

Competency can be established in any core course requirement, either by taking the course, or by demonstrating that similar material has been studied. Any exemption consideration must be approved by both the Core Course Instructor and the Sr. Associate Dean for Academic and Student Affairs. The appropriate Core Course Exemption Application must be completed fully, with required documentation attached and submitted separately to your Departmental Academic Coordinator for each course exemption consideration. All applications will be considered on a case-by-case basis. If approved, students may be exempted from taking a core course; transfer credits may or may not be granted depending on your student status (BSPH, Master’s, Doctoral) and the applicable corresponding UNC transfer credit policy.

### Responsibilities of the Student:

1. Review your course eligibility: Your course must have been taken no more than 5 years prior to the start date of your current program, or if your course was taken more than 5 years prior to the start of your current program, you must have relevant work experience in the course subject matter to describe and document.
2. Discuss the possibility of a core course exemption with your Academic Coordinator.
3. If your academic adviser concurs, download the [SPHG 600 Exemption Application Worksheet](https://sph.unc.edu/wp-content/uploads/sites/112/2021/01/SPHG-600-Exemption-Application-Worksheet.xlsx) Excel file and this [SPHG 600 Exemption Form](https://sph.unc.edu/) and complete all sections. Missing information may delay the approval of your request.
4. Submit your completed SPHG 600 Exemption Application Worksheet, SPHG Exemption Form, CV, and supporting syllabi (see section B, below) via the SPHG 600 Exemption Application submissions webform at <https://go.unc.edu/SPHG-600-exemption-application>.

### Responsibilities of the Academic Coordinator (AC):

1. The AC will check your transcript and verify that you took the course (including the date and the grade) and document this on the application.
2. The AC will then forward the application and supporting materials to the appropriate core course instructor.
3. The AC will communicate the core course exemption decision to the student, upon receiving an email from the Sr. Associate Dean.

### Responsibilities of the Core Course Instructor (CCI):

The CCI will review the application materials and may email you if additional questions are warranted.

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1. The CCI will render a decision by indicating approval or disapproval, sign the application, and

forward it via email (sph-academicaffairs@unc.edu) to the Sr. Associate Dean for Academic and Student Affairs for a final review.

1. If not approved, the CCI may suggest that the student complete an exemption exam (if available for that particular core course).

### Responsibilities of the Sr. Associate Dean for Academic and Student Affairs:

1. The Sr. Associate Dean will review the materials, indicate approval or disapproval, and forward the completed application back to the AC in the student's home department.

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| A. PERSONAL INFORMATION |
| Name of Student: PID: Email Address: Phone Number: Department: Program (degree/certificate sought): Your Academic Coordinator's Name:  Academic Coordinator's Email Address: |

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| B. PREVIOUS COURSE INFORMATION |
| Complete this section about coursework that you regard as equivalent to the required UNC-CH core course**. If more than one course, duplicate and fill out this Section B separately for each course.**  **\*\*\* REMINDER: course must have been taken no more than 5 years prior to the start date of your current program\*\*\*** |
| Course Full Name: Course Abbreviation: Number of Credit Hours: Institution, School, and Department where course was taken:  Year when taken: Semester when taken: Grade in course: Course web page (if publicly accessible): Course instructor: Instructor Email Address: Number of weeks: Number of lecture hours/week:  Number of recitation/discussion hours/week:  Course materials (briefly describe, including authors, title, and edition of any published textbook):  Assessment methods (list graded work, such as quizzes, exams, homework, presentations, papers):  Description of course topics (include textbook chapters covered, if appropriate): |
| **Please be sure to upload the syllabus for the course(s) you have taken that you are using to request exemption when you submit your application at** [**https://go.unc.edu/SPHG-600-exemption-application**](https://go.unc.edu/SPHG-600-exemption-application)**.** |

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| C. FOUNDATIONAL LEARNING OBJECTIVES |
| In the [SPHG 600 Exemption Application Worksheet](https://sph.unc.edu/wp-content/uploads/sites/112/2021/01/SPHG-600-Exemption-Application-Worksheet.xlsx), describe how you have met each of the following below for the course being exempted by describing how you fulfilled that learning objective, such as the chapter covered in a previous course or specific work experience. If you have not completed one of these through previous course work or work experience, please indicate that as well*.* |
| **Profession & Science of Public Health**   * Explain public health history, philosophy and values * Identify the core functions of public health and the 10 Essential Services * Explain the role of quantitative and qualitative methods and sciences in describing and assessing a population’s health * List major causes and trends of morbidity and mortality in the US or other community relevant to the school or program * Discuss the science of primary, secondary and tertiary prevention in population health, including health promotion, screening, etc. * Explain the critical importance of evidence in advancing public health knowledge   **Factors Related to Human Health**   * Explain effects of environmental factors on a population’s health * Explain biological and genetic factors that affect a population’s health * Explain behavioral and psychological factors that affect a population’s health * Explain the social, political and economic determinants of health and how they contribute to population health and health inequities * Explain how globalization affects global burdens of disease * Explain an ecological perspective on the connections among human health, animal health and ecosystem health (e.g., One Health) |

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| D. INFORMATION ABOUT RELEVANT WORK EXPERIENCE |
| If competencies were or are being met through work experience, in detail please describe your  relevant experience. Refer to list of core competencies in Section C. Describe how you have met each core competency for the course being exempted. |
| Name of supervisor: Email Address of supervisor: |
| **Please be sure to upload your resume or CV when you submit your application at** [**https://go.unc.edu/SPHG-600-exemption-application**](https://go.unc.edu/SPHG-600-exemption-application)**.** |