



GILLINGS SCHOOL OF
GLOBAL PUBLIC HEALTH

2020-2021
MPH@UNC
Handbook

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Gillings MPH

Welcome

Welcome to the UNC-Chapel Hill Gillings School of Global Public Health and your Master of Public Health Degree Handbook! We look forward to working together with you to make your journey to a master's degree as productive and enriching as possible. This student handbook is designed to serve as a guide for online students as you navigate your way toward your MPH@UNC. In this handbook, we outline both opportunities and obligations of students to contribute to your successful education in the MPH@UNC. This guide is intended to complement the information contained in the Graduate School Handbook. <http://gradschool.unc.edu/handbook/> In instances of discrepancy between these guidelines and the Graduate School Handbook, the Graduate School Handbook takes precedence

The Master of Public Health is a competency-based, practice-oriented degree program, designed to provide you with a breadth and depth of knowledge and skills in public health principles and practice through didactic preparation and applied learning experiences.

In the Gillings MPH, faculty will teach and assess you on public health foundational competencies in the integrated core courses. Faculty will teach and assess you on discipline-specific competencies with additional depth and breadth in your concentration courses. Your MPH practicum and culminating experiences will provide you with opportunities to practice MPH competencies in an applied setting.

Upon successful completion of the MPH@UNC program, you will be able to demonstrate to current or future employers a valuable set of public health competencies that will enhance your ability to achieve your professional goals while contributing to the organization. You are encouraged to note competencies on your resume and describe your applied learning experiences during interviews, as evidence of your marketable skills and knowledge.

COMPASS

COMPASS is an acronym for Core Online Modules to Promote and Accelerate Student Success. COMPASS was developed for students to help ensure you have the skills and background needed to hit the ground running on your first day of the MPH Degree program.

Ethics and Justice is a cornerstone of our MPH degree program. This module is the first introduction you'll have to these topics. Additionally, Leadership & Teamwork is a key competency for MPH@UNC graduates. You'll build on the topics in this module in your first MPH courses. Finally, we're providing you with resources to help you navigate your degree, as well as free access to CITI Research Ethics certifications, which are required to do any research that involves people.

In addition to this Welcome, COMPASS includes the following topical modules:

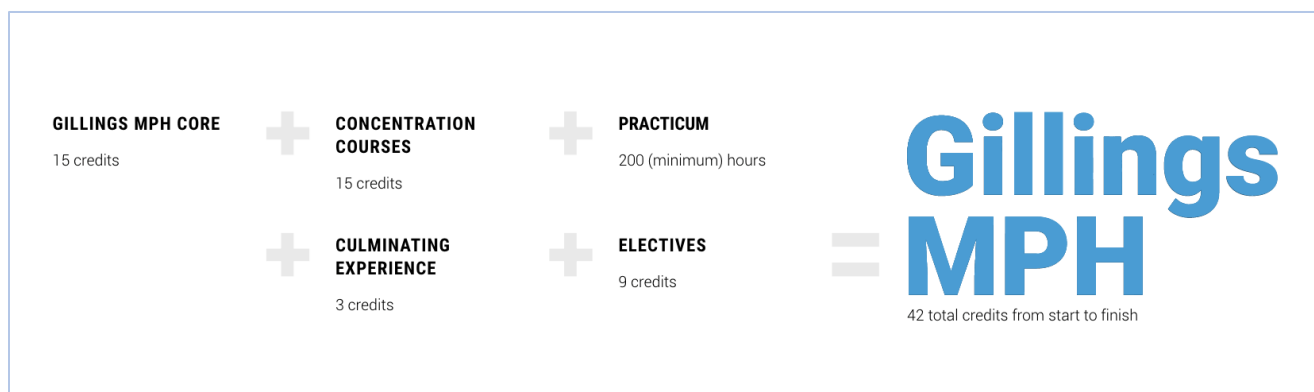
- **Ethics, Justice, Diversity & Inclusion** – Increase awareness of ethical issues & potential injustices in PH policy and practice
- **Quantitative Skills & Stata** – Assess, strengthen, and build confidence in quantitative skills
- **Research Ethics** – Training & Certification for responsible conduct of research
- **Honor Code & Plagiarism** – Review the UNC Honor Code and identify types of plagiarism
- **UNC & Gillings Resources** – List of resources available to help students meet needs
- **Writing, Citing and Efficiently Using the Library** – Introduction to using library resources for research, evaluation of writing skills and recommended resources for skill-building
- **Leadership & Teamwork** – Deepen self-awareness and apply insights to more effective teamwork

COMPASS has approximately 15-20 hours of content; we strongly encourage students to begin COMPASS as soon as possible so they have enough time to move through the content and complete the assignments.

Some assignments in COMPASS carry points, which apply toward student's final grade in MPH core classes. We strongly encourage students to complete these assignments ahead of time; they will contribute to some of the work you'll be asked to do in your courses and reduce your workload the first week of classes. Additionally, some assignments require a few hours of your time; we recommend students leave enough time to work on assignments before the term begins.

The Master of Public Health Degree

Gillings faculty have thoughtfully designed the Gillings MPH integrated core curriculum, infusing their collective passion, expertise, and experience into the courses. You will develop the foundational public health knowledge—comprised of 12 public health foundational learning objectives and 22 MPH foundational competencies—defined by [Council on Education for Public Health](#) (CEPH), the specialized accrediting agency for public health education. While all students in CEPH-accredited MPH programs will learn this same foundational public health knowledge, only Gillings MPH students will receive this innovative and exceptional core training from Gillings faculty.



MPH Core Courses

The Gillings MPH Core is the centerpiece of the Master of Public Health program at Gillings. All students from all concentrations enroll in the core courses. The core sequence is comprised of 7 courses for 15 credits. Created by students, faculty, and staff from across the Gillings School, the MPH Core gives all students the opportunity to start solving big public health problems right away. Throughout the sequence, students develop core competencies that they can apply in global and local contexts, including the importance of humility and cultural competency in addressing health disparities. Taught by an interdisciplinary team of instructors, the Gillings MPH Core curriculum draws on essential public health principles, methods and evidence, spanning disciplines to teach students how to identify, understand and solve public health problems.

During the first three courses, SPHG 711, 712 and 713, students focus on identifying, describing and prioritizing public health issues. In the next two courses, SPHG 721 and 722, students work on developing and communicating public health solutions. In both semesters, students take part in interdepartmental team projects, including a white paper and presentation and proposing a solution to a public health problem.

The last two core courses are related to professional practice. SPHG 701 helps prepare students with self-reflection and leadership skills to successfully participate in their practicum experience. SPHG 702 awards credits for the practicum assignments and interprofessional practice exercises.

Registered Dietitian students take a special NUTR 701 RD Practicum Preparation course in place of SPHG 701 which will sharpen their clinical skills in preparation for their hospital-based experience and include mandatory on-boarding requirements. Registered Dietitian students do not take SPHG 702, they take NUTR 723 Public Health Nutrition Management instead.

SPHG 711 -Data Analysis for Public Health:

This introductory course is part of the MPH core curriculum and focuses on the biostatistics and analysis methods commonly found in public health. Students will learn to produce, interpret, and use straightforward data analyses. (2 credits)

SPHG 712 -Methods and Measures:

This course is part of the MPH core curriculum and introduces epidemiologic concepts and how to describe population patterns of health, inequities, and their determinants. (2 credits)

SPHG 713 -Understanding Public Health Issues:

This course is part of the MPH core curriculum and provides students with the skills to identify and describe public health issues in specific contexts. (2 credits)

SPHG 721 -Conceptualizing Public Health Solutions:

This course explores how public health practitioners establish priorities for action, with context and community as crucial factors. We examine strategies for addressing public health problems at each level of the social-ecological framework. Prerequisites SPHG 711,712 and713. (2 credits)

SPHG 722 -Developing, Implementing & Evaluating Public Health Solutions:

Students will identify, analyze and prioritize potential public health solutions. In addition, students will learn to adapt evidence-based solutions, engage with stakeholders, and disseminate solutions. Prerequisites SPHG 711,712 and713. (4 credits)

SPHG 701 – Leading from the Inside Out: (Previously called MPH Practicum Preparation):

This course prepares students for public health practice by helping students examine, unpack, and mitigate their own biases, introducing fundamental leadership skills necessary to advance equity.

SPHG 702 – Practicum Evaluation and Interprofessional Practice (Previously Called MPH Practicum Reflection): This course awards credit to required practicum assignments and a series of interprofessional practice activities designed to provide the foundational skills needed to work in teams to effectively collaborate and coordinate care in population health.

MPH Core Course Exemptions and Substitutes

Students may apply for exemption from SPHG 711, and/or SPHG 712 but do so rarely. Students must demonstrate in the application that they have achieved the learning objectives and competencies covered in the required core course through other coursework completed in the past five years. Examples may include coursework completed at another university, through a different degree program, or not on the list of approved substitutes. In rare circumstances, coursework completed more than 5 years ago may be considered in combination with demonstration of competencies through professional work experience. It is important to note that an exemption does not reduce the number of credit hours required for your degree. Rather, receiving an exemption generally provides a student with more flexibility to take electives.

MPH Core Course Sequence and Curriculum Guides

The Gillings MPH Core (SPHG 711 ,712, 713, 721, 722,701, 702) is an intentional series of interconnected courses in which students learn principles and methods for understanding and addressing public health issues. We have provided three scheduling options for completing the program. These are for illustration purposes only as students can progress through the program at their own pace.

Please check with your financial aid representative to determine aid eligibility based on the number of credits taken per term. Fall/Spring (August/September/ January) require at least 4.5 credit hours to receive aid. Summer (May Term) requires at least 1.5 credits to receive aid.

OPTION A: 8 Term – 2.5-year plan

Please check with your financial aid representative to determine eligibility based on number of credits per semester. Fall/Spring at least 4.5 credit hours. Summer at least 1.5 credits

Term 1	Credits
REQUIRED CORE: SPHG 711: Data Analysis for Public Health	2
REQUIRED CORE: SPHG 712: Methods & Measures	2
REQUIRED CORE: SPHG 713: Understanding Public Health Issues	2
<hr/>	
Term 2	
REQUIRED CORE: SPHG 721: Conceptualizing Public Health Solutions	2
REQUIRED CONCENTRATION COURSE	3
<hr/>	
Term 3	
REQUIRED CORE: SPHG 722: Developing, Implementing & Evaluating Public Health Solutions	4
REQUIRED CONCENTRATION COURSE	3
<hr/>	
COMPREHENSIVE EXAM (must be enrolled in courses to take the exam. Recommend taking exam in the term after core courses are completed)	
<hr/>	
Term 4	
REQUIRED CONCENTRATION COURSE	3
Elective	3
<hr/>	
Term 5	
REQUIRED CONCENTRATION COURSE	3
SPHG 701: Practicum Preparation – Leading from the Inside Out	2
<hr/>	
Term 6	
Elective	3
Practicum (200 Hours minimum)	0
<hr/>	
Term 7	
Practicum Reflection and Interprofessional Practice	1
REQUIRED CONCENTRATION COURSE	3
<hr/>	
Term 8	

Elective	3
Culminating Experience	3

Total 42

OPTION B: 6 Term – 2-year plan

Please check with your financial aid representative to determine eligibility based on number of credits per semester. Fall/Spring require least 4.5 credit hours minimum. Summer at least 1.5 credits minimum.

Term 1	Credits
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REQUIRED CORE: SPHG 711: Data Analysis for Public Health	2
REQUIRED CORE: SPHG 712: Methods & Measures	2
REQUIRED CORE: SPHG 713: Understanding Public Health Issues	2

Term 2

REQUIRED CORE: SPHG 721: Conceptualizing Public Health Solutions	2
REQUIRED CORE: SPHG 722: Developing, Implementing & Evaluating Public Health Solutions	4

COMPREHENSIVE EXAM (must be enrolled in courses to take the exam. Recommend taking exam in the term after core courses are completed)

Term 3

REQUIRED CONCENTRATION COURSE	3
Elective	3

Term 4

SPHG 701: Practicum Preparation – Leading from the Inside Out	2
REQUIRED CONCENTRATION COURSE	3
REQUIRED CONCENTRATION COURSE	3

Practicum (200 Hours minimum) **0**

Term 5

SPHG 702: Practicum Reflection and Interprofessional Practice	1
REQUIRED CONCENTRATION COURSE	3
Elective	3

Term 6

Culminating Experience	3
REQUIRED CONCENTRATION COURSE	3
Elective	3
<hr/>	
	Total 42

OPTION C: 4 Term – 1.5 year plan

Please check with your financial aid representative to determine eligibility based on number of credits per semester. Fall/Spring at least 4.5 credit hours. Summer at least 1.5 credits.

Term 1	Credits
REQUIRED CORE: SPHG 711: Data Analysis for Public Health	2
REQUIRED CORE: SPHG 712: Methods & Measures	2
REQUIRED CORE: SPHG 713: Understanding Public Health Issues	2
REQUIRED CONCENTRATION COURSE	3
Elective	3
<hr/>	
Term 2	
REQUIRED CORE: SPHG 721: Conceptualizing Public Health Solutions	2
REQUIRED CORE: SPHG 722: Developing, Implementing & Evaluating Public Health Solutions	4
SPHG 701: Practicum Preparation – Leading from the Inside Out	2
REQUIRED CONCENTRATION COURSE	3
<hr/>	
Practicum (200 Hours minimum)	0
<hr/>	
Term 3	
Practicum Reflection and Interprofessional Practice	1
REQUIRED CONCENTRATION COURSE	3
REQUIRED CONCENTRATION COURSE	3
Elective	3
<hr/>	
Term 4	
REQUIRED CONCENTRATION COURSE	3
Elective	3
Culminating Experience	3
<hr/>	
	Total 42

Considerations for MPH Core Course Sequencing:

Specifically, instructors recommend that students:

- Take 712 before or at the same time as 713 as they give an overview of public health concepts.
- Take 713 before either 721 or 722
- Not take 711 first Both 712 and 713 provide beneficial but not required groundwork for 711.

MPH Core Advising Strategy

Considerations for taking 3 (6 hours total) courses vs. 2 (4 hours total) courses in first term of MPH@UNC.	
Advantages for 3 Courses SPHG 711,712,713	Advantages for 2 Courses SPHG 712, 713
The Core was designed to be taken with these 6 hours in first term and then 6 hours (721/722) in second term. Course content fits together well in this configuration. Six hours makes students eligible for loans (Four hours would make them ineligible). Finish courses sooner.	SPHG 712 and 713 are recommended as the first courses in the curriculum. Some students working fulltime have expressed difficulty with workload when taking 6 hours. For some students, completing the courses at a slower pace may be preferable: “Better to do a few things well, than to do many things not as well.”

Practicum

This 200 (minimum) hour planned, mentored, and evaluated work experience (paid or unpaid) gives you the real-world opportunity to integrate and apply knowledge, skills, and values from your Gillings MPH training in a professional public health setting such as a nonprofit organization, hospital, local or state health department, or for-profit firm (public or private sectors).

Our goal for the Gillings MPH practicum program is to facilitate high-quality, equitable, and consistent practicum supports for all MPH students with an ongoing commitment to:

- Ensuring all MPH students have a strong grounding in practice.
- Facilitating opportunities for students to develop skills that support their career goals and employability.
- Increasing the impact of MPH practice activities within the state and beyond.

- Strengthening campus-community partnerships; and
- Meeting and documenting Council on Education for Public Health (CEPH) accreditation requirements.

You will have support as you work to identify a partner and project, develop ideas that can benefit both you and your partner organization, and then bring these ideas to fruition. And upon completion, you will have a portfolio of products that demonstrate your competencies to future employers.

Please follow this link for more information about the Practicum. [MPH Practicum](#)

For frequently asked questions please follow this link. [Gillings MPH Practicum FAQs](#)

The Gillings MPH practicum program has three components:

1. A two-credit practicum preparation course (SPHG 701: Leading from the Inside Out or NUTR RD Practicum Preparation) provides supports for the practicum process and trains students on how to ethically, meaningfully, and professionally engage with practicum organizations and their stakeholders through building skills in leadership.
2. A zero-credit 200 (minimum) hour (equivalent to five weeks of full-time work), practicum experience. NOTE: Registered Dietitian students must complete a minimum of 400 practicum hours.
 - a. Yield at least two student-generated products, produced in the practicum setting for the practicum setting, that allow for attainment of five (CEPH) MPH Foundational competencies.
 - b. Be mentored by a supervisor (preceptor) with an advanced degree in public health or equivalent experience with expertise in the practicum project area.
 - c. Take place in a location approved for student travel (UNC Travel Policy) and the student must complete UNC Gillings International Pre-Departure Travel Requirements prior to travel.
3. A one-credit post-practicum course (SPHG 702: Practicum Evaluation and Interprofessional Practice) This course awards credit to required practicum assignments and a series of interprofessional practice activities designed to provide the foundational skills needed to work in teams to effectively collaborate and coordinate care in population health. NOTE: Nutrition RD students substitute NUTR 723 for SPHG 702.

Concentration-specific Practicum Requirements

- Health Policy: Students must complete HPM 754 prior to beginning practicum hours and must work on a project that has some policy implications
- Leadership in Practice: None

- Nutrition: Experience must take place in a public health/community nutrition-based agency or non-governmental organization. Other organizations must be approved by practicum coordinator.
- Registered Dietitian: Students must take NUTR 701, 711, 712, 714, and 715 prior to beginning their practicum hours. As part of an accredited program by ACEND, Nutrition RD students must complete a minimum of 400 practicum hours (equivalent to ten weeks of full-time work), that take place within a hospital/clinical setting, and are mentored by an on-site registered dietitian/nutritionist.

Culminating Experience

Each student completes a 3-credit culminating experience course and produces a high-quality written product that is completed in the last term of study. This culminating experience provides an opportunity for students to apply their learning in an interdepartmental team project focused on a real-life public health problem. A master's paper may be substituted for the Culminating Experience course in exceptional cases with the concentration lead approval.

Academic Advising

We are committed to providing the advice, assistance, and support that you need to be successful during every step of your educational journey at Gillings. Your advising team is comprised of three main individuals: an Academic Coordinator, a Student Success Advisor and a Faculty Mentor. A successful system of academic advising and mentoring is a team effort and highly dependent upon the shared commitment of student, staff, and faculty member. Your Student Success Advisor will be assigned to you before your first term begins to assist with platform and systems set up. Your Academic Coordinator is assigned by the concentration in which you enroll. Your faculty mentor will be assigned to you in your first term in the program.

Academic Coordinators

They have expert knowledge of the degree requirements within your program of study and a working knowledge of academic options and resources at Gillings and throughout the University. Academic Coordinators are expected to involve students in decision-making about their program plan, explain requirements and options, and encourage you to ask questions.

Your Academic Coordinator:

- Is a Gillings School Student Affairs professional
- Serves as your primary academic advisor and coordinates services with your Student Success Advisor
- Serves as an expert on navigating academic policies, procedures, program requirements, and campus resources
- Works closely with your Student Success Advisor to coordinate necessary paperwork including, but not limited to drop/add requests, policy exceptions, transfer requests, leave of absence, etc.

- Works with your Student Success Advisor to assist in tracking your progress toward degree completion
- Is available via email, phone or by appointment, and in group/cohort academic advising sessions.

Student Success Advisors

They have expert knowledge of the onboarding process, 2CH and zoom platforms and personal coaching strategies. Student Success Advisors make regular outreaches to students to inform you of upcoming deadlines, ensure you are feeling comfortable in courses, finding balance between work and life and connect you with university resources.

The Student Success Advisors (SSAs):

- SSAs will guide you through onboarding and ensure you have access to all learning platforms, accounts, and resources needed to begin your experience as an online student.
- Help you develop strategies for success at Gillings, including personal coaching, including success planning sessions, developing time management strategies, and how to plan for academic success while balancing work and personal commitments.
- Help you navigate degree requirements, clarify progress toward degree completion, and review graduation timelines.
- Triage requests for assistance and connect you with the right resources to help clear a path to success.
- Make proactive outreach to you on a regular basis to check in.

Faculty Mentors

They help students develop professionally by suggesting opportunities based on their own expertise and experience in the field, connecting students to professional networks relevant to their interests, and providing guidance on career interests. Faculty Mentors stay current with trends in the field, conferences and professional development opportunities, and other valuable discipline-specific resources.

Your Faculty Mentor:

- Is a Gillings School full-time Faculty member assigned by your concentration.
- Serves as an expert in a specific field of study within your concentration
- Provides feedback regarding course selection to meet your overall academic goals and career interests
- Suggests professional development and job or award opportunities
- Is available by email or appointment

- Helps clarify practicum learning objectives and assists with making decisions among different practicum placement opportunities. The Faculty Mentor also signs practicum learning agreements, assists with problem solving during the practicum (as needed), and, reviews and grades the final practicum products to ensure competencies are mastered.
- Assists students in identifying professional and career goals; may provide advice and support for career decision-making

Developing a Successful Relationship with Your Faculty Mentor

While each student is assigned an individual Faculty Mentor, you are also encouraged to reach out to other faculty members during your time at Gillings. Faculty members and section instructors can serve as future references for you, connect you with future employers, and/or help you with networking and career planning in your area of study. The value of building relationships with the teaching team members at Gillings is worth your time and effort during your degree journey and long after.

Students are responsible for scheduling, preparing for, and keeping appointments with faculty members. Students should seek out contacts and information. Do your homework about program requirements before you meet with a faculty member to use time efficiently. Be clear in letting the Faculty Mentor know what you need – you can send agenda items in advance of your meeting. In graduate school, students are responsible for making their own decisions based on the best information and advice available.

In addition to your assigned Faculty Mentor, Academic Coordinator and Student Success Advisor, you also have access to the Associate Director for MPH@UNC, Catherine Gihlstorff catherine_gihlstorff@unc.edu. She is available to assist with additional questions or concerns you may have.

Time Required for Degree Completion

MPH@UNC can be completed as a part-time student taking an average of 6-credit hours per seven sequential semesters. The MPH@UNC can be completed in five continuous semesters as a full-time student taking between 9 and 11 credit hours per semester.

If no course is taken during either the January or September term the student is considered inactive and will have to apply for readmission. Students who lapse enrollment lose official student status and recognized University affiliation. Relinquishing formal student status can disadvantage students by eliminating their eligibility for financial aid. Further registration is contingent on a final readmission decision by the Graduate School. The student must initiate the readmission process in the following timetable. Additional details and forms are provided in The Graduate School Handbook (<https://handbook.unc.edu/admission.html>)

July 1 for the September term
December 1 for the January term
April 1 for the May term

A master's student has five calendar years from the date of first registration in the master's program to complete the master's degree (e.g., if the date of first registration is August 2014, the five-year time limit expires August 2019). [Reapplication](#) is required to continue pursuit of the degree if the five-year limit expires. Reapplications are not automatically accepted.

Elective Policy

Elective courses in Gillings must be at the 700 level and above. Electives outside of Gillings School of Global Public Health graduate degree concentration must be 500 level and above. For more detailed information speak with your academic coordinator. Electives should be from another MPH@UNC concentration, from the MPA@UNC School of Government online program or from the MBA@UNC Business School online program.

Comprehensive Exam

The comprehensive exam is a required milestone for the MPH degree by the University of North Carolina at Chapel Hill Graduate School. The comprehensive exam will test student's foundational knowledge attained from taking the MPH Core courses: SPHG 711, 712, 713, 721, and 722. Students will have an opportunity to demonstrate synthesis and higher order learning of the 22 core competencies achieved in the MPH Core courses during the exam. The exam will be administered and graded by Gillings faculty and clear instructions on how to prepare for and complete the comprehensive exam will be provided. The comprehensive exam will typically be offered two times a year for MPH@UNC students and cannot be taken by students until after all MPH core courses have been successfully completed. Should students not successfully pass the comprehensive exam a remediation plan will be developed. Students cannot retake the comprehensive exam for 90 days after the initial exam.

MPH@UNC Concentrations

Health Policy and Management

(The Health Policy and Management concentration will not be accepting an additional students after the September 2020 term)

What You Will Learn in this Concentration

Our Health Policy concentration will empower you with the skills required to design, implement and evaluate health care and public health policies in a variety of settings, and to advocate for and lead changes in a policy setting. You will gain an intricate understanding of the current United States health care system and the politics and environment that shape policy decisions. You also will learn policy analysis and advocacy skills, as well as the foundational management skills necessary to plan for and effectively supervise financial and human resources.

Health Policy Concentration Competencies

- HPM01. Examine past, current and emerging issues related to the organization, financing and management of health care delivery in the U.S.
- HPM02. Apply policy analysis skills to make evidence-informed policy recommendations that improve the health of populations.
- HPM03. Demonstrate an ability to influence the formulation of health policies by developing a broad-based advocacy strategy for policy change at the regulatory or legislative level.
- HPM04. Analyze existing and proposed governmental policies to assess implementation challenges and the impact of those policies on different populations and stakeholders.
- HPM05. Apply knowledge of governmental and nonprofit financial management and financial analysis to plan for, operate, monitor, and report the financial results of nonprofit and publicly financed health programs.
- HPM06. Apply key principles of organizational behavior, management, leadership and workforce management

Requirements for the [Master of Public Health](#) degree in the [Health Policy](#) concentration for students matriculating in Fall 2019 and thereafter.

Course #	Course name	Credits
MPH Integrated Core		12
SPHG 711	Data Analysis for Public Health	2
SPHG 712	Methods and Measures for Public Health Practice	2
SPHG 713	Understanding Public Health Issues	2
SPHG 721	Conceptualizing Public Health Solutions	2
SPHG 722	Developing, Implementing, and Evaluating Public Health Solutions	4
	MPH Comprehensive Examination	
MPH Concentration		15
HPM 745	Financial Management and Analysis for Public and Nonprofit Entities	3
HPM 754	Health Care in the United States: Structure and Policy	3
HPM 790	Advanced Health Policy Analysis and Advocacy	3
HPM 730	Leadership and Management Workforce Strategies	3
HPM 758	Underserved Populations and Health Reform	3
MPH Practicum		3
SPHG 701	MPH Practicum Preparation - Leading from the Inside Out	2
	MPH Practicum hours: 200 (minimum)	
SPHG 702	MPH Practicum Reflection and Interprofessional Practice	1
MPH Electives		9
	Elective (Graduate-level course)	3
	Elective (Graduate-level course)	3
	Elective (Graduate-level course)	3
MPH Culminating Experience		3
SPHG 992	MPH Culminating Experience	3
MPH Degree Total		42

Leadership in Practice

What You Will Learn in this Concentration

As a student in the Leadership in Practice concentration, you will gain the skills to:

- Use critical-thinking, design-thinking and system-thinking to solve problems.
- Advance knowledge using evidence-based research and practice-based evidence.
- Mobilize others in order to strategically align organizations and systems and accomplish large-scale change.

Leadership in Practice Concentration Competencies

- LIP01. Prioritize public health values and ethics in a philosophy of leadership relevant to adaptive public health challenges.
- LIP02. Demonstrate effective communication skills to promote a compelling public health agenda.
- LIP03. Facilitate inclusive engagement and collaborative decision-making across professions and with diverse stakeholders to lead in public health practice.
- LIP04. Design transformational systems and innovative approaches to ensure effective public health practice.
- LIP05. Integrate research and practice-based evidence to continuously improve the quality of public health practice.
- LIP06. Develop structures of accountability to promote good governance and stewardship of resources to improve population health.

Requirements for the [Master of Public Health](#) degree in the [Leadership in Practice](#) concentration

Course #	Course name	Credits
MPH Integrated Core		12
SPHG 711	Data Analysis for Public Health	2
SPHG 712	Methods and Measures for Public Health Practice	2
SPHG 713	Understanding Public Health Issues	2
SPHG 721	Conceptualizing Public Health Solutions	2
SPHG 722	Developing, Implementing, and Evaluating Public Health Solutions	4
MPH Concentration		15
PUBH 791	Core Principles in Public Health Leadership	3
PUBH 730	Leading Quality Improvement in Public Health	3
PUBH 718	Designing Public Health Systems	3
PUBH 748	Leadership in Health Policy for Social Justice	3
PUBH 781	Community Engagement and Leadership in Health	3
MPH Practicum		3
SPHG 701	MPH Practicum Preparation – Leading from the Inside Out	2
	MPH Practicum hours: 200 (minimum)	
SPHG 702	MPH Practicum Reflection and Interprofessional Practice	1
MPH Electives		9
	Elective (Graduate-level course)	3
	Elective (Graduate-level course)	3
	Elective (Graduate-level course)	3
MPH Culminating Experience		3
SPHG 992	MPH Culminating Experience	3
MPH Degree Total		42

Nutrition

What You Will Learn in this Concentration

- As a student in the Nutrition concentration, you will gain the skills to:
- Assess scientific evidence for nutritional guidelines and recommendations.
- Evaluate how social, cultural, environmental and community factors affect dietary intake and nutrition-related outcomes in individuals, families and communities.
- Demonstrate proficiency in writing evidence-based, nutrition-related professional and consumer communications using a variety of media platforms.
- Practice in compliance with current federal regulations and state statutes related to public health nutrition programs

Nutrition Concentration Competencies

- NUTR01. Assess the scientific evidence for nutritional guidelines/recommendations.
- NUTR02. Assess dietary intake and nutrition status of individuals and populations.
- NUTR03. Evaluate how social, cultural, environmental and community factors have an impact upon dietary intake and nutrition-related outcomes in individuals, families and communities.
- NUTR04. Independently plan, develop and evaluate nutrition-related health promotion/disease prevention services, products, programs or interventions (including policy analysis), using appropriate evidence or data.
- NUTR05. Demonstrate proficiency in writing evidence-based nutrition-related professional and consumer communications, using a variety of communication platforms.
- NUTR06. Practice in compliance with current federal regulations and state statutes and rules related to public health nutrition programs.

Requirements for the [Master of Public Health](#) degree in the [Nutrition](#) concentration for students matriculating in Fall 2019 and thereafter.

Course #	Course name	Credits
MPH Integrated Core		12
SPHG 711	Data Analysis for Public Health	2
SPHG 712	Methods and Measures for Public Health Practice	2
SPHG 713	Understanding Public Health Issues	2
SPHG 721	Conceptualizing Public Health Solutions	2
SPHG 722	Developing, Implementing, and Evaluating Public Health Solutions	4
	MPH Comprehensive Examination	
MPH Concentration		15
NUTR 705	Human Nutrition	3
NUTR 611	Nutrition across the Life Cycle	3
NUTR 630	Nutrition Communication, Counseling, and Culture	3
NUTR 805	Food and Nutrition Policy	3
NUTR 813	Nutritional Epidemiology	3
MPH Practicum		3
SPHG 701	MPH Practicum Preparation - Leading from the Inside Out	2
	MPH Practicum hours: 200 (minimum)	
SPHG 702	MPH Practicum Reflection and Interprofessional Practice	1
MPH Electives		9
	Elective (Graduate-level course)	3
	Elective (Graduate-level course)	3
	Elective (Graduate-level course)	3
MPH Culminating Experience		3
SPHG 992	MPH Culminating Experience	3
MPH Degree Total		42

Registered Dietitian

What You Will Learn in this Concentration

The MPH Program in the Department of Nutrition is designed to provide graduates with a breadth of integrated knowledge and skills in nutrition science, clinical nutrition, nutrition behavior, and public health principles and practice. Learning outcomes are based in part on knowledge and skills articulated by the relevant professional accreditation associations such as the Accreditation Council for Education in Nutrition and Dietetics (ACEND®) and the Council on Education for Public Health (CEPH). For more information please visit the Register Dietitian Handbook

<https://docs.google.com/document/d/108YbLj5XC70fUV3QHqzMrXYN6xEr1De6xSlwO8gHOM/edit#>

Registered Dietitian Concentration Competencies

1. Assess the scientific evidence for nutritional guidelines/recommendations. (NUTR 715: Introduction to Nutritional Biochemistry)
2. Assess dietary intake and nutrition status of individuals and populations. (NUTR 711: Nutrition across the Lifecycle and NUTR 765: Nutritional Epidemiology)
3. Evaluate how social, cultural, environmental and community factors impact dietary intake and nutrition related outcomes in individuals' families and communities. (NUTR 712: Nutrition Communication, Counseling and Culture)
4. Independently plan, develop and evaluate nutrition related health promotion/disease prevention services, products, programs, or interventions (including policy analysis) using appropriate evidence or data. (NUTR 805: Nutrition Policy)
5. Demonstrate proficiency in writing evidence-based nutrition related professional and consumer communications using a variety of communication platforms. (NUTR 712: Nutrition Communication, Counseling and Culture)
6. Practice in compliance with current federal regulations, state statutes, and rules related to public health nutrition programs. (PHNE)

Requirements for the **Master of Public Health** degree in the **Registered Dietitian** concentration for students matriculating after 2019.

Course #	Course name	Credits	Academic Term
MPH Integrated Core		12	
SPHG 711	Data Analysis for Public Health <i>(complete before placements and comprehensive exam)</i>	2	
SPHG 712	Methods and Measures for Public Health Practice <i>(complete before placements and comprehensive exam)</i>	2	
SPHG 713	Understanding Public Health Issues <i>(complete before placements and comprehensive exam)</i>	2	
SPHG 721	Conceptualizing Public Health Solutions <i>(complete before placements and comprehensive exam)</i>	2	
SPHG 722	Developing, Implementing, and Evaluating PH Solutions <i>(complete before placements and comprehensive exam)</i>	4	
MPH Concentration		25	
NUTR 711	Nutrition across the Life Cycle <i>(complete before placements)</i>	3	
NUTR 712	Nutrition Communication, Counseling, and Culture <i>(complete before placements)</i>	3	
NUTR 714	Nutritional Biochemistry, Metabolism and Health <i>(complete before placements)</i>	3	
NUTR 715	Medical Nutrition Therapy <i>(complete before placements)</i>	4	
NUTR 723	Public Health Management <i>(complete after clinical placement)</i>	3	
NUTR 760/L	Food Science <i>(can be taken at any time)</i>	3	
NUTR 765	Nutritional Epidemiology <i>(can be taken any time after MPH core)</i>	3	
NUTR 805	Food and Nutrition Policy <i>(can be taken at any time)</i>	3	
MPH Practicum		2	
NUTR 701	MPH Practicum Preparation <i>(complete before placements)</i>	2	
MPH Culminating Experience		3	
SPHG 992	MPH Culminating Experience <i>(taken in last semester)</i>	3	
MPH Degree Total		42	

Milestone	Notes
MPH Comprehensive Exam (after completing MPH core)	
Clinical Placement (typically done with FS Placement after NUTR 711, 712, 714, 715, 701)	Additional fee required
Food Service Placement (typically done with Clinical Placement after NUTR 711, 712, 714, 715, 701)	Additional fee required
Public Health Placement (typically done with Advanced Placement after NUTR 723)	Additional fee required
Advanced Placement (typically done with PH Placement after NUTR 723)	Additional fee required

MPH@UNC Academic Calendar

The MPH@UNC program operates on a different calendar from the rest of UNC in order to maintain equal 13 weeks terms. There are three terms for returning students; January, May and September. New students may enter in those three terms as well. There is one term, August, dedicated only to newly enrolling students. Returning students may not register for August term. The university considers August and September terms to be one term for the sake of financial aid and enrollment reporting.

The MPH@UNC program is holiday agnostic. Classes are held on all holidays. Classes are scheduled Monday-Thursday between 6 pm and 9:30 pm ET to accommodate the needs of working adults.

The University Registrar's office considers our May term to be Summer I. Minimum course credits to qualify for financial aid lower from 6 to 4.5 during the May term. Permission to register for more than 8 credits in the May term must be requested of the grad school by your Academic Coordinator.

Find the program calendar [here https://carolinamph.web.unc.edu/mphunc-calendar/](https://carolinamph.web.unc.edu/mphunc-calendar/).

Refund for Dropped Classes Schedule

Refunds for courses which are dropped through week 6 are applied to a student's account in ConnectCarolina on the following schedule. Refunds apply to tuition charges only. No fees will be refunded.

Instructional Week	% Tuition* Refunded for Dropped Classes
Week 1	95%
Week 2	80%
Week 3	65%
Week 4	50%
Week 5	35%
Week 6	20%
Week 7	0%
Week 8	0%
Week 9	0%
Week 10	0%
Week 11	0%
Week 12	0%
Week 13	0%
*Fees are not subject to refunds	

MPH@UNC Fee Structure

Tuition and fee charges are per credit hour. The MPH program is 42 credits. The Registered Dietitian program has additional fees for the four required field placements in addition to the per credit tuition charge.

UNC/State Employee Tuition/Fee Waivers cannot be applied to this program. See the [cashiers page](#) for the most up to date fee chart <https://cashier.unc.edu/tuition-fees/>

Tuition per credit	Fees per credit	Total per credit
\$1,735	\$23.84	\$ 1,758.84
Registered Dietitian Field Experience Placement Fees	Per field experience	Total

Clinical Nutrition Food Service Management Public Health Nutrition Management Advanced Nutrition Experience	\$3,131 each	\$12,524
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Registration

Graduate and professional school students are randomly assigned appointment times for registration. You may register any time after your enrollment appointment day and time. Appointments are randomly assigned from 8:30 AM–3:45 PM, Monday-Friday.

Remember that your enrollment appointment is only the beginning of your registration period, and you have through the start of the term to add classes.

To find out your enrollment appointment date/time for the term:

1. Log in to your ConnectCarolina Student Center.
2. Click on the link under “Enrollment Dates”.
3. Select the term to view your assigned enrollment appointment.

You will be able to start enrolling on the date and time of your enrollment appointment.

After this time, the registration system will operate on a 24/7 schedule (24 hours/day, 7 days/week), except for occasional times when the system is down for maintenance.

Please note that support from campus offices will only be available during normal business hours.

- Remember to check any holds you have that will prevent registration prior to your enrollment appointment and continue checking for holds throughout the registration period! To check holds, go to the Holds section on your ConnectCarolina Student Center.
- If you are graduating at the end of the current term and have not been officially admitted into a new program, you will not be activated to register.
- Review important University policies located at <https://registrar.unc.edu> , under “Registration” and then “Registration Policies.”
- Students expecting financial aid, or other third-party support may request deferment of their term bill that is due prior to the start of each term.
- Deferments requests must be submitted by the due date on the first bill of each semester.

To DEFER your bill:

1. Log in to [ConnectCarolina](#) and access the Student Center through Self Service.
2. In the Student Financials section, select Request Deferment from the drop-down box.

3. Click/check the box for Financial Aid Deferment AND the Statement of Understanding and then click submit.
4. There will be a confirmation screen after you hit submit, click OK. You must request the deferment before the due date on the billing statement.
5. The new due date will be displayed under Charges/Bills in the Student Financials drop down list section of the Student Center.
6. Once the new due date is less than 30 days away, the balance will show as DUE NOW instead of FUTURE DUE.

Please follow this link for the registration guide (<https://registrar.unc.edu/guide/registration-tasks/registration-faqs/registration-faqs/>).

FERPA

Under the federal **Family Educational Rights and Privacy Act (FERPA)**, personally identifiable information may not be released from a student's education records without his or her prior written consent. For more information please follow this link to the graduate school handbook. [FERPA](#)

Graduate Grading Scale

All master's programs administered through The Graduate School operate under the same grading system. The graduate grading scale in use at UNC-Chapel Hill is unique in that it cannot be converted to the more traditional ABC grading scale. Graduate students do not carry a numerical GPA. Grading at the graduate level is intended to offer feedback to students on their performance in a given course, including once students reach the thesis and dissertation stage. Faculty are encouraged to specify course requirements and grading expectations for students. Students enrolled in courses numbered 400 and above must receive one of the following grades.

Graduate Permanent Grades

- H** High Pass - Clear Excellence
- P** Pass - Entirely Satisfactory Graduate Work
- L** Low Pass - Inadequate Graduate Work
- F** Fail

Special Permanent Grades

- F*** Fail-Administratively Assigned; equivalent to F
- NG** No grade assigned; administratively assigned only
- XF** Fail-Honor Court hearing outcome; equivalent to F

Temporary Grades

- AB** Absent from final examination
- IN** Work incomplete
- NR** Not recorded

A temporary grade converts to F* unless the grade is replaced with a permanent grade by the last day of classes for the same term one year later. Failure to remove temporary grades of IN, AB and NR by the last day of classes of the term in which a student plans to graduate will prevent graduation.

Temporary grades are not available as a graduate grade in thesis and dissertation research courses (992/993/994). Faculty advisors and instructors should use the permanent HPLF graduate grading scale for reflecting academic progress on research in each term. Exception requests should be directed to The Graduate School. When extenuating circumstances warrant, The Graduate School may grant a student a time extension to complete a course and replace a temporary grade. The student must first complete the [Request for Extension of Time Form](#) and receive approval from their academic program, after which time the program's director of graduate studies may forward a petition for extension to The Graduate School.

Absent (AB) Grade

An AB grade must be given to a student who did not take a final exam regardless of the reason but might have passed the course had they done so. AB is a temporary grade that converts to F* unless the grade is replaced with a permanent grade by the last day of classes for the same term one year later. If the absence is officially excused by the instructor, the student must take the final examination at a reasonable time designated by the course instructor, in no case to exceed one year from the original examination. Since the grade of AB is given after the deadline to change courses in that semester, a student may not retroactively drop a course where an AB was received. The student must complete the final exam in the timeframe expected or earn F*.

Incomplete (IN) Grade

A grade of IN is given when the course instructor determines that exceptional circumstances warrant extending the time for the student to complete the course. Instructors should assign an IN when the student took the final examination but did not complete some other course requirement. IN is a temporary grade that converts to F* unless the grade is replaced with a permanent grade by the last day of classes for the same term one year later. An incomplete grade may not be submitted when a student is absent from the final examination; in such cases, AB is the appropriate grade.

The instructor may set the maximum allowable period for completing the course, but in no case will this extension exceed one year. If the time allowed is to be less than one year, this information should be transmitted in writing to the student and copied to The Graduate School. It is the sole responsibility of the student to complete the course and initiate the grade change prior to the one-year deadline. Since the grade of IN is given after the deadline to change courses in that semester, a student may not retroactively drop a course where an IN was received. The student must complete the work in the timeframe expected or earn F*.

Not Recorded (NR) Grade

A grade of NR is administratively assigned by the University when the deadline to assign grades in each term passes and the instructor has not finalized the grade roster. NR is a temporary grade that converts to F* unless the grade is replaced with a permanent grade by the last day of classes for the same term one year later.

Since the grade of NR is listed after the deadline to change courses in that semester, a student may not retroactively drop a course where an NR was received. The student must complete the work and work closely with their instructor to ensure a permanent grade is assigned.

Grade Change

Course grades of H, P, L, F, and F* are permanent grades. A permanent grade may be changed upon the initiative of the instructor, only in cases of arithmetic or clerical error, and then only with the approval of the director, chair or dean of the instructor's academic program and of The Graduate School. Such grade changes may be made no later than the last day of classes of the next succeeding regular semester. The Graduate School can serve as the Dean's Office authorization for University Registrar forms. More information about graduate grade changes can be found in the [University Registrar's Policy Memo No. 24](#).

Grade Appeal

Before filing any appeal of a course grade, the student should first address his or her concerns to the instructor who assigned the grade. Should the instructor detect an arithmetic or clerical error that negatively influenced the grade assignment, a grade change form should be executed reflecting the corrected grade. An instructor may not initiate a change of a course grade as a result of reevaluating the quality of the student's performance or as a result of additional work performed by the student.

If, after consultation with the instructor, a satisfactory resolution cannot be reached, the student may appeal the grade to the instructor's chair or dean. Such an appeal should be lodged by the student in writing with the instructor's chair or dean, with a copy to be provided by the student to the instructor, and should cite the evidence by which the student judges

- (a) that an impermissible element existed in the instructor's evaluation of the student's coursework and
- (b) that it influenced the grade assignment to the detriment of the student.

Appeals should be submitted no later than the last day of classes of the next succeeding regular semester.

For an appeal of a course grade to be considered, it must be based upon one or more of the following grounds and upon allegation that the ground or grounds cited influenced the grade assignment to the student's detriment:

1. arithmetic or clerical error;
2. arbitrariness, possibly including discrimination or harassment based upon the race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression of the student;
3. personal malice; and/or
4. student conduct cognizable under the Instrument of Student Judicial Governance.

For additional information, please refer to the Graduate School Handbook: [The Graduate School Handbook](#).

Add/Drop Policy

MPH@UNC operates on a calendar different from the main campus and therefore has different add/drop dates. Courses may be added only during the official add period which goes through week one of a term. Please refer to the [MPH@UNC Calendar](#) for official add period dates. The Graduate School can serve as the Dean's Office authorization for University Registrar forms. A Graduate School signature is required to process and add after the census date in each term. Effective dates are not altered. For courses scheduled outside the standard term dates, proportional deadlines are similarly applied.

Dropping Courses

MPH@UNC operates on a calendar different from the main campus and therefore has different add/drop dates. To drop a course outside the close of the normal drop period and before the last two weeks of a term, the student must complete and obtain the required signatures on the Registration Drop/Add Form, available through the student's academic program or the Office of the University Registrar.

The Graduate School can serve as the Dean's Office authorization for University Registrar forms. A Graduate School signature is required to process a drop in a regularly scheduled course after the normal drop period in each term. Effective dates are not altered. No regularly scheduled course may be dropped in the last two weeks of classes. For courses scheduled outside the standard term dates, proportional deadlines are similarly applied.

IMPORTANT NOTE: Dropping a course may have financial and academic consequences. Please refer to the Academic and Financial Policy Regarding Tuition and Drop Dates.

A student registered for and wishing to drop an inter-institutional course follows the same procedures and deadlines as required for dropping courses at UNC-Chapel Hill.

Official withdrawal from the University is required if a student wishes to drop all courses after a semester begins.

Attendance Policy

All students are expected to attend all live class sessions. Students should notify professors immediately if you can't make a Live Session.

Each course will hold a weekly Live Session

- 2 credits = 60 min. Live Session
- 3 credits = 90 min. Live Session
- 4 credits = 2-hour Live Session

Course Expectations and Etiquette

Video must have good lighting, proper angle and always hardwired to the internet. Do not have Skype/Google Talk running in the background. Always remember everyone can see everything in view of your webcam! When in a live session make sure you are in a quiet location, use a headset and mute if necessary. Conversations in the chat should pertain to the session material.

Overload Policy

The MPH@UNC program considers 9 hours to be full time. Student can register for up to 16 credits per term but it is not advisable. A student enrolled in the May term will need to petition through their Academic Coordinator to register for more than eight credits.. Once signed, the course overload form will be forwarded to the Graduate School and registrar's office for approval.

Adverse Weather Policy

The nature of an online program is that the conditions at the "home campus" may or may not be relevant for our faculty and students, since we have MPH@UNC participants dispersed throughout the country and even globally. For this reason, classes are held, regardless of the weather in the Chapel Hill area; we do not follow the university calendar for weather-related closures. UNC students, regardless of location, will receive adverse weather warnings and we are unable to have our students excluded from these alerts.

However, we are very aware that some of our students live in areas that may be impacted by weather or

other natural disasters. Please stay in close contact with your instructors and your Academic Coordinator/Student Success Advisor to discuss arrangements they may be able to offer.

MPH@UNC Transfer Credit Process

Students requesting transfer credit to count towards the following course should follow this process. Students must provide a transcript, showing the grade they received in the class, along with a syllabus of the course for consideration. Students can only transfer in 20% of the program credits. For the MPH@UNC program this translates to 8 total credits.

- **Core Courses:**
Must be reviewed and signed off on by the core faculty member
- **Concentration Courses:**
Must be reviewed and signed off on by the concentration lead
- **Elective Courses:**
Must be reviewed and signed off on by the Associate Director of MPH@UNC (Catherine Gihlstorff). The Director of Student Services (Greg Bocchino) may review and sign off in the absence of the Associate Director.

Once paperwork is completed, it is sent to Graduate School by the student's Academic Coordinator. After approval by Graduate School, the form is uploaded to the electronic student file and decision is communicated to student.

Course Exemption Request Process

Students must provide a transcript, showing the grade they received in the class, along with a syllabus of the course for consideration.

- **Core Courses**
 - Must be reviewed and signed off on by the core faculty member
- **Concentration Courses**
 - Must be reviewed and signed off on by the concentration lead.

Students approved to exempt from a core or concentration course are still required to make up the credits to fulfill the required 42 credits of the MPH degree. Once paperwork is completed it is sent to Graduate School by the student's Academic Coordinator. After approval by Graduate School, the form is uploaded to the electronic student file and decision is communicated to student.

Cancellation of Registration Policy

The University will only cancel registration for students who did not attend or participate in any courses. If a student attended or participated in any portion of courses, then [Dropping Courses](#) or official [Withdrawal from the University](#) processes should be followed. Appropriate justification and approval by the academic program should be included with the cancellation request prior to submission for electronic processing by The Graduate School.

Additionally, registration may be canceled under the following circumstances:

Academic Ineligibility

The Graduate School will automatically cancel the registration of those students who become academically ineligible. See [Academic Eligibility](#).

Nonpayment of Tuition and Fees

A student's registration will be canceled if tuition and fees are not paid (or properly arranged for deferment) by the payment deadline given in the To register subsequent to such cancellation, students must pay tuition and fees in advance and add courses no later than the last day for adding courses specified in the [University Registrar's Calendar](#).

MPH@UNC Concentration Change Policy

Students wishing to change MPH concentrations may do so for extenuating circumstances, on a limited basis only, must be in good academic standing, and must abide by the timelines for changing concentrations. Students may only change concentrations once during their MPH degree. The MPH program does not require a student to submit a new application to change MPH concentrations. A petition request to change concentration must be completed before a student starts their practicum work.

Concentration change deadlines:

Effective September term: June 1st

Effective January term: November 1st

Effective May term: April 1st

Process for Changing MPH@UNC Concentrations

Students must meet with the MPH@UNC Academic Coordinator before they initiate the petition to change MPH concentrations. In this meeting the implications for changing concentrations will be explained and a new program of study will be developed. Students should note that concentration changes are not guaranteed and may have financial, course registration, and academic implications. Consequences may include but are not limited to; extending time in program, taking more than 42 total credits, incurring additional tuition, and changes to financial aid or funding eligibility. Due to the MPH program course sequencing and when courses are offered (some only once per academic year), students who wish change MPH concentrations may not take courses out of sequence.

The petition to change MPH concentration should include the following from the student:

- The petition form signed by the current concentration acknowledging that the student wishes to change concentrations.
- A cover letter outlining the reason for switching MPH concentrations.
- A brief statement of purpose. It should be similar in content to the one submitted in their original SOPHAS application, tailored to the new concentration.
- A semester-by-semester plan of study outlining the MPH degree in the new concentration.
- Any additional documents to support the petition request.

The new concentration will have the opportunity to review the petition, supporting documents, current MPH transcript, as well as the original MPH program application. The outcomes for the petition are approved, needs additional information or denied. The new concentration can request additional documents or explanation from the student should they not have enough information to render a decision. Should the petition be denied the concentration lead will provide a justification for the student. If the new concentration lead approves the change, the Senior Associate Dean of Academic Affairs will review and approve the change. Once all parties have signed, the Associate Director or Academic Coordinator will send the petition form to the Graduate School. The petition decision will then be communicated to the student. The concentration change information will also be shared with the Strategic Analysis and Business Intelligence (SABI) team at Gillings.

Graduation

Application to Graduate

Students must notify The Graduate School of their plan to graduate by submitting an Application for Graduation no later than the deadline shown in the [University Registrar's Calendar](#) for the term in which they expect to graduate. Applications should only be submitted when the student realistically intends to graduate that semester and are valid for one semester only. If a student does not graduate in the semester expected, s/he must submit another application for graduation in a future semester. Complete

the Graduation check-out page in ConnectCarolina's Self Service area: Log in to [ConnectCarolina](#), then in your Student Center, under the "Academic" tab, choose "Apply for Graduation" in the drop-down box, and then click the double arrows. Degree requirements and milestones vary by academic program, and The Graduate School maintains the master listing of milestones required for degree clearance. Graduate School staff certify each degree candidate has met all requirements before clearing them to graduate.

Milestones include:

- Application(s) to graduate
- Minimum credit hours required for the degree
- Foreign language requirement, if required by the academic program
- Committee structure approved (if required)
- Certification of program degree requirements received (via PCDR form)
- Exam documentation approved
- Thesis/thesis substitute/dissertation enrollments
- Residence credit requirement (if required)
- Thesis/dissertation approved via ProQuest; OR, thesis substitute documentation
- All grades submitted
- Exit survey completed

Students can view the status of their degree milestones in their Student Center in ConnectCarolina. Graduate School staff endeavor to clear students efficiently and accurately. Even if all completed milestones are in order and submitted, it can still take several business days for degree clearance to be processed. Any requests for early graduation clearance due to extenuating circumstances (generally only for employment or visa requirements) should be submitted through the academic program and only after the census date for the given graduation term

2CH Learning Management System

MPH@UNC: The MPH@UNC Online Campus is called "2CH," and the link is here: [2ch Login](#) . For technical assistance with 2CH, students are expected to contact Student Support at studentsupport@onlinemph.unc.edu , 877-864-9972, or via the Live Chat feature within 2CH. 2CH also contains the self-paced COMPASS Orientation Course. If you have any questions about how to access the material or interact with the system, make sure you ask your instructor or your Student Success Advisor.

Student Honor Code

Students are subject to the regulations of student government under the Honor Code. Students may become ineligible to continue studies at UNC-Chapel Hill for student code violations. Instances of suspected plagiarism, cheating on examinations, or other violations of the Honor Code should be reported either to the [Office of Student Conduct](#) or the [Office of the Dean of Students](#).

It shall be the responsibility of every student at the University of North Carolina at Chapel Hill to support and comply with the enforcement of the [Honor Code](#), which prohibits lying, cheating, or involving academic processes or interactions with University, student, or academic personnel acting in an official capacity.

It shall be the further responsibility of every student to hold themselves, as members of the Carolina community, to a high standard of academic and non-academic (i.e., teaching, research, and personal) conduct; namely, to conduct oneself so as not to impair significantly the welfare or the educational opportunities of others in the University community.

Accreditation

The University of North Carolina's Gillings School of Global Public Health is an Accredited School of Public Health under the Council on Education for Public Health (CEPH). The Nutrition Registered Dietitian program is accredited by Accreditation Council for Education in Nutrition and Dietetics (ACEND®).

Career Services

MPH@UNC students have access to career services through the Virtual Career Center resources in 2CH.. You can schedule Career Appointments by email or phone. Students have 1:1 Coaching Support with job search and industry transition planning, interview preparation, professional networking, and salary negotiation. . A self-paced (non-credit) development course designed for career exploration, planning, and skill-growth.

Career Announcements: You can use the VCC to share career information. Receive vetted job postings, industry articles or other materials posted on the Virtual Career Center wall by your peers, faculty and career services. You will see this course show up one month after classes begin, but you can reach out to the Career Services team at any time.

MPH@UNC students also have access to these other career services.

[Handshake](#)

Handshake is a talent recruiting platform that connects students and employers. Features include:

- Job postings from thousands of employers;
- Ability to get messages from employers;
- Peer learning tools (Q&A, company reviews); and
- Information about public career events and career fairs.

[Access Handshake](#) using your Onyen. From there, you can complete your profile.

Handshake includes employers and postings across a wide variety of career sectors. We at Gillings are committed to helping increase the volume of targeted public health resources over time. We work with public health employers to encourage them to add their employer information and jobs.

[University Career Services \(UCS\)](#)

UCS offers access to virtual career services for MPH@UNC students in the form of online workshops, strengths assessments, resume templates and social media strategies.

For those of you who are local, drop-in advising in their Chapel Hill office in [Hanes Hall, Monday through Friday from 1 pm until 4 pm](#). Drop-in hours are for quick (10-15 minute) resume or cover letter critiques, UCS resources and using Handshake.