

MPH Asheville – Place-Based Health

Academic Coordinator Responsibility	MPH Student Services Director
Navigate academic policies, procedures, program requirements, and campus resources.	Serves as primary academic advisor.
Provide Support and assistance	Course planning.
Available to assist with cohort advising.	Drop/add requests.
Assist with processing paperwork for registration, transfer, drop/add, concentration change leave of absence and graduation	Transfer requests.
	Leave of absence requests.
	Tracking progress toward degree completion.
	Student communication