as explained in Section 13 of this handbook.

Time Limit
The MHA degree must be completed within six years from the date of matriculation into the graduate program of the College of Public Health. The responsibility for academic progress and fulfillment of the time limit rule rests with each student. The OAPSS will send a letter to students who have not yet completed the degree four years after matriculation to remind them of the time limit and summarize their unfulfilled course requirements. Those who fail to make satisfactory progress toward the degree in the year following this letter may be placed on academic probation. Students who fail to complete the program in six years must re-apply to the program by written petition to the Graduate Studies Committee. Advisors of students who fail to meet the six-year rule will be notified that no further registration will be permitted in the absence of an approved petition. Approval may require the student to complete additional course work.

6.2 REQUIREMENTS FOR A THESIS OR A NON-THESIS OPTION
Each student is encouraged to develop individual areas of expertise. This skill and knowledge development may be achieved by research leading to a thesis or through the non-thesis option. The thesis option is less frequently chosen since the majority of MHA students intend to go directly into professional practice. The student choosing the non-thesis option will use more elective time in additional courses rather than for research credit.

The thesis option provides both a synthesizing opportunity for the student and a culminating project that tests the student's ability to apply the knowledge and skills presented in the program. Details concerning Graduate School policies regarding the thesis, including format, typing, deadlines, etc., are available online at http://www.gradsch.ohio-state.edu/Depo/PDF/Guidelines.pdf. In general, a thesis requires:

- identification of a topic area and an advisor willing to guide the preparation of the thesis;
- formation of an examining committee comprised of at least two CPH faculty members, including the advisor—both committee members must have M or P Graduate Faculty Status, the faculty advisor must have Graduate Faculty Status in the College of Public Health, and at least one committee member must have a primary appointment in the College;
- where appropriate, selection of a third member of the examining committee, who may be from outside the CPH;
- written and oral presentation of the thesis prospectus to the examining committee for approval (see Appendix J);
- completion of the thesis described in the approved prospectus;
- satisfactory defense of the thesis before the examining committee, and
• deposit of an approved (advisor-signed) copy of the full thesis and abstract in the program office and by electronic submission to the Graduate School.

6.3 THE ADMINISTRATIVE RESIDENCY
Each MHA student is required to satisfy a practice placement requirement, which is ordinarily accomplished through a summer administrative residency placement during the summer between the first and second academic years. Although MHA students are not enrolled for course credit during the residency placement, they are expected to meet the same minimum time allocation as MPH students (120 hours); in practice the time spent is usually considerably more. The student is not registered during the residency period both as an economy measure for the student and because the specific content is established by the residency program rather than the academic program.

MHA students who are working as health care professionals during the time they are in the program may petition to substitute practice activities that are different from their regular work duties for the administrative residency. However, even students who have substantial health care experience benefit from the opportunity to observe and practice management under the guidance of a preceptor, without the pressure of a regular employment relationship and with the clear expectation that the residency will be tailored to fit individual backgrounds and interests. The detailed policies governing the residency are found in Guidelines for the Residency Program available online at (http://cph.osu.edu/docs/pdf/careers/ResidencyGuidelines10.pdf).

Non-Ohio Residencies
Out-of-state students who wish to leave the state of Ohio for the administrative residency and not jeopardize their eligibility to apply for Ohio residency for the upcoming school year, must submit an Approval Form for Non-Ohio Internships. If approved, students must maintain their residence in Ohio and pay their own expenses while living out of state for the administrative residency.

Rev 10/2011
Section 7

Master of Science (MS) Degree Programs in Public Health

7.1 GENERAL DEGREE REQUIREMENTS
The Master of Science degree is intended for students whose interest is in the academic subject matter of the field rather than in professional practice. It is a natural entry point for many students who will eventually continue for the PhD. Because of this orientation, the emphasis in the MS degree program is on building a strong foundation in a particular specialty field, along with the research methods important in that field. To reflect this research and academic orientation, the MS ordinarily requires the preparation of a thesis, though it is available under a non-thesis option at the discretion of the division of specialization. The degree consists of a minimum of 60 quarter hours, of which a maximum of 12 quarter hours may be given for the preparation of the thesis. There is no practice placement requirement for the MS.

7.2 COURSE REQUIREMENTS
Even though the MS is not intended for professional practice, the faculty believe that it is important for students to gain an appreciation of the scope of the field of public health. Thus students in the MS are required to show approved coverage in epidemiology and at least one of the other four areas basic to public health. The overall distribution of course work is as follows:

1. Approved courses in areas of knowledge basic to public health (8 quarter hours minimum)
2. Approved specialization and elective courses (40-48 quarter hours)
3. Thesis (4-12 quarter hours)

Specialization Requirements for the MS
There are presently three approved areas of specialization for the MS in Public Health: biostatistics, epidemiology, and environmental health sciences. The requirements listed below are in addition to the minimum of eight quarter hours in epidemiology and other core areas of public health. Because of the research orientation of the degree, it is essential that students work closely with their advisors to plan their use of electives to build the expected skills and support their thesis or culminating project.

**Biostatistics (PUBHBIO)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Quarter Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBHBIO 604</td>
<td>SAS Programming</td>
<td>2</td>
</tr>
<tr>
<td>PUBHBIO 701</td>
<td>Design and Analysis of Studies in the Health Sciences I</td>
<td>4</td>
</tr>
<tr>
<td>PUBHBIO 702</td>
<td>Design and Analysis of Studies in the Health Sciences II</td>
<td>4</td>
</tr>
<tr>
<td>PUBHBIO 703</td>
<td>A Problem-Oriented Approach to Biostatistics</td>
<td>4</td>
</tr>
<tr>
<td>PUBHBIO 786</td>
<td>Biostatistics Consulting Laboratory</td>
<td>3</td>
</tr>
<tr>
<td>(or STAT 600 and BIOSTAT 709)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PUBHEPI 710</td>
<td>Principles of Epidemiology</td>
<td>4</td>
</tr>
</tbody>
</table>
STAT 610  Probability for Statistical Inference  5 qtr hrs
STAT 623  Theory of Statistical Analysis  5 qtr hrs
STAT 645  Applied Regression Analysis  5 qtr hrs

Choose two of the following:
PUBHBIO 605  Applied Survival Analysis  4 qtr hrs
PUBHBIO 606  Applied Logistic Regression  4 qtr hrs
PUBHBIO 651  Survey Sampling Methods  4 qtr hrs
PUBHBIO 624  Applied Longitudinal Analysis  4 qtr hrs

Choose one:
PUBHEHS 731  Principles of Environmental Health  4 qtr hrs
PUBHHBP 720  Preventing Disease and Promoting Health through Behavioral Science  4 qtr hrs
PUBHHMP 800  Health Care Organizations I  4 qtr hrs

Environmental Health Sciences (PUBHEHS)
PUBHEHS 730  Global Health and Environmental Microbiology  4 qtr hrs
PUBHEHS 731  Principles of Environmental Health  4 qtr hrs
PUBHEHS 732  Basic Concepts in Toxicology  4 qtr hrs
PUBHEHS 738  Exposure Science Monitoring Techniques  5 qtr hrs
PUBHEHS 830  Principles of Occupational Health  4 qtr hrs
PUBHEHS 832  Principles of Exposure Assessment  4 qtr hrs
PUBHEHS 850  Seminar in Environmental Health Sciences  3 qtr hrs
PUBHBIO 701  Design and Analysis of Studies in Health Science I  4 qtr hrs
PUBHEPI 711*  Epidemiology I  4 qtr hrs

*The prereq for PUBHEPI 711 is PUBHEPI 710, which may be satisfied by passing a qualifying examination or waived by the instructor of 711.

Select three:
PUBHEHS 729  Water Contamination  4 qtr hrs
PUBHEHS 733  Toxicology of Chemical Agents  4 qtr hrs
PUBHEHS 735  Introduction to Water and Human Health Risk  4 qtr hrs
PUBHEHS 831  Principles of Risk Assessment  4 qtr hrs
PUBHEHS 835  Molecular Techniques for Environmental Health Sciences  5 qtr hrs
PUBHBIO 702  Design and Analysis of Studies in Health Science II  4 qtr hrs
PUBHEPI 713  Epidemiology in Environmental Health  4 qtr hrs

Epidemiology (PUBHEPI)
PUBHEPI 704*  Biological Basis of Public Health  4 qtr hrs
PUBHEPI 705  Design and Implementation of Health Surveys  4 qtr hrs
PUBHEPI 710  Principles of Epidemiology  4 qtr hrs
PUBHEPI 711  Epidemiology I  4 qtr hrs
PUBHEPI 712  Epidemiology II  4 qtr hrs
PUBHEPI 810  Epidemiologic Methods  4 qtr hrs
PUBHBIO 604  SAS Programming  2 qtr hrs
Program for the MS Degree

PUBHBIO 701 Design and Analysis of Studies in the Health Sciences I 4 qtr hrs
PUBHBIO 702 Design and Analysis of Studies in the Health Sciences II 4 qtr hrs
PUBHBIO 703 A Problem-Oriented Approach to Biostatistics 4 qtr hrs

* Required for students who do not have an MD, DVM, or equivalent clinical degree.

Choose two of the following:

- PUBHEPI 713 Environmental Epidemiology 4 qtr hrs
- PUBHEPI 714 Epidemiology of Injury 3 qtr hrs
- PUBHEPI 716 Psychiatric Epidemiology 3 qtr hrs
- PUBHEPI 719 Nutrition in Public Health 4 qtr hrs
- PUBHEPI 724 Molecular Epidemiology 4 qtr hrs
- PUBHEPI 814 Chronic Disease Epidemiology 4 qtr hrs
- PUBHEPI 815 Infectious Disease Epidemiology 4 qtr hrs
- PUBHEPI 816 Cancer Epidemiology 4 qtr hrs
- PUBHEPI 817 Cardiovascular Disease Epidemiology 4 qtr hrs
- PUBHEPI 819 Epidemiology of Obesity 4 qtr hrs
- PUBHEPI 820 Reproductive and Perinatal Epidemiology 4 qtr hrs

Choose one of the following:

- PUBHBIO 605 Applied Survival Analysis 4 qtr hrs
- PUBHBIO 606 Applied Logistic Regression 4 qtr hrs

Choose two of the following:

- PUBHEHS 731 Principles of Environmental Health 4 qtr hrs
- PUBHHBP 720 Preventing Disease and Promoting Health through Behavioral Science 4 qtr hrs
- PUBHHMP 800 Health Care Organization I 4 qtr hrs

7.3 THE THESIS [GSH VI.4]
The thesis is an integral part of the MS degree, allowing the student the opportunity to investigate a topic of personal interest and importance to the field, and to integrate and synthesize from the knowledge and skills presented in the program. The student may petition the division of specialization for permission to pursue the MS under a non-thesis option. If the petition is approved, the division will establish the alternative mechanism to satisfy the Graduate School requirement for a Master’s Examination [GSH VI.2].

The details concerning Graduate School policies regarding the thesis, including format, typing, deadlines, etc., are available online at [http://www.gradsch.ohio-state.edu/Depo/PDF/Guidelines.pdf](http://www.gradsch.ohio-state.edu/Depo/PDF/Guidelines.pdf). In general, a thesis requires:

- identification of a topic area and an advisor willing to guide the preparation of the thesis;
- formation of an examining committee composed of at least two CPH faculty members, including the advisor—both committee members must have M or P Graduate Faculty Status in the College of Public Health and at least one must have a primary appointment in the College;
- where appropriate, selection of a third member of the examining committee, who may be from outside the CPH;
• written and oral presentation of the thesis prospectus to the examining committee for approval (see Appendix J);
• completion of the thesis described in the approved prospectus;
• satisfactory defense of the thesis before the examining committee, and
• electronic submission of an approved (advisor-signed) copy of the full thesis and abstract to the Graduate School.

The student has primary responsibility for topic selection and formation of the Master’s Examination Committee. It usually will be the case that the proposed topic area will make clear who could serve as advisor, and the committee will be formed by consultation between the student and advisor. However, the student must be aware that a faculty member may refuse to serve as advisor or committee member for a topic that is thought to be unworkable or that lies outside the faculty member’s area(s) of expertise.

The thesis prospectus sets out the plans and methods of the proposed thesis research. It ordinarily includes: a) discussion of the background of the problem and an introductory survey of the relevant literature; b) a statement of the scope of the proposed work, including how the study adds to the stock of knowledge; c) a statement of the hypotheses or objectives of the study; and d) discussion of the data to be collected and the methods to be used in their analysis.

7.4 GRADUATION
Students must be enrolled for a minimum of three graduate quarter hours during the quarter in which they wish to graduate. An "Application to Graduate" form (available on the Graduate School’s web site under "Forms and Publications") must be completed and signed by the advisor and returned to the OAPSS for processing. The deadline for submitting the signed form to the OAPSS is the second Friday of the quarter prior to the quarter of graduation. The deadline to submit the signed Master’s Exam Report Form is the 8th week of the quarter; therefore, students generally must complete their theses by the 6th or 7th week of the quarter. Prior to graduation, students are asked to complete an Exit Survey, as explained in Section 13.

7.5 TIME LIMIT
The MS degree must be completed within five years from the date of matriculation into the graduate program of the College of Public Health. The responsibility for academic progress and fulfillment of the time limit rule rests with each student. The OAPSS will send a letter to students who have not yet completed the degree three years after matriculation to remind them of the time limit and summarize their unfulfilled course requirements. Those who fail to make satisfactory progress toward the degree in the year following this letter may be placed on academic probation. Students who fail to complete the program in five years must re-apply to the program by written petition to the Graduate Studies Committee. Advisors of students who fail to meet the five-year rule will be notified that no further registration will be permitted in the absence of an approved petition. Approval may require the student to complete additional course work.
7.6 MASTER’S DEGREE ON THE BASIS OF CANDIDACY FOR THE PH.D. [GSH VI.1]
The Graduate School offers graduate programs the option to grant the Master of Science
degree on the basis of satisfactory completion of the Candidacy Examination for the PhD,
providing certain conditions are met. These include: (1) that the degree is recommended by
the student's advisor and the Graduate Studies Committee, and (2) that the individual does
not already hold an equivalent master’s degree in the same field. In addition, the College of
Public Health Graduate Studies Committee requires that the student’s division of
specialization must approve the award of the MS on the basis of candidacy.
Section 8

Doctor of Philosophy (PhD) Degree Programs in Public Health

8.1 GENERAL DEGREE REQUIREMENTS
The PhD degree requires a significant program of study and research that qualifies the recipient to work independently and contribute to the advancement of the field of knowledge. Thus, the emphasis is on mastery of the field and particularly on the acquisition of research skills as a basis for original work. The PhD degree in Public Health can be pursued in five of the specialty tracks within the CPH (epidemiology, biostatistics, environmental health sciences, health behavior and health promotion, and health services management and policy).

8.2 CURRICULUM REQUIREMENTS
The Graduate School establishes the minimum course credit requirement within which the specific course requirements exist [GSH VII.2]. The PhD degree requires a minimum of 120 quarter hours of approved course work beyond the baccalaureate degree. If a relevant master's degree has been earned by the student, then a minimum of 75 graduate quarter hours beyond the master's degree is required. In either case, a maximum of 30 quarter hours may be given for dissertation research. That is, a student who already holds a master's degree would have to complete a minimum of 45 graduate quarter hours of coursework exclusive of dissertation credit.

The Graduate School requires that all post-candidacy doctoral students must be enrolled continuously until they graduate for a minimum of three graduate quarter hours each quarter (except Summer).

Residence Requirement
In addition to the overall credit requirement, doctoral students must fulfill the following residence requirements after the master's degree has been earned or after the first 45 quarter hours of graduate credit have been completed (for more information, see the Graduate School Handbook):

1. a minimum of 45 graduate quarter hours must be completed at this University
2. a minimum of three out of four consecutive quarters with an enrollment of at least nine graduate quarter hours per quarter must be completed while in residence at this University
3. a minimum of six graduate quarter hours over a period of at least two quarters must be completed after admission to candidacy.

Course Requirements
Each PhD student must have a specialization ("major") that is drawn primarily from one of the core areas of the College. While the definition of the major field may be responsive to individual interests, it is the responsibility of the division and the student's Advisory Committee to ensure that the student has an adequate grounding in the representative
content of the field. In addition, the student is required to show expertise in the research methods appropriate for the major field chosen and to select a supporting minor field. Fields of specialization may create standardized curriculum requirements to meet the expectations of the discipline or may permit more discretion by the Advisory Committee.

Specialization Requirements for the PhD

Biostatistics (PUBHBIO)

The Division of Biostatistics in the College of Public Health and the Department of Statistics in the College of Mathematical and Physical Sciences offer a combined PhD degree program in Biostatistics with two specializations, Methodology and Public Health. Students who choose the Public Health specialization will be assigned faculty advisors in the College of Public Health after they declare their specialization during their second year. Following are the required courses for the Public Health specialization.

Joint-listed Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>PUBHBIO 605</td>
<td>Applied Survival Analysis</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHBIO 651</td>
<td>Survey Sampling Methods</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHBIO 652</td>
<td>Applied Statistical Analysis with Missing Data</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHBIO 726</td>
<td>Models for Continuous &amp; Discrete Longitudinal Data</td>
<td>4 qtr hrs</td>
</tr>
</tbody>
</table>

CPH Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBHBIO 606</td>
<td>Applied Logistic Regression</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHBIO 701*</td>
<td>Design &amp; Analysis of Studies in Health Sciences I</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHBIO 702*</td>
<td>Design &amp; Analysis of Studies in Health Sciences II</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHBIO 703</td>
<td>A Problem-Oriented Approach to Biostatistics</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHBIO 706</td>
<td>Regression Modeling of Time-to-Event Data</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>PUBHBIO 786**</td>
<td>Biostatistics Consulting Lab</td>
<td>3 qtr hrs</td>
</tr>
</tbody>
</table>

*Students with sufficient background in statistics may petition to waive 701 (and 702). Usually they need to pass an exam to waive the course.
**Students may take STAT 600 and BIOSTAT 709 as a substitute for PUBHBIO 786 as appropriate. Then, the total quarter hours would be 78 and the total quarter hours for electives would be 12.

EPI Course

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBHEPI 710</td>
<td>Principles of Epidemiology</td>
<td>4 qtr hrs</td>
</tr>
</tbody>
</table>

STAT Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOSTAT 615</td>
<td>Design and Analysis of Clinical Trials</td>
<td>3 qtr hrs</td>
</tr>
<tr>
<td>STAT 620</td>
<td>Statistical Theory I</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>STAT 621</td>
<td>Statistical Theory II</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>STAT 622</td>
<td>Statistical Theory III</td>
<td>4 qtr hrs</td>
</tr>
<tr>
<td>STAT 641</td>
<td>Design and Analysis of Experiments</td>
<td>5 qtr hrs</td>
</tr>
<tr>
<td>STAT 645</td>
<td>Applied Regression Analysis</td>
<td>5 qtr hrs</td>
</tr>
<tr>
<td>STAT 743</td>
<td>Generalized Linear Models</td>
<td>3 qtr hrs</td>
</tr>
<tr>
<td>STAT 773</td>
<td>Statistical Computing</td>
<td>3 qtr hrs</td>
</tr>
<tr>
<td>STAT 833</td>
<td>Statistical Methods for Analyzing Genetic Data</td>
<td>3 qtr hrs</td>
</tr>
</tbody>
</table>
Electives (at least 13 hours)
As approved by a student’s PhD Examination Committee (generally chosen from courses at the 700-level and above in Statistics, Biostatistics, or Public Health and a course at the 500-level or above in a biomedical scientific area of application, such as genetics, medicine and physiology.) A grade of B- or better is required.

CPH Courses
- PUBHBIO 604 SAS Programming 2 qtr hrs
- PUBHBIO 624 Applied Longitudinal Data Analysis 4 qtr hrs
- PUBHBIO 625 Multidimensional Data Analysis 4 qtr hrs
- PUBHBIO 727 Statistical Methods in Toxicological Risk Assessment 4 qtr hrs
- PUBHEHS 731 Principles of Environmental Health 4 qtr hrs
- PUBHEPI 705 Design and Implementation of Health Survey Methods 4 qtr hrs
- PUBHEPI 821 Design and Analysis of Group Random Trials 4 qtr hrs
- PUBHHBP 720 Preventing Disease and Promoting Health through Behavior Science 4 qtr hrs
- PUBHHMP 800 Health Care Organization I 4 qtr hrs

STAT Courses
- STAT 635 Statistical Analysis of Time Series 3 qtr hrs
- STAT 662 Environmental Statistics 3 qtr hrs
- STAT 742 Analysis of Variance 3 qtr hrs
- STAT 745 Multiple Comparisons Procedures 3 qtr hrs
- STAT 829 Spatial Statistics 3 qtr hrs
- BIOSTAT 865 Analysis of Discrete Data Analysis 3 qtr hrs

Summer Program
Maximum of 4 hours

Environmental Health Sciences (PUBHEHS)

Major Field (minimum 36 hours)
Required:
- PUBHEHS 730 Global Health and Environmental Microbiology 4 qtr hrs
- PUBHEHS 731 Principles of Environmental Health 4 qtr hrs
- PUBHEHS 732 Basic Concepts in Toxicology 4 qtr hrs
- PUBHEHS 738 Exposure Science Monitoring Techniques 5 qtr hrs
- PUBHEHS 830 Principles of Occupational Health 4 qtr hrs
- PUBHEHS 832 Principles of Exposure Assessment 4 qtr hrs
- PUBHEHS 835 Molecular Techniques for Environmental Health Sciences 5 qtr hrs
- PUBHEHS 850 Seminar in Environmental Health Sciences 3 qtr hrs

Select three:
- PUBHEHS 632 Climate Change and Human Health 4 qtr hrs
- PUBHEHS 729 Water Contamination 4 qtr hrs
- PUBHEHS 733 Toxicology of Chemical Agents 4 qtr hrs
- PUBHEHS 735 Introduction to Water and Human Health Risk 4 qtr hrs
- PUBHEHS 831 Principles of Risk Assessment 4 qtr hrs
In consultation with their faculty advisors, students choose additional electives in their major field.

**Research Methods** (minimum 36 hours)

- PUBHBIO 701 Design and Analysis of Studies in Health Sciences I 4 qtr hrs
- PUBHBIO 702 Design and Analysis of Studies in Health Sciences II 4 qtr hrs
- PUBHEPI 711 Epidemiology I 4 qtr hrs
- PUBHEPI 713 Epidemiology in Environmental Health 4 qtr hrs

Select one:
- PUBHBIO 703 A Problem-Oriented Approach to Biostatistics 4 qtr hrs
- PUBHBIO 606 Applied Logistic Regression 4 qtr hrs
- PUBHBIO 726 Longitudinal Data 4 qtr hrs

In consultation with their faculty advisors, students select an additional 16 quarter hours of research course work chosen to complement their major, minor, and research interests.

**Minor Field** (minimum 18 quarter hours)

Depending on the student’s interests, the minor area may occur within the College of Public Health (e.g., biostatistics or epidemiology) or within other disciplines (e.g., chemistry, microbiology, engineering).

**Dissertation** (30 quarter hours maximum)

- PUBHLTH 999 Research in Public Health

**Epidemiology (PUBHEPI)**

All doctoral students in epidemiology are expected to enter the program with master’s degree in Epidemiology or the equivalent and, therefore, will be required to take a minimum of 45 additional quarter hours of approved course work and up to 30 quarter hours of dissertation credit for a total of 75 quarter hours beyond the master’s degree. PhD students are expected to complete their qualifying exam within a year of matriculation and must complete their qualifying exam within three years of matriculation. PhD students are expected to complete their candidacy exam within three years of matriculation and must complete their candidacy exam within five years of matriculation. PhD students are expected to complete their degree within five years of matriculation and must complete their degree within five years of admission to candidacy.

Following is the complete set of courses that must be completed for a PhD in Epidemiology. Many students will have completed a number of these courses before admission to the PhD degree program. Students who wish to use courses taken more than five years prior to matriculation must petition the Division for permission; the petition must be supported by the Division Chair.

**Major Field** (36 quarter hours)

- PUBHEPI 704 Biological Basis of Public Health 4 qtr hrs
- PUBHEPI 711 Epidemiology I* 4 qtr hrs
- PUBHEPI 712 Epidemiology II* 4 qtr hrs
- PUBHEPI 810 Epidemiologic Methods 4 qtr hrs
- PUBHEPI 814 Chronic Disease Epidemiology 4 qtr hrs
Program for the PhD Degree

Choose 3-4 courses from the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBHEPI 713</td>
<td>Environmental Epidemiology</td>
<td>4</td>
</tr>
<tr>
<td>PUBHEPI 714</td>
<td>Epidemiology of Injury</td>
<td>3</td>
</tr>
<tr>
<td>PUBHEPI 716</td>
<td>Psychiatric Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td>PUBHEPI 815</td>
<td>Infectious Disease Epidemiology</td>
<td>4</td>
</tr>
<tr>
<td>PUBHEPI 816</td>
<td>Cancer Epidemiology</td>
<td>4</td>
</tr>
<tr>
<td>PUBHEPI 817</td>
<td>Cardiovascular Disease Epidemiology</td>
<td>4</td>
</tr>
<tr>
<td>PUBHEPI 818</td>
<td>Women’s Health Issues</td>
<td>3</td>
</tr>
<tr>
<td>PUBHEPI 819</td>
<td>Epidemiology of Obesity</td>
<td>4</td>
</tr>
<tr>
<td>PUBHEPI 820</td>
<td>Reproductive and Perinatal Epidemiology</td>
<td>4</td>
</tr>
</tbody>
</table>

Research Methods (36 quarter hours)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBHBIO 605</td>
<td>Applied Survival Analysis</td>
<td>4</td>
</tr>
<tr>
<td>PUBHBIO 606</td>
<td>Applied Logistic Regression</td>
<td>4</td>
</tr>
<tr>
<td>PUBHBIO 701</td>
<td>Design and Analysis of Studies in Health Sciences I</td>
<td>4</td>
</tr>
<tr>
<td>PUBHBIO 702</td>
<td>Design and Analysis of Studies in Health Sciences II</td>
<td>4</td>
</tr>
<tr>
<td>PUBHBIO 703</td>
<td>A Problem-Oriented Approach to Biostatistics*</td>
<td>4</td>
</tr>
<tr>
<td>PUBHEPI 705</td>
<td>Design and Implementation of Health Surveys</td>
<td>4</td>
</tr>
<tr>
<td>STAT 645</td>
<td>Applied Regression Analysis</td>
<td>5</td>
</tr>
</tbody>
</table>

Electives 3 qtr hrs

*Courses expected as part of prior MPH or MS degree programs

Choose 1 course from the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBHEPI 821</td>
<td>Group Randomized Trials</td>
<td>4</td>
</tr>
<tr>
<td>PUBHBIO 624</td>
<td>Applied Longitudinal Data Analysis</td>
<td>4</td>
</tr>
<tr>
<td>BIOSTAT 615</td>
<td>Clinical Trials</td>
<td>3</td>
</tr>
</tbody>
</table>

Minor Field (18 quarter hours minimum)
Courses to be approved by the minor field representative and the student’s advisory committee.

Dissertation (30 quarter hours maximum)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBHLTH 999</td>
<td>Research in Public Health</td>
<td></td>
</tr>
</tbody>
</table>

Health Behavior and Health Promotion (PUBHHBP)

Major field (42 quarter hours required—may include 24 credits from required MPH HBHP courses)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBHHBP 850</td>
<td>Theory</td>
<td>3</td>
</tr>
<tr>
<td>PUBHHBP 793</td>
<td>Independent Study/Research Residency</td>
<td>6-9</td>
</tr>
<tr>
<td>PUBHHBP 875</td>
<td>Doctoral Seminar</td>
<td>6</td>
</tr>
</tbody>
</table>

Choose electives for a total of 42 hrs from PUBHHBP or other related courses such as:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBHHBP 720</td>
<td>Preventing Disease and Promoting Health through Behavioral Science</td>
<td>4</td>
</tr>
<tr>
<td>PUBHHBP 820</td>
<td>Foundations of Health Behavior and Health Promotion</td>
<td>4</td>
</tr>
<tr>
<td>PUBHHBP 821</td>
<td>Community Health Assessment</td>
<td>4</td>
</tr>
</tbody>
</table>

Rev 10/2011
Program for the PhD Degree

**Research Methods** (46 quarter hours required)
- PUBHBI0 701 Design and Analysis of Studies in Health Sciences I 4 qtr hrs
- PUBHBI0 702 Design and Analysis of Studies in Health Sciences II 4 qtr hrs
- PUBHEPI 710 Epidemiology I 4 qtr hrs
- PUBHEPI 711 Epidemiology II 4 qtr hrs
- PUBHHBP 850 Research Methods in Public Health 4 qtr hrs

**Psychometric Methods** - choose one from courses such as the following:
- NURSING 914 Principles of Measurement in Health Related Sciences 5 qtr hrs
- PSYCH 821 Fundamentals of Item Response Theory 4 qtr hrs
- SOCIOL 752 Principles and Techniques of Scale Construction 5 qtr hrs

**Qualitative Methods** - choose one from courses such as the following:
- NURSING 902.01 Qualitative Methods in Nursing Science 5 qtr hrs
- SOCIOL 704 Qualitative Methods in Sociology 5 qtr hrs
- SOCIOL 708 Problems in Qualitative Analysis 5 qtr hrs

**Minor field** (20 quarter hours required)
Courses to be approved by minor field representative and the student’s advisory committee.

**Dissertation** (12 quarter hours maximum)
PUBHLTH 999 Research in Public Health

**Health Services Management and Policy (PUBHHMP)**

**Major field** (36 quarter hours minimum)
Six of the courses listed below are core courses (indicated by an asterisk) and are required to be taken unless the student is granted a waiver for prior coursework.

- PUBHHMP 800* Health Care Organization I 4 qtr hrs
- PUBHHMP 801 Health Care Organization II 4 qtr hrs
- PUBHHMP 802* Economic Analysis of Health Services 4 qtr hrs
- PUBHHMP 805* Introduction to Health Policy 4 qtr hrs
- PUBHHMP 815* Health Services Organizational Management 4 qtr hrs
- PUBHHMP 820 Health Services Finance I 4 qtr hrs
- PUBHHMP 871* Survey of Health Services Research 4 qtr hrs
- PUBHHMP 875* Doctoral Seminar (2 qtrs X 2 hrs) 4 qtr hrs
- PUBHHMP 880 Operations Management for Health 4 qtr hrs

Additional courses representing approaches to health services research or areas of inquiry (e.g., quality and outcomes measurement, economic evaluation, policy analysis, health
informatics, health disparities) may be counted towards the 36-credit major requirement with advisor approval and concurrence of the PhD degree program director.

**Research Methods** (36 quarter hours minimum)
Research methods courses should be selected with the approval of the advisor and concurrence of the PhD degree program director.

- **PUBHEPI 710** Principles of Epidemiology 4 qtr hrs
  - An appropriate sequence of statistics courses
  - (e.g., PUBHBIO 701, 702, 703 or equivalent and at least one additional advanced statistics course) 16 qtr hrs
- **PUBHEPI 803** Health Data: Sources and Uses 4 qtr hrs
- **PUBHEPI 805** Design and Implementation of Health Surveys 4 qtr hrs
- **PUBHEPI 806** Health Data: Sources and Uses 4 qtr hrs
- **PUBHEPI 870.01** Health Care Outcomes Evaluation 3 qtr hrs

12 quarter hours of research courses chosen to complement the student's major, minor, and research interests, such as:

- **PUBHEPI 705** Design and Implementation of Health Surveys 4 qtr hrs
- **PUBHEPI 803** Health Data: Sources and Uses 4 qtr hrs

Many other areas are appropriate for research methods course work, including:

- Qualitative methods
- Proposal writing
- Research ethics
- Additional statistical methods

**Minor field** (18 quarter hours minimum)
The minor is a cognate field with sufficient methodological depth to serve as a useful complement and foundation for doctoral level study and research. Typical fields include economics, political science, epidemiology, health behavior and health promotion, and public policy and management.

**Dissertation** (30 quarter hours maximum)
- **PUBHLTH 999** Research in Public Health

### 8.3 ADVISORY COMMITTEE
The Graduate Faculty of the College of Public Health delegates the responsibility for establishing course requirements for the PhD student to the division of specialization and the Advisory Committee. The Advisory Committee, selected with the advice and consent of the GSC chairperson, is composed of a minimum of four persons meeting these criteria:

- All committee members must be category P graduate faculty members (see Appendix I). Category M faculty may serve on the committee with approval of the division chair and the Graduate Studies Committee chair.
- The major field is represented by two members, including the student’s advisor, who must have faculty appointments in the College of Public Health division.
containing the student’s major area. The advisor’s principal appointment must be in the College of Public Health or be listed as an approved advisor by the division.

- The research methods area is represented by one College of Public Health faculty member appropriate for the curriculum of the student.
- The minor field is represented by one member appropriate for the curriculum of the student, who must come from outside the division containing the student’s major field and may come from outside the College of Public Health.

Additional members meeting the criteria stated may be included (e.g., the research methods area could be represented by two persons rather than one). A student who wishes to depart in any other way from the stated criteria must petition in writing with the advisor’s support, indicating the justification for the departure. Any departure from the criteria must be approved by the chair of the student’s major division and the GSC chairperson.

The advisor serves as chairperson of the Advisory Committee and the Candidacy Examination Committee and is responsible for coordinating the preparation and conduct of both the written and oral portions of the Candidacy Examination. The Advisory Committee continues these activities until the student selects a Dissertation Committee, subsequent to the successful completion of the Candidacy Examination.

Students admitted to the PhD degree program will work with their advisors to create a tentative curriculum plan during the first quarter of enrollment. The complete Advisory Committee must be formed and the student’s complete curriculum plan must be approved within eight quarters of enrollment as a PhD student or within four quarters for students who have received a master’s degree in the College of Public Health. In either case, the GSC chairperson must approve the membership of the Advisory Committee and the proposed curriculum (see Doctoral Curriculum Approval Form in Appendix J). In addition, the complete curriculum plan must be approved at least two quarters before the student attempts the Candidacy Examination.

8.4 QUALIFYING EXAMINATION – See APPENDIX G for specific division requirements.

8.5 CANDIDACY EXAMINATION [GSH VII.4]
See Appendix G for specific division requirements. The Candidacy Examination tests the student's knowledge of the major and minor areas, research methods, and in general the capacity to undertake independent research and the ability to think and express ideas clearly. The Advisory Committee determines when the student is ready to take the Candidacy Examination and makes a recommendation to the chairperson of the Graduate Studies Committee. The determination is based upon their assessment of both the student's level of preparation and the completion of required course work. The Candidacy Examination must be scheduled at a time acceptable to all committee members. Students should not assume that faculty will be available during breaks or off-duty quarters. The student must be registered for at least three graduate quarter hours during any quarter in which the Candidacy Examination is taken, and must submit a “Doctoral Notification of Candidacy Examination” form to the Graduate School for approval at least two weeks prior to the beginning of the oral portion of the exam.

The Advisory Committee constitutes the Candidacy Examination Committee. The Committee oversees the preparation, administration, and grading of the written portion of
the Candidacy Examination. Other graduate faculty members may participate in the written portion at the invitation of the Committee. The full Committee reviews the written portion of the examination, conducts the oral portion of the examination, and determines the outcome of the examination as a whole.

**Written portion of the examination** – See APPENDIX G for specific division requirement.

**Oral portion of the examination [GSH VII.6]** – See APPENDIX G for specific division requirement.

**Result of the Candidacy Examination [GSH VII.7]**
In order for the examination to be judged satisfactory, the student must perform at a satisfactory level in all three areas (major, minor, and research methodology). There is no specific relative weighting of the written and oral portions of the examination; each committee member reaches a conclusion concerning the student’s performance on the examination taken as a whole. Upon completion of the Candidacy Examination, each committee member indicates an evaluation of satisfactory or unsatisfactory by signing the Candidacy Examination Report form that must be submitted to the Graduate School. The student will have successfully completed the Candidacy Examination only if the decision is unanimously affirmative. If the student receives an unsatisfactory, the Candidacy Examination Committee must decide whether to allow the student to take a second examination and record its decision on the report form.

### 8.6 THE DISSERTATION

**Dissertation Committee and Prospectus**
Requirements for the Dissertation Committee and Prospectus may vary by division (see Appendix G). Unless stated differently in the division guidelines, the student forms a Dissertation Committee as soon as the student and advisor agree that it is appropriate following successful completion of the Candidacy Examination. The Dissertation Committee is composed of no fewer than 3 Graduate Faculty members of the CPH. The student’s advisor, who must be a Category P member of the Graduate Faculty, serves as chairperson. Additional Graduate Faculty members outside the CPH may also serve on the Dissertation Committee. The Committee must approve the Dissertation Prospectus and complete the Prospectus Approval Form (see Appendix J). The student is ordinarily expected to prepare an acceptable draft of the Dissertation Prospectus within one year of admission to candidacy, unless otherwise specified by the division (see Divisional PhD Examination Requirements in Appendix G).

**The Dissertation**
The dissertation is intended to be a demonstration of the student’s ability to function as an independent scholar. The Dissertation Committee will offer guidance, especially in the design of the study as described in the prospectus, but the student is responsible for the conduct of the research and preparation of the dissertation. While the length of time it takes to complete the dissertation research varies considerably, the faculty generally expects an acceptable draft of the dissertation to be complete within three years of admission to candidacy. The Graduate School requires the Doctoral Dissertation to be completed within five years of admission to candidacy [GSH VII.9]. Doctoral candidates who do not complete the doctoral dissertation within five years after being admitted to candidacy will have their candidacy cancelled. With the permission of the advisor and the Graduate Studies
Committee, the student may take a Supplemental Candidacy Examination. If this examination is passed, the student will be re-admitted to candidacy and must complete the dissertation within two years.

**Final Oral Examination [GSH VII.10]**

When the dissertation is complete, the Dissertation Committee together with the Graduate Faculty Representative will conduct the Final Oral Examination. The Final Oral Examination tests originality and independence of thought, the ability to synthesize and interpret research results, and the quality of the dissertation research. The Final Oral Examination will include discussion of the dissertation, but may range broadly to determine the student’s ability to draw connections, understand perspectives, etc. All members of the Final Oral Examination Committee must be present at all times during the Final Oral Examination, which lasts approximately two hours [see GSH VII.10 for special arrangements for teleconferencing]. The Final Oral Examination may be open to individuals other than the doctoral candidate and Committee members upon the approval of the candidate and the majority of the Committee; however, invited guests will not participate in the examination nor be present during any evaluative discussion of the candidate by the Committee. The student will have successfully completed the Examination only if the evaluation is unanimously affirmative.

**Final Copy of the Dissertation [GSH VII.12]**

The advisor will indicate final approval of the dissertation, which cannot occur until the Final Oral Examination has been completed satisfactorily, by signing the title page. A final copy of the dissertation must be submitted electronically through OhioLink, the Ohio Library and Information Network, by the published deadline for the quarter of graduation.
9.1 COMBINED AND DUAL DEGREE PROGRAMS DEFINED
The Graduate School permits students to undertake two simultaneous degree programs. A “combined” degree program involves one graduate degree and one professional degree (e.g., the MPH and MD). A “dual” degree program involves completing two graduate degrees (e.g., the MHA and MBA). Although there are unique features of the various combined and dual degree programs, the basic principle is that the student must apply to each degree program separately and be admitted. If a student applies to two degree programs and is admitted to only one, the student has the option to pursue that degree alone. Admission to any graduate or professional degree does not create a presumption of admission to other degree programs, for which the admission criteria and competition may be quite different.

9.2 COMBINED Degree Programs [GSH VIII.1]
Several options exist for combining the graduate degrees of the CPH with professional degrees. Those listed below are the most frequently pursued, but others may be arranged (e.g., DDS/MPH, DVM/MPH). Additional information, including sample course schedules, is available from the Office of Academic Programs and Student Services.

**Combined MD/MPH**
This program was created for those medical students with a strong interest in public health practice. In the combined MD/MPH, the student takes a leave of absence from the MD curriculum following the completion of the first two years of study and Part 1 of the USMLE. The student then undertakes one academic year of full-time study in the College of Public Health, which allows completion of 52 (or more) of the 60 quarter hours required for the MPH. The remaining quarter hours may include four quarter hours for practicum and four quarter hours for the culminating project. The student will usually return to the medical curriculum for one full year (Med III) of clinical rotations, all of which are required, and then complete the MPH requirements during the final year (Med IV) of the medical curriculum, using the MPH work to satisfy some of the Med IV electives.

**Combined MD/MHA**
The combined MD/MHA is structured much like the MD/MPH, in that the student completes the first two years of the MD curriculum and Part 1 of the USMLE and then takes a leave of absence. The student usually completes one academic year of the MHA and then returns to the MD curriculum as in the MD/MPH. The MHA is a longer degree (84 quarter hours as opposed to 60 for the MPH), and thus more accommodation is required. The MD curriculum is permitted to count for 20 quarter hours normally in the MHA, leaving 64 required hours. To avoid scheduling difficulties, students considering the MD/MHA are urged to consult with the HSMP Division before beginning the program to determine whether it is possible to take a portion of the MHA course work before beginning the MD or during the summer between Med I and Med II. Many MD/MHA students also choose to carry a heavier course load during their year of full-time graduate study.
Combined MD/PhD
This combination is administered by the Medical Scientist Program of the College of Medicine. The MD and PhD degree program was created for those medical students with strong interest in academic public health or public health research. Typically, students attend the first two years of the basic science curriculum of the MD program, followed by a three-year period during which advanced course work and research directed toward the PhD degree is undertaken. Upon award of the PhD, students continue with the two years of clinical experiences required for the MD degree.

Combined PharmD/MPH
The PharmD/MPH combination is patterned on the MD/MPH. In the combined program, the student leaves the PharmD curriculum following the completion of the first three years of study. The student then undertakes one academic year of full-time study in the College of Public Health, which allows completion of most of the 60 quarter hours required for the MPH. The student returns to the PharmD curriculum for the final year, during which any remaining public health requirements are met simultaneously with PharmD course work. The student is permitted to make dual application of 10 quarter hours from the PharmD program to satisfy the health administration core requirement, the practicum requirement, and two hours of elective credit. In order to accomplish this dual application of credit, the student must arrange for a mutually acceptable placement during a portion of the required pharmacy practice experience.

Combined JD/MHA or JD/MPH
The JD/MHA or JD/MPH combined degree program is quite simple in structure. The student takes one year of full-time course work in each program, in either order (i.e., one year of JD followed by one year of graduate work or vice versa). In the remaining two academic years, the student may take law and graduate course work simultaneously. The only major consideration is the practical complexity introduced by the fact that the law degree is taught in semesters, while the graduate courses are taught on the quarter system.

Some course substitutions are possible, so that the combined degrees take one year less than the two degrees would require if taken separately. JD/MHA students take the entire core of the MHA degree except for the health law course (HSMP 811), for which they substitute a similar course in law. Law courses are permitted to substitute for the MHA electives, and MHA courses count as electives in the JD program. The JD/MPH combined degree program is quite analogous, but requires fewer graduate hours and thus less substitution is necessary.

<table>
<thead>
<tr>
<th>JD Degree</th>
<th>MHA Degree</th>
</tr>
</thead>
<tbody>
<tr>
<td>First year law courses</td>
<td>MHA core courses (except HSMP 811)</td>
</tr>
<tr>
<td>MHA or MPH courses (18 quarter hours)*</td>
<td>Law courses (16 semester hours)**</td>
</tr>
<tr>
<td>Law electives</td>
<td>Total</td>
</tr>
<tr>
<td>Total</td>
<td></td>
</tr>
</tbody>
</table>

* Courses also counted toward the MHA or MPH
** Courses also counted toward the JD
**MPH Degree**

- MPH required courses: 48-56 quarter hours
- Law courses (3-8 semester hours)**: 4-12 quarter hours
- Total: 60 quarter hours

**Combined OD/MPH**

There are three options for the combined OD/MPH combined degree program. In the first, the student will complete the first year of coursework in the MPH degree program, and then enter the optometry curriculum, allowing the student to graduate with the class in which the optometry curriculum is initiated. In the second, the student will begin study in the optometry curriculum, and then transfer to the MPH degree program for one year of full-time graduate study. The specific years of the optometry program between which the MPH program can occur would be decided on an individual basis by agreement of both programs. In options one and two, the student will complete the public health practicum and culminating project concurrent with the fourth-year optometry clinical rotations. Because the OD/MPH student receives eight hours of graduate credit for some work completed in the OD curriculum, most of the required courses for the MPH can usually be completed in one academic year, leaving only the practicum and culminating project to be completed after rejoining the OD curriculum. In option three, students will complete the four-year OD degree while taking a few courses in the MPH program and then complete the full-time MPH graduate work in year five.

**9.3 DUAL GRADUATE DEGREE PROGRAMS [GSH VI.7]**

Students in the MPH, MHA, MS, or PhD degree programs also may elect to pursue another graduate degree simultaneously. The student must apply to, and be accepted by, both degree programs individually. The general rules governing dual degrees have been established by the Graduate School. Although some dual counting of courses is possible, primarily for electives, the student must satisfy the credit hour requirements for each program. A minimum of 50 percent of the hours applied to each degree must be unique to that degree and cannot be used for dual credit.

A specific plan for pursuing the degrees must be approved by the Graduate Studies Committee of the College of Public Health and the Graduate Studies Committee of the second degree program. Sample programs for certain combinations most frequently proposed (e.g., the MHA/MBA, MHA/MPA, and the MHA or MPH with the MS in Nursing) are available from the Office of Academic Programs and Student Services.
Section 10

Waiver of Courses and Transfer of Credit

10.1 DEFINITIONS
"Waiver of a course" means that the faculty accepts prior work by the student as satisfactory to meet a program course requirement. The waiver excuses the student from taking the required course, but does not lessen the hours required for graduation. In effect, a course waiver creates additional elective time for the student.

"Transfer of credit" means that the faculty permits graduate coursework already completed prior to enrollment in the degree program to be counted towards the degree, reducing the additional quarter hours required for graduation.

10.2 WAIVER OF A COURSE
A student may petition the faculty at any time for waiver of a course requirement. A form for this purpose is in Appendix J. The student should state the action requested and the justification and attach supporting documentation (such as the course syllabus, the grade received, etc.). The form requires that the request be reviewed and approved by the instructor of the course for which a waiver is sought. Divisions may establish specific criteria, such as waiver examinations, in addition to or instead of the review of other documentation. The Graduate Studies Committee chairperson will review the request for reasonableness and conformance with policy and may consult with other faculty in evaluating the petition. In general, courses will not be waived on any grounds other than equivalent prior or substitute coursework. If a course is waived, no credit is given for the course. The student may substitute an elective approved by the faculty advisor to make up the credit hours.

10.3 TRANSFER OF CREDIT [GSH IV.2]
Students are urged not to assume that coursework already completed can be applied to a degree in the College of Public Health. All transfer credit requests are reviewed by the Graduate School for acceptability, so the recommendations made by the CPH are not final determinations.

For students with prior graduate study in another program at Ohio State, the credit will generally be applicable to the CPH program to the extent that the coursework would normally have been approved as part of the CPH degree, and consistent with any policy established for the specific degree program. In other words, courses from unrelated subject areas or courses that were completed so long ago as to be obsolete will not be accepted. In most circumstances, it is reasonable to limit transferred courses to those completed within the last five years, though exceptions may be approved where appropriate. The division or program committee for the student’s area of specialization will make the decision concerning transfer credit at the time the student initially enrolls in the CPH program.

Credit also may be transferred to the CPH degree program from other universities. The same standards of applicability and timeliness apply, with three further constraints: (1) the faculty will not approve transfers that would effectively waive a significant portion of the
required courses for the degree; (2) the faculty must be satisfied that the transfer credit is of such quality that it does not endanger the integrity of the degree; (3) the transfer must be consistent with any residence requirements for the degree and any transfer policies established for the specific degree program. Note particularly that the residence requirement for a master’s degree stipulates that eighty percent of the required hours must be taken at Ohio State (e.g., for a 60 quarter hour degree, at least 48 quarter hours must be earned at Ohio State and no more than 12 quarter hours transferred from outside Ohio State). In addition, the Graduate School stipulates that the following conditions must be satisfied:

1. The graduate credit was earned while the student was enrolled as a graduate student at an accredited university (coursework from a professional program is not eligible for transfer).
2. The student earned at least a “B” or satisfactory in each course for which credit is to be transferred.
3. The Graduate Studies Committee approves the transfer.

In the case of core or other required courses, the review for approval will be conducted by faculty members teaching those courses. Divisions may establish specific criteria, such as waiver examinations, in addition to review of documentation as conditions for recommending transfer credit. In the case of proposed transfer credit for elective courses, the decision will rest with the division or program committee for the student's area of specialization. To substitute for core courses, the transfer credit must be from a CEPH-accredited program.

Requests for transfer of credit must be made in writing, following the same guidelines as petitions for course waiver. Please note that Section IV.2 of the Graduate School Handbook outlines specific rules concerning timing and procedures for transfer credit. Requests for transfer credit should be submitted within the first year of enrollment in the graduate program. For assistance with the paperwork, see an academic advisor in the Office of Academic Programs and Student Services.

10.4 GRADUATE NON-DEGREE CREDIT [II.4]
There is a firm Graduate School policy that no more than ten hours of graduate credit accumulated while a student was enrolled in non-degree status at OSU may count towards a graduate degree. The transfer of any graduate non-degree credit into the degree-granting program must be approved by the student’s faculty advisor and the Graduate Studies Committee Chair.
11.1 ACADEMIC CONDUCT STANDARDS
The underlying principle of academic conduct is the assurance of the integrity of the university's educational mission. Students are expected to abide by this principle in all relevant matters, including those identified below.

Conflict of obligation or opportunity
The wealth of opportunity available to the student at OSU makes it inevitable that there will be occasions when conflict arises (e.g., between regularly scheduled courses and guest seminars, special activities, employment, etc.). In these situations, it is the faculty's expectation that the regularly scheduled course takes priority. Each instructor is free to make the judgment that a particular activity is of sufficient merit to warrant special arrangements; however, students should not expect regularly scheduled classes to routinely accommodate other activities.

Academic misconduct
All instances of academic misconduct are serious in their potential for harm to the educational process. The University's Committee on Academic Misconduct is responsible for investigating allegations of academic misconduct and applying appropriate sanctions. The definition and examples below are taken from the OSU Code of Student Conduct (http://studentaffairs.osu.edu/pdfs/csc_12-31-07.pdf).

Academic misconduct [is defined as:]

Any activity that tends to compromise the academic integrity of the university or subvert the educational process. Examples of academic misconduct include, but are not limited to:

1. Violation of course rules as contained in the course syllabus or other information provided to the student; violation of program regulations as established by departmental committees and made available to students;
2. Knowingly providing or receiving information during examinations such as course examinations and candidacy examinations; or the possession and/or use of unauthorized materials during those examinations;
3. Knowingly providing or using assistance in the laboratory, on field work, in scholarship, or on a course assignment;
4. Submitting plagiarized work for an academic requirement. 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;
5. 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 or supervising authority for the academic requirement;
6. Falsification, fabrication, or dishonesty in reporting laboratory and/or research results;
7. Serving as, or enlisting the assistance of a substitute for a student in the taking of examinations;
8. Alteration of grades or marks by the student in an effort to change the earned grade or credit;
9. Alteration of academically-related university forms or records, or unauthorized use of those forms; and
10. Engaging in activities that unfairly place other students at a disadvantage, such as taking, hiding or altering resource material, or manipulating a grading system.

Students should note especially the first example (violation of course rules). For instance, instructors' policies may vary widely concerning the conditions under which assignments are to be completed or the access permitted to examinations or other materials from current or prior offerings of the course. Violating such policies is academic misconduct. It is the student's responsibility to know and abide by these policies, as it is the instructor's responsibility to announce them. If there is any uncertainty as to the acceptability of an action, the student should confer with the faculty member to clarify the expectation.

All cases of suspected misconduct or concerns about lax or irregular examination procedures should be reported to the instructor or to the Committee on Academic Misconduct (33 West 11th Avenue, Room 107; 292-7262). Sanctions imposed in cases of established misconduct range from warnings to suspension or dismissal from the University.

Plagiarism
Plagiarism is a serious form of academic misconduct, even when it occurs due to carelessness rather than as an intentional act. Because of the importance of avoiding plagiarism, additional guidance is given on this subject in Appendix F.

11.2 ACADEMIC PERFORMANCE STANDARDS [GSH V.1]
All students enrolled (either part-time or full-time) are expected to maintain a minimum 3.0 GPA in all graduate work completed at The Ohio State University and “maintain reasonable progress [GSH V.4] toward graduate program requirements.” The following policy and procedures apply to all students in degree programs:

1. The faculty of the College of Public Health has determined that no course in which a grade of C- or below is earned may be counted as credit toward completion of the degree. If the student repeats the course in order to earn the hours, the original grade will continue to be in the cumulative point-hour ratio along with the new grade and hours.

2. Students falling below a 3.0 GPA who have completed fifteen (15) or more hours of coursework will be placed on probation by the Graduate School. Restrictions may be placed upon the registration of any student below the minimum grade point average. Section V of the Graduate School Handbook explains in detail the range of consequences that may result from inadequate performance.
3. In addition to the general Graduate School requirement of a cumulative grade average of 3.0 or better, students must meet the following requirements as they apply to their degree programs:

- The student must achieve a grade of B- or better in all courses required in the area of specialization (even if taught outside the student's division), including the core course in that specialization. Any course in which a grade below B- was received must be repeated and a grade of B- or better earned. The division teaching the course may approve an alternative course as a substitute for retaking the same course. A student who fails to earn a grade of B- or better on a second attempt will be considered to have failed this requirement.

- Students seeking the MPH or MHA degree must make no more than one grade of C or C+ in the core courses outside the specialization. A grade of B- or better is required in the remaining core courses.

Any student who fails to meet either of these requirements will be reviewed to determine whether the student’s progress is satisfactory for continuation in the program, and may be denied further registration.

4. Cases in which a student is not in compliance with the 3.0 GPA or reasonable progress requirements will be referred to the Graduate Studies Committee. Even if a student is in good standing in the Graduate School, there may be circumstances that warrant placing the student on probation, such as (1) failure to maintain a minimum GPA of 3.0 prior to the completion of 15 quarter hours; (2) failure to maintain a minimum GPA of 3.0 in any given quarter; or (3) failure to show “reasonable progress” toward the degree, as determined on a case-by-case basis (see section 11.4).

5. A probationary student who does not re-establish good standing within one quarter will be warned that dismissal/denial of further registration is likely if the record does not improve.

6. A student placed on probationary status by the Graduate Studies Committee may petition the Committee for a hearing and reconsideration of the action. In the case that the Graduate Studies Committee does not reverse its decision, the student may direct an appeal to the Dean of the College of Public Health. The Dean will appoint an Ad Hoc Faculty Committee comprised of three faculty members (who at the time do not serve on the Graduate Studies Committee) to hear the case and recommend a course of action.

11.3 GRADING STANDARDS IN SPECIFIC COURSES
In addition to the general grade average standard discussed in the preceding section, standards may be established for satisfactory progress in individual courses or sequences. At present the only such policy applies to the biostatistics sequence PUBHBIO 701, 702, and 703:
Biostatistics Sequence Grade Policy
A grade of B- or better is required in PUBHBIO 701 in order to enroll in PUBHBIO 702, and likewise in 702 in order to progress to 703. Any student who does not meet this standard is expected to repeat the course in which the grade was too low. Instructors in 702 and 703 have the option of permitting enrollment by persons who have not met this expectation, but this will be done only if the student has provided evidence to satisfy the instructor that the student is ready to make satisfactory progress in the next course.

11.4 SATISFACTORY PROGRESS

The Graduate Studies Committee sets the standards for reasonable progress. The following provides a framework for faculty and students when considering whether a graduate student is making satisfactory progress toward the completion of his or her degree.

The academic progress of all students enrolled in the College will be assessed at the Division level on an annual basis. The “Graduate Student Evaluation Form” needs to be completed by the advisor and discussed at a Division meeting to get faculty input. The signed form will be included as part of the advising record.

After this review, an advisor who feels that a student is not making satisfactory progress toward a degree should inform the Graduate Studies Committee and request a formal review by the Graduate Studies Committee. In addition, the Graduate Studies Committee will contact a student's advisor upon receipt of a Warning Letter from the Graduate School. If in consultation with the advisor the Graduate Studies Committee deems such a meeting is necessary, a formal review of the student's progress will be held. The student will be informed in a letter from the Graduate Studies Committee that a review is being conducted. This is the first step toward dismissal, therefore the committee, in cooperation with the student’s advisor, will meet to conduct a review that will include:

1. Evaluation of the student's rate of progress toward achieving a graduate degree;
2. Assessment of the student’s strengths and weaknesses in terms of possible successful completion of the program;
3. The determination of the student’s status in the program as satisfactory or unsatisfactory;
4. A letter from the student indicating his/her point of view or reason for not making adequate progress.

Following this review:
1. If progress is considered satisfactory, the student will be informed of this decision in a letter from the Graduate Studies Committee.
2. If progress is considered unsatisfactory, the student will be informed of this decision in a letter from the Graduate Studies Committee, and the advisor and student will develop a written plan of action to govern the student's continuation in the program. This written plan will be signed by the student, his or her advisor, and the Graduate Studies Chair.
Following two quarters of enrollment after the initial review, a second review of progress will be held by the Graduate Studies Committee and the student’s advisor.

1. If progress is considered satisfactory, the student will be informed of the satisfactory review in a letter from the Graduate Studies Committee.
2. If progress is considered unsatisfactory, the student will be referred to the Graduate School for dismissal from the program by the Graduate Studies Committee. The student will be informed of this decision in a letter from the Graduate Studies Committee.

**Expectations for Master’s and Doctoral Students**

Both Master’s and doctoral students should communicate with their advisors at least once each quarter, either in a meeting or via email or phone. All students are expected to be enrolled during Autumn, Winter and Spring quarters (Summer is optional). A student must obtain permission from the academic advisor, Division Chair, or Graduate Studies Committee Chair if he or she wishes not to enroll during a particular quarter. Students who do not register for two or more quarters without pre-approval of the faculty advisor may be subject to dismissal by the specialization. Students who do not register for two years or more need written recommendation for reactivation from the faculty advisor, the Division Chair, and the Graduate Studies Chair to reactivate. Approval is not automatic and will depend on a review of the student’s previous progress and performance in the program as well as faculty advisor availability.

**Expectations for Master’s Students**

MPH and MS degree programs typically take one and a half to two years of full-time study, three to four years for part-time study (but no longer than five years for MPH and MS students or six years for MHA students). MPH students should see the progress timeline in the Culminating Project Guidelines (http://cph.osu.edu/academics/handbooks/). Any exceptions must be approved by the faculty advisor. Doctoral programs typically take between three and six years of full-time study.

**Expectations for Doctoral Students**

A doctoral student may demonstrate progress toward degree completion in a number of ways, including:

1. Full-time enrollment every quarter prior to Candidacy;
2. Calling an Advisory Committee meeting following completion of between 45 and 60 hours of graduate credit to finalize the curriculum plan;
3. Showing progress with agreed upon curriculum plan; and
4. Completing Candidacy Examinations in accordance with the agreed upon plan.

A doctoral student may demonstrate lack of progress toward degree completion in a number of ways, including:

1. Excessive, repeated (i.e., a total of three in three successive quarters), or overdue incompletes (i.e., more than one year without completion);
2. Failure to maintain a minimum 3.0 Grade Point Average;
3. Failure to complete all degree requirements within the five-year time limit following completion of the Candidacy Examination;
4. Unsatisfactory completion of the Candidacy Examination;
5. Unsatisfactory dissertation progress for post-Candidacy students as evaluated by the advisor and committee members (e.g., failure to submit acceptable draft of dissertation within three years); or
6. Failure to enroll in the required three quarter hours after admission to candidacy.
Section 12

Graduate Associate Appointments

12.1 PURPOSE AND GENERAL INFORMATION [GSH IX.1]
Graduate Associate (GA) appointments represent a source of financial support and apprenticeship opportunity. They are awarded to students based on a combination of merit and suitability for the responsibilities of the appointment. Although the College tries to be responsive to student situations, financial need is not a primary criterion for these appointments. The College also employs students from time to time on an hourly basis. This sort of work is viewed differently, responding to needs that are temporary, irregular, or of limited scope, and without the responsibility of an associateship. These persons are not appointed as Graduate Associates, and Graduate Associates are not permitted to work on an hourly basis for the College.

12.2 TITLES
The available titles are Graduate Research Associate (GRA), Graduate Teaching Associate (GTA), and Graduate Administrative Associate (GAA). Students in the CPH may also be hired with such titles in other units (e.g., another academic department). Naturally, in such situations the Graduate Associate is subject to the rules of the employing unit.

The majority of Graduate Associates in the CPH are employed as Graduate Research Associates, usually to assist faculty members on large sponsored projects. The variety of responsibilities assigned is great, depending on the nature of the projects and the capabilities of the students.

12.3 SELECTION AND APPOINTMENT
In the College of Public Health, Graduate Associates fall into two basic categories: those funded by the CPH and those associated with specific research grants. Generally, we have only a small number (six to seven) of College-funded positions per year. Students admitted to the graduate program on a full-time basis are automatically considered for support to the extent of available College funds. Awards are on the basis of experience and academic performance as determined by the Divisions. Doctoral students are generally given priority over master's students.

The research-funded positions vary from year to year depending on the sponsored project activity of the faculty. Usually the majority of Graduate Associate appointments are in this GRA category. The individual faculty members supervising sponsored projects select Graduate Associates to meet their own project requirements. The Office of Academic Programs and Student Services is responsible for obtaining information on the other sources of financial support likely to be offered to students (e.g., scholarships, etc.) and providing the student's academic record, but does not make these hiring decisions. It is usually counterproductive to have competing offers for the same student to work on different projects, so some effort will be made to coordinate offers by the faculty supervisors.

Any student is free to express interest in GRA positions, and the faculty may also solicit applications. Some research projects require quite specific skills, and thus it is important for
students to understand that GRA appointments are not simply a response to financial need or a reward for generally good academic performance (though both can be among the relevant criteria).

The availability of GRA positions depends heavily on research funding. Although it is desirable to announce appointments for the following year in the early spring, it is frequently true that some appointments cannot be finalized until later.

12.4 TERMS OF APPOINTMENT [GSH IX.2]
Appointment terms in the CPH are usually as shown below. Deviations from this pattern may exist due to student situation, the funding source, or the nature of the project.

1. Appointments are usually for three quarters (Autumn, Winter, and Spring). Exceptions to this would arise either from relatively short projects or because the student will graduate. Summer appointments are not typical for master's students, many of whom will have practicum or administrative residency obligations.

2. Students may be appointed at either the 25% or 50% level. The usual appointment will be at 50%, unless one of three conditions is met: (1) the appointment is a GRA, and the scale of the project does not require or permit a larger appointment; (2) the student's schedule will not permit a 50% appointment without jeopardizing on-time graduation; or (3) the student requests a 25% appointment and the project responsibilities can be divided in a way that makes this possible.

3. A graduate student holding a 50% appointment is expected to work an average of 20 hours per week (beginning with the first day of class and ending with the last day of finals week). Each Graduate Associate and faculty supervisor should determine the expected work schedule at the beginning of each quarter, including whether the student is responsible for work during breaks between quarters.

4. The Graduate School stipulates that graduate associates may not be assigned to teach courses in which graduate students are enrolled and they may not be involved in any decision-making processes over other graduate students. Graduate Teaching Associates (GTA) assigned to graduate courses may assist in scoring homework and exams under the instructor’s supervision. The professor is responsible for assigning the final grade and responding to any questions or concerns about the grading. A description of the role of the GTA should be included in the syllabus.

5. Every GA appointment is communicated via a Graduate Associate Appointment Document that outlines the terms of the appointment.

6. Any GA who believes that the terms of his or her appointment are unfair or inappropriate (e.g., that more work is being required than is justified by a 25% appointment), or who has any other grievance arising out of the appointment, should first discuss this with the faculty supervisor. If resolution is not achieved, the student should bring the matter to the Graduate Studies Committee chair.
Should the matter still not be resolved satisfactorily, the student may appeal to the Dean or to the Council on Research and Graduate Studies [GSH IX.4].

7. Any student who holds a graduate appointment for three consecutive quarters is eligible for a Fourth Quarter Fee Authorization during the subsequent fourth quarter, without being on an appointment [GSH IX.5].

Additional information regarding the standard terms of appointment and the benefits available to GAs may be found in the Graduate School Handbook.

12.5 STIPEND AMOUNTS
As of Autumn Quarter 2011, the stipend amounts for persons paid from CPH funds are $1,430 per month for master’s students and $1,660 per month for PhD students, plus tuition and fee authorizations (assuming a 50% appointment; persons with a 25% appointment are paid half these stipend amounts and have half the tuition and fees covered). Stipends may increase with each new academic year. Persons funded by research grants must be paid at least this much, but their stipends are permitted to be higher if justified by the needs of the project. Graduate Associates must be registered for a least nine (9) quarter hours each quarter, except during the Summer Quarter when the minimum is seven (7). Doctoral students who have passed the Candidacy Examination may register for a minimum of three (3) quarter hours each quarter a 50% GA appointment is held, including Summer Quarter.
Section 13

General Information

13.1 CODE OF STUDENT CONDUCT
Students agree to abide by the policies established by the Code of Student Conduct when they enroll at The Ohio State University. It is the responsibility of each student to be familiar with the Code (http://studentaffairs.osu.edu/resource_csc.asp). Disciplinary action may result whenever a student fails to abide by the policies and rules as set forth by the Code.

13.2 EVALUATION OF COURSES
The evaluation by students of courses, instructors, and curricula in the College of Public Health is an essential process. Evaluation should be seen as a positive activity, directed toward improving the quality and effectiveness of instruction in the College.

The College requires that instructors seek evaluation for each course using the University Student Evaluation of Instruction (SEI) form. Students and instructors will be emailed notifications when SEI forms are available to be completed online. In addition, Carmen will be a portal for alerting students to complete their evaluations of instruction. The online SEI forms will be accessible through both Buckeye Link and Carmen.

The 10-item SEI document is the official university-wide instrument for course evaluation; however, students are always welcome to provide evaluative comments at other times and in other formats, concerning individual courses or other curriculum elements. The GSC chairperson and staff of the OAPSS will be happy to meet with students to discuss the range of evaluation opportunities that exist or to respond to special concerns.

13.3 BULLETIN BOARDS
A bulletin board is located in the hallway leading to the restrooms on each floor of Cunz Hall. This space is provided to disseminate Graduate School information, campus information, notices, and career opportunities.

13.4 BUCKID
All students must obtain a BuckID. This ID will allow students to enter areas that will be locked after 5:00 p.m. and on the weekends. Access will be for Cunz Hall outside doors and the computer lab. Environmental Health Sciences students needing access to the wet laboratory areas on the fourth floor will use their BuckIDs for access. Contact the Office of Academic Programs and Student Services with any questions.

13.5 COMPUTER LABORATORIES
The Computer Laboratories for the College of Public Health are located in 230 and 330 Cunz Hall. Access to the labs requires a BuckID to operate the lock. For anything related to the CPH computing resources, please email CPH Information Systems (IS) support staff at support@cph.osu.edu or stop by 360 Cunz Hall during normal business hours.
13.6 EMAIL
All students are automatically assigned a University email address. All students are required to activate their OSU email address and check regularly for messages sent to that address. **Students who wish to use an email address other than that assigned by the University are responsible for making appropriate arrangements to ensure that they do not fail to receive messages sent to the OSU email address.** Some individual courses have specific expectations with regard to using email, which will be explained by the instructor. The OAPSS staff can assist students in identifying public sites for computer access, including the computing labs in 230 and 330 Cunz Hall.

13.7 SMOKING
Smoking is prohibited in all University buildings and in outdoor locations around the medical center. The goal of the University and the College is to provide a smoke-free atmosphere for our students, faculty, and staff. The College of Public Health has a special commitment to this policy and urges all students to support this effort.

13.8 STUDENT FILES
Student files are maintained in the Office of Academic Programs and Student Services. They include all application materials and all educational records. In compliance with the provisions of the Family Educational Rights and Privacy Act of 1974 as Amended, students will be granted access to their files for the purpose of inspection and review upon written request to the Office of Academic Programs and Student Services. This access excludes: (a) confidential letters and statements of recommendation placed in educational records prior to January 1, 1975; and (b) confidential letters and statements of recommendation for admission, employment, or honorary recognition placed in educational records after January 1, 1975, for which a student has signed a waiver of his or her right of access accorded by the Act.

13.9 SUPPLIES AND COPYING
The supplies and copiers located in Cunz Hall are for office staff and faculty use only. The nearest copying services for students are those in the Main Library (1858 Neil Avenue). Students may use their BuckID cards to make copies.

13.10 MESSAGES
If urgent or emergency telephone messages need to be delivered to a CPH student, persons may contact the Office of Academic Programs and Student Services at (614) 292-8350 and the staff will attempt to be helpful. It is not possible for the staff to respond to routine requests to contact students; you should make your own arrangements for that purpose.

13.11 TUTORING
Peer tutoring may be provided for those in academic difficulty in a course by contacting the instructor, your advisor, or the Office of Academic Programs and Student Services for assistance.
13.12 EXIT SURVEY
Each graduating student is asked to complete an online Exit Survey. Although the individual responses are confidential, a general summary of the results is provided to all CPH faculty annually.
Appendix A

Graduate Studies Committee

**Graduate Studies Committee Members**
Members for 2011-2012 are listed below.

**Faculty**
Amy Ferketich, PhD, Chair (Epidemiology)
Michael Pennell, PhD (Biostatistics)
John “Mac” Crawford, PhD (Environmental Health Sciences)
Elizabeth Klein, PhD (Health Behavior and Health Promotion)
Sharon Schweikhart, PhD (Health Services Management and Policy)
Phillip Binkley, MD, MPH (Clinical Translational Science)
Armando Hoet, DVM, PhD (Veterinary Public Health)

**Students**
Nertilla Brakaj (MHA)
John Ejezie (PEP)
Kristen Mallory (MPH)
Chris Rea (PhD)

**Ex officio**
Michael Bisesi, PhD (Senior Associate Dean for Academic Affairs)
OAPSS administrative staff
Appendix B

Office of Academic Programs and Student Services

The Office of Academic Programs and Student Services (OAPSS) is located in 100 Cunz Hall, 1841 Neil Ave. OAPSS staff are responsible for processes and issues related to admissions, recruitment, orientation, student progress, graduation, practicum placements, career services, professional development, alumni affairs, and student data systems.

Assistant Dean for Student Affairs
Teri Roberts
614-292-9767
email: troberts@cph.osu.edu

Staff

Judy Dawson
Coordinator, Admissions and Recruitment
614-292-9220
email: jdawson@cph.osu.edu

Jennifer Laughbaum
Reception and Administrative Support
614-292-8350
email: jlaughbaum@cph.osu.edu

Jennifer Wells
Coordinator, Academic Advising and Graduation
614-247-0013
email: jwells@cph.osu.edu

Dawn Williams
Coordinator, Practice Education and Career Services
614-247-4380
email: dawilliams@cph.osu.edu
Appendix C

College of Public Health Competencies

The faculty of the College of Public Health has established competencies for all its degrees (MPH; MHA; MS; PhD) and programs (specializations). The competencies are based on information gathered from applicable professional organizations (i.e. Association of Schools of Public Health; Institute of Medicine), information from external advisory committees and employers, and, applicable governmental standards or professional guidelines and practices.

The learning objectives for the required core and specialization courses are aligned with these competencies. The assessment process for assuring that successful learners and graduates meet the desired competencies include objective and subjective quizzes and examinations, research papers, problem-sets, specialized practicum, culminating projects, student/graduate surveys, and employer surveys.

The competencies are listed below, organized by the degrees. For the MPH degree, the core competencies for all graduates are listed first, followed by those for the specializations.

MASTER OF PUBLIC HEALTH (MPH) DEGREE

Core competencies for all MPH degree students, regardless of specialization

**Biostatistics**

Upon graduation a successful student with an MPH degree should be able to:

1. Describe the roles biostatistics serves in the discipline of public health.
2. Distinguish among the different measurement scales and the implications for selection of statistical methods to be used based on these distinctions.
3. Apply descriptive and graphical techniques commonly used to summarize public health data.
4. Describe basic concepts of probability, random variation and commonly used statistical probability distributions.
5. Apply common statistical methods for inference and describe the assumptions required for each method.
6. Describe preferred methodological alternatives to commonly used statistical methods when assumptions are not met.
7. Apply descriptive and inferential methodologies according to the type of study design for answering a particular research question.
8. Interpret results of statistical analyses found in public health studies.
9. Develop written and oral presentations based on statistical analyses for both public health professionals and educated lay audiences.
10. Apply basic informatics techniques with vital statistics and public health records in the description of public health characteristics and in public health research and evaluation.
Environmental Health Sciences
Upon graduation a successful student with an MPH degree should be able to:
1. Discuss the significance of the environment to population health.
2. Define and distinguish various environmental agents (i.e., chemical, physical, and biological) and environmental classifications (i.e. natural, anthropogenic, social, and cultural) that influence public health.
3. Summarize the various environmental media and the chemical and physical factors that influence contaminant partitioning, fate, and transport within and between environmental media as relevant to human exposure.
4. Discuss pollutant chemical and physical factors as well as human physiologic factors that influence human exposure and the uptake of environmental contaminants.
5. Identify approaches for assessing and controlling environmental agents and strategies for reducing risks to human health.
6. Explain the fundamental process of risk assessment, its limitations, and application for public health protection.
7. Recognize individual (e.g., genetic, physiologic and psychosocial) and community (poverty, social, built, economic, race) susceptibility factors that influence population health.
8. Discuss environmental justice and its significance as a public health issue.
9. Explain the fundamental principles of metabolism, distribution, and elimination of environmental toxics.
10. Identify federal and state regulatory programs, guidelines and authorities relevant to environmental health.
11. Work within interdisciplinary groups to identify, evaluate, and communicate environmental health concerns.

Epidemiology
Upon graduation a successful student with an MPH degree should be able to:
1. Recognize the importance of epidemiology for informing scientific, ethical, economic and political discussion of health issues.
2. Describe a public health problem in terms of magnitude, person, time and place.
3. Utilize the basic terminology and definitions of epidemiology.
4. Identify key sources of data for epidemiologic purposes.
5. Calculate basic epidemiology measures such as odds ratio, relative risk, and standardized mortality ratio.
6. Evaluate the strengths and limitations of epidemiologic studies reported in the literature, including an assessment of the internal validity of the design and the appropriateness of the analysis.
7. Draw appropriate inferences from epidemiologic data.
8. Communicate epidemiologic information to lay and professional audiences.
9. Discuss basic ethical and legal principles pertaining to the collection, maintenance, use and dissemination of epidemiologic data.
10. Recognize the principles and limitations of public health screening programs.
**Health Behavior and Health Promotion (Social and Behavioral Sciences)**

Upon graduation a successful student with an MPH degree should be able to:

1. Describe the role of social, behavioral, and community factors in both the onset and solution of public health problems.
2. Identify basic theories, concepts and models from a range of social and behavioral disciplines that are used in public health research and practice.
3. Discuss ethical issues in public health program planning, implementation and evaluation.
4. Specify multiple targets and levels of intervention for social and behavioral science programs and/or policies.
5. Identify individual, organizational and community concerns, assets, resources and deficits for social and behavioral science interventions.
6. Defend the importance of evidence-based approaches in the development and evaluation of social and behavioral science interventions.
7. Recognize the value of planning, implementation and evaluation of public health programs, policies and interventions.
8. Identify critical stakeholders for the planning, implementation and evaluation of public health programs, policies and interventions.

**Health Services Management and Policy (Health Services Administration)**

Upon graduation a successful student with an MPH degree should be able to:

1. Identify the main components of and the principal issues surrounding the organization, financing and delivery of services in the U.S. health care system.
2. Describe the process for enacting policy and regulations relating health care across levels and branches of government.
3. Identify principles of ethical analysis as applied to issues in health services delivery.
4. Analyze the major strengths and weaknesses of the U.S. health care system.
5. Summarize ways of measuring and evaluating the quality and efficiency of health care delivery.
6. Explain how decisions are made by stakeholders in the health care system and how these decisions affect patients and communities.
7. Describe the major problems currently facing health care in America, especially regarding cost, the availability of health insurance, and access to care.
8. Characterize the major settings in which care takes place (e.g., inpatient, outpatient, home-care, long term care, etc.) and the distinctive issues faced in each setting.
9. Specify the major determinants of human health and disease, and explain the contribution of health care services relative to genetics, health behaviors, social factors, and other determinants of human health.
10. Explain how health services management and policy contributes to public health improvement.

**Integrative and Interdisciplinary Competencies**

Upon graduation a successful student with an MPH degree should be able to:

1. Demonstrate effective written and oral skills for communicating with different audiences in the context of professional public health activities.
2. Develop public health programs and strategies responsive to the diverse cultural values and traditions of the communities being served.
3. Apply the core functions of assessment, policy development, and assurance in the analysis of public health problems and their solutions.
4. Apply basic principles of ethical analysis to issues of public health practice and policy.
5. Work within multidisciplinary groups (e.g., nurses, physicians, physical and life scientists) to recognize and evaluate public health threats and develop strategies for intervention.
6. Apply and integrate statistical, behavioral, social, epidemiologic, and physical sciences to the analysis and solution of public health problems.

Additional competencies for fields of specialization in the MPH degree

**Biostatistics**
Upon graduation a successful MPH degree student with a specialization in biostatistics should be able to:
1. Critique scientific research articles and assess the appropriateness of statistical applications involved.
2. Conduct statistical procedures and data analysis methods appropriate for analyzing data obtained from health-related research studies.
3. Make statistical inferences and prepare reports to communicate them, with limited supervision.
4. Apply appropriate statistical techniques for analyzing public health-related data with specific characteristics, including:
   a. Continuous data
   b. Categorical data
   c. Time-to event data
   d. Repeated measurements data
   e. Clustered data
5. Provide statistical consultation to investigators working on public health related research.
6. Design survey questionnaires and analyze resulting survey data.
7. Use at least one major statistical data analysis package (STATA, SPSS, SAS, R, or Splus).

**Environmental Health Sciences**
Upon graduation a successful MPH degree student with a specialization in environmental health sciences should be able to:
1. Explain the significance of the community and workplace environment to public health.
2. Outline the health threat that natural and anthropogenic contaminants in the environment can pose to population health.
3. Compare the fate, transport, and human uptake of chemical and biological agents.
4. Explain the physiological factors that influence human exposure and the uptake of chemical and biological environmental agents.
5. Critique and conduct human risk assessments.
6. Identify and explain individual (e.g., genetic, physiologic and psychosocial) and community (social, built, economic, race) susceptibility factors that heighten the risk for populations for adverse health outcomes from environmental hazards.
7. Define, recognize, and explain environmental justice and its significance as a public health issue.
8. Use various risk management and risk communication approaches for environmental hazards.
9. Summarize the underlying mechanisms of toxicity resulting from exposure to environmental agents.
10. Describe federal and state regulatory programs, guidelines and authorities relevant to environmental and occupational health.
11. Access state, federal, and local resources for assessing environmental and occupational health.
12. Work with other public health disciplines (e.g., nurses, physicians, veterinarians, epidemiologists, biostatisticians) to address environmental and occupational health concerns.
13. Compare the principle components and influencing factors in the exposure continuum from source to disease.

Epidemiology
Upon graduation a successful MPH degree student with a specialization in epidemiology should be able to:

1. Design a survey to examine a public health problem or for use in an epidemiologic investigation.
2. Choose the correct analysis for data obtained from an epidemiologic investigation, including data from surveys, matched and unmatched case-control studies, cohort studies, and clinical trials.
3. Analyze and interpret data obtained from an epidemiologic investigation, including data from surveys, matched and unmatched case-control studies, cohort studies, and clinical trials.
4. Assess confounding and effect modification in data from an epidemiologic investigation.
5. Demonstrate familiarity with the basic content and issues in at least two substantive areas of application in epidemiology (e.g., cardiovascular epidemiology, cancer epidemiology, chronic disease epidemiology, infectious disease epidemiology, injury epidemiology).
6. Identify the natural histories of major types of disease and their relevance to epidemiologic investigations.
7. Use appropriate computer software for the management and analysis of epidemiologic data.

Health Behavior and Health Promotion
Upon graduation a successful MPH degree student with a specialization in health behavior and health promotion should be able to:

1. Explain the history, scope, and philosophical basis of public health education.
2. Critically assess the evidence linking behavioral and psychosocial factors to health and illness.
3. Apply behavioral and social science theory to the development and implementation of health promotion and disease prevention programs at multiple targets and different levels of intervention (intrapersonal, interpersonal, and community).
4. Critically assess the scientific literature describing health promotion interventions.
5. Assess and summarize the health-related needs and resources of a defined community.
6. Identify mechanisms to secure funding, manage and administer health promotion and disease prevention programs so as to ensure optimal program delivery.
7. Design and carry out process evaluation for the improvement of health promotion programs.
8. Collaboratively design and carry out outcome evaluations of health promotion programs.
9. Apply ethical principles to the planning and evaluation of social and behavioral change efforts.
10. Demonstrate cultural competency when planning health promotion and disease prevention activities.
11. Recognize the importance of health literacy in creating and/or evaluating health promotion and disease prevention materials.
12. Explain how health promotion efforts enable communities to influence their own well-being.
14. Advocate for social and behavioral science intervention and policies.

**Health Services Management and Policy**
Upon graduation a successful MPH degree student with a specialization in health services management and policy should be able to:
1. Summarize public policy processes related to health care, including the creation and implementation of policy and the political aspects of policy.
2. Describe the types of health care financing methods used by state and federal agencies and private organizations and their implications for health services access, quality and cost.
3. Describe the organization, governance, and management structure of typical public and private health care delivery systems in the U.S.
4. Apply techniques of budgeting and financial analysis related to health care delivery and public health programs.
5. Apply organizational theories and management principles appropriate for managing in health care delivery and public health settings.
6. Identify key principles involved in leading and sustaining organizational change.
7. Apply basic principles of ethical analysis to issues related to management and health policy in communities and organizational settings.
8. Use relevant economic principles to analyze the structure, management, and performance of organizations and the health system.
9. Communicate effectively with diverse constituencies, both within and external to health services organizations.

**Veterinary Public Health**
Upon graduation a successful MPH degree student with a specialization in veterinary public health should be able to:
1. Describe zoonotic and foodborne infectious diseases, especially those that are reportable, bioterrorism threats, or have a major impact on public health.
2. Design epidemiological and field studies to assess prevalence and distribution of zoonotic and foodborne diseases, as well as surveillance and monitoring methods.
3. Coordinate data collection and epidemiological database management, including quality control of data.
4. Tabulate and analyze epidemiological data using standard statistical methods.
5. Evaluate disease prevention, control and/or eradication programs, including pre- and post-harvest intervention programs.
6. Provide technical advice and guidance in surveillance methods, study design, and data collection.
7. Plan, initiate and conduct case and outbreak investigations of zoonotic and foodborne diseases.
8. Determine the appropriate human, animal, arthropod, food product, and/or environmental specimens for lab analysis, as well as the proper tests and the right delivery procedures.
9. Review technical and confidential case reports, scientific publications and different sources of information for accuracy and correctness.
10. Prepare summaries, reports, and presentations for different target audiences.
11. Prepare literature reviews in specific topics.
12. Exhibit teamwork and networking skills in relating with different human resources having different backgrounds, professions and educational levels.

**Clinical Translational Science**

Upon graduation a successful MPH degree student with a specialization in Clinical Translational Science should be able to:

1. Design a Clinical Translational Science relevant to the student’s field of clinical specialty, including the definition of study aims and objectives and the creation of an appropriate study design.
2. Identify and employ data collection strategies and instruments appropriate to the student’s field of clinical specialty.
3. Select appropriate methods for the analysis of clinical research data.
4. Collaboratively prepare a grant application to seek funding for a Clinical Translational Science project.
5. Use decision analysis and relevant evaluation methods to examine issues of appropriate implementation of treatments or technologies.
6. Recognize ethical issues that are likely to arise in Clinical Translational Sciences and the procedures for handling them appropriately.
7. Apply ethical principles to the conduct of Clinical Translational Sciences, with special emphasis on protection of research subjects.
8. Prepare a manuscript suitable for publication and/or for reporting to a sponsor on the conduct and results of a Clinical Translational Science.

**Program for Experienced Professionals**

Upon graduation a successful MPH degree student in the Program for Experienced Professionals should be able to:

1. Discuss key themes and events in the history and development of public health.
2. Apply basic management concepts to plan, organize, lead, and motivate workers in a public health setting.
3. Demonstrate team-building, negotiation, and conflict management skills.
4. Design and implement process and outcome evaluations of public health interventions.
5. Manage human and financial resources efficiently and effectively to accomplish goals and objectives.
6. Develop and present a budget for a public health program.
7. Participate effectively in the public and organizational policy process, including the creation and implementation of policy and the political aspects of policy.
8. Communicate effectively with a variety of constituencies, internal and external to the organization or agency, and serve as an advocate for public health.
9. Collaborate with diverse partners to accomplish organizational and community goals.
10. Conduct simple analyses with an appropriate statistical data analysis package.
11. Maintain values that are appropriate and relevant to the profession and to the communities and settings in which they work.

MASTER OF HEALTH ADMINISTRATION (MHA) DEGREE

Upon graduation a successful student with an MHA degree should be able to:
1. Explain financial and accounting information, prepare and manage budgets, and evaluate investment decisions.
2. Use statistical and financial methods and metrics to set goals and measure organizational performance.
3. Develop a schedule, budget and goals for a project and to manage project resources to meet goals.
4. Recognize opportunities to improve health services organizations through application of organizational theories and organization development principles.
5. Apply organizational behavior theories to health services organizations.
6. Explain how organizational and environmental factors influence the structural design of health care organizations, including the distribution of authority and relationships among organizational subunits.
7. Use systems-thinking and analytic methods to assess operations performance and improve organization processes.
8. Explain how principles and practices of human resource management are used to develop a diverse and high performing work force.
9. Discuss the value, opportunity, and risks of information technology in health service organizations and the broader health system.
10. Utilize market techniques to position the organization favorably within its environment.
11. Work cooperatively with others, to be part of a team, and to work together, as opposed to working separately or competitively.
12. Formulate strategic goals and objectives with appropriate consideration of the business, cultural, political and regulatory environment and to develop programs and business plans in response to these goals.
13. Apply principles of quality improvement in the context of clinical performance.
14. Apply basic principles of ethical analysis to issues relevant to the profession and to the communities and settings in which they work.
15. Communicate (speak and write) in a clear, logical, and grammatical manner, prepare cogent business presentations, and facilitate a group.
16. Use information on health status and its determinants to manage health risks and behaviors in defined, diverse populations.
17. Describe the public policy process related to health care, including the creation and implementation of policy and the political aspects of policy.
18. Recognize legal issues that may arise in health care delivery and business settings and respond appropriately.
19. Explain the role and function of governing boards and methods for establishing effective board relationships with executive management.
20. Communicate clearly and persuasively one’s own position to various audiences, in part by understanding their needs and interests and identifying points of consensus and conflict.
21. Explain how leaders communicate a transformational vision and effectively lead and sustain change.
22. Discuss individual and professional goals and values, avenues for ongoing education, and the value of cultivating professional networks.
23. Identify the roles of clinical professionals and how diverse health care professionals collaborate to deliver patient care and meet organizational goals.
24. Interpret and apply statistical methods for organization decision making.
25. Apply relevant economic principles to analyze the structure, management, and performance of organizations and the health system.
26. Use multiple methods and sources to seek comprehensive information for decision support.

MASTER OF SCIENCE (MS) DEGREE

The Master of Science degree is currently offered in biostatistics, environmental health sciences, and epidemiology. Students in the MS degree program are expected to meet the competencies required for the MPH degree in their area of specialization, but not necessarily those oriented primarily to professional practice. In addition, given the academic nature of the MS degree, upon graduation successful students are also expected to be able to:

1. Read the scientific literature in the student’s field and critique the methods and results.
2. Conduct literature reviews to evaluate the state of the science regarding specific topics.
3. With input from the student’s advisor, identify an unanswered research question, formulate a hypothesis, and design a research study.
4. Write a research proposal.
5. Conduct a research study.
6. Evaluate research data and prepare a report summarizing the data, interpreting the statistical results, and presenting the findings, limitations and conclusions.
7. Present and explain the study’s purpose, methods, results and conclusions to an informed audience.

DOCTOR OF PHILOSOPHY (PhD) DEGREE

The Doctor of Philosophy degree is currently offered in biostatistics, environmental health sciences, epidemiology, health behavior and health promotion, and health services management and policy. Students in the PhD degree program are expected to meet the competencies required for the MPH degree in their area of specialization and at an advanced level, but not necessarily those oriented primarily to professional practice. In addition, given the advanced academic nature of the PhD degree, successful students are also expected to be able to:

1. Conduct thorough literature reviews to summarize and evaluate the state of the science regarding new topics in the student’s general area or specialization.
2. Identify gaps in that literature and formulate research questions designed to address those gaps.
3. Formulate hypotheses and design a research study using the appropriate research methods and approaches.
4. Prepare a research proposal to address the research question, with particular attention to study design; subject selection; measurement of variables; methods for sample size determination, data collection, data management and data analysis; and interpretation of results.
5. Apply relevant theories and conceptual models to inform and ground research and data analysis.
6. Conduct a research study.
7. Analyze research data and prepare a publishable manuscript summarizing the results and interpreting the findings.
8. Communicate orally and in writing a research study's purpose, methods, results and conclusions to an informed audience.
Appendix D

Recommended Electives for the MPH Degree

Students are expected to use their electives in a thoughtful way to strengthen their programs, and are encouraged to consult with their advisors for this purpose. In addition to those offered in the CPH there are many appropriate electives elsewhere in the university. The courses listed below were selected by the faculty as particularly appropriate for the MPH in the field designated. Naturally, you need to remember that changes in instructor or syllabus may make the course different than our experience. **Please note the following points:**

1. Any graduate course in the university is a potential elective, subject to two conditions: (a) your ability to meet the course prerequisites, and (b) if not in this pre-approved list, the course must have your advisor’s approval that it contributes to your program.

2. Some courses that appear to have relevant titles are in fact not appropriate, which is why they are not listed. Generally this is because the course is at a lower level than similar offerings in the CPH.

3. Courses numbered below 800 may have mixed graduate and undergraduate enrollment. As a general rule, the lower the class number, the larger the class size is likely to be (e.g., 500s are likely to be bigger than 700s, etc.). If these courses or sections of these courses are listed in the Master Schedule for **undergraduate credit only**, then they cannot count toward the MPH. The restriction usually means that the instructor will be a teaching assistant rather than a regular faculty member, and thus graduate enrollment is not permitted.

4. You are responsible for checking whether there are any prerequisites for a course, and obtaining any necessary permission to enroll. It sometimes happens that the registration system will not permit you to enroll in a course for which you have in fact met the prerequisite. This is usually because the prerequisite was taken somewhere other than Ohio State, and you will need to provide evidence to the department offering the course to obtain permission to enroll.

Some divisions in the CPH offer an elective course each year in a format that is more accessible to PEP students. These courses will meet no more than once a week, during the late afternoon or evening, or on a weekend. Also, a separate listing of electives from other universities already approved for PEP students is available online at [http://cph.osu.edu/docs/pdf/academics/ PEP_electives_09.pdf](http://cph.osu.edu/docs/pdf/academics/ PEP_electives_09.pdf).

We would be happy to have additional appropriate courses brought to our attention for inclusion in this list, as well as any needed corrections of the existing list.

*Please note: Departments may change the quarters in which courses are offered from time to time, so it is necessary to verify the actual offerings each quarter by checking the online Master Schedule of Classes.*
RECOMMENDED ELECTIVES FOR THE MPH IN BIOSTATISTICS
BIOSTAT 615  Design and Analysis of Clinical Trials
MATH 568  Introductory Linear Algebra I
PSYCH 820  Fundamentals of Factor Analysis
PSYCH 830  Covariance Structure Models
PUBHEPI 712  Epidemiology II
PUBHBIO 605  Applied Survival Analysis
PUBHBIO 606  Applied Logistic Regression
PUBHBIO 624  Applied Longitudinal Data Analysis
PUBHBIO 651  Survey Sampling Methods
STAT 635  Statistical Analysis of Time Series
STAT 661  Applied Nonparametric Statistics
STAT 665  Discrete Data Analysis

RECOMMENDED ELECTIVES FOR THE MPH IN ENVIRONMENTAL HEALTH SCIENCES
PUBHEHS 730  Global Health and Environmental Microbiology
PUBHEHS 632  Climate Change
PUBHEHS 733  Toxicology of Chemical Agents
PUBHEHS 735  Introduction to Water and Human Health Risk
PUBHEHS 736  Environmental Law and Policy for Public Health
PUBHEHS 835  Molecular Techniques for Environmental Health Science
PUBHEHS 836  Advanced Food Microbiology II
PUBHEPI 816  Cancer Epidemiology
CRP 712  Theory of City and Regional Planning
CPR 816  Seminar in Urban Planning and Housing
ENR 531  Environmental and Natural Resources Economics
ENR 618  Ecological Engineering and Science
ENR 752  Environmental Science and Law
ENR 815  Advanced Environment, Risk and Decision Making
ENTOMOL 762  Environmental Toxicology and Chemistry
MICRBIOL 509  Basic and Practical Microbiology
MICRBIOL 522.xx  Immunobiology Lecture, Lab
MICRBIOL 701  Cellular and Molecular Immunology
PATH 640  Fundamentals of Oncology
VETPREV 721  Epidemiology of Zoonotic Diseases
VETPREV 722  Food-Borne Illnesses, Food Animal Production Systems, and Food Safety
VETPREV 723  Biosecurity, Environmental Health, and other Veterinary Public Health Topics

RECOMMENDED ELECTIVES FOR THE MPH IN EPIDEMIOLOGY
Any graduate-level course in Public Health may be taken as an elective; however, the Division recommends the following courses:
EDUPL 800  Qualitative Research in Education
EDUPL 809  Experimental Design in Education II
PUBHBIO 605  Applied Survival Analysis
PUBHBIO 606  Applied Logistic Regression
PUBHBIO 624  Applied Longitudinal Data
PUBHBIO 651  Survey Sampling Methods

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RECOMMENDED ELECTIVES FOR THE MPH IN HEALTH BEHAVIOR AND HEALTH PROMOTION

Any graduate-level course in Public Health
COM 870 Media, Campaigns, and Health
EDU PAES 605 Health Counseling
EDU PAES 612 Alcohol and Drug Education
HDFS 667 Administration of Agencies Serving Children and Families
HDFS 840.01 Adolescents and their Families
HDFS 840.03 Adolescence: Individuation Process in the Context of the Family
HDFS 850 Measurement and Assessment in the Study of Children and Families
SOC WORK 695.09 Integrative Seminar: Addictions
SOC WORK 695.14 Integrative Seminar: Aging
SOC WORK 695.17 AIDS: Facts and Issues
SOC WORK 695.18 AIDS: Psychosocial Aspects
SOC WORK 695.19 AIDS: Community Response
SOCIOL 629 Sociology of Health: Mental and Physical Dimensions
SOCIOL 630 Medical Sociology

RECOMMENDED ELECTIVES FOR THE MPH IN HEALTH SERVICES MANAGEMENT AND POLICY

PUBHHMP 811 Legal Environment of Health Care
PUBHHMP 817 Leadership in Health Care
PUBHHMP 821 Health Services Finance II
PUBHHMP 824 Economic Evaluation of Health Care Programs and Services
PUBHHMP 870.01 Health Care Outcomes Evaluation
PUBHHMP 870.03 Data Analysis
PUBHHMP 870.05 Human Resources
PUBHHMP 870.06 Marketing
PUBHHMP 871 Health Services Research
PUBHHMP 880 Operations Management for Health Service Organizations
PUBHHMP 881 Topics in Health Services Operations Management
PUBHHMP 882 Information Systems for Health Services Organizations
PUBHHBP 821  Community Health Assessment
PUBHHBP 824  Program Evaluation
PUBAFRS 834  Public Budgeting

Note: The electives listed above for the MPH in Health Services Administration are only those offered by HSMP. MPH students are also free to select from the many additional courses recommended for the MHA, listed in Appendix E.

RECOMMENDED ELECTIVES FOR THE MPH IN VETERINARY PUBLIC HEALTH
The recommended electives for students in veterinary public health depend upon their final career goals:

Students interested in food industry or food safety should explore the following options:
FDSC&TE 630  Principles of Food Processing
FDSC&TE 636.01  Food Microbiology Lecture
FDSC&TE 636.02  Food Microbiology Lab
FDSC&TE 640  Food Regulations

Students interested in pre-veterinary classes should explore the following options:
FDSC&TE 636.01  Food Microbiology Lecture
FDSC&TE 636.02  Food Microbiology Lab
MICRBIOL 522.01  Immunobiology Lecture
MICRBIOL 522.02  Immunobiology Lab
MICRBIOL 649  Introductory Virology
VETPREV 700  Molecular Epidemiology of Infectious Diseases

Students interested in becoming veterinary public health officials should explore the following options:
PUBAFRS 730  Public Finance
PUBAFRS 810  Managing Public Organizations
PUBAFRS 811  Leadership and Human Resources in Public Organizations
PUBHHBP 824  Program Evaluation in Public Health

Students interested in veterinary public health outreach education should explore the following options:
AEE 622  Continuing Education in Agricultural and Extension Education
AEE 823  Program Planning in Agricultural and Extension Education
Appendix E

Recommended Electives for the MHA Degree

Students are expected to use their electives in a thoughtful way to strengthen their programs, and are encouraged to consult with their advisors for this purpose. In addition to those offered in HSMP there are many appropriate electives elsewhere in the university. The courses listed below are among those previously approved by the faculty. Naturally, you need to remember that changes in instructor or syllabus may make the course different than our experience. **Please note the following points:**

1. Any graduate course in the university is a potential elective, subject to two conditions: (a) your ability to meet the course prerequisites, and (b) if not in this pre-approved list, the course must have the MHA degree program director's approval that it contributes to your program.

2. Some courses that appear to have relevant titles are in fact not appropriate, which is why they are not listed (e.g., Allied Med 630, Management of Hospital Departments, is a lower-level version of material already in our curriculum and is not permitted).

3. Courses numbered below 800 may have mixed graduate and undergraduate enrollment. As a general rule, the lower the class number, the larger the class size is likely to be (e.g., 500s are likely to be bigger than 700s, etc.). If these courses or sections of these courses are listed in the Master Schedule for **undergraduate credit only**, then they cannot count toward the MHA. The restriction usually means that the instructor will be a teaching assistant rather than a regular faculty member, and thus graduate enrollment is not permitted.

4. **You** are responsible for checking whether there are any prerequisites for a course, and obtaining any necessary permission to enroll. It sometimes happens that the registration system will not permit you to enroll in a course for which you have, in fact, met the prerequisite. This is usually because the prerequisite was taken somewhere other than Ohio State, and you will need to provide evidence to the department offering the course to obtain permission to enroll.

We would be happy to have additional appropriate courses brought to our attention for inclusion in this list, as well as any needed corrections of the existing list.

**Please note:** Departments may change the quarters in which courses are offered from time to time, so it is necessary to verify the actual offerings each quarter by checking the online Master Schedule of Classes.
Recommended Electives for the MHA Degree

**ACCTMIS** (Accounting and Management Information Systems)
521 Financial Accounting I  
525 Cost Accounting  
823 Managerial Accounting for Decision-Making  
827 Information, Incentives, and Control System Design  
834 Corporate Information Systems Management  
837 Management of Corporate Data Resources  
838 Emerging Technologies and Electronic Commerce  
852 Governmental and Non-Profit Accounting

**AEE** (Agricultural and Extension Education)
885 Research Methods  
886 Research Design  
887 Analysis and Interpretation of Data

**ALLIMED** (Allied Medical Professions)
601 Death, Loss and Grief from Multiple Perspectives  
663 Introduction to the Long Term Care Continuum  
665 Understanding the Aging Process  
700.01 Interprofessional Care  
700.03 Ethical Issues  
700.04 Interprofessional Seminar in Clinical Practice (Other decimal subdivisions of 700 may be appropriate; if interested, check with your advisor)  
710 Health Literacy  
717.02 Interdisciplinary Perspectives on Autism Spectrum Disorders  
720 Aging and Design  
790 Introduction to Gerontology  
791 Case Studies in Clinical Gerontology

**BUSFIN** (Business Administration: Finance)
640 Insurance and Risk  
721 Corporate Finance  
722 Investment Management  
723 Special Topics Investment Management  
725 International Finance  
741 Life and Health Risk Management  
749 Property and Liability Risk Management  
772 Real Estate Finance  
811 Financial Management II  
821 Advanced Corporate Finance  
822 Securities Markets and Investments  
829 Risk Management  
845 Private Equity  
849 Financial Spreadsheet Modeling in Excel

**BUSM&L** (Business Administration: Marketing and Logistics)
650 Marketing  
750 Consumer Behavior  
751 Managerial Marketing  
755 Promotional Strategy

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Recommended Electives for the MHA Degree

731   Quality Management
733   Information Systems in Operations Management
801.01  Business Data Modeling I
810   Six Sigma Principles
811   Six Sigma Projects
830   Service/Quality Management
832   Matching Supply with Demand
834   Strategic Design of Operations/Logistics Systems
840.xx  Lean Enterprise Leadership
894.xx Group Studies

BUSMGT (Business Administration: Management Sciences)

731   Quality Management
733   Information Systems in Operations Management
801.01  Business Data Modeling I
810   Six Sigma Principles
811   Six Sigma Projects
830   Service/Quality Management
832   Matching Supply with Demand
834   Strategic Design of Operations/Logistics Systems
840.xx  Lean Enterprise Leadership
894.xx Group Studies

BUSMHR (Business Administration: Management and Human Resources)

802   Managerial Negotiations
804   Producing Change in Organizations
806   Management & Individual Behavior
807   Organization Development and Change for Human Resources
808   Mergers, Acquisitions and Corporate Development
809   Leading and Managing Change in Organizations
828   Developing High Performance Teams
835   Enhancing Professional Interchange
842   Advanced Topics in Leadership: Building your Leadership Legacy
846   Talent Management
847   Advanced Topics in Leadership Effectiveness: Strategy Implementation and Execution
851   Conceptual and Historical Foundations of Labor and Human Resource I
852   Conceptual and Historical Foundation of Labor and Human Resource II
854   Seminar in Human Resource Policy
855   Employee Training and Development
856   Staffing the Organization
858   International Human Resources
859   Business Ethics
860   Management of Human Resources
861   Human Resources Negotiations
862   Seminar in Human Resource Management
863   Business Practices and the Human Resource Manager
864   Labor Dispute Settlement
865   Compensation Theory and Practice
867   Statistical Analysis for Labor and Human Resources Management II
868   Contemporary Employment Practices and the Law
893   Individual Studies in Human Resources
COMM (Communication)
531  Communication and Conflict Management
628  Contemporary Persuasion Theory
631  Communication in Decision Making
632  Risk Communication
636.02  Health Communication in Mass-Mediated Contexts

ECON (Economics)
530  Government Finance in the American Economy
532  Public Expenditure & Cost Benefit Analysis
570  Government and Business
580  Labor Economics & Industrial Relations
730  Public Finance [cross-listed in PUBAFRS]

EDUPAES (Education)
700.03  Seminar on Ethical Issues Common to Helping Professions
726  Changing Physical Activity Behavior
953  Current Research in Sport & Exercise Management

ENR (Environment and Natural Resources)
815  Advanced Environment, Risk and Decision Making

HIMS (Health Information Management and Systems)
650  Healthcare Information Systems
654  Health Information Systems I: Planning and Analysis
695  Seminar in HIMS

HISTORY (History)
562  History of American Medicine
507  History of Medieval Christianity
791  Topics in History

HDFS (Human Development and Family Science)
670.01  Adult Development & Aging
670.04  Formal and Informal Support Systems of Older Adults

MICROBIOL (Microbiology)
H610  Bioinformatics and Molecular Microbiology

NURSING (Nursing)
700.01  Interprofessional Education

PHARMACY (Pharmacy)
824  Economic Evaluation of Health Care Programs and Services
825  Drug Distribution and Public Policy
827  Pharmaceutical and Health Care Outcomes Evaluation

POLITSC (Political Science)
614  Urban Politics
678  Political Decision-Making and Public Policy
679  Policy Analysis

Rev 10/2011
Recommended Electives for the MHA Degree

715   Judicial Politics: Process & Policy Making
780   The Field of Political Economy

**PSYCH** (Psychology)
522   Organizational Psychology
530   Psychology of Personality
543   Psychology of Women
545   Cross-Cultural Psychology
831   Seminars in Psychological Statistics

*Note: Courses listed below in public health are only those that are particularly recommended. With advisor approval, MHA students may choose any others for which they meet the prerequisites.*

**PUBHEHS** (Public Health: Environmental Health Sciences)
830   Principles of Occupational Health
832   Principles of Exposure Assessment

**PUBHEPI** (Public Health: Epidemiology)
705   Health Survey Methods
711   Epidemiology I
712   Epidemiology II
713   Epidemiology in Environmental Health
815   Infectious Disease Epidemiology

**PUBHHBP** (Public Health: Health Behavior and Health Promotion)
820   Foundations of Health Behavior & Health Promotion
821   Community Health Assessment
824   Program Evaluation in Public Health
827   Program Planning and Implementation
850   Seminar in HBHP: Public Health in Action

**PUBAFRS** (Public Affairs)
730   Public Finance
801   Public Policy Formulation and Implementation
802   Legal Environment of Public Organizations
804   Public and Non-Profit Program Evaluation
810   Managing Public Organizations
811   Leadership and Human Resources in Public Organizations
812   Strategy for Public Organizations
820   Data Analysis for Public Policy and Management
821   Public Management Information Systems
830   Economics of Public and Non-Profit Management
834   Public Budgeting
852   Governmental and Non-Profit Accounting

Note: The 880 series of courses has variable topics. The list below includes topics already approved for HSMP students. Students should verify with the MHA degree program director that any other topics not listed are acceptable.

Performance Management in the Public Sector
Recommended Electives for the MHA Degree

- Project Management in the Public Sector
- Alternative Dispute Resolution
- Ethics in Government
- Commonsense Management for Managers
- Privatization of Public Services
- Management Information Systems’ Administration
- Public Policy and Management

**SOCWORK** (Social Work)

- **717.01** Family Systems: An Interdisciplinary Approach to Families of Handicapped Children
- **750.02** Social Welfare Policies and Programs: Aging
- **750.04** Social Welfare Policies and Programs: Mental Health
- **751.02** Aging
- **790** Introduction to Gerontology (cross-listed in Allied Medicine)

**SOCIOL** (Sociology)

- **608** Gender, Race & Class in Mass Communication
- **629** Sociology of Health: Mental and Physical Dimensions
- **630** Medical Sociology
- **754** Demographic Analysis
- **755** The Social Context of Human Fertility

**SPCHHRNG** (Speech & Hearing)

- **693** Individual Studies

**WOMSTD**

- **524** Women and Work
Appendix F

Avoiding Plagiarism

Based on the experience of the faculty, some graduate students are insufficiently aware of the boundaries of plagiarism. In the interest of preventing an unfortunate problem, this section of the handbook attempts to clarify what plagiarism is and how it may be avoided. The following is an excerpt from Diana Hacker's *Rules for Writers.*¹ Certain passages have been italicized for emphasis (not in the original), and her examples have been replaced by some drawn from the health administration literature.

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Plagiarism, whether it occurs deliberately or unintentionally, is considered cheating. *Half-copying a source is never acceptable—even if you name the source in the paper—because half-copying does not make clear exactly which language is from the source and which is your own.* . . .

Unintended plagiarism ruins a writer's reputation just as much as outright cheating. . . . Universities have been known to withdraw graduate degrees from students who have plagiarized. . . .

You must document anything specific that you have read and used in your paper: direct quotes; paraphrases of sentences; summaries of paragraphs or chapters; tables, graphs, and diagrams that you copy or construct yourself from specific information. The only exception is common knowledge or general information that appears in most sources because it is indeed commonly or generally known. . . . If you are new to a topic and not sure about what is considered common knowledge, ask someone with expertise. When in doubt, cite the source.

Two different acts are considered plagiarism: (1) to borrow someone's ideas, information, or style without citing the source, and (2) to cite the source but borrow choice words and sentence structure without using quotation marks to indicate the borrowing. *It isn't enough to name the source; you must quote the source exactly in quotation marks or you must paraphrase its meaning completely in your own words.*

When you paraphrase, you still need to name the source. You can mix your source's especially apt phrases with your own words only if you put quotation marks around the source's phrases—a practice that makes your sentences legal but rather odd-looking unless you use transitional signals very

You document sources to acknowledge the sources’ information, not to give yourself the chance to steal their wording. The following is an example of plagiarizing an author’s wording, even though the source is cited.

[Note: health management examples in boxed text have been used to replace those in the Hacker book.]

**ORIGINAL VERSION**

The tendency in the risk-averse hospital environment is to test the waters by making small investments. Often the result is that the new venture is undercapitalized and does not stand a chance of contributing materially to the enterprise.

**UNACCEPTABLE BORROWING OF WORDS, ALTHOUGH SOURCE IS CITED**

Fox says that the tendency in the hospital environment is to test the waters by making small investments, which means that the new venture is undercapitalized and does not stand a chance of contributing to the enterprise (Fox, p. 55).

. . . . It is also considered plagiarizing to borrow the source’s sentence structure but to substitute your own synonyms, even though the source is cited, as illustrated below.

**UNACCEPTABLE BORROWING OF STRUCTURE, ALTHOUGH SOURCE IS CITED**

Testing the market with small investments often results in the new venture being undercapitalized and therefore it does not have a fair shot at contributing to the core business (Fox, p. 55).

If your transitional signal and documentation make it very clear that you are presenting something you have read, you may use without quotation marks the necessary general words but not the author’s particularly striking phrases.

. . . . It is dangerously easy for your memory to restore unconsciously the source’s original wording to your paraphrased rough draft when you polish it later. Your only precaution is to double-check potential unconscious plagiarizing by comparing your draft with your note cards—or better yet, with the original—before typing the finished version of your paper.

---

In summary, to avoid plagiarism

1. identify the source precisely, and
2. either paraphrase the source in your own words or copy the author's words exactly, using quotation marks.

Using Ms. Hacker's summary rules, here are two ways to use the work that would be acceptable:

**AUTHOR'S WORDS IN QUOTATION MARKS**

Fox says that "the tendency in the risk-averse hospital environment is to test the waters by making small investments. . .". She argues further that because of this tendency it is frequently true "that the new venture is undercapitalized and does not stand a chance of contributing materially to the enterprise" (Fox, p.55).

Obviously, if one does this throughout a paper, the constant repetition of quotation marks is likely to become tedious and the reader will begin to wonder if you are able to write any words of your own.

**PARAPHRASE IN YOUR OWN WORDS**

Among the barriers to vertical integration, Wende Fox identifies the risk aversion of hospitals. She argues that hospitals frightened by the possibility of loss may be overly cautious in committing investment funds. This can mean that a potentially successful project will fail due to lack of resources (Fox, p. 55).

Our ability to demonstrate the paraphrasing approach is limited by the need to be brief. Clearly, the goal is to use the work of others creatively to supplement and reinforce your own, but not to replace your own.

To Ms. Hacker's advice one more point may be added: the risk of plagiarism may be significantly reduced by doing more of your own thinking. Writing frequently requires using the work of others appropriately, but good writing is not produced by simply stringing together the words and ideas of others.
Appendix G

Divisional PhD Examination Requirements

As noted in Section 8 of this handbook, each division may create specific curriculum and examination requirements for PhD students specializing in that area, within the framework established by the College and the overall Graduate School policies. Divisional Guidelines:

- Biostatistics
  - Qualifying Examination
  - Candidacy Examination

- Environmental Health Sciences
  - Qualifying Examination
  - Candidacy Examination

- Epidemiology
  - Qualifying Examination
  - Candidacy Examination

- Health Behavior and Health Promotion
  - Candidacy Examination

- Health Services Management and Policy
  - Qualifying Examination
  - Candidacy Examination
SECOND QUALIFYING EXAMINATION FOR THE PHD IN BIOSTATISTICS:
PUBLIC HEALTH SPECIALIZATION

The Public Health specialization of the PhD in Biostatistics at The Ohio State University has a Second Qualifying Exam in addition to the First Qualifying Exam taken by students in both the Public Health and Methodology specializations. For more information on the First Qualifying Exam please see the Department of Statistics Website:

http://www.stat.osu.edu/dept/descriptions-programs/phd-statistics

Purpose

The Second Qualifying Examination is a diagnostic tool intended to: (1) indicate to the Biostatistics Graduate Faculty whether the student is ready to engage in doctoral research, and (2) give feedback on the student’s command of the skills required to engage in doctoral research.

Timing

The Second Qualifying Examination is taken after passing the First Qualifying Exam and after completion of the required coursework; typically following the second year of coursework. The exam is generally offered once a year, prior to or early in Fall Quarter.

Content and Structure

The Second Qualifying Examination consists of two parts to be taken on consecutive days. The first part consists of a four hour closed-book exam testing basic principles in Biostatistics. The second part is eight hour open-book exam broken up into two four hour sessions with an hour break for lunch. Part two will require students to analyze two real data sets and to generate two short reports summarizing their methods and findings.

The exam will cover material from the required courses for the Public Health specialization including

- Epidemiologic principles (odds ratio, relative risk, case-control and cohort studies, confounding, effect modification)
- Multiple linear regression
- Logistic regression (binary and multinomial responses, conditional logistic regression)
- Survival analysis (Nelson-Aalen and Kaplan Meier Estimators, log rank tests, Cox regression, parametric survival models, partial likelihood)
- Analysis of Repeated Measures Data
- Nonparametric methods (Wilcoxon test, Kruskal Wallis Test, Friedman ANOVA)
- ANOVA models and multiple comparison methods
- Analysis of contingency tables
- Maximum likelihood theory
- Wald, likelihood ratio, and score tests
• Large sample theory (central limit theorem, the delta method, Slutsky’s theorem)

**Recommended Reference Books**


Davis (2002), *Statistical Methods for the Analysis of Repeated Measurements*; Chapter: 5

Vittinghoff et al. (2005), *Regression Methods in Biostatistics*, Chapters: 4-7, 8.1


**Study Assistance**

Sample questions will be made available to students prior to the exam.

**Report of Outcome**

A student who fails the Second Qualifying Examination on the first attempt is allowed to take it one more time, unless they had previously failed the Second Qualifying Exam administered by the Methodology specialization. A student who fails two Second Qualifying Exams (either two in the same specialization or one in each specialization) may not continue in the program. Exam Committee decisions regarding the pass/fail status of the student are final.
CANDIDACY EXAMINATION FOR THE PHD IN BIOSTATISTICS:  
PUBLIC HEALTH SPECIALIZATION

Guidelines

In all respects not specified below, the Candidacy Examination will follow the guidelines described in Section 8.4 of this handbook. All Candidacy Examinations are subject to the general policies and procedures established by the Graduate School regarding the scheduling, conduct, result of the examination, and composition of the examination committee. The Graduate School must be notified at least two weeks in advance of the oral exam’s proposed time and place by the submission of a Notification of Doctoral Candidacy Exam form. The Candidacy Examination must take place during announced university business hours, Monday through Friday and the student must be registered for at least three graduate quarter hours during the quarter of the exam. For more details regarding Graduate School requirements and rules for the Candidacy Examination see http://www.gradsch.ohio-state.edu/section-vii.html. Prior to the exam, the student must complete the PhD in Biostatistics Plan of Study Form, which must be approved and signed by each member of the examination committee and the Graduate Studies Chair in Biostatistics.

Description of the Exam

The Candidacy Examination consists of two parts: written and oral. After passing the Second Qualifying Examination, students should begin working with their exam committee to prepare their dissertation proposal, which will constitute the written portion of the exam. The proposal should include the following sections: Introduction, Review of the Literature, Work Accomplished, and Future Work (i.e., a description of the proposed dissertation chapters). All members of the committee should agree that the proposal is sufficiently developed (i.e., that if the research were undertaken as written in the proposal the student would be reasonably likely to have created a body of original work sufficient to grant the PhD) before the oral exam is given. The final draft of the proposal should be submitted to each committee member at least three weeks prior to the scheduled date of the oral exam.

Just prior to the oral exam, the student will be expected to give a 20-30 minute presentation of her/his planned dissertation research to committee members. Following this presentation, the oral portion of the Candidacy Examination will commence and both the presentation and oral exam will be closed to the public. The oral exam itself will last approximately two hours. The student is considered to have completed the candidacy examination successfully only when the decision of the candidacy examination committee is unanimously affirmative. The examination committee must approve the final version of the dissertation proposal, as revised after the Candidacy Exam, and complete the Prospectus Approval Form (Appendix J of the CPH Student Handbook).
This form should be submitted to the Graduate Studies Committee within four quarters following the passing of Qualifying Exam II and before the Candidacy Exam. Indicate your grade in the following required courses or when you plan to taken them. Use a W to indicate a waived course.

Name: ___________________________ OSU Name.# ____________ Date: ____________

Mark courses with asterisk (*) if included in master’s degree credit (maximum 45 hours).

### Core Course Requirements: (77 hours)

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<th>Hrs</th>
<th>Grade</th>
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**Total hours:** ______

### Electives: (13 hours required): As approved by the student’s PhD Examination Committee, elective courses are generally at the 700 level and above in Statistics, Biostatistics, or Public Health with an additional course at the 500 level or above in a biomedical scientific area of application.

<table>
<thead>
<tr>
<th>Course</th>
<th>Hrs</th>
<th>Grade</th>
<th>Qtr/Yr</th>
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**Total hours:** ______
**Summary:** (120 hours minimum)

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<th>Credit Hours</th>
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<td>Core Courses</td>
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<tr>
<td>Electives</td>
<td></td>
</tr>
<tr>
<td>Dissertation credits (799,999, etc.)</td>
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<tr>
<td><strong>Total (minimum 120 quarter hrs)</strong></td>
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</tbody>
</table>

Projected Date of PhD Candidacy Examination:________________________

________________________________________

*Student's signature*

Having met on __________________, the undersigned approve the listed program and agree to serve on the PhD Candidacy Examination Committee.

Examination Committee Chairperson

______________________________  ________________  ________________

Print name  Signature

Examination Committee Member

______________________________  ________________  ________________

Print name  Signature

Examination Committee Member

______________________________  ________________  ________________

Print name  Signature

Examination Committee Member

______________________________  ________________  ________________

Print name  Signature

Approved by: __________________________________________________  Date: __________________________

Graduate Studies Committee Chairperson
QUALIFYING EXAMINATION FOR THE PHD WITH A SPECIALIZATION IN ENVIRONMENTAL HEALTH SCIENCES

Purpose
The EHS Qualifying Examination provides the Division’s Graduate Faculty with the means to assess a students’ i) cumulative knowledge of topics and concepts related to courses taken in their completed curricula, ii) abilities to think critically and integrate ideas and concepts, and iii) abilities to reason and communicate in an organized and clear fashion.

Content and Structure
The EHS Qualifying Examination is a closed-book written exam covering all aspects of the student’s EHS curriculum, required of all EHS PhD students. The exam will cover Environmental Health (EHS 731, 732, 830, and 831; and two of either 735, 832, or 835); Epidemiology (EPI 711, 713); and Biostatistics (BIO 701, 702; and one of either 703 or 606). It is anticipated that students will have completed all of these courses at the time of the exam. If an unavoidable schedule conflict has resulted in a student lacking, at most, one of these required courses, allowance will be made in the composition of the questions. The exam will be comprised of ten essay-type questions in two sections that must be completed in eight hours. In Section One, students must select and answer three of four Environmental Health questions and one Epidemiology question. In Section Two, students select and answer three of four further Environmental Health questions and one Biostatistical Methods question. The student will thus submit answers to six Environmental Health questions, one Epidemiology question and one Biostatistics question, for a total of eight responses. Epidemiology and Biostatistics questions will be tailored to apply to Environmental and Occupational Health contexts. The examination will be administered on a single day, starting at 8:30 am and ending at 5:30 pm with an hour lunch break. Answers may be written on a PC provided by the College and students may use a calculator as needed. No access to the Internet or written materials is allowed.

Protocol for the Qualifying Exam
In the case of a single student, the exam is prepared by the student’s advisor relying on a pool of potential questions provided by members of the EHS Graduate Faculty and in consultation with the Division faculty. If there are multiple students taking the exam at the same time, the students’ advisors will constitute an Exam Committee which will together oversee writing an exam for all eligible students. The student’s advisor is responsible for organizing and proctoring the exam. The Division coordinator is responsible for the distribution of exam answers to faculty graders (potentially all regular EHS faculty), and for reporting the grades back to the Exam Committee Chair. The Exam Committee Chair is responsible for notifying the Graduate Studies Committee, the student, and the student’s advisor regarding the student’s results on the exam. It will be attempted to routinely have more than one student take the exam at the same time to ensure anonymity in grading (see Criteria for Passing below). The exam is graded by the Division’s graduate faculty (see under Grading below). Once graded, the advisor is responsible for reviewing the exam with the student and informing him or her of the results. This meeting will take place within two weeks of the exam date.

Timing
The EHS Qualifying Examination is taken following completion of the required coursework (listed under Content and Structure above) in the student’s curriculum plan. The exam will be offered two times per year, in late summer (August/September) and early spring (March/April). Students must pass the Qualifying examination by the end of the third year. Failure to successfully do so will be considered failure to show adequate progress toward degree completion and the student will discontinue study in the EHS Division.

Review and Preparation
EHS faculty, especially the student’s advisor, serve as resources for students in preparing for the exam. There are several study materials available to doctoral students during the time they are studying for the Qualifying Examination. There is a list of core principles for the EHS, epidemiology and biostatistics courses, and there are several sample questions available with exemplary answers. All the materials are available at any time to doctoral students, but the Faculty strongly encourages students to work through their own answers to the sample questions prior to reading the exemplary answers. These materials are available from the Division Coordinator. In addition, EHS Graduate Faculty members make themselves available to review answers that students might write for the sample questions. Peer group study sessions are encouraged.

**Grading**

EHS graduate faculty will independently grade the examinations, assigning scores to questions that they feel sufficiently qualified to judge, based on the criteria enumerated in the table below. Final scoring will be a deliberative process wherein the faculty come to consensus in assigning scores. The faculty member who wrote a given question will be given deference as to final score, but all faculty may weigh in during discussion of the exam. Every attempt will be made to ensure that at least two faculty members will score a given question, and it is possible that every regular faculty member will provide a score.

### Criteria for Evaluation of Comprehensive Examinations

<table>
<thead>
<tr>
<th>Score</th>
<th>Definition</th>
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<tbody>
<tr>
<td>10</td>
<td><strong>Superb.</strong> Response is thorough, complete, and correct; beyond expectation. This is a rare and exceptional grade.</td>
</tr>
<tr>
<td>9.0-9.9</td>
<td><strong>Excellent.</strong> Response is thorough, complete and correct with only very minor errors or omissions.</td>
</tr>
<tr>
<td>8.0-8.9</td>
<td><strong>Very good.</strong> Response adequately covers the major facets of the question but lacks rigor and completeness with respect to details.</td>
</tr>
<tr>
<td>7.0-7.9</td>
<td><strong>Good.</strong> Response adequately covers most of the major facets of the question but lacks rigor and completeness with respect to details.</td>
</tr>
<tr>
<td>6.0-6.9</td>
<td><strong>Poor.</strong> Response covers correctly and completely some of the content/principles but with some major omissions. Response is incomplete and carelessly prepared</td>
</tr>
<tr>
<td>&lt;6.0</td>
<td><strong>Failure.</strong> Response is incomplete, incorrect, and inadequate. Unacceptable.</td>
</tr>
</tbody>
</table>

**Criteria for Passing:** The EHS faculty meets to review and approve the results as soon as they are available. The review is blinded as to both the identity of the student and whether the student is taking the exam for the first or second time. This review provides feedback to the Advisor or Exam Committee on how the students performed on the exam and ensures that the procedures for grading have been followed. Each student receives a special identification code prior to the start of the Qualifying Exam. No identifying information, with the exception of the code number, is used in the answers. Confidentiality of the student’s identity is important to the process of taking the Qualifying Examination and no one except the Division Coordinator will know the identity of individual students until the grading is complete and the review process has been completed. In the event that a single student is taking the exam, grading will, to the extent possible, be blinded as described above.

The scores assigned by all faculty will be averaged for each question. These averaged-question scores will then be averaged for each of the two sections of the examination. In order to pass the examination, the student must receive an average score of $\geq 7.0$ on each section of the examination.
and have no individual question with an average score <6.0. A student failing one section of the examination shall be assigned a conditional pass. Such a student shall be required to subsequently demonstrate knowledge in that area by taking a new examination covering only the failed section of the examination (see below). A student who fails (scores <7.0 on both sections) the Qualifying Examination on the first attempt is permitted to repeat the examination once. It is recognized that not all students will need the same amount of time in remediation, and so the timing of retaking the qualifier exam is flexible and will be agreed upon by the student’s advisor and the EHS faculty. The student will spend time in preparation for the second exam by using grading comments and advice from the advisor and other EHS faculty. The second exam will consist of new material but will be similar in content and difficulty. A student who fails the Qualifying Examination a second time may not continue in the program. Faculty decisions regarding the pass/fail status of students are final.

**Remediation:** a student receiving a failing score on one (but passing the other) section may retake that section. The advisor shall provide a revised section of the examination that has been previously approved by Division Faculty. The examination shall be graded as described previously. Upon successfully passing the remedial section, the student will have passed the examination and notifications will be made as above. A student failing to satisfactorily pass the re-examination will be considered to have failed the entire examination and asked to leave the doctoral program.

**Communication of Results:** it shall be the responsibility of the advisor to communicate the results of the examination to his or her student within two weeks of the exam. Other faculty may also communicate their assessments directly to the student. As a part of this communication, the advisor shall be expected to review the answers to the examination with the student, discussing strengths and weaknesses of the responses, to reinforce the learning objectives of the examination.
CANDIDACY EXAMINATION FOR THE PHD WITH A SPECIALIZATION IN ENVIRONMENTAL HEALTH SCIENCES

In all respects not specified below, the Candidacy Examination will follow the guidelines described in Section 8.4 of this handbook. All Candidacy Examinations are subject to the general policies and procedures established by the Graduate School regarding the scheduling, conduct, and results of the examination.

The Advisory Committee
According to Section 8.3 of the CPH Student Handbook, “Students admitted to the PhD degree program will work with their advisors to create a tentative curriculum plan during the first quarter of enrollment. The complete Advisory Committee must be formed and the student’s complete curriculum plan must be approved within eight quarters of enrollment as a PhD student or within four quarters for students who have received a master’s degree in the College of Public Health.” The structure of the EHS Qualifying Examination and Candidacy Examination process necessitates a unification of the Curriculum Committee and the Dissertation Committee into the Advisory Committee, since these committees serve overlapping functions.

Eligibility
The EHS Candidacy Examination is taken only after the student has successfully passed the EHS Qualifying Examination and completed all courses specified by his or her Advisory Committee.

Purpose
The purpose of the EHS Candidacy Examination is to assess a student’s competency to undertake independent research, and think critically and express ideas clearly. Whereas the focus of the Qualifying Exam is on the student’s mastery of course concepts and principles, the Candidacy Exam provides the means for assessing the student’s ability to appropriately apply and integrate course concepts and principles, review and critique the current literature, and independently chart a hypothesis-based research strategy supported with appropriate methodology.

Content and Structure
The EHS Candidacy Examination is a two-stage process comprised of a written and oral component. In the first stage, the student will work with her/his Advisory Committee to prepare a written dissertation prospectus in the form of an NIH-style research grant proposal. Once there is unanimous approval by the Advisory Committee that the written proposal is acceptable, the student will be allowed to schedule the oral exam. The oral exam comprises the second stage of the Candidacy Exam. The oral exam is two hours in duration, in addition to approximately 10 minutes for a succinct overview of the research plan. The proposed research will provide a basis for committee examination of:

1. the student’s grasp of core discipline principles and concepts
2. critical thinking ability
3. ability to synthesize, integrate, and apply environmental health sciences concepts and principles to public health issues
Protocol for the Candidacy Exam
The written portion of the exam is to be in the form of a 15 page research proposal. Format and content specifications of the proposal are described in Table 1.

<table>
<thead>
<tr>
<th>Table 1. Format and Content Specifications for Written Candidacy Exam.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Format</strong></td>
</tr>
<tr>
<td>• 13-17 pages in length including tables and figures embedded within the text but excluding references</td>
</tr>
<tr>
<td>• Single spaced with ½” margins</td>
</tr>
<tr>
<td>• 12 pt Times Roman font</td>
</tr>
<tr>
<td><strong>Content</strong></td>
</tr>
<tr>
<td>• Title Page (1 pg)</td>
</tr>
<tr>
<td>• Table of Contents (1-2 pgs)</td>
</tr>
<tr>
<td>• Abstract of 300 words (1 pg)</td>
</tr>
<tr>
<td>• Specific Aims page (1 pg)</td>
</tr>
<tr>
<td>• Introduction/Background (3-5 pgs)</td>
</tr>
<tr>
<td>• Methods 5-7 pgs</td>
</tr>
<tr>
<td>• Public Health Implications (1-2 pgs)</td>
</tr>
<tr>
<td>• References (no pg limit)</td>
</tr>
</tbody>
</table>

Timing
The student’s advisor in consultation with the Advisory Committee determines when the student is ready to take the Candidacy Exam and makes a recommendation to the chairperson of the Graduate Studies Committee. The student must be registered for at least three graduate quarter hours during the quarter of the Candidacy Examination and must submit a “Doctoral Notification of Candidacy Examination” form to the Graduate School for approval prior to beginning the written portion. Advisory Committee members will be given a minimum of four weeks to review the complete dissertation prospectus in advance of the oral exam.

Review and Preparation
It is expected that students will work closely with the Advisory Committee to develop a viable dissertation prospectus taking benefit from the various Committee members’ areas of expertise.

Grading
Written Portion. After the written portion of the examination has been completed, the Advisory Committee Chair will contact the other committee members and request their evaluation of the written portion. If, based on the student’s performance on the written portion, the Advisory Committee members “see no possibility for a satisfactory overall performance on the Candidacy Examination” [GSH II.6.5] the Chair will inform the student of this fact. The student may choose to waive the oral portion and accept an unsatisfactory result, but the student cannot be denied the opportunity to proceed with the oral portion.

Oral Portion. At the conclusion of the oral portion of the examination, the Chair will excuse the student and the Advisory Committee will evaluate the student’s performance. The student will have successfully completed the Candidacy Examination only if the decision is unanimously affirmative. Notification of performance (satisfactory or unsatisfactory) will be provided to the student immediately following the Advisory Committee’s post-oral deliberations.

Result of Not Passing the EHS Candidacy Examination
If the student receives an “Unsatisfactory,” the Advisory Committee must decide whether to allow the student to take a second examination and record its decision on the Candidacy Examination Report
form. A student who is denied the opportunity to re-take the Candidacy Examination or does not pass on a second attempt may not continue in the EHS PhD degree program. The Advisory Committee’s decision regarding the pass/fail status of the student is **final.**
QUALIFYING EXAMINATION FOR THE PHD
WITH A SPECIALIZATION IN EPIDEMIOLOGY

Purpose
The EPI Qualifying Examination is a diagnostic tool designed by the Division’s Graduate Faculty to assess a student’s ability to: (1) demonstrate, synthesize and apply their knowledge of Epidemiology and Biostatistics topics and concepts, (2) think critically about Epidemiologic methods and concepts, and (3) reason and communicate in an organized and clear fashion. The examination is intended to indicate to the Epidemiology Graduate Faculty whether the student is prepared to engage in doctoral research, and to provide an opportunity for PhD students to review and consolidate their classroom learning.

Content and Structure
The Qualifying Examination is an open-note, open-book written exam that covers the theory, methods, application and interpretation of epidemiology (courses covered include: EPI 705, 710, 711, 712, 810; BIO 701, 702, 703). The exam consists of two sections (Epidemiology and Quantitative Methods). Each section is comprised of five multi-part essay questions and students must select three out of five questions to answer in each section. The sections are administered on two separate, non-consecutive days. The Quantitative Methods section is administered on day 1, the Epidemiology section is administered on day 2; the exams begin at 9 a.m. and end at 3:30 p.m. Students will be provided with a PC and must type their responses. Students may bring books and notes to the exam, but will not have internet access, and cannot consult with anyone about the exam once the exam has begun except for the Chair of the Qualifying Exam Committee or his/her designee.

Protocol for qualifying exam
The Qualifying exam is offered one time per year during the Fall. The Epidemiology Qualifying Examination Committee is responsible for organizing and administering the exam. Questions for the examination are solicited from the entire Epidemiology Graduate Faculty as well as other College of Public Health Faculty as needed. The exam is graded by the Division’s Graduate Faculty (see Grading below). The Division Coordinator is responsible for the distribution of exam answers to faculty graders, and for reporting the grades back to the Exam Committee Chair (see Criteria for Passing below). Each student receives an identification code prior to the start of the Qualifying Exam. No identifying information, with the exception of the code number, is used in the answers. Confidentiality of the student’s identity is important to the process of taking the Qualifying Examination and no one except the Division Coordinator will know the identity of individual students until the grading is complete and the review process has been completed.

Timing
The Qualifying Examination is taken after completion of the required coursework in the Major Field and in Biostatistics (see PhD Curriculum in Section 8). Students must pass the Qualifying Examination by the end of their third year.

Study Assistance
There are several study materials available to doctoral students during the time they are studying for the Qualifying Examination. There is a list of competencies for the epidemiology and biostatistics courses and there is a sample exam with answers. All the materials are available at any time to doctoral students, but the Exam Committee strongly encourages students to work through their own answers to the sample questions prior to reading the answers. These materials are available from the Division Coordinator. Peer group study sessions are encouraged. In addition, Epidemiology Graduate Faculty members make themselves available to review answers that students might write for the sample questions. The Exam Committee asks that all members of the Epidemiology Graduate Faculty make themselves available for such review, especially those involved in the core courses.

Rev 10/2011
Grading
The Exam Committee Chair assigns faculty graders. At least three Epidemiology Graduate Faculty members score each question from the Epidemiology section; at least two faculty members score each question from the Quantitative Methods section. The graders each individually assign a point score to each answer on a scale of 3-10. Criteria for evaluating responses to questions are below.

<table>
<thead>
<tr>
<th>Score</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td><strong>Superb.</strong> Response is thorough, complete, and correct; beyond expectation. All parts of the response are logical and very well-organized; no unneeded information is included. This is a rare and exceptional grade.</td>
</tr>
<tr>
<td>9</td>
<td><strong>Excellent.</strong> Response is thorough, complete and correct with only very minor errors, omissions, or extraneous information. Response is logical and well-organized.</td>
</tr>
<tr>
<td>8</td>
<td><strong>Very good.</strong> Response adequately covers all the major facets of the question but lacks rigor and completeness with respect to details. Or response is through, complete and correct but is not well organized or contains a lot of extraneous information.</td>
</tr>
<tr>
<td>7</td>
<td><strong>Good.</strong> Response adequately covers many facets of the question but lacks rigor and completeness with respect to details. Or response adequately covers all the major facets of the question, but is unorganized and/or includes excessive irrelevant detail.</td>
</tr>
<tr>
<td>6</td>
<td><strong>Mediocre.</strong> Response covers correctly and completely some of the facets of the question but includes significant errors or omissions.</td>
</tr>
<tr>
<td>5</td>
<td><strong>Deficient.</strong> Response incompletely covers many facets of the question, is carelessly prepared, or demonstrates substantial misunderstanding of important concepts</td>
</tr>
<tr>
<td>4</td>
<td><strong>Poor.</strong> Response is incomplete, incorrect and inadequate.</td>
</tr>
<tr>
<td>3</td>
<td><strong>Incoherent.</strong> The response is nonsensical, missing or completely wrong.</td>
</tr>
</tbody>
</table>

Criteria for Passing
The Exam Chair, blinded as to both the identity of the student and whether the student is taking the exam for the first or second time, will examine the scores for each student. If the scores assigned by the two graders for any of the Quantitative Methods section questions differ by more than 1 point, the Exam Chair will assign a third grader for that question. If the scores assigned by three graders for any question differ by more than 2 points, the Exam Chair will direct the graders to discuss the discrepancy and re-score the question. The Exam Chair and Division Coordinator will average the graders scores for each student and question (i.e. If graders score question 1 for student 1 as 9, 9, 8, the student will receive a score of 8.7 on question 1). To pass the exam, a student must score a total of at least 42 points and must receive a score of 7 or higher on at least four out of the six questions. A student who gets less than 7 points on two or more of the six questions cannot pass the exam. The student cannot re-write an individual exam question.

Potential exam outcomes under different score pattern scenarios

<table>
<thead>
<tr>
<th>Example</th>
<th>Q1</th>
<th>Q2</th>
<th>Q3</th>
<th>Q4</th>
<th>Q5</th>
<th>Q6</th>
<th>Total Score</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>7</td>
<td>7</td>
<td>7</td>
<td>7</td>
<td>7</td>
<td>7</td>
<td>42</td>
<td>PASS</td>
</tr>
<tr>
<td>B</td>
<td>7</td>
<td>7</td>
<td>7</td>
<td>7</td>
<td>7</td>
<td>6</td>
<td>41</td>
<td>FAIL</td>
</tr>
<tr>
<td>C</td>
<td>9</td>
<td>8</td>
<td>8</td>
<td>7</td>
<td>7</td>
<td>4</td>
<td>43</td>
<td>PASS</td>
</tr>
<tr>
<td>D</td>
<td>8</td>
<td>8</td>
<td>8</td>
<td>6.5</td>
<td>6.5</td>
<td>6</td>
<td>45</td>
<td>PASS</td>
</tr>
<tr>
<td>E</td>
<td>9</td>
<td>9</td>
<td>10</td>
<td>6</td>
<td>6</td>
<td>6</td>
<td>46</td>
<td>FAIL</td>
</tr>
</tbody>
</table>

Report of Outcome
The Exam Committee Chair is responsible for notifying the Graduate Studies Committee, the student, and the student’s advisor regarding the outcome of the exam. Students should expect to receive notification from the Exam Committee Chair on or before February 1st as to whether they have passed
or failed the exam. With the following exceptions, students will not receive their scores or feedback on individual questions. However, if a student scores less than 7 on any question but is judged to have passed the exam, the faculty advisor will be encouraged to discuss with the student their responses to those questions. A student who fails the Qualifying Examination on the first attempt is allowed the opportunity to take the Qualifying Examination when it is administered in the following year. A student who fails the Exam on the first attempt should meet with their advisor to discuss their performance on the Exam, and discuss with their advisor whether or not they wish to take the Qualifying Examination for a second time. A student who fails the Qualifying Examination a second time may not continue in the program. Examination Committee decisions regarding the pass/fail status of the student are final.
CANDIDACY EXAMINATION FOR THE PHD WITH A SPECIALIZATION IN EPIDEMIOLOGY

In all respects not specified below the Candidacy Examination will follow the guidelines described in Section 8.4 of this handbook. All Candidacy Examinations are subject to the general policies and procedures established by the Graduate School regarding the scheduling, conduct, and result of the examination.

After passing the Qualifying Examination, students should begin working with their Advising Committee to prepare their Dissertation Proposal. The proposal should include the following sections: Introduction, Review of the Literature, Statement of Specific Aims, and Research Design and Methods (i.e., the first four chapters of the dissertation). All members of the Committee should agree that the proposal is sufficiently developed (i.e., that if the research were undertaken as written in the proposal the student would be reasonably likely to have created a body of original work sufficient to grant the PhD) before the Candidacy Exam is given. The final draft of the proposal should be submitted in hard copy format to each Committee member at least one month prior to the scheduled date of the oral portion of the Candidacy Exam.

The Candidacy Examination is a single examination consisting of two parts, a written examination, created and administered by the Committee, and an oral examination. The written examination will address the student’s comprehension of the field, allied areas of study, his or her capacity to undertake independent research, and his or her ability to think and express ideas clearly. If a student has to take the Candidacy Exam a second time, an entirely new set of questions is to be used.

The oral portion of the Candidacy Examination must be completed within one month of the written portion. Just prior to the exam, the student will be expected to give a 20-30 minute presentation of their planned dissertation research to Committee members. Following this presentation, the oral portion of the Candidacy will commence and the exam will proceed with only the student and committee members in attendance. The exam itself will last approximately two hours. The Graduate School must be notified at least two weeks in advance of the oral’s proposed time and place by the submission of a Notification of Doctoral Candidacy Exam form. The Candidacy Examination must take place during announced university business hours, Monday through Friday.

The Advisory Committee determines when the student is ready to take the Candidacy Examination and makes a recommendation to the chairperson of the Graduate Studies Committee. The student must be registered for at least three graduate quarter hours during the quarter of the Candidacy Examination, and must submit a “Doctoral Notification of Candidacy Examination” form to the Graduate School for approval and appointment of the Graduate Faculty Representative prior to beginning the written portion.

The Advising Committee must approve the final version of the Dissertation Proposal, as revised after the Candidacy Exam, and complete the Prospectus Approval Form (Appendix J of the CPH Student Handbook).
CANDIDACY EXAMINATION FOR THE PHD WITH A SPECIALIZATION IN HEALTH BEHAVIOR AND HEALTH PROMOTION

In all respects not specified below the Candidacy Examination will follow the guidelines described in Section 8.4 of this handbook. All Candidacy Examinations are subject to the general policies and procedures established by the Graduate School regarding the scheduling, conduct, and result of the examination.

The Candidacy Examination for students specializing in Health Behavior and Health Promotion has a three-part structure:

1. A four-hour, closed-book exam on the history, philosophy, major frameworks and theories, and major controversies in the field of health behavior and health promotion; and

2. A one-week long take-home component that involves critiquing a published research study chosen by the student's committee; and

3. A one-week long take-home component that involves developing and evaluating an intervention to address an important public health issue.

The written exam (all three components) must be completed within one month's time. The oral exam will be completed within four weeks of the student completing the written portion of the exam.

Although there is no formal page limit for the take-home portions of the exam, students are advised to try not to exceed 20 double-spaced typewritten pages for each component. Students will be expected to use appropriate references, which must be cited fully in a standard style, for their take-home components.

The student's Candidacy Examination Committee members will work together to choose the article for critique and to develop the third component of the exam.
QUALIFYING AND CANDIDACY EXAMINATION FOR THE PHD WITH A SPECIALIZATION IN HEALTH SERVICES MANAGEMENT AND POLICY

Qualifying Examination for HSMP Students:

A qualifying examination will be held after the end of the summer quarter after the first year of studies. The examination will consist of three components: (1) an in-class, closed-book two-hour exam covering the health care system; (2) an in-class, closed-book two-hour exam involving a review and critique of a health services research article; and (3) a four-day take home exam involving the preparation of paper designed to assess the student’s ability to integrate empirical and conceptual material related to health services management and policy. The expected length of the paper is approximately 10 to 15 pages. The examination will be graded by program faculty, with two graders for each component. Each component will be graded by each of the two graders on a scale of High Pass, Pass, or Not Pass, with at least a Passing grade required by both graders. Passing the Qualifying Exam necessitates passing each component. A student who fails the qualifying examination on the first attempt is allowed the opportunity to take it one more time. In retaking the Exam, that student would only need to repeat the component that did not receive a passing grade, not the entire exam. The time period between the initial examination and the retaking of the examination will depend on individual circumstances, but this time period shall not exceed twelve months after the first notification that the student did not pass the initial examination.

A student who fails the Qualifying Examination a second time may not continue in the program.

Candidacy Examination for HSMP Students:

In all respects not specified below, the Candidacy Examination will follow the guidelines described in Section 8.5 of this handbook. All Candidacy Examinations are subject to the general policies and procedures established by the Graduate School regarding the scheduling, conduct, and result of the examination.

The candidacy examination process begins with a student selecting a four-person Advisory Committee, as described in Section 8.3 of the College’s Graduate Student Handbook. A final Candidacy Examination will be scheduled individually for each student when the Advisory Committee determines that the student is ready. The candidacy examination consists of a written and oral component. The written component involves developing a detailed, formal dissertation proposal. In preparing the proposal, it is expected the student will work closely with his or her advisor and other Committee members, and submit for review preliminary draft proposals as needed. The proposal will need to show familiarity with and application of the student’s minor area as well as the major. The evaluation of research methods will be confined to the type of research approaches adopted in the proposal (e.g., econometrics, epidemiology, qualitative methods, etc). The written portion of the Candidacy Examination (the proposal) will be evaluated and scored by the Advisory Committee on the basis of satisfactory or not satisfactory.

The written dissertation proposal should be structured and organized in the same format as the Agency for Healthcare Research and Quality (AHRQ) Health Services Research Dissertation (R36) grant proposal (see AHRQ website for further information), but generally will include a more detailed research plan than included in an R36 proposal. The dissertation proposal should include sections indicating: a description of the proposed project including its objectives and specific aims, a conceptual foundation, a comprehensive literature review, study design, methods and data sources, final deliverables, and policy relevance. It is recommended the dissertation proposal outline three...
publishable papers that will present findings from the dissertation research. It is strongly recommended that the student submit two of the three papers for publication prior to the final dissertation defense.

In addition, the Candidacy Examination will involve a two-hour oral examination of the student that will cover points from the proposal, the student’s major area, minor area, and/or research methods (see Section 8.5 for more detailed information). In general, the oral examination should be completed within one month of the written examination. The oral portion of the proposal will be evaluated and scored by the Advisory Committee on the basis of satisfactory or not satisfactory.

To successfully pass the examination, the Advisory Committee’s decision must be unanimously positive. If the student receives an unsatisfactory score, the Advisory Committee will decide whether to allow the student to take a second examination.
Appendix H

Responsible Research Practice Requirements

Many students in the College of Public Health are involved in research, either for their own degree requirements or in work assignments with faculty members or others. It is essential that students learn and abide by the applicable rules concerning research involving human subjects. This topic will be covered in some courses as appropriate. This summary is intended to provide an overview. You are strongly advised to contact your faculty adviser or employer about the procedures described below.

What research is covered by this policy?

All research that collects data from human subjects needs to be approved by the OSU Institutional Review Board (IRB). All research involving animals needs approval from OSU Institutional Animal Care and Use Committee (IACUC). This includes culminating projects, theses and doctoral dissertations. In a few rare cases, practicum placements might also need approval if it involves collecting research-type data. When IRB or IACUC approval are necessary, such approval must be obtained before any data collection begins. Allow 6 weeks or more from submission to approval.

Research with human subjects

When do projects need IRB approval?

Any project which

a) is collecting data from human beings, which the IRB defines as “living individual(s) about whom an investigator (whether professional or student) conducting research obtains (1) data through intervention or interaction with the individual or (2) identifiable private information.”

b) is defined as research, “a systematic investigation including research development, testing and evaluation, designed to develop or contribute to generalizable knowledge.” The Ohio State web site goes on to say “For example, if the intent of the activity is to share knowledge by publishing or presenting the results, the activity should usually be considered research.” The OSU web site specifically points out that data collected by administering surveys, interviewing, or observing individuals generally involves human subjects.

Procedures for human subjects research approval

Students should work closely with their faculty advisers to complete the necessary materials to secure approval for research with human subjects. Guidance, forms and directions are available through the Office of Responsible Research Practices: http://orrp.osu.edu/irb/.

All faculty, staff and students participating in human subjects research at Ohio State are required to complete the Collaborative Institutional Training Initiative (CITI) web-based course on human subjects available at http://orrp.osu.edu/irb/training/citi. The Office of
Responsible Research Practices also offers regular training for researchers. Additional information is available on the Web at [http://orrp.osu.edu/irb/training/](http://orrp.osu.edu/irb/training/).

Some low-risk research may qualify for “exemption” from full IRB review; however, the determination that the research is exempt must be made by the university’s Office of Responsible Research Practices (ORRP), and cannot be assumed by the student or investigator. Students who will be using data previously collected by faculty members for theses, dissertation, or culminating project will also need to obtain IRB approval, frequently via the exempt status form. The form for requesting an exemption determination is available at [http://orrp.osu.edu/irb/exempt/index.cfm](http://orrp.osu.edu/irb/exempt/index.cfm).

One aspect of student research which should be noted is that for purposes of the IRB application, the student’s adviser must be listed on the form as the “Principal Investigator”, i.e., the person responsible for the research. The student is a “co-investigator”. Both the student and the adviser must have completed the on-line human subjects training (CITI). The IRB will not review an application unless everyone listed as principal or co-investigator has completed the on-line training.

**Research with animals**

All animal protocols should be submitted in via the university’s e-Protocol system. Directions to secure approval for research with animals are available through the Office of Responsible Research Practices. Approval requires completion of the Animal Usage Orientation Course (either classroom or online) and the Occupational Health and Safety Training Course (online only). Information regarding these courses is available online at [http://orrp.osu.edu/iacuc/](http://orrp.osu.edu/iacuc/).

**Need assistance?**

You are encouraged to contact your faculty adviser or employer about research, including the requirements for responsible research practices. You may also speak with Phyllis Pirie, PhD, Interim Associate Dean for Research in the College of Public Health, if you have questions or concerns.

If you have additional questions or need to discuss specific issues concerning research you are undertaking, contact:

Office of Responsible Research Practices  
The Ohio State University  
300 Research Foundation Building  
1960 Kenny Road  
Columbus, Ohio  
43210-1063

**Phone:** (614) 688-8457  
**Fax:** (614) 688-0366

[http://orrp.osu.edu/index.cfm](http://orrp.osu.edu/index.cfm)
Appendix I

Graduate Faculty of the College of Public Health

DIVISION OF BIOSTATISTICS

CORE FACULTY

Haikady N. Nagaraja, PhD
Professor
Chair, Division of Biostatistics
Ordered data analysis, measuring agreement, stochastic modeling of biomedical phenomena, clinical trials

Rebecca Andridge, PhD (P)
Assistant Professor
Missing data, hot deck imputation, group randomized trials, and assessment of nonresponse bias for incompletely observed survey variables.

Soledad Fernandez, PhD (P)
Research Associate Professor
Associate Director, Center for Biostatistics
Experimental designs, clinical trials, survey sampling techniques and statistical genetics.

David Jarjoura, PhD (P)
Research Professor
Director, Center for Biostatistics
Applied statistics, clinical trials, mixed models, hypothesis testing strategies.

Stanley Lemeshow, PhD (P)
Professor
Dean, College of Public Health
Health survey methods, logistic regression, applied statistics.

Bo Lu, PhD (P)
Assistant Professor
Observational study, causal inference, comparative effective research, missing data, statistical analysis for cancer diagnostic methodology, population research and health outcomes research.

Michael Pennell, PhD (P)
Assistant Professor
Fitting hitting time models for survival analysis, design and analysis of group random trials and Bayesian nonparametrics.

Tom J. Santner, PhD (P)
Professor, Department of Statistics
Design and analysis of computer experiments (with special emphasis on statistical applications in orthopedics), and environmental statistics.

Abigail Shoben, PhD (P)
Assistant Professor
Group sequential methods, longitudinal data, epidemiologic applications, clinical trials
Hong Zhu, PhD (P)  
Assistant Professor  
Bivariate and multivariate survival analysis, recurrent and multiple event data, truncation and censoring, causal inference, statistical genetics, observational study, cancer epidemiology and infectious disease.

EMERITUS FACULTY

Melvin L. Moeschberger, PhD (P)  
Emeritus Professor  
Applied statistics, survival analysis, competing risks.

DIVISION OF ENVIRONMENTAL HEALTH SCIENCES

CORE FACULTY

Timothy Buckley, PhD, CIH (P)  
Division Chair and Associate Professor  
Human exposure research involving community and occupational settings.

Michael Bisesi, PhD, CIH (P)  
Associate Professor, Associate Dean of Academic Affairs, and Dir. Ctr. for PHP  
Assessment of health, control, and human exposure associated with chemical and biological agents.

John “Mac” Crawford, RN, MS, PhD (P)  
Associate Professor of Clinical Public Health  
Occupational epidemiology and public health preparedness.

Jiyong Lee, PhD (P)  
Assistant Professor  
Waterborne & foodborne pathogens, rapid detection, environmental metagenomics.

Jianrong Li, PhD (P)  
Assistant Professor  
Molecular biology of food and waterborne viruses.

Junan Li, PhD (P)  
Assistant Professor  
Molecular mechanisms underlying environmentally-induced cancers.

Song Liang, PhD (P)  
Assistant Professor  
Risk assessment and epidemiology of water-related infectious disease.

Qinghua Sun, PhD, MD (P)  
Associate Professor  
Mechanisms of air pollution effects on human health.

Christopher M. Weghorst, PhD (P)  
Professor  
Molecular carcinogenesis and cancer chemoprevention of oral cancer.
RESEARCH STAFF

Thomas Knobloch, PhD  
*Research Scientist*  
Molecular carcinogenesis, bioinformatics and clinical/translational research.

DIVISION OF EPIDEMIOLOGY

CORE FACULTY

David M. Murray, PhD (P)  
*Chair and Professor*  
Design and analysis of group-randomized trials, evaluating intervention programs

Sarah Anderson, PhD (P)  
*Assistant Professor*  
Obesity epidemiology, child growth, nutrition and chronic disease risk

Amy K. Ferketich, PhD (P)  
*Associate Professor*  
Cancer prevention, biostatistics

Randi Foraker, PhD (P)  
*Assistant Professor*  
Cardiovascular epidemiology

Randall E. Harris, MD, PhD (P)  
*Professor*  
Cancer epidemiology, cancer control, chronic disease risk factors

Alison Norris, PhD  
*Assistant Professor*  
Infectious diseases epidemiology

Susan Olivo-Marston, PhD (P)  
*Assistant Professor*  
Cancer epidemiology

Judith Schwartzbaum, PhD (P)  
*Associate Professor*  
Cancer epidemiology, biostatistics

J. R. Wilkins, III, DrPH (P)  
*Professor*  
Environmental and cancer epidemiology, agricultural safety and health

PRINCIPAL JOINT, ADJUNCT, AND EMERITUS FACULTY

Many individuals from other academic units at Ohio State and from the field of practice have significant roles in the mission of the Epidemiology Division.

Phillip Binkley (P)  
*Professor, Cardiology, Internal Medicine*
Dawn Comstock (P)
Associate Professor, Pediatrics

Douglas Crews
Professor, Anthropology

Fred Degraves (M)
Assistant Professor, Veterinary Preventive Medicine

Wondwossen Gebreyes (P)
Professor, Veterinary Preventive Medicine

Maura Gillison (P)
Professor, Veterinary Preventive Medicine

Electra D. Paskett, PhD (P)
Professor, Veterinary Preventive Medicine

Paivi Rajala-Schultz (M)
Associate Professor, Veterinary Preventive Medicine

William Saville
Professor, Veterinary Preventive Medicine

Gary Smith (M)
Professor, Pediatrics

Kurt B. Stevenson (P)
Associate Professor, Infectious Diseases, Internal Medicine

Shu-Hua Wang (M)
Assistant Professor, Veterinary Preventive Medicine

Huiyun Xiang (P)
Associate Professor, Pediatrics
DIVISION OF HEALTH BEHAVIOR AND HEALTH PROMOTION

CORE FACULTY

Phyllis L. Pirie, PhD (P)
Chair and Professor
Community involvement in research; healthy eating and exercise; program evaluation, smoking prevention.

Shelley Francis, PhD (P)
Assistant Professor
Health disparities, minority adolescent sexual risk taking, international health, HPV and cervical cancer prevention, religiosity, faith and public health collaborations.

Mira L. Katz, PhD (P)
Associate Professor
Design and implementation of behavioral interventions; health communication.

Gail Kaye, Ph.D., R.D.
Assistant Professor of Clinical Public Health
Community nutrition policy, nutrition education approaches

Liz Klein, PhD, MPH (P)
Assistant Professor
Policy approaches to tobacco and obesity prevention; evaluation methods.

Randi Love, PhD (M)
Clinical Associate Professor
HIV/AIDS prevention, substance abuse prevention, adolescent health, community development.

Mary Ellen Wewers, PhD, RN (P)
Professor
Smoking cessation research, nicotine dependence and addiction, effective cessation strategies in vulnerable populations.

PRINCIPAL JOINT, ADJUNCT, AND EMERITUS FACULTY
Many individuals from other academic units at Ohio State and from the field of practice have significant roles in the division. They include:

Catherine Alfano, PhD (P)
Program Director, Office of Cancer Survivorship, National Cancer Institute

Karen Ahijevych, PhD
Professor, OSU College of Nursing

Barbara L. Andersen, PhD
Professor, Dept. of Psychology, OSU

Lawrence Gabel, PhD
Professor, Family Medicine, OSU

Thomas Houston, MD
Director, Ohio Health Nicotine Dependence Program
Kelly Kelleher, MD  
Professor, Pediatrics, OSU

Janice Kiecolt-Glaser, PhD  
Professor, Psychology, OSU

Mei-Po Kwan, PhD  
Professor, Geography, OSU

Teresa Long, MD, MPH  
Medical Director, Columbus Health Department

William Miser, MD  
Associate Professor, Family Medicine, OSU

Robert Murray, MD  
Professor, Pediatrics, OSU

Brady Reynolds, PhD  
Assistant Professor, Pediatrics & Psychology, OSU

Daniel Sui  
Professor, Geography, OSU

**DIVISION OF HEALTH SERVICES MANAGEMENT AND POLICY**

**CORE FACULTY**

Allard E. Dembe, ScD (P)  
Chair and Associate Professor  
Health policy and health services research, disability and employment, outcomes evaluation, and social aspects of health.

Brian Hilligoss, PhD  
Assistant Professor  
Safety and quality, coordination of care, medical informatics, organizational learning and change.

Ann Scheck McAlearney, ScD (P)  
Associate Professor  
Strategy and leadership, health outcomes research, disease management.

Sharon B. Schweikhart, PhD, MBA (P)  
Associate Professor  
Director, MHA program  
Operations management, quality management, information technology implementation.

Eric Seiber, PhD (P)  
Assistant Professor  
Provider billing behavior, Medicaid and Medicare program integrity, employer-sponsored insurance, and economic demography.

Paula H. Song, PhD, MHSA (P)  
Assistant Professor  
Health finance, health care management and operations, community-based health programs for the uninsured.

Sandra J. Tanenbaum, PhD, MSS (P)  
Associate Professor  
Health policy and politics, Medicaid policy, policy aspects of physician decision-making.
Thomas M. Wickizer, PhD, MPH (P)
Stephen F. Loebs Professor
Director, Center for HOPES
Effects of managed care and cost containment programs, substance abuse treatment outcomes, intervention studies within the workers’ compensation system.

PRINCIPAL JOINT, EMERITUS
AND ADJUNCT FACULTY

Many scholars from other academic units at Ohio State and professional practitioners have significant roles in the educational programs of the Health Services Management and Policy Division. They include:

Robert J. Caswell, PhD (P)
Associate Professor Emeritus

Deena Chisolm, PhD (P)
Assistant Professor
Pediatrics, College of Medicine

William O. Cleverley, PhD (P)
Professor Emeritus

Amy Durtschi, PhD
Assistant Clinical Professor

Kathryn Haller, JD
Deputy Director
Ohio Department of MRDD

William Hayes, PhD (M)
Assistant Clinical Professor

Stephen F. Loebs, PhD (P)
Professor Emeritus

Richard Miller, PhD
Chief Operating Officer, OhioHealth

Richard D. Schrock
Former Administrator for Financial Services/CFO, OSU Health System
Appendix J

Miscellaneous Forms

The forms in this section are included for information only. Clean copies of necessary forms are available from the Office of Academic Programs or may be printed from the CPH website at http://cph.osu.edu/current.

CONTENTS:

Change in Faculty Adviser Assignment
Request for Change of Program
Request for Dual Specialization
Petition for Course Waiver or Substitution
Permission to Enroll for Individual Study or Research Credit
Elective Approval Petition
MPH/PEP Culminating Project Proposal Approval
Request for Transfer of Graduate Credit
Approval to Schedule Candidacy Examination
Thesis/Dissertation Prospectus Approval
Doctor of Philosophy Curriculum Approval
Candidacy Exam Checklist
Request to Reactivate
THE OHIO STATE UNIVERSITY
COLLEGE OF PUBLIC HEALTH

CHANGE OF FACULTY ADVISOR ASSIGNMENT

This is to confirm that Professor ________________________________
(print faculty name)

will serve as advisor for ________________________________
(print student name)

in the ___________________ degree program, effective ____________________
(MPH/MHA/MS/PhD) (Quarter/Year)

Student’s OSU name.# ________________________________

Signature of student Date

Signature of new advisor Date

Signature of division chair Date

Return completed form to Office of Academic Programs and Student Services, 100 Cunz Hall.

Notified via email
___ Previous Advisor _________________________
___ Student ___________________________

Rev. 9/2001
REQUEST FOR CHANGE OF PROGRAM

Instructions to student: Fill out the first section of this form and submit it along with a statement of intent to the Office of Academic Programs and Student Services, 100 Cunz Hall. You are encouraged to discuss the possibility of a transfer with the Graduate Studies Committee representative or Division Chairperson of the division into which you wish to transfer before completing this form.

Name ___________________________________________ OSU Name.# ___________________________
Phone # ______________________ Address: ____________________________________________
________________________________________ Current Advisor: ____________________________

I request permission to transfer, effective _________________ (Quarter/Year),
From (circle specialization): BIO EHS EPI HBHP HSMP VPH CTS PEP (circle degree): MPH MHA MS PhD
To (circle specialization): BIO EHS EPI HBHP HSMP VPH CTS PEP (circle degree): MPH MHA MS PhD

Some forms of financial aid or graduate associate positions are contingent upon enrollment in a particular program. Are you now receiving support originating in your area of study?
□ No □ Yes (if yes, please explain) ______________________________________________________________

Do you wish to make this transfer even if doing so means giving up support based in your current program?
□ No □ Yes □ Not applicable

Signature of student ___________________________ Date ________________

This portion of form for use of proposed receiving division or specialization:

The Office of Academic Programs and Student Services will forward the form, the student's file, and a copy of the most recent advising report to the admissions committee representative from the proposed receiving division.

Decision □ Transfer denied □ Transfer approved □ Transfer approved with condition(s):

________________________________________

New advisor assignment (please print): ________________________________________________________

Signature of Admission Committee Representative ___________________________ Date ________________

Signature of Division Chair ___________________________ Date ________________

Signature of Graduate Studies Committee representative ___________________________ Date ________________

Return completed form to Office of Academic Programs and Student Services, 100 Cunz Hall.

A copy of this form will be placed in the student's file and a copy given to the student. If approved or approved with condition(s), a copy also will be given to the chairperson of the student’s former division.

To be completed by OAPSS: ___ xc: student ___ xc: division chair ___ Access ___ SIS ___ Directory
THE OHIO STATE UNIVERSITY COLLEGE OF PUBLIC HEALTH
REQUEST FOR DUAL SPECIALIZATIONS IN THE MPH

Instructions to student: Complete Part I of this form and the Dual Specialization Program Sheet. Submit both forms and a statement of intent explaining your request for the second specialization to the Office of Academic Programs and Student Services (OAPSS) in 100 Cunz Hall. Your request and a copy of your file will be forwarded to the new division for review. You will be notified of the final decision by email.

Part I: Completed by student (print)

Name: ________________________________

Address: ________________________________

Phone #: __________________ OSU Name.# : ____________________________

I request permission to complete dual specializations in the following areas:

Circle original specialization:
BIO   EHS   EPI   HBHP   HSMP   VET   CTS   PEP

Circle new specialization:
BIO   EHS   EPI   HBHP   HSMP   VET   CTS   PEP

To be effective (qtr/yr): ____________  Current advisor: ________________________________

Signature of student ____________________  Date ____________________

Part II: To be completed by proposed division or specialization:

□ Denied  □ Approved  □ Approved with the following condition(s):

________________________________________

________________________________________

Co-advisor assigned: ________________________________

Signature of Admissions Committee Representative ____________________  Date ____________________

Signature of Division Chair or Specialization Program Director ____________________  Date ____________________

Signature of Graduate Studies Committee representative ____________________  Date ____________________

Return completed form to Office of Academic Programs and Student Services, 100 Cunz Hall.
A copy of this form will be placed in the student’s file and a copy given to the student. If approved or approved with condition(s), a copy of this form and the approved program sheet will be forwarded to the chairperson and advisor in each division.

To be completed by OAPSS: ___ xc: student ___ xc: division chair ___ Access ___ SIS ___ Directory

Rev. 10/2011
THE OHIO STATE UNIVERSITY COLLEGE OF PUBLIC HEALTH
DUAL SPECIALIZATION PROPOSED PROGRAM SHEET

Student's name: ____________________________ OSU name.# __________________

Core Courses                               Hours   Qtr/Yr

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
<th>Qtr/Yr</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBH-BIO 701</td>
<td>Design &amp; Analysis of Studies in Hlth Sci I</td>
<td>4</td>
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<tr>
<td>PUBH-EHS 731</td>
<td>Principles of Environmental Health</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>PUBH-EPI 710</td>
<td>Principles of Epidemiology</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>PUBH-HBP 720</td>
<td>Preventing Disease &amp; Promoting Health</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>HSMP 800</td>
<td>Health Care Organization I</td>
<td>4</td>
<td></td>
</tr>
</tbody>
</table>

Required Courses for First Specialization

Required Courses for Second Specialization

TOTAL HOURS  _____ (minimum 60 hrs)

Approved:

Signature of advisor in first division ____________________________ Date __________

Signature of co-advisor in second division ________________________ Date __________

Approved to count one practicum and one culminating project for both specializations:

___Yes ___No

Initials of first advisor ____________________________

___Yes ___No

Initials of co-advisor ____________________________

To be completed by OAPSS: ___ xc: student ___ Access ___ SIS ___ Directory

Rev 10/2011
THE OHIO STATE UNIVERSITY COLLEGE OF PUBLIC HEALTH
PETITION FOR COURSE WAIVER OR SUBSTITUTION

Course waiver means that the faculty accepts prior work by the student as satisfactory to meet a program course requirement. The waiver excuses the student from taking the required course, but does not lessen the hours required for graduation. In effect, a course waiver creates additional elective time for the student. Course substitution means that the faculty approves meeting a course requirement by taking a course other than the one specified. The student completes Part I of this form, then presents it and appropriate documentation (e.g., syllabus) to the instructor of the course for which waiver or substitution is requested. The instructor completes Part II. The form then goes to the Office of Academic Programs and Student Services for final disposition and notation in the student’s record.

Part I: Completed by Student

Student name: ___________________________ Date: ________________
OSU name.#: ___________________________ Program: ___________________________

College of Public Health course for which waiver or substitution is requested:

_____________________________________________________________________

Basis for petition
If you are requesting a waiver based on past work, describe below why a waiver is appropriate and attach relevant documentation. If you are requesting permission to substitute a different course for a requirement, explain the rationale below and attach relevant documentation concerning the proposed alternative.

Part II. Completed by instructor of required course for which a waiver or substitution is proposed.

___ Recommend Approval ___ Recommend Approval with Conditions (specify):

___________________________________________ Date: ________________

Print Name of Instructor Signature

Part III. After the instructor has signed this form, please submit to the Office of Academic Programs and Student Services, 100 Cunz Hall.

Approve ____ Deny ____

___________________________________________ Date: ________________

Chair, Graduate Studies Committee

To be completed by OAPSS: ___ xc: student ___ posted in file

Rev. 10/2011
THE OHIO STATE UNIVERSITY
COLLEGE OF PUBLIC HEALTH

PERMISSION TO ENROLL FOR FIELD EXPERIENCE, PRACTICUM, INDIVIDUAL STUDY, CULMINATING PROJECT, OR RESEARCH CREDIT

Student Name: _______________________________________ has my permission to enroll
(please print)
under my supervision for _____ quarter hours in _____ Quarter, _____ Term, _________ Year
Name of instructor: _______________________________________ (please print)
Student’s OSU name #: _____________________________ or OSU ID #: __________________________

Circle appropriate course number and division:

685 Practicum (Office Use: Class # ________________)  
685 is available for 1-8 quarter hours in PUBHLTH (general), BIO, EHS, EPI, HBHP, and HSMP. The signed learning agreement must be submitted before you can register.

686 Field Experience in Global Health

686 is available for 1-3 quarter hours in PUBHLTH (general). The application for the field experience must be approved before you can register.

693/793 Individual Study (Office Use: Class # ________________

693 is available for 1-5 quarter hours in HSMP.

793 is available for 1-6 quarter hours in PUB HLTH (general), BIO, EHS, EPI, and HBHP.

785 Culminating Experience (Office Use: Class # ________________

785 is available for 1-8 quarter hours in PUBHLTH (general), BIO, EHS, EPI, HBHP, and HSMP. (VPH students register for Vet Prev 999.)

799 Master’s or Pre-Candidacy PhD Research (Office Use: Class # ________________

799 is available for 1-18 quarter hours in PUBHLTH.

999 Research for PhD Dissertation (Office Use: Class # ________________

999 is available for 1-18 quarter hours in PUBHLTH.

Project Description/Comments:

Project/report due date: _____/_____/_____

Signatures:

Instructor ______________________________________ Date _______________________

Student ______________________________________ Date _______________________

Please complete form and return to the Office of Academic Programs and Student Services, 100 Cunz Hall.

To be completed by OAPSS: ___ xc: student ___ posted in file

Rev. 10/2011
THE OHIO STATE UNIVERSITY COLLEGE OF PUBLIC HEALTH
ELECTIVE APPROVAL PETITION

It is not necessary to complete this form for courses appearing on the list of pre-approved electives for each program. Approval of any other course will require submission of a copy of this form together with documentation describing the proposed course (i.e., a syllabus indicating course content, assignments, and grading policy). If you will be taking electives at another university, you must apply for transient graduate status at that university and provide a copy of your transcript showing the final grade when the course is complete. Approval must be obtained before enrolling in the course.

Student name (please print): ____________________________ OSU name.# ___________

Degree program: ___________________ Specialization: ___________________

Name of faculty advisor (please print): ________________________________

Course for which approval is requested:

University/College: ________________________________

Department name and course number: ______________

Course title: ____________________________________________

Quarter hours (quarter or semester?): __________ Year and Term to be taken: ______________

Attach course syllabus to this form.

How is this course relevant to public health and to your career goals and objectives?

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Recommendation of Advisor:

___ Approved  ___ Not Approved

___ Approved with Conditions (specify):

________________________________________________________________________

________________________________________________________________________

Date: ________

Signature of Faculty Advisor

After the faculty advisor has signed this form, please submit to the Office of Academic Programs and Student Services, 100 Cunz Hall. Keep a copy for your records.

To be completed by OAPSS: ___ xc: student  ___ posted in file
For Master’s Students

The Ohio State University
College of Public Health

TRANSFER OF GRADUATE CREDIT
Into a Master’s Program

The rules governing the transfer of graduate credit earned at another university are found in Section IV of the Graduate School Handbook. The following conditions must be satisfied in order to transfer graduate credit:

1. the graduate credit was earned as a graduate student at an accredited university
2. the student earned at least a grade of “B” or satisfactory in each course for which credit is to be transferred
3. the Graduate Studies Committee approves the transfer

In addition, substitutions for core courses must come from CEPH-accredited programs.

CPH master’s students who wish to transfer graduate credit earned at another institution into a graduate program in the College of Public Health at OSU should submit this form and the following documentation to the Office of Academic Programs and Student Services in 100 Cunz Hall:

1. The Graduate School's Request for Transfer of Graduate Credit form (available on the web at http://gradsch.osu.edu)
2. Official transcripts
3. An approved CPH Petition to substitute transfer credit for required courses in your program

Student’s Name (please print) ___________________________ (Last Name) (First Name) (Middle or Maiden Name)

OSU name.# : ______________________________ Degree Program: __________________

Specialization: __________________ Faculty Advisor’s Name): __________________

(please print)

List the courses to be transferred on the Graduate School’s form.

___ Approved ___ Not approved

_________________________________________ _________________________________________________

Faculty Advisor’s Signature Date

To be completed by OAPSS: ___ xc: student ___ posted in file
The Ohio State University
College of Public Health

TRANSFER OF GRADUATE CREDIT
Into a PhD Degree Program

The rules governing the transfer of graduate credit earned at another university are found in Section IV of the Graduate School Handbook.

CPH doctoral students who wish to transfer graduate credit earned at another institution into a graduate program in the College of Public Health at OSU should submit this form and the following documentation to the Office of Academic Programs and Student Services in 100 Cunz Hall:

1) The Graduate School’s Request for Transfer of Graduate Credit form (available on the web at http://gradsch.osu.edu)
2) Official transcripts
3) An approved PhD Curriculum Plan and petitions for any courses that require additional faculty approval to substitute for a required course

Please note: Substitutions for core courses must come from a CEPH-accredited program.

Student’s Name (please print) ____________________________________________

(Last Name) (First Name) (Middle or Maiden Name)

OSU name.# : ___________________________ Degree Program: ___________________

Specialization: _____________ Faculty Advisor’s Name): ____________________________

(please print)

If less than 45 quarter hours of credit from the student’s master’s degree will count towards the doctoral program, list the specific courses to be transferred on the Graduate School’s form.

_____ Check here if 45 quarter hours from the student’s master’s degree will count towards the doctoral program.

_____ Approved: _____ Not Approved

________________________________________  _________________________

Faculty Advisor’s Signature                  Date

To be completed by OAPSS:  ____ xc: student   ____ posted in file

Rev. 10/2011
THE OHIO STATE UNIVERSITY
COLLEGE OF PUBLIC HEALTH

Doctor of Philosophy
Approval to Schedule Candidacy Examination

Student Name (please print): ___________________________ OSU name.# : ______________

The signatures below indicate approval for the student to schedule the written and oral portions of
the Candidacy Examination.

Required signatures:

Committee:

Advisor (major field) (print name) Date

Major field (print name) Date

Minor field (print name) Date

Research Methods (print name) Date


Student:

Date

Return completed form to the Office of Academic Programs and Student Services, 100 Cunz Hall.
THE OHIO STATE UNIVERSITY
COLLEGE OF PUBLIC HEALTH

THESIS/DISSERTATION PROSPECTUS APPROVAL

Student name (please print) ____________________________________  Date ___________

OSU name.# : ___________________________

Title of proposed thesis or dissertation: ___________________________________________

_____________________________________________________________________________

Approved _____

Approved with conditions _____

Comments (including conditions, if any):


Signatures:

Thesis/Dissertation Committee (minimum of two for MS, three for PhD; see Handbook for rules concerning membership):

Advisor                                   (print name)                       Date

________________________________________

________________________________________

________________________________________

________________________________________

Please return completed form to the Office of Academic Programs and Student Services, 100 Cunz Hall.
THE OHIO STATE UNIVERSITY
COLLEGE OF PUBLIC HEALTH

DOCTOR OF PHILOSOPHY CURRICULUM APPROVAL

Student Name (please print): ___________________________ OSU name.# _______________________

The Advisory Committee is composed of a minimum of four persons meeting these criteria:

- All committee members must be category P graduate faculty members.
- The major field is represented by two members, including the student’s advisor, who must have faculty appointments in the College of Public Health division containing the student’s major area. The advisor’s principal appointment must be in the College of Public Health.
- The research methods area is represented by one College of Public Health faculty member appropriate for the curriculum of the student.
- The minor field is represented by one member appropriate for the curriculum of the student, who must come from outside the division containing the student’s major field and may come from outside the College of Public Health.

Additional members meeting the criteria stated may be included (e.g., the research methods area could be represented by two persons rather than one). A student who wishes to depart in any other way from the stated criteria must petition in writing with the advisor’s support, indicating the justification for the departure. Any departure from the criteria must be approved by the chair of the student’s major division and the GSC chairperson.

Signatures below indicate approval of the attached PhD Curriculum Plan.

Required Signatures:

Advisory Committee

<table>
<thead>
<tr>
<th>Category</th>
<th>Advisor (major field)</th>
<th>Major field</th>
<th>Minor field</th>
<th>Research Methods</th>
</tr>
</thead>
<tbody>
<tr>
<td>P</td>
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</table>

Student: __________________________________________ Date

Division Chair: ____________________________________ Date
(Required only for departure from listed criteria)

Graduate Studies Committee Chair: __________________________ Date

To be completed by OAPSS: ___ xc: student ___ access

Rev 10/2011
THE OHIO STATE UNIVERSITY COLLEGE OF PUBLIC HEALTH  
PhD CURRICULUM PLAN

Name: _______________________________  OSU Name.#: _______________________________  Date: _______________

Major Area: ________________________________________________________________

Major Area Faculty Advisor: __________________________________________________________

Major Area Committee Member: __________________________________________________________

<table>
<thead>
<tr>
<th>University/College</th>
<th>Dept</th>
<th>Course Number</th>
<th>Course Title</th>
<th>Credits</th>
<th>Taken or Anticipated Term/Yr</th>
<th>Grade</th>
<th>Mark (*) if included in master's degree credit</th>
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Total Credits (minimum of 36 quarter hours)

*Note that a maximum of 45 quarter hours of credit may be applied from a prior master's degree.
Minor Area: _____________________________________________________________

Minor Area Committee Member: ___________________________________________

<table>
<thead>
<tr>
<th>University/College</th>
<th>Dept</th>
<th>Course Number</th>
<th>Course Title</th>
<th>Credits</th>
<th>Taken or Anticipated Term/Yr</th>
<th>Grade</th>
<th>Mark (*) if included in master's degree credit</th>
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Total Credits (minimum of 18 quarter hours)

Electives

<table>
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<tr>
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<th>Dept</th>
<th>Course Number</th>
<th>Course Title</th>
<th>Credits</th>
<th>Taken or Anticipated Term/Yr</th>
<th>Grade</th>
<th>Mark (*) if included in master's degree credit</th>
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Total Credits
<table>
<thead>
<tr>
<th>University/College</th>
<th>Dept</th>
<th>Course Number</th>
<th>Course Title</th>
<th>Credits</th>
<th>Taken or Anticipated Term/Yr</th>
<th>Grade</th>
<th>Mark (*) if included in master's degree credit</th>
</tr>
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</table>

**Total Credits (minimum of 36 quarter hours)**

<table>
<thead>
<tr>
<th>Summary</th>
<th>Quarter hours</th>
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</thead>
<tbody>
<tr>
<td>Area</td>
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</tr>
<tr>
<td>Major</td>
<td></td>
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<tr>
<td>Minor</td>
<td></td>
</tr>
<tr>
<td>Electives</td>
<td></td>
</tr>
<tr>
<td>Research Methods</td>
<td></td>
</tr>
<tr>
<td>Dissertation credit (maximum 30 quarter hrs)*</td>
<td></td>
</tr>
<tr>
<td><strong>Total (minimum 120 quarter hrs)</strong></td>
<td></td>
</tr>
</tbody>
</table>

*More than 30 quarter hours may be taken, but only 30 hours will count towards the total 120 hour requirement.

Anticipated Quarter/Year for Candidacy Examination:

______________________

Comments:
# Doctoral Candidacy Examination Checklist

Prior to beginning the tasks on this checklist, the student must have an approved Advisory Committee and an approved Curriculum Plan. The Curriculum Plan must be approved at least two quarters prior to the start of the Candidacy Exam.

<table>
<thead>
<tr>
<th>Task</th>
<th>Responsible Person(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Meet with OAPSS staff to discuss Candidacy Exam pre-requisites and requirements.</td>
<td>Student and OAPSS Staff</td>
</tr>
<tr>
<td>☐ Enroll in a minimum of 3 graduate quarter hours in the quarter during which any portion of the exam is taken.</td>
<td>Student</td>
</tr>
<tr>
<td>☐ Prior to scheduling the exam, submit <em>Approval to Schedule Candidacy Exam</em> to the Division Coordinator and OAPSS. This is an internal form that can be found in the Student Handbook.</td>
<td>Student submits form to Division Coordinator</td>
</tr>
<tr>
<td>☐ Schedule the date for the written and oral portions of exam. The schedule must be set at least one quarter in advance. The oral exam must be scheduled at least two weeks after the completion of the written portion. <em>NOTE: One month is the maximum according to Graduate School rules.</em></td>
<td>Student and Advisor</td>
</tr>
<tr>
<td>☐ Submit the <em>Doctoral Notification of Candidacy Examination</em> form (available on the Grad School’s web site) to the Graduate School at least 2 weeks prior to starting the written portion of the exam. <strong>Submit a copy of the form to OAPSS.</strong></td>
<td>Student and OAPSS Staff</td>
</tr>
<tr>
<td>☐ Contact the Advisory Committee and ask for exam questions.</td>
<td>Advisor</td>
</tr>
<tr>
<td>☐ Collect questions from the Advisory Committee, put together the exam, and submit the exam to the Division Coordinator along with instructions concerning room needs and exam conditions (e.g. closed vs. open book, Internet access, etc.).</td>
<td>Advisor</td>
</tr>
<tr>
<td>☐ Schedule a room (if needed) for the written exam.</td>
<td>Division Coordinator</td>
</tr>
<tr>
<td>☐ Schedule a room for the oral portion of the exam (2-hour block of time) and notify Advisory Committee and student where the oral exam will occur.</td>
<td>Division Coordinator</td>
</tr>
<tr>
<td>☐ Distribute exam to student on the day(s) of the written portion. Collect exam when student has completed the written portion.</td>
<td>Division Coordinator</td>
</tr>
<tr>
<td>☐ Copy exam questions and answers and provide copies to Advisory Committee members and OAPSS within 2 days of the completion of the exam.</td>
<td>Division Coordinator</td>
</tr>
<tr>
<td>☐ Contact Advisor within 10 days with feedback on student’s performance on the written portion of the exam.</td>
<td>Committee Members</td>
</tr>
<tr>
<td>☐ Contact Advisory Committee members who have not yet contacted advisor to get feedback on written answers at least 2 days before the oral portion of the exam.</td>
<td>Advisor</td>
</tr>
<tr>
<td>☐ Send a reminder to Advisory Committee members of the date, time, and location of the oral exam 1-2 days before the scheduled date.</td>
<td>Advisor and/or Student</td>
</tr>
<tr>
<td>☐ Submit completed Candidacy Examination Report form (sent to advisor via email) to Graduate School following the oral exam. <strong>Submit a copy of the form to OAPSS.</strong></td>
<td>Student</td>
</tr>
</tbody>
</table>
REQUEST TO REACTIVATE AFTER AN ABSENCE OF TWO YEARS

Name: ____________________________  OSU Name.# : __________________
Degree program: ____________________  Specialization: __________________
Admitted: ________________________ (qtr/yr)  Last enrolled: __________ (qtr/yr)

The student listed above has requested permission to re-enroll in the College of Public Health ______ (qtr/yr) after an absence of two or more years for the following purpose:

___ The student has requested permission to enroll for professional development purposes and does not intend to complete another degree.

___ The student has requested permission to complete the original program and has submitted a plan for doing so (see attached).

To be completed by division

___ Approved (check appropriate line below)  ___ Not Approved

___ The student may re-enroll in the original program, but must complete a revised curriculum plan (see attached).

Program requirements must be completed by ____________ (qtr/yr).

Assigned Faculty Advisor (please print): ________________________________

____________________________  ___________________
Signature of Faculty Advisor    Date

____________________________  ___________________
Signature of Division Chair or PEP Director         Date

Return completed form to the Office of Academic Programs and Student Services, 100 Cunz Hall.

xc: ___ student
    ___ faculty advisor
    ___ division chair
Appendix K

Transition Curriculum Plans

In Summer 2012, OSU will change from a quarter-based system to a semester-based system. Students admitted Autumn 2011 will take quarter-based courses the first year and then transition to semester-based courses the second year. Full-time master’s students who wish to complete the program in two years should follow the transition curriculum plan for their degrees and specializations. Part-time students and doctoral students should meet with their faculty advisors to develop a plan that will ensure a smooth transition from quarters to semesters.

Transition Curriculum Plans:

MPH
- Biostatistics
- Clinical Translational Science 1-year plan
- Clinical Translational Science 2-year plan
- Environmental Health Sciences
- Epidemiology
- Health Services Management and Policy

HBHP MPH and PhD

MHA

MS
- Biostatistics
- Environmental Health Sciences
- Epidemiology

PhD
- Biostatistics
- Environmental Health Sciences
- Epidemiology
- Health Services Management and Policy
# Master of Public Health (MPH) Degree in Biostatistics

## TRANSITION CURRICULUM PLAN

In Summer 2012, OSU will change from a quarter-based system to a semester-based system. Students admitted Autumn 2011 will take quarter-based courses the first year and then transition to semester-based courses the second year. Full-time students who wish to complete the MPH degree program in two years should follow the curriculum plan listed below. Part-time students should complete the PUBHBIO sequence and/or the PUBHEPI sequence the first year to ensure a smooth transition from quarters to semesters. A spreadsheet listing the quarter-based courses and the corresponding semester-based courses, where applicable, is located on the College of Public Health website at [http://cph.osu.edu/academics/2012-semester-conv/converted-courses](http://cph.osu.edu/academics/2012-semester-conv/converted-courses). Students matriculating during the period Autumn 2011 through Spring 2012 must complete the equivalent of 42 semester credit hours. Students matriculating Summer 2012 and beyond will need to complete 45 semester credit hours to earn the degree.

### First Year

<table>
<thead>
<tr>
<th>Quarter Course</th>
<th>Credit Hours</th>
<th>Quarters Offered</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Autumn Quarter</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PUBHBIO 701</td>
<td>Design and Analysis of Studies in the Health Sciences I</td>
<td>4 qtr cr</td>
</tr>
<tr>
<td>PUBHEHS 731</td>
<td>Principles of Environmental Health</td>
<td>4 qtr cr</td>
</tr>
<tr>
<td>PUBHEPI 710</td>
<td>Principles of Epidemiology</td>
<td>4 qtr cr</td>
</tr>
<tr>
<td><strong>Winter Quarter</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PUBHBIO 604</td>
<td>SAS Programming</td>
<td>2 qtr cr</td>
</tr>
<tr>
<td>PUBHBIO 702</td>
<td>Design and Analysis of Studies in the Health Sciences II</td>
<td>4 qtr cr</td>
</tr>
<tr>
<td>PUBHEPI 705</td>
<td>Design &amp; Implementation of Health Survey Methods</td>
<td>4 qtr cr</td>
</tr>
<tr>
<td>STAT 645</td>
<td>Applied Regression Analysis</td>
<td>5 qtr cr</td>
</tr>
<tr>
<td><strong>Spring Quarter</strong></td>
<td></td>
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</tr>
<tr>
<td>PUBHBIO 703</td>
<td>A Problem-Oriented Approach to Biostatistics</td>
<td>4 qtr cr</td>
</tr>
<tr>
<td>PUBHHSMP 800</td>
<td>Health Care Organization I</td>
<td>4 qtr cr</td>
</tr>
<tr>
<td>Elective(s)*</td>
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</tr>
</tbody>
</table>

*Those students matriculating during the period Autumn 2011 through Spring 2012 must select courses from the approved list of electives posted on-line to bring the total hours in your program to the equivalent of 42 semester credit hours. Students matriculating Summer 2012 and beyond will need to complete 45 semester credit hours to earn the degree.

(Nota: Multiplying quarter-based credits by the factor 0.667 equals semester-based credits for a straight conversion. However, most of the courses in the curriculum involved a modified conversion from an original 4 quarter credit hour (40 equivalent contact hours) course to a corresponding 3 semester credit hour course (45 equivalent contact hours).
<table>
<thead>
<tr>
<th>Semester Course (former Quarter Course)</th>
<th>Offered</th>
<th>Credit Semesters</th>
<th>Hours</th>
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<tbody>
<tr>
<td><strong>Summer Term</strong></td>
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<tr>
<td>PUBHLTH 7189 (685) Practicum in Public Health</td>
<td></td>
<td></td>
<td>2 sem cr Any</td>
</tr>
<tr>
<td><strong>Autumn Semester</strong></td>
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<tr>
<td>PUBHBIO 7235 (605) / STAT 6605</td>
<td></td>
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<td>3 sem cr</td>
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<tr>
<td>Applied Survival Analysis Autumn**</td>
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<tr>
<td>PUBHBIO 7225 (651) / STAT 6510</td>
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<td>3 sem cr</td>
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<tr>
<td>Survey Sampling Methods Autumn</td>
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<tr>
<td><strong>Spring Semester</strong></td>
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<tr>
<td>PUBHLTH 7998 (785) Culminating Project in Public Health</td>
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<td>3 sem cr Any</td>
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<tr>
<td>PUBHBIO 7245 (786) / STAT 7755</td>
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<td>2 sem cr</td>
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<tr>
<td>Preventing Disease &amp; Promoting Health thru Behav Sci</td>
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<td></td>
<td>3 sem cr</td>
</tr>
<tr>
<td>Preventing Disease &amp; Promoting Health thru Behav Sci</td>
<td></td>
<td></td>
<td>3 sem cr</td>
</tr>
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</table>

**Offered every other year, alternates with PUBHBIO 7230 (Applied Longitudinal Analysis)**
MPH DEGREE WITH EMPHASIS IN CLINICAL TRANSLATIONAL SCIENCE (CTS)
SAMPLE ONE-YEAR COURSE SCHEDULE

In Summer 2012, OSU will change from a quarter-based system to a semester-based system. Students admitted Autumn 2011 will take quarter-based courses the first year and then transition to semester-based courses the second year. Full-time students who wish to complete all of the required coursework prior in one year, must follow the curriculum plan listed below. A spreadsheet listing the quarter-based courses and the corresponding semester-based courses, where applicable, is located on the College of Public Health website at http://cph.osu.edu/academics/2012-semester-conv/converted-courses. Students matriculating during the period Autumn 2011 through Spring 2012 must complete the equivalent of 42 semester credit hours. Students matriculating Summer 2012 and beyond will need to complete 45 semester credit hours to earn the degree.

### 1st Year

<table>
<thead>
<tr>
<th>Quarter</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer Quarter</td>
<td>PUBHLTH 799’</td>
<td>ARR Research (Up to 3 qtr cr of 799 may count as an elective. Requires permission from the Program Director.)</td>
<td></td>
</tr>
<tr>
<td>Autumn Quarter</td>
<td>PUBHBIO 701</td>
<td>Design and Analysis of Studies in the Health Sciences I</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>PUBHEPI 710</td>
<td>Principles of Epidemiology</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>PUBHEHS 731</td>
<td>Principles of Environmental Health (or PUBH-HBHP 720)</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>PUBHHMP 800</td>
<td>Health Care Organization I</td>
<td>4</td>
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<tr>
<td></td>
<td>PUBHLTH 795</td>
<td>Topics in Clinical &amp; Translational Science</td>
<td>2</td>
</tr>
<tr>
<td>Winter Quarter</td>
<td>PUBHBIO 702</td>
<td>Design and Analysis of Studies in the Health Sciences II</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>PUBHEPI 711</td>
<td>Epidemiology I</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>PUBHHBHP 720</td>
<td>Preventing Disease and Promoting Health through Behavioral Science (or PUBH-EHS 731)</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>PUBHLTH 795</td>
<td>Topics in Clinical &amp; Translational Science</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Elective’</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>Spring Quarter</td>
<td>PUBHBIO 703</td>
<td>A Problem-Oriented Approach to Biostatistics</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>PUBHEPI 712</td>
<td>Epidemiology II</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>PUBHEPI 715</td>
<td>Principles and Procedures for Human Clinical Trials</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>PUBHLTH 795</td>
<td>Topics in Clinical &amp; Translational Science</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>PUBHLTH 685</td>
<td>Practicum</td>
<td>4</td>
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<td>18 qtr cr</td>
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</tbody>
</table>

### 2nd Year

<table>
<thead>
<tr>
<th>Quarter</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer Term 2012</td>
<td>PUBHLTH 799’</td>
<td>ARR Research (Up to 3 qtr cr of 799 may count as an elective. Requires permission from the Program Director.)</td>
<td></td>
</tr>
<tr>
<td>Autumn Semester 2012</td>
<td>PUBHLTH 799 (785)</td>
<td>Culminating Project in Pub Hlth</td>
<td>3</td>
</tr>
<tr>
<td>Spring Semester 2013</td>
<td>PUBHLTH 799 (785)</td>
<td>Culminating Project in Pub Hlth</td>
<td>3</td>
</tr>
</tbody>
</table>

---

1. Some students may begin the program with supervised research experience in the summer quarter. Their enrollment requirements may be determined by conditions of funding (e.g., from a traineeship). Up to three hours of research may be used as elective hours towards the MPH.
2. Students who pass a qualifying examination for PUBHEPI 710 may substitute an elective.
3. Electives may be taken any quarter. Those students matriculating during the period Autumn 2011 through Spring 2012 must select courses from the approved list of electives posted on-line to bring the total hours in the program to the equivalent of 42 semester credit hours. Students matriculating Summer 2012 and beyond will need to complete 45 semester credit hours to earn the degree.
4. The practicum and culminating project are individually scheduled times and, thus, can be reallocated to other quarters or semesters with approval of your faculty adviser.
In Summer 2012, OSU will change from a quarter-based system to a semester-based system. Students admitted Autumn 2011 will take quarter-based courses the first year and then transition to semester-based courses the second year. Students who wish to complete the CTS MPH program in two years must follow the curriculum plan listed below. Students should take sequenced courses and those with prerequisites (e.g., PUBHBIO 701-702-703) the first year in the order shown to ensure a smooth transition from quarters to semesters. Any deviations should be discussed with the student’s faculty advisor or staff in the Office of Academic Programs. Students supported by a fellowship or traineeship must maintain a minimum enrollment of 15 credit hours per quarter. Students who plan to complete the program over more than two years should take the PUBHBIO sequence the first year and begin the PUBHEPI sequence the second year. Students matriculating during the period Autumn 2011 through Spring 2012 must complete the equivalent of 42 semester credit hours. Students matriculating Summer 2012 and beyond must complete 45 semester credit hours to earn the degree.

### FIRST YEAR

<table>
<thead>
<tr>
<th>Summer Quarter</th>
<th>Autumn Quarter</th>
<th>Winter Quarter</th>
<th>Spring Quarter</th>
</tr>
</thead>
</table>
| PUBHLTH 799<sup>1</sup>  
Research  
(Up to 3 hours of 799 may count as an elective.) | PUBHBIO 701  
Design and Analysis of Studies in the Health Sciences I | PUBHBIO 702  
Design and Analysis of Studies in the Health Sciences II | PUBHBIO 703  
A Problem-Oriented Approach to Biostatistics |
| ARR | 4 | 4 | 4 |
| PUBHEPI 710<sup>2</sup>  
Principles of Epidemiology | PUBHEPI 711  
Epidemiology I | PUBHEPI 712  
Epidemiology II | |
| | 4 | 4 | 4 |
| PUBHLTH 795<sup>3</sup>  
Topics in Clinical & Translational Science | PUBHLTH 795  
Topics in Clinical & Translational Science | PUBHLTH 795  
Topics in Clinical & Translational Science | |
| | 2 | 2 | 2 |
|  | 10 | 10 | 10 |

---

1. Some students may begin the program with supervised research experience in the summer quarter. Their enrollment requirements may be determined by conditions of funding (e.g., from a traineeship). Up to three hours of research may be used as elective hours towards the MPH with approval of the Program Director.

2. Students who pass a qualifying examination for PUBHEPI 710 may substitute an elective.

3. The Program Director may recommend that you take the semester-based equivalent of 795 (during other quarters the second year.)
CTS SAMPLE TWO-YEAR COURSE SCHEDULE (Cont’d)

### SECOND YEAR

<table>
<thead>
<tr>
<th>Summer Term</th>
<th>Autumn Semester</th>
<th>Spring Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Semester Course (Quarter Course)</strong></td>
<td><strong>Semester Course (Quarter Course)</strong></td>
<td><strong>Semester Course (Quarter Course)</strong></td>
</tr>
<tr>
<td>PUBHLTH 7189 (685)$^4$ Practicum in Public Health</td>
<td>PUBHHBP 6510 (720) Preventing Disease and Promoting Health Through Behavioral Science or PUBHEHS 6310 (731)</td>
<td>PUBHEHS 6310 (731) Principles of Environmental Health or PUBHHBP 6510 (720)</td>
</tr>
<tr>
<td>3 sem cr</td>
<td>3 sem cr</td>
<td>3 sem cr</td>
</tr>
<tr>
<td>PUBHMP 6610 (800) Health Care Organization I</td>
<td>PUBHEPI 7412 (715) Principles and Procedures for Human Clinical Trials</td>
<td>PUBHLTH 7998 (785) Culminating Project in Public Health</td>
</tr>
<tr>
<td>3 sem cr</td>
<td>3 sem cr</td>
<td>3 sem cr</td>
</tr>
<tr>
<td>Elective 1</td>
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<tr>
<td>3 sem cr</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>9 sem cr</strong></td>
<td><strong>9 sem cr</strong></td>
</tr>
</tbody>
</table>

---

$^4$ Electives may be taken any terms.
Effective Autumn 2011

Master of Public Health (MPH) Degree in Environmental Health Sciences

SAMPLE CURRICULUM PLAN

In Summer 2012, OSU will change from a quarter-based to a semester-based schedule and credit hour system. Students admitted Autumn 2011 will take quarter-based courses the first year and then transition to semester-based courses the second year. Full-time students who wish to complete the MPH degree program in two years should follow the curriculum plan listed below. Part-time students who wish to complete the MPH degree program in two years should also complete the curriculum plan listed below. A spreadsheet listing the quarter-based courses and the corresponding semester-based courses, where applicable, is located on the College of Public Health website at [http://cph.osu.edu/academics/2012-semester-conv/converted-courses](http://cph.osu.edu/academics/2012-semester-conv/converted-courses). Students matriculating during the period Autumn 2011 through Spring 2012 must complete the equivalent of 42 semester credit hours. Students matriculating Summer 2012 and beyond will need to complete 45 semester credit hours to earn the degree.

Year One

<table>
<thead>
<tr>
<th>Quarter Course</th>
<th>Credit Hours</th>
<th>Quarters Offered</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Autumn Quarter 2011</strong></td>
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<tr>
<td>PUBHEHS 731 Principles of Environmental Health (for EHS Majors)</td>
<td>4 qtr cr</td>
<td>AU</td>
</tr>
<tr>
<td>PUBHBIO 701 Design and Analysis of Studies in the Health Sciences I</td>
<td>4 qtr cr</td>
<td>AU, WI</td>
</tr>
<tr>
<td>PUBHEPI 710 Principles of Epidemiology</td>
<td>4 qtr cr</td>
<td>AU, WI</td>
</tr>
<tr>
<td>PUBHEHS 730 Global Health &amp; Environmental Microbiology</td>
<td>4 qtr cr</td>
<td>AU</td>
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</tbody>
</table>

| **Winter Quarter 2012** | | |
| PUBHEHS 732 Basic Concepts in Toxicology | 4 qtr cr | WI |
| PUBHEHS 831 Principles of Risk Assessment | 4 qtr cr | WI |
| PUBHHBP 720 Preventing Disease and Promoting Health through Behavioral Sci Elective(s)* | 4 qtr cr | AU, WI |

| **Spring Quarter 2012** | | |
| PUBHEHS 735 Introduction to Water and Human Health Risk | 4 qtr cr | SP |
| PUBHEHS 832 Principles of Exposure Assessment | 4 qtr cr | SP |
| PUBHMP 800 Health Care Organization I | 4 qtr cr | AU, SP |
| PUBHEHS 850 Seminar in Environmental Health Science Elective(s)* | 1 qtr cr | SP |

*Those students matriculating during the period Autumn 2011 through Spring 2012 must select courses from the approved list of electives posted on-line to bring the total hours in your program to the equivalent of 42 semester credit hours. Students matriculating Summer 2012 and beyond will need to complete 45 semester credit hours to earn the degree.

(Note: Multiplying quarter-based credits by the factor 0.667 equals semester-based credits for a straight conversion. However, most of the courses in the curriculum involved a modified conversion from an original 4 quarter credit hour (40 equivalent contact hours) course to a corresponding 3 semester credit hour course (45 equivalent contact hours).
Master of Public Health (MPH) Degree in Epidemiology

TRANSITION CURRICULUM PLAN

In Summer 2012, OSU will change from a quarter-based system to a semester-based system. Students admitted Autumn 2011 will take quarter-based courses the first year and then transition to semester-based courses the second year. Full-time students who wish to complete the MPH degree program in two years should follow the curriculum plan listed below. Part-time students should complete the PUBHBIO sequence and/or the PUBHEPI sequence the first year to ensure a smooth transition from quarters to semesters. A spreadsheet listing the quarter-based courses and the corresponding semester-based courses, where applicable, is located on the College of Public Health website at http://cph.osu.edu/academics/2012-semester-conv/converted-courses. Students matriculating during the period Autumn 2011 through Spring 2012 must complete the equivalent of 42 semester credit hours. Students matriculating Summer 2012 and beyond will need complete 45 semester credit hours to earn the MPH degree.

First Year

<table>
<thead>
<tr>
<th>Quarter Course</th>
<th>Credit Hours</th>
<th>Quarters Offered</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Autumn Quarter 2011</strong></td>
<td></td>
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</tr>
<tr>
<td>PUBHEPI 710  Principles of Epidemiology</td>
<td>4 qtr cr</td>
<td>AU, WI</td>
</tr>
<tr>
<td>PUBHEPI 704  Biological Basis of Public Health</td>
<td>4 qtr cr</td>
<td>AU</td>
</tr>
<tr>
<td>PUBHBIO 701  Design and Analysis of Studies in the Health Sciences I</td>
<td>4 qtr cr</td>
<td>AU, WI</td>
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<tr>
<td><strong>Winter Quarter 2012</strong></td>
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<tr>
<td>PUBHEPI 711  Epidemiology I</td>
<td>4 qtr cr</td>
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<td>PUBHEPI 705  Design &amp; Implementation of Health Surveys</td>
<td>4 qtr cr</td>
<td>WI</td>
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<tr>
<td>PUBHBIO 702  Design and Analysis of Studies in the Health Sciences II</td>
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<td><strong>Spring Quarter 2012</strong></td>
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<tr>
<td>PUBHBIO 703  A Problem-Oriented Approach to Biostatistics</td>
<td>4 qtr cr</td>
<td>SP</td>
</tr>
<tr>
<td>PUBHHMP 800  Health Care Organization I</td>
<td>4 qtr cr</td>
<td>AU, SP</td>
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<tr>
<td>Elective(s)*</td>
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</table>

Second Year

<table>
<thead>
<tr>
<th>Semester Course (former Quarter Course)</th>
<th>Credit Hours</th>
<th>Semesters Offered</th>
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<tbody>
<tr>
<td><strong>Summer Term 2012</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PUBHEPI 7189 (685) Practicum in Public Health</td>
<td>2 sem cr</td>
<td>Any</td>
</tr>
<tr>
<td><strong>Autumn Semester 2012</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PUBHEHS 6310 (731) Principles of Environmental Health</td>
<td>3 sem cr</td>
<td>Autumn, Spring</td>
</tr>
<tr>
<td>PUBHHBP 6510 (720) Preventing Disease &amp; Promoting Health through Behavioral Sci</td>
<td>3 sem cr</td>
<td>Autumn, Spring</td>
</tr>
<tr>
<td>Elective(s)*</td>
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<tr>
<td><strong>Spring Semester 2013</strong></td>
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</tr>
<tr>
<td>PUBHLTH 7998 (785) Culminating Project in Public Health</td>
<td>3 sem cr</td>
<td>Any</td>
</tr>
</tbody>
</table>

*Those students matriculating during the period Autumn 2011 through Spring 2012 must select courses from the approved list of electives posted on-line to bring the total hours in your program to the equivalent of 42 semester credit hours. Students matriculating Summer 2012 and beyond will need to complete 45 semester credit hours to earn the degree.

(Note: Multiplying quarter-based credits by the factor 0.667 equals semester-based credits for a straight conversion. However, most of the courses in the curriculum involved a modified conversion from an original 4 quarter credit hour (40 equivalent contact hours) course to a corresponding 3 semester credit hour course (45 equivalent contact hours).
# Year Two

<table>
<thead>
<tr>
<th>Semester Course (former Quarter Course)</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td><strong>Summer Term 2012</strong></td>
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<td></td>
</tr>
<tr>
<td>PUBHLTH 7189 (685) Practicum in Public Health</td>
<td>2 sem cr</td>
<td>Any</td>
</tr>
<tr>
<td><strong>Autumn Semester 2012</strong></td>
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</tr>
<tr>
<td>PUBHEHS 5325 (830) Principles of Occupational Health Science</td>
<td>3 sem cr</td>
<td>Autumn</td>
</tr>
<tr>
<td>PUBHEHS 7380 (738) Exposure Science Monitoring Techniques</td>
<td>3 sem cr</td>
<td>Autumn</td>
</tr>
<tr>
<td>PUBHLTH 7998 (785) Culminating Project in Public Health</td>
<td>3 sem cr</td>
<td>Any</td>
</tr>
<tr>
<td>Elective(s)*</td>
<td></td>
<td></td>
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</table>
Master of Public Health (MPH) Degree Program  
with a specialization in  
Health Services Management and Policy  

SAMPLE CURRICULUM PLAN  

In Summer 2012, OSU will change from a quarter-based system to a semester-based system. Students admitted Autumn 2011 will take quarter-based courses the first year and then transition to semester-based courses the second year. Full-time students who wish to complete the MPH degree program in two years should follow the curriculum plan listed below. Part-time students should complete the PUBHBIO sequence and/or the PUBHEPI sequence the first year to ensure a smooth transition from quarters to semesters. A spreadsheet listing the quarter-based courses and the corresponding semester-based courses, where applicable, is located on the College of Public Health website at http://cph.osu.edu/academics/2012-semester-conv/converted-courses.  

Students matriculating during the period Autumn 2011 through Spring 2012 must complete the equivalent of 42 semester credit hours. Students matriculating Summer 2012 and beyond will need to complete 45 semester credit hours to earn the MPH degree.

<table>
<thead>
<tr>
<th>First Year</th>
<th>Credit Hours</th>
<th>Quarters Offered</th>
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</thead>
<tbody>
<tr>
<td><strong>Autumn Quarter</strong></td>
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</tr>
<tr>
<td>PUBHHMP 800</td>
<td>Health Care Organization I</td>
<td>4 qtr cr</td>
</tr>
<tr>
<td>PUBHHMP 815</td>
<td>Health Services Organizational Management</td>
<td>4 qtr cr</td>
</tr>
<tr>
<td>PUBHBIO 701</td>
<td>Design and Analysis of Studies in the Health Sciences I</td>
<td>4 qtr cr</td>
</tr>
<tr>
<td>PUBHEPI 710</td>
<td>Principles of Epidemiology</td>
<td>4 qtr cr</td>
</tr>
<tr>
<td><strong>Winter Quarter</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PUBHHMP 802</td>
<td>Economic Analysis of Health Services</td>
<td>4 qtr cr</td>
</tr>
<tr>
<td>PUBHHMP 820</td>
<td>Health Services Finance I</td>
<td>4 qtr cr</td>
</tr>
<tr>
<td>PUBHHBP 720</td>
<td>Preventing Disease and Promoting Hlth thru Behavioral Sci</td>
<td>4 qtr cr</td>
</tr>
<tr>
<td>or PUBHEHS 731</td>
<td>Principles of Environmental Health</td>
<td>4 qtr cr</td>
</tr>
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<td></td>
<td>Selective(s)* or Elective(s)</td>
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<tr>
<td><strong>Spring Quarter</strong></td>
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<tr>
<td>PUBHHMP 801</td>
<td>Health Care Organization II</td>
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<tr>
<td>PUBHHMP 805</td>
<td>Introduction to Health Policy</td>
<td>4 qtr cr</td>
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<tr>
<td></td>
<td>Selective(s) or Elective(s)*</td>
<td></td>
</tr>
</tbody>
</table>

*Those students matriculating during the period Autumn 2011 through Spring 2012 must select courses from the approved list of electives posted on-line to bring the total hours in your program to the equivalent of 42 semester credit hours. Students matriculating Summer 2012 and beyond will need to complete 45 semester credit hours to earn the degree.

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## Second Year

<table>
<thead>
<tr>
<th>Semester Course (former Quarter Course)</th>
<th>Credit Hours</th>
<th>Semesters Offered</th>
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<tbody>
<tr>
<td><strong>Summer Term</strong></td>
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<tr>
<td>PUBHLTH 7189 (685) Practicum in Public Health</td>
<td>2 sem cr</td>
<td>Any</td>
</tr>
<tr>
<td><strong>Autumn Quarter</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PUBHEHS 6510 (731) Principles of Environmental Health</td>
<td>4 sem cr</td>
<td>Autumn,Spring</td>
</tr>
<tr>
<td>or PUBHHBP 6310 (720) Preventing Disease and Promoting Hlth thru Behavioral Sci Selective(s)* or Elective(s)</td>
<td>4 sem cr</td>
<td>Autumn,Spring</td>
</tr>
<tr>
<td><strong>Winter Quarter</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PUBHLTH 7189 (785) Culminating Project in Public Health</td>
<td>4 sem cr</td>
<td>Any</td>
</tr>
</tbody>
</table>
HEALTH BEHAVIOR AND HEALTH PROMOTION

TRANSITION CURRICULUM PLAN

In Summer 2012, OSU will change from a quarter-based system to a semester-based system. Students admitted Autumn 2011 will take quarter-based courses the first year and then transition to semester-based courses the second year. Full-time students who wish to complete the MPH degree program in two years should follow one of the curriculum plans listed below. PhD students and part-time MPH students should complete the PUBHBIO sequence the first year to ensure a smooth transition from quarters to semesters. A spreadsheet listing the quarter-based courses and the corresponding semester-based courses, where applicable, is located on the College of Public Health website at [http://cph.osu.edu/academics/2012-semester-conv/converted-courses](http://cph.osu.edu/academics/2012-semester-conv/converted-courses). Students matriculating during the period Autumn 2011 through Spring 2012 must complete the equivalent of 42 semester credit hours. Students matriculating Summer 2012 and beyond will need complete 45 semester credit hours to earn the degree.

There are at least three ways to move through the HBHP curriculum, as follows:

### First Year

<table>
<thead>
<tr>
<th>Plan A</th>
<th>Plan B</th>
<th>Plan C</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Year 1</strong></td>
<td><strong>Plan A</strong></td>
<td><strong>Plan B</strong></td>
</tr>
<tr>
<td><strong>AU QTR 2011</strong></td>
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<tr>
<td>EPI 710</td>
<td>EPI 710</td>
<td>EPI 710</td>
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<tr>
<td>HBP 720</td>
<td>HBP 720</td>
<td>HBP 720</td>
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<tr>
<td>HBP 820</td>
<td>HBP 820</td>
<td>BIO 701</td>
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<td>BIO 701</td>
<td>BIO 701</td>
<td>BIO 702</td>
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<td>HBP 821</td>
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<td>HBP 827</td>
<td>HBP 827</td>
<td>HBP 827</td>
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<tr>
<td><strong>SP QTR 2012</strong></td>
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<td>BIO 702</td>
<td>BIO 702</td>
<td>HBP 850</td>
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<td>HBP 824</td>
<td>HBP 850</td>
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<td>Public Hlth Res Methods (4 qtr cr)</td>
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<td><strong>Elective</strong></td>
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### Second Year

<table>
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<th>Plan A Semester Course (Quarter Course)</th>
<th>Plan B Semester Course (Quarter Course)</th>
<th>Plan C Semester Course (Quarter Course)</th>
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<tbody>
<tr>
<td>PUBHLTH 7998 (685)</td>
<td>Practicum in Public Health (2 sem cr)</td>
<td>PUBHLTH 7998 (685) Practicum in Public Health (2 sem cr)</td>
<td>PUBHLTH 7998 (685) Practicum in Public Health (2 sem cr)</td>
</tr>
</tbody>
</table>


*MPH students matriculating during the period Autumn 2011 through Spring 2012 must select courses from the approved list of electives posted on-line to bring the total hours in your program to the equivalent of 42 semester credit hours. MPH students matriculating Summer 2012 and beyond will need to complete 45 semester credit hours to earn the degree.

Note: Multiplying quarter-based credits by the factor 0.667 equals semester-based credits for a straight conversion.
Master of Public Health (MPH) Degree in Veterinary Public Health

TRANSITION CURRICULUM PLAN

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First Year

<table>
<thead>
<tr>
<th>Quarter Course</th>
<th>Credit Hours</th>
<th>Offered</th>
</tr>
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<tbody>
<tr>
<td>PUBHBIO 701</td>
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<td>AU, WI</td>
</tr>
<tr>
<td>PUBHMP 800</td>
<td>4 qtr cr</td>
<td>AU, SP</td>
</tr>
<tr>
<td>VETPREV 721</td>
<td>4 qtr cr</td>
<td>AU</td>
</tr>
<tr>
<td>PUBHHBP 720</td>
<td>4 qtr cr</td>
<td>AU, WI</td>
</tr>
<tr>
<td>OR PUBHEHS 731</td>
<td>4 qtr cr</td>
<td>AU, WI</td>
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</table>

Winter Quarter

<table>
<thead>
<tr>
<th>Quarter Course</th>
<th>Credit Hours</th>
<th>Offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBHBIO 702</td>
<td>4 qtr cr</td>
<td>WI, SP</td>
</tr>
<tr>
<td>PUBHEPI 710</td>
<td>4 qtr cr</td>
<td>AU, WI</td>
</tr>
<tr>
<td>VETPREV 722</td>
<td>4 qtr cr</td>
<td>WI</td>
</tr>
<tr>
<td>PUBHHBP 720</td>
<td>4 qtr cr</td>
<td>AU, WI</td>
</tr>
<tr>
<td>OR PUBHEHS 731</td>
<td>4 qtr cr</td>
<td>AU, WI</td>
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</table>

Spring Quarter

<table>
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<tr>
<th>Quarter Course</th>
<th>Credit Hours</th>
<th>Offered</th>
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<tbody>
<tr>
<td>PUBHBIO 703</td>
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<tr>
<td>VETPREV 723</td>
<td>4 qtr cr</td>
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<td>Elective(s)*</td>
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</tbody>
</table>

Second Year

<table>
<thead>
<tr>
<th>Semester Course (former Quarter Course)</th>
<th>Credit Hours</th>
<th>Semesters Offered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer Term 2012</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PUBHEPI 7189 (685)</td>
<td>2 sem cr</td>
<td>ANY</td>
</tr>
<tr>
<td>VETPREV 8999 (999)</td>
<td>3 sem cr</td>
<td>ANY</td>
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</tbody>
</table>

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**MPH DEGREE**  
**PROGRAM FOR EXPERIENCED PROFESSIONAL**

**TRANSITION CURRICULUM PLAN**

In Summer 2012, OSU will change from a quarter-based system to a semester-based system. Students admitted Autumn 2011 will take quarter-based courses the first year and then transition to semester-based courses the second year. Full-time students who wish to complete the Master of Public Health Degree Program for Experienced Professionals (MPH-PEP) in two years should follow the curriculum plan listed below. A spreadsheet listing the quarter-based courses and the corresponding semester-based courses, where applicable, is located on the College of Public Health website at [http://cph.osu.edu/academics/2012-semester-conv/converted-courses](http://cph.osu.edu/academics/2012-semester-conv/converted-courses). **Students matriculating during the period Autumn 2011 through Spring 2012 must complete the equivalent of 56 semester credit hours. Students matriculating Summer 2012 and beyond will need complete 60 semester credit hours to earn the MHA degree.**

<table>
<thead>
<tr>
<th>PEP CLASS DATES</th>
<th>Quarter Course</th>
<th>Credits</th>
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<td>June 24</td>
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<td>July 22</td>
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<tr>
<td>September 9-11</td>
<td>PUBHEPI 700</td>
<td>4 qtr cr</td>
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<tr>
<td>October 14-16</td>
<td>Epidemiology for Experienced Health Professionals</td>
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<tr>
<td>November 18-20</td>
<td>PUBHHBP 720</td>
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<td></td>
<td>Preventing Disease and Promoting Health through Behavioral Science</td>
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<tr>
<td>Winter Quarter 2012</td>
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<tr>
<td>January 6-8</td>
<td>PUBHBIO 601</td>
<td>4 qtr cr</td>
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<tr>
<td>February 3-5</td>
<td>Statistical Methods for Public Health Practice I</td>
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<tr>
<td>March 2-4</td>
<td>PUBHEHS 731</td>
<td>4 qtr cr</td>
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<tr>
<td></td>
<td>Principles of Environmental Health</td>
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<tr>
<td>Spring Quarter 2012</td>
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<tr>
<td>April 6-8</td>
<td>PUBHBIO 602</td>
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<tr>
<td>May 4-6</td>
<td>Statistical Methods for Public Health Practice II</td>
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<tr>
<td>June 1-3</td>
<td>PUBHHMP 800 (04) Health Care Organization I</td>
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<td>PEP CLASS DATES Summer Term 2012</td>
<td>Semester Course (Quarter Course)</td>
<td>Credits</td>
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<tr>
<td>TBA</td>
<td>PUBHLTH 7189 (685) Practicum</td>
<td>3 sem cr</td>
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<th>Autumn Semester 2012</th>
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<tbody>
<tr>
<td>TBA</td>
<td>PUBHMP 7606 (was 805) Applied Health Policy</td>
<td>4 sem cr</td>
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<td>PUBHHBP 7532 (824) Program Evaluation in Public Health</td>
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<tbody>
<tr>
<td>TBA</td>
<td>PUBHMP 7607 (823) Financial Management of Public Health Programs</td>
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<td>PUBHLTH 7998 (785) Culminating Project</td>
<td>2 sem cr</td>
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</tbody>
</table>

*Those students matriculating during the period Autumn 2011 through Spring 2012 must select courses from the approved list of electives posted on-line to bring the total hours in your program to the equivalent of 42 semester credit hours. Students matriculating Summer 2012 and beyond will need to complete 45 semester credit hours to earn the degree.

Note: Multiplying quarter-based credits by the factor 0.667 equals semester-based credits for a straight conversion. However, most of the courses in the curriculum involved a modified conversion from an original 4 quarter credit hour (40 equivalent contact hours) course to a corresponding 3 semester credit hour course (45 equivalent contact hours).
In Summer 2012, OSU will change from a quarter-based system to a semester-based system. Students admitted Autumn 2011 will take quarter-based courses the first year and then transition to semester-based courses the second year. Full-time students who wish to complete the MHA degree program in two years should follow the curriculum plan listed below. Part-time students ideally should take at least two courses per quarter the first year to ensure a smooth transition from quarters to semesters. A spreadsheet listing the quarter-based courses and the corresponding semester-based courses, where applicable, is located on the College of Public Health website at [http://cph.osu.edu/academics/2012-semester-conv/converted-courses](http://cph.osu.edu/academics/2012-semester-conv/converted-courses). Students matriculating during the period Autumn 2011 through Spring 2012 must complete the equivalent of 56 semester credit hours. Students matriculating Summer 2012 and beyond will need complete 60 semester credit hours to earn the MHA degree.

### FIRST YEAR  2011-12

<table>
<thead>
<tr>
<th>QTR CREDIT HOURS</th>
<th>Autumn-2011</th>
<th>Winter-2012</th>
<th>Spring-2012</th>
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<tr>
<td></td>
<td>PUBHHMP 800</td>
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<td>Health Care Organization I</td>
<td>Economic Analysis of Health Services</td>
<td>Health Care Organization II</td>
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<td>PUBHHMP 820</td>
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<td>Health Services Finance I</td>
<td>Introduction to Health Policy</td>
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<td>PUBHHMP 880</td>
<td>PUBHHMP 821</td>
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<td>Design &amp; Analysis of Studies in the Health Sciences I</td>
<td>Operations Management for Health Service Organizations</td>
<td>Health Services Finance II</td>
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<td>PUBHEPI 710</td>
<td>PUBHHMP 870.05</td>
<td>PUBHHMP 870.02</td>
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<td>Principles of Epidemiology</td>
<td>Human Resource Mgmt</td>
<td>Clinical Rotations</td>
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<td>PUBHHMP 870.06</td>
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<td>PUBHHP 725</td>
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<td>Behavioral Sciences for Health Care Managers</td>
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|                  | 16 | 16 | 16 |
## SECOND YEAR - 2012-13

### SEM. CREDIT HOURS

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<th>Autumn-2012</th>
<th>Spring-2013</th>
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<tbody>
<tr>
<td><strong>PUBHHMP 7682 (882) 3</strong> Information Systems</td>
<td><strong>PUBHHMP 7631 (831) 3</strong> Strategic Management and Program Development</td>
</tr>
<tr>
<td><strong>PUBHEHS 6310 (731) 3</strong> Principles of Environmental Health</td>
<td><strong>PUBHHMP 7611 (811) 3</strong> Law and Ethics in Health Care</td>
</tr>
<tr>
<td><strong>PUBHHMP 7622 (822)</strong> 3 Health Services Financial Decision-Making</td>
<td>Electives* 3</td>
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<td>Electives 3</td>
<td>Electives* 3</td>
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*Those students matriculating during the period Autumn 2011 through Spring 2012 must select courses from the approved list of electives posted on-line to bring the total hours in your program to the equivalent of 56 semester credit hours. Students matriculating Summer 2012 and beyond will need to complete 60 semester credit hours to earn the degree.

(Note: Multiplying quarter-based credits by the factor 0.667 equals semester-based credits for a straight conversion. However, most of the courses in the curriculum involved a modified conversion from an original 4 quarter credit hour (40 equivalent contact hours) course to a corresponding 3 semester credit hour course (45 equivalent contact hours).

**Offered for 3 credits during transition year.
Master of Science (MS) Degree in Public Health with a Specialization in Biostatistics

TRANSITION CURRICULUM PLAN

In Summer 2012, OSU will change from a quarter-based system to a semester-based system. Students admitted Autumn 2011 will take quarter-based courses the first year and then transition to semester-based courses the second year. Full-time students who wish to complete the MS degree program in two years should follow the curriculum plan listed below. Part-time students should complete the PUBHBIO sequence and/or the PUBHEPI sequence the first year to ensure a smooth transition from quarters to semesters. A spreadsheet listing the quarter-based courses and the corresponding semester-based courses, where applicable, is located on the College of Public Health website at http://cph.osu.edu/academics/2012-semester-conv/converted-courses. Students matriculating during the period Autumn 2011 through Spring 2012 must complete the equivalent of 42 semester credit hours. Students matriculating Summer 2012 and beyond will need complete 45 semester credit hours to earn the degree.

First Year – 2011-2012 (Quarters)

<table>
<thead>
<tr>
<th>Credit Quarters</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>Autumn</td>
<td>PUBHBIO 701</td>
<td>Design &amp; Analysis of Studies in Health Sci I</td>
<td>4 qtr cr</td>
</tr>
<tr>
<td></td>
<td>PUBHEPI 710</td>
<td>Principles of Epidemiology</td>
<td>4 qtr cr</td>
</tr>
<tr>
<td></td>
<td>STAT 610</td>
<td>Probability for Statistical Inference</td>
<td>5 qtr cr</td>
</tr>
<tr>
<td>Winter</td>
<td>PUBHBIO 702</td>
<td>Design &amp; Analysis of Studies in Health Sci II</td>
<td>4 qtr cr</td>
</tr>
<tr>
<td></td>
<td>PUBHBIO 604</td>
<td>SAS Programming</td>
<td>2 qtr cr</td>
</tr>
<tr>
<td></td>
<td>STAT 623</td>
<td>Theory of Statistical Inference</td>
<td>5 qtr cr</td>
</tr>
<tr>
<td></td>
<td>PUBHBIO 651</td>
<td>Survey Sampling Methods</td>
<td>4 qtr cr</td>
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<tr>
<td>Spring</td>
<td>PUBHBIO 703</td>
<td>A Problem-Oriented Approach to Biostatistics</td>
<td>4 qtr cr</td>
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<tr>
<td></td>
<td>PUBHH5M 800</td>
<td>Health Care Organization I</td>
<td>4 qtr cr</td>
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<tr>
<td></td>
<td>STAT 645</td>
<td>Applied Regression Analysis</td>
<td>5 qtr cr</td>
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</table>

Second Year – 2012-2013 (Semesters)

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Quarters Offered</th>
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</thead>
<tbody>
<tr>
<td>Autumn</td>
<td>PUBHBIO 7235 (605)</td>
<td>Applied Survival Analysis</td>
<td>Autumn**</td>
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<tr>
<td></td>
<td>/ STAT 6605</td>
<td>Elective(s)*</td>
<td>3 sem cr</td>
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<td></td>
<td>6 sem cr</td>
</tr>
<tr>
<td>Spring</td>
<td>PUBHLTH 7999 (799)</td>
<td>Thesis Research in Public Health</td>
<td>ANY</td>
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<tr>
<td></td>
<td>PUBHBIO 7245 (786)</td>
<td>Biostatistical Collaboration</td>
<td>Spring</td>
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<tr>
<td></td>
<td>/ STAT 7755</td>
<td></td>
<td>2 sem cr</td>
</tr>
</tbody>
</table>

*Those students matriculating during the period Autumn 2011 through Spring 2012 must select courses from the approved list of electives posted on-line to bring the total hours in your program to the equivalent of 42 semester credit hours. Students matriculating Summer 2012 and beyond will need to complete 45 semester credit hours to earn the degree.

(Note: Multiplying quarter-based credits by the factor 0.667 equals semester-based credits for a straight conversion. However, most of the courses in the curriculum involved a modified conversion from an original 4 quarter credit hour (40 equivalent contact hours) course to a corresponding 3 semester credit hour course (45 equivalent contact hours).

*Offered every other year, alternates with PUBHBIO 7230 (Applied Longitudinal Analysis)
**Master of Science in Public Health (MS) Degree in Public Health with a Specialization in Environmental Health Sciences**

**SAMPLE CURRICULUM PLAN**

In Summer 2012, OSU will change from a quarter-based to a semester-based schedule and credit hour system. Students admitted Autumn 2011 will take quarter-based courses the first year and then transition to semester-based courses the second year. Full-time students who wish to complete the MS degree program in two years should follow the curriculum plan listed below. Part-time students should ideally complete two courses per quarter the first year to ensure a smooth transition from quarters to semesters. A spreadsheet listing the quarter-based courses and the corresponding semester-based courses, where applicable, is located on the College of Public Health website at [http://cph.osu.edu/academics/2012-semester-conv/converted-courses](http://cph.osu.edu/academics/2012-semester-conv/converted-courses). Students matriculating during the period Autumn 2011 through Spring 2012 must complete the equivalent of 42 semester credit hours. Students matriculating Summer 2012 and beyond will need to complete 45 semester credit hours to earn the degree.

<table>
<thead>
<tr>
<th>Year One</th>
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<tbody>
<tr>
<td><strong>Quarter Course</strong></td>
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<tr>
<td><strong>Autumn Quarter 2011</strong></td>
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<tr>
<td>PUBHEHS 731 Principles of Environmental Health (for EHS Majors)</td>
</tr>
<tr>
<td>PUBHBIO 701 Design and Analysis of Studies in the Health Sciences I</td>
</tr>
<tr>
<td>PUBHEPI 711 Epidemiology I</td>
</tr>
<tr>
<td>PUBHEHS 730 Global Health &amp; Environmental Microbiology</td>
</tr>
<tr>
<td><strong>Winter Quarter 2012</strong></td>
</tr>
<tr>
<td>PUBHEHS 732 Basic Concepts in Toxicology</td>
</tr>
<tr>
<td>PUBHEHS 831 Principles of Risk Assessment</td>
</tr>
<tr>
<td>PUBHBIO 702 Design and Analysis of Studies in the Health Sciences II</td>
</tr>
<tr>
<td>Elective(s)**</td>
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<tr>
<td><strong>Spring Quarter 2012</strong></td>
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<tr>
<td>PUBHEHS 832 Principles of Exposure Assessment</td>
</tr>
<tr>
<td>PUBHEHS 850 Seminar in Environmental Health Science</td>
</tr>
<tr>
<td><strong>Select up to three:</strong></td>
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<tr>
<td>PUBHEHS 733 Toxicology of Chemical Agents</td>
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<tr>
<td>PUBHEHS 729 Water Contamination: Sources and Health Impact</td>
</tr>
<tr>
<td>PUBHEHS 735 Introduction to Water and Human Health Risk</td>
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<tr>
<td>PUBHEHS 835 Molecular Techniques for EHS</td>
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*Those students matriculating during the period Autumn 2011 through Spring 2012 must select courses from the approved list of electives posted on-line to bring the total hours in your program to the equivalent of 42 semester credit hours. Students matriculating Summer 2012 and beyond will need to complete 45 semester credit hours to earn the degree.*

(Note: Multiplying quarter-based credits by the factor 0.667 equals semester-based credits for a straight conversion. However, most of the courses in the curriculum involved a modified conversion from an original 4 quarter credit hour (40 equivalent contact hours) course to a corresponding 3 semester credit hour course (45 equivalent contact hours).)
<table>
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<tr>
<th>Semester Course (former Quarter Course)</th>
<th>Credit Hours</th>
<th>Semesters Offered</th>
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<tbody>
<tr>
<td><strong>Summer Term 2012</strong></td>
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<tr>
<td>PUBHLTH 7999 (799) MS Thesis Research in Public Health (min. 3 sem cr required)</td>
<td>3 sem cr</td>
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<tr>
<td><strong>Autumn Semester 2012</strong></td>
<td></td>
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<tr>
<td>PUBHEHS 5325 (830) Principles of Occupational Health Science</td>
<td>3 sem cr</td>
<td>Autumn</td>
</tr>
<tr>
<td>PUBHEHS 7380 (738) Exposure Science Monitoring Techniques</td>
<td>3 sem cr</td>
<td>Autumn</td>
</tr>
<tr>
<td>PUBHEPI 7411 (713) Epidemiology in Environmental Health</td>
<td>3 sem cr</td>
<td>Autumn</td>
</tr>
<tr>
<td>PUBHLTH 7999 (799) MS Thesis Research in Public Health (min. 3 sem cr required)</td>
<td>1-3 sem cr</td>
<td>Any</td>
</tr>
<tr>
<td>Elective(s)*</td>
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</tbody>
</table>
Master of Science (MS) Degree in Epidemiology

TRANSITION CURRICULUM PLAN

In Summer 2012, OSU will change from a quarter-based system to a semester-based system. Students admitted Autumn 2011 will take quarter-based courses the first year and then transition to semester-based courses the second year. Full-time students who wish to complete the MS degree program in two years should follow the curriculum plan listed below. Part-time students should complete the PUBHBIO sequence and/or the PUBHEPI sequence the first year to ensure a smooth transition from quarters to semesters. A spreadsheet listing the quarter-based courses and the corresponding semester-based courses, where applicable, is located on the College of Public Health website at [http://cph.osu.edu/academics/2012-semester-conv/converted-courses](http://cph.osu.edu/academics/2012-semester-conv/converted-courses). **Students matriculating during the period Autumn 2011 through Spring 2012 must complete the equivalent of 42 semester credit hours. Students matriculating Summer 2012 and beyond will need to complete 45 semester credit hours to earn the MS degree.**

First Year

<table>
<thead>
<tr>
<th>Quarter Course</th>
<th>Credit Hours</th>
<th>Quarters Offered</th>
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<tbody>
<tr>
<td><strong>Autumn Quarter</strong></td>
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<tr>
<td>PUBEPI 704 Biological Basis of Public Health</td>
<td>4 qtr cr</td>
<td>AU</td>
</tr>
<tr>
<td>PUBEPI 710 Principles of Epidemiology</td>
<td>4 qtr cr</td>
<td>AU, WI</td>
</tr>
<tr>
<td>PUBBIO 701 Design and Analysis of Studies in the Health Sciences I</td>
<td>4 qtr cr</td>
<td>AU, WI</td>
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<tr>
<td><strong>Winter Quarter</strong></td>
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<tr>
<td>PUBEPI 705 Design &amp; Implementation of Health Surveys</td>
<td>4 qtr cr</td>
<td>WI</td>
</tr>
<tr>
<td>PUBEPI 711 Epidemiology I</td>
<td>4 qtr cr</td>
<td>WI, SP</td>
</tr>
<tr>
<td>PUBBIO 604 SAS Programming</td>
<td>2 qtr cr</td>
<td>WI</td>
</tr>
<tr>
<td>PUBBIO 702 Design and Analysis of Studies in the Health Sciences II</td>
<td>4 qtr cr</td>
<td>WI, SP</td>
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<tr>
<td><strong>Spring Quarter</strong></td>
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<tr>
<td>PUBEPI 712 Epidemiology II</td>
<td>4 qtr cr</td>
<td>SP</td>
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<tr>
<td>PUBBIO 703 A Problem-Oriented Approach to Biostatistics Selective(s)*</td>
<td>4 qtr cr</td>
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Second Year

<table>
<thead>
<tr>
<th>Semester Course (Quarter Course)</th>
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<tr>
<td>PUBEH 6310 (731) Principles of Environmental Health</td>
<td>3 sem cr</td>
<td>Fall, Spring</td>
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<tr>
<td>PUBHP 6510 (720) Preventing Disease and Promoting Health through Behavior Sci Selective(s)*</td>
<td>3 sem cr</td>
<td>Fall, Spring</td>
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<tr>
<td><strong>Spring Semester</strong></td>
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<tr>
<td>PUBEPI 7431 (810) Epidemiological Methods</td>
<td>3 sem cr</td>
<td>Spring</td>
</tr>
<tr>
<td>PUBHLTH 7999 (799) Research/Thesis Selective(s)*</td>
<td>2 sem cr</td>
<td>Any</td>
</tr>
</tbody>
</table>

*Those students matriculating during the period Autumn 2011 through Spring 2012 must select courses from the approved list of electives posted on-line to bring the total hours in your program to the equivalent of 42 semester credit hours. Students matriculating Summer 2012 and beyond will need to complete 45 semester credit hours to earn the degree.*

(Note: Multiplying quarter-based credits by the factor 0.667 equals semester-based credits for a straight conversion. However, most of the courses in the curriculum involved a modified conversion from an original 4 quarter credit hour (40 equivalent contact hours) course to a corresponding 3 semester credit hour course (45 equivalent contact hours).)
PhD Degree in Biostatistics – Public Health Specialization

TRANSITION CURRICULUM PLAN

In Summer 2012, OSU will change from a quarter-based system to a semester-based system. Students admitted Autumn 2011 will take quarter-based courses the first year and then transition to semester-based courses the second year. Full-time doctoral students in Biostatistics should take the courses listed below the first year. Part-time students should complete the STAT 620-621-622 sequence the first year to ensure a smooth transition from quarters to semesters. A spreadsheet listing the quarter-based CPH courses and the corresponding semester-based courses, where applicable, is located on the College of Public Health website at http://cph.osu.edu/academics/2012-semester-conv/converted-courses. Students matriculating during the period Autumn 2011 through Spring 2012 must complete the equivalent of 80 semester credit hours (120 quarter hours).*

<table>
<thead>
<tr>
<th>First Year</th>
<th>Credit</th>
<th>Quarters</th>
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<tr>
<td>PUBHBIO 701 Design &amp; Analysis of Studies in the Health Sciences I</td>
<td>4 qtr cr</td>
<td>AU, WI</td>
</tr>
<tr>
<td>STAT 620 Statistical Theory I</td>
<td>4 qtr cr</td>
<td>AU</td>
</tr>
<tr>
<td>STAT 645 Applied Regression Analysis</td>
<td>5 qtr cr</td>
<td>AU, WI, SP</td>
</tr>
<tr>
<td>Winter</td>
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<td></td>
</tr>
<tr>
<td>PUBHBIO 702 Design &amp; Analysis of Studies in the Health Sciences II</td>
<td>4 qtr cr</td>
<td>WI, SP</td>
</tr>
<tr>
<td>STAT 621 Statistical Theory I</td>
<td>4 qtr cr</td>
<td>WI</td>
</tr>
<tr>
<td>STAT 641 Design &amp; Analysis of Experiments</td>
<td>5 qtr cr</td>
<td>WI, SP</td>
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<td>Spring</td>
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<tr>
<td>PUBHBIO 703 A Problem-Oriented Approach to Biostatistics</td>
<td>4 qtr cr</td>
<td>SP</td>
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<tr>
<td>STAT 622 Statistical Theory III</td>
<td>4 qtr cr</td>
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*Note: Multiplying quarter-based credits by the factor 0.667 equals semester-based credits for a straight conversion.
PhD Degree in Environmental Health Sciences

TRANSITION CURRICULUM PLAN

In Summer 2012, OSU will change from a quarter-based system to a semester-based system. Students admitted Autumn 2011 will take quarter-based courses the first year and then transition to semester-based courses the second year. Full-time doctoral students in Environmental Health Sciences should take the courses listed below the first year. Part-time students should complete the PUBHBIO sequence the first year to ensure a smooth transition from quarters to semesters. A spreadsheet listing the quarter-based courses and the corresponding semester-based courses, where applicable, is located on the College of Public Health website at http://cph.osu.edu/academics/2012-semester-conv/converted-courses. Students matriculating during the period Autumn 2011 through Spring 2012 must complete the equivalent of 80 semester credit hours (120 quarter hours).*

<table>
<thead>
<tr>
<th>First Year</th>
<th>Credit</th>
<th>Quarters</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quarter Course</td>
<td>Hours</td>
<td>Offered</td>
</tr>
<tr>
<td><strong>Autumn</strong></td>
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<tr>
<td>PUBHEHS 730</td>
<td>Global Health and Environmental Microbiology</td>
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<tr>
<td>PUBHEHS 731</td>
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<tr>
<td>PUBHBIO 701</td>
<td>Design &amp; Analysis of Studies in the Hlth Sci I</td>
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<tr>
<td><strong>Winter</strong></td>
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<tr>
<td>PUBHEHS 732</td>
<td>Basic Concepts in Toxicology</td>
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<tr>
<td>PUBHEHS 831</td>
<td>Principles of Risk Assessment</td>
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<tr>
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<tr>
<td>PUBHEPI 711</td>
<td>Epidemiology I</td>
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<td><strong>Spring</strong></td>
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<tr>
<td>PUBHBIO 703</td>
<td>A Problem-Oriented Approach to Biostatistics</td>
<td>4 qtr cr</td>
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<tr>
<td>PUBHEHS 832</td>
<td>Principles of Exposure Assessment</td>
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<td>PUBHEHS 835</td>
<td>Molecular Techniques for EHS</td>
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*Note: Multiplying quarter-based credits by the factor 0.667 equals semester-based credits for a straight conversion. However, most of the courses in the curriculum involved a modified conversion from an original 4 quarter credit hour (40 equivalent contact hours) course to a corresponding 3 semester credit hour course (45 equivalent contact hours).
PhD Degree in Epidemiology

TRANSITION CURRICULUM PLAN

In Summer 2012, OSU will change from a quarter-based system to a semester-based system. Students admitted Autumn 2011 will take quarter-based courses the first year and then transition to semester-based courses the second year. Full-time doctoral students in Epidemiology should take the courses listed below the first year. Part-time students should complete the PUBHBIO and the PUBHEPI sequences the first year to ensure a smooth transition from quarters to semesters. A spreadsheet listing the quarter-based courses and the corresponding semester-based courses, where applicable, is located on the College of Public Health website at [http://cph.osu.edu/academics/2012-semester-conv/converted-courses](http://cph.osu.edu/academics/2012-semester-conv/converted-courses). *Students matriculating during the period Autumn 2011 through Spring 2012 must complete the equivalent of 80 semester credit hours (120 quarter hours).*

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<tr>
<td>PUBHBIO 701 Design &amp; Analysis of Studies in the Health Sciences I**</td>
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<td>PUBHBIO 702 Design &amp; Analysis of Studies in the Health Sciences II**</td>
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<td>WI, SP</td>
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<td>PUBHEPI 711 Epidemiology I**</td>
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<tr>
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<td>Elective(s)</td>
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**Courses may have been completed as part of prior MPH or MS program.