

## Program Requirements Contract For Fall 2017 Admissions

**Sign, date, and return this contract with your SF State MPH program application materials.**

In scheduling class/activity days and times, the SF State Master of Public Health Program in Community Health Education does its best to balance sound pedagogy and the needs of working professionals. Participation in the program requires the following commitments from all students:

- (1) Coursework concentrated as much as possible (but not guaranteed) on two days/evenings per week.
  - Primary MPH program day is Thursdays. Thursday coursework/activities can commence as early as 9 am and finish as late as 10 pm. Students might not have scheduled program activities 9 am to 10 pm each Thursday, but must keep those 13 hours on Thursdays available. For the duration of program enrollment, Thursdays must be cleared of work or other outside standing commitments.
  - First year fall semester second day (currently Tuesday; subject to change) coursework starts at 2 pm. After the first fall semester, second day commitments are an evening class period (6 pm or 7 pm start).
  - SF State MPH students work frequently in small teams on projects. To complete the required team tasks, these student teams meet at mutually agreeable times, which might include evenings, weekends, and business hours on days other than Thursdays, the latter coming into play when working on projects that include engagement with the community during daytime business hours. When setting meeting times and assigning team member tasks, student teams attempt to minimize conflicts with the work/outside commitment schedules of individual team members. *However, students should be aware that occasional work hour flexibility, in addition to Thursdays, will likely be necessary during periods of student team project completion.*
- (2) Two-semester (spring and summer of first year in program) faculty-supervised team practice field experience collaborating with local community partners
- (3) Class and activities during the summer after the first year, with no vacation/break between spring and summer semesters. Shortened summer break between the first and second years of coursework is from approximately Aug.1st to start of the second year fall semester (usually last

week in August).

(4) Minimum 2 year (five semester) time to graduation; longer time to completion options also available

(5) Taking most courses in sequence as a member of a cohort learning community

(6) If required by the Department of Health Education, completion of courses/tutoring to strengthen academic skills, including writing and inferential statistics skills, before commencement of or during enrollment in the MPH program

(7) Repetition of a course if student does not earn the minimum grade specified by the program to progress to next course in sequence (minimum grade requirements specified in the *MPH Student Handbook*). Required repetition of coursework will result in the student taking a *minimum* of seven semesters, instead of five, to complete the program. Students are only allowed to repeat a course once.

(8) For first year entering MPH students, required MPH program orientation events, including a 1-8 pm Thursday orientation day the Thursday *before* the first week of fall semester classes, and a Thursday morning second orientation event during the first week of fall semester classes

*Note: All SF State applicants are admitted with conditionally classified status. After meeting any specialized conditions indicated in the Departmental admission recommendation letter, both the Level One and Level Two written English proficiency requirements for graduate students (as specified in the SF State Bulletin and in the MPH Student Handbook), completion of at least two consecutive semesters of coursework of 3.0 or higher grade point average, and demonstration of professional ethics and effective collaborative learning skills, an enrolled student is officially moved from conditionally classified to fully classified status. In addition, in order to continue in the MPH program, a student must make satisfactory progress toward degree completion each semester, including meeting all standards as stipulated by the Department of Health Education.*

**If I am recommended for admission to the San Francisco State University Master of Public Health Program in Community Health Education, I am able to meet the Program Requirements outlined above.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Type Full Name:** \_\_\_\_\_

**Preferred Email** \_\_\_\_\_

**Address:**

**Preferred Telephone No.:** \_\_\_\_\_

**How did you find out about our SF State MPH Program?**

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