# MPH/ MSPH Applicants

The application process for the Master of Public Health (MPH) and the Master of Science in Public Health (MSPH) programs has changed for the Fall 2013 admissions cycle. This chart summarizes the admissions process steps. For more detailed information regarding the application process, refer to the links below.

Step	Process	Timeline	Contact
Step 1:  Review application instructions	Review the <u>general</u> <u>application</u> and <u>department-specific</u> instructions.		Email: carrie_aldrich@unc.edu  Phone: 919-966-2018
Step 2:  SOPHAS application	Complete <u>SOPHAS</u> application.  The application will be available on September 18, 2012.	Once SOPHAS has received your completed application and credentials, it may take up to 4 weeks to verify and deliver your application to UNC.  Please e-submit the application and all required documents to SOPHAS by the department deadline.	Email: sophasinfo@sophas.org Phone: 617-612-2090
Step 3:  _UNC Graduate  School application	Within a few days of your SOPHAS submission, UNC will send you an email confirming the receipt of applicant data from SOPHAS.  UNC will provide a link to log in to the UNC Graduate School application.	Please refer to the MPH application deadlines.	Email: <u>carrie_aldrich@unc.edu</u> Phone:  919-966-2018

Step 4:  Department review		Allow up to 4-6 weeks for your file to be reviewed.	Email: <u>carrie_aldrich@unc.edu</u> Phone:919-966-2018
Step 5:  Graduate School review and final decision	_	Allow up to 2 weeks for your final decision to be posted.	Email:  carrie_aldrich@unc.edu  Phone:  919-966-2018

# Step 1: Review application instructions

Please review The Graduate School application requirements (across all departments and programs) and program specific application instructions. The MPH/MSPH application is a two-step process.

# Step 2: SOPHAS application

SOPHAS (Schools of Public Health Application Service) is a common application system for participating schools of public health. This admissions cycle, applicants to MPH programs at UNC will submit through SOPHAS. Once your application is complete and submitted, it will be verified by SOPHAS. During peak times, the verification process may take up to 4 weeks before it is sent to UNC.

Please be advised that SOPHAS will hold your application until the following conditions are met:

- Application is complete and submitted including coursework details, personal statement, and UNC supplemental questions.
- Official transcripts from all coursework, including study abroad and non-degree courses, are received.

SOPHAS will not hold your application for standardized test scores or international transcripts. However, your file will be considered incomplete until all standardized test scores and transcripts are received from SOPHAS. Mail official transcripts (from each institution you have attended) directly to SOPHAS.

Do not mail these to UNC.

SOPHAS mailing address:

P.O. Box 9111

Watertown, MA 02471

Overnight delivery only:

**SOPHAS** 

c/o Liaison International

311 Arsenal Street

Watertown, MA 02472

# Please note that overnight or express delivery will not expedite the processing of your application

Please note that GRE test scores must be official and reported directly by the <u>Educational Testing Service</u>. When you register for the GRE, you should indicate University of North Carolina at Chapel Hill SOPHAS (institution #0311) as a score recipient. If you did not specify the UNC-Chapel Hill SOPHAS as a score recipient at the time of taking the test, you must promptly ask ETS to send your scores to SOPHAS (institution #0311). No departmental code is required. By selecting the UNC-Chapel Hill SOPHAS code, your GRE scores will be transmitted to SOPHAS and the UNC Graduate School. They must be current and no more than five years old.

Applicants should check the SOPHAS portal to ensure that all required documents have been received by SOPHAS and that the complete application has been forwarded to the UNC Graduate School.

### Step 3: UNC Graduate School application

Once your SOPHAS application has been received by UNC, you will receive an email with instructions for completing the UNC Graduate School application. Although the UNC system will import some information from SOPHAS, you will answer residency and honor code questions, upload a copy of your official or unofficial transcript(s) and pay an additional UNC Graduate School fee (\$85).

International applicants should review directions for submitting additional admissions materials: TOEFL or IELTS score (no more than two years old) and completed financial certificate showing support for 2 years. The TOEFL institutional code is **5688**.

### Step 4: Department review

The Department's admissions committee will review your file and make an admissions decision regarding your application. Once the Department has reviewed your application, a recommended decision will be sent to the Graduate School for final approval.

### Step 5: Graduate School review and final decision

The Graduate School reviews all admissions decisions made by Departments. Once a final decision has been made, the Graduate School will notify you of an official decision via the ApplyYourself portal. This letter serves as your official admissions decision.