

Academic Standards

MSPH students must unconditionally meet the following academic standards:

Every Term:

- A minimum of 16 units must be taken each term
- Achieve a B or better in required PFRH courses
- All required courses must be taken for a letter grade

By the End of the 1st Year:

- Achieve an overall GPA of 3.0 for all course work. A 3.0 GPA or higher must be achieved by the end of the 4th Term of Year One in order to graduate (1 Year students) or to continue into Year Two (2 Year students). During Year Two a 3.0 GPA must be maintained in order to graduate.
- All course requirements, including school-wide, PFRH, and track requirements, must be completed by the end of 4th term of Year One in order to continue into the internship or to graduate.

By the End of the Program:

- Successfully complete the required culminating MSPH essay and presentation*
- Successfully complete the MSPH Internship (2 year program only)*

*Details provided during Term II

Units for Graduation:

One year MSPH students must complete a minimum of 64 academic units. Two year MSPH students must complete a minimum of 128 academic units, which includes units given for the required internship. Specific school-wide and departmental course requirements are the same for both one and two year programs.

The Director of the Master's Program and Academic Coordinator, representing the Master's Committee, review and credential the academic progress of all Master's students at the end of each term. A tracking sheet summarizing the student's progress is provided to the advisor and student immediately after the review. The tracking sheet notes if a student is not making satisfactory progress. The advisor and student are then required to meet and provide a formal letter to the Director of the Master's Program indicating how the student will meet the academic standard(s).

PFRH Policy for Failure to Meet Academic Standards:

If a MSPH student cannot meet the academic standards, a formal letter requesting remediation may be submitted by the student and advisor to the Director of the Master's Program. Judgment concerning dismissal from the program for students demonstrating substandard academic performance will be made by the Master's Committee in consultation with the Chair of PFRH.

Course Requirements**School-wide Requirements****Research Ethics**

Students must choose from one of the following:

306.665	Research Ethics and Integrity: US and International Issues	3 units	3 rd Term
221.616	Ethics of Public Health Practice in Developing Countries*	2 units	4 th Term
306.655	Ethical Issues in Public Health**	3 units	4 th Term
306.663	Legal and Ethical Issues in Health Services Management	3 units	3 rd Term

*Students opting for this course must also take 550.862.81 Research Ethics (1 unit) 1st, 2nd or 3rd Term option

**Offered every other year, offered next in academic year 2011-2012

Management

380.624	Maternal and Child Health Legislation and Programs*	4 units	2 nd Term
	-OR-		
380.665	Family Planning Policies and Programs*	4 units	3 rd Term

Although several courses offered in other departments may fulfill this requirement, you must petition the Master's Committee with the consent of your advisor to take an alternative.

*Please note that if you take MCH Legislation and Programs or Family Planning Policies and Programs to fulfill your Management requirement it CANNOT also be counted toward a track requirement.

Quantitative Sciences

340.601	Principles of Epidemiology	5 units	1 st Term
140.621	Statistical Methods in Public Health I	4 units	1 st Term
140.622	Statistical Methods in Public Health II	4 units	2 nd Term
140.623	Statistical Methods in Public Health III	4 units	3 rd Term
	<u>Strongly recommended but not required:</u>		
140.624	Statistical Methods in Public Health IV	4 units	4 th Term
	(Covers statistical concepts and calculations for data analysis; develops statistical computing skills; 621-624 is the minimum required for doctoral programs in PFRH)		
	-OR-		
140.611	Statistical Reasoning in Public Health I	3 units	1 st Term
140.612	Statistical Reasoning in Public Health II	3 units	2 nd Term
	(Provides conceptual understanding of statistical ideas and methods; limited calculations.)		

Students with a working knowledge of calculus and linear algebra may elect to take the 140.651-654 Methods in Biostatistics I-IV series.

(Presents statistical methods for advanced students. Requires knowledge of calculus/linear algebra.)

Environmental Health

MSPH students must take one of the following:

180.601.81	Environmental Health	5 units	3 rd Term
180.611	The Global Environment and Public Health	4 units	1 st Term
180.629	Environmental and Occupation Health Law and Policy	4 units	3 rd Term
180.660	Introductory Principles of Environmental Health	3 units	3 rd Term

PFRH Core Requirements

}	380.600	Principles of Population Change	4 units	2 nd Term-or-
	380.600.81	Principles of Population Change (Internet Option)	4 units	2 nd Term
		-OR-		
}	380.603	Demographic Methods for Public Health	4 units	2 nd Term-or-
	380.603.81	Demographic Methods for Public Health (Internet Option)	4units	3 rd Term
		-AND-		
	380.604	Life Course Perspectives on Health*	4 units	1 st Term-or-
	380.604.81	Life Course Perspectives on Health* (Internet Option)	4 units	1 st Term

*Fulfills the School-wide social and behavioral sciences requirement

PFRH Track Requirements

MSPH students must take a minimum of 9 units in one of the three departmental tracks. The courses taken to fulfill these requirements must be ***in addition to*** any of the departmental, or the school-wide course requirements.

Master's Essay and Presentation Requirement

All Master's students are required to successfully complete a culminating Master's Essay and Presentation. Specific information and guidelines can be found on pages 8-13.

Registration Requirements for Master's Essay and Presentation:

One Year Program

380.840	Special Studies and Research in PFRH: Master's Essay / Presentation
	3 units – 3rd Term
	3 units – 4th Term

Two Year Program

380.840	Special Studies and Research in PFRH: Master's Essay/Presentation
	3 units – 7th Term
	3 units – 8th Term

Two Year MSPH Internship

Two year MSPH students will be required to complete a two term field placement/internship experience; **minimum of 4 months full-time, or no less than 680 full time work hours**. Students may elect to begin the field placement in the summer immediately following the first year in the program as long as they have met the MSPH academic standards.

Registration Requirement for the Internship:

380.810 PFRH Field Placement/Internship (16 credits/term – 5th & 6th Terms)

If a student plans to either analyze or collect data as part of the internship, please consult the student [IRB handbook](#) and the [IRB website](#) and discuss related matters with their advisors. Students are expected to be on campus in the 7th & 8th terms taking courses and completing the culminating Master's Essay and Presentation. Students who wish to extend their internship must petition the Master's Committee for approval.

Petition to Extend Internship:

Under special circumstances, students wishing to extend their existing internship as a special studies course (380.810) may be granted an extension by the Master's Committee. To be considered, students must first write a formal petition to the Master's Committee before the end of 2nd term of the second year. The petition must have the following points:

- A description about how the extension would enable the student to attain his/her academic objectives beyond coursework already completed;
- The specific objectives of the extension and the skills that will be gained;
- A statement of advisor support; and
- A statement indicating the intention to return to campus for Master's Presentation and to complete Master's Essay in adherence with Master's program guidelines

Students can email the petition to Wendy Rumrill (wrumrill@jhsph.edu), Academic Coordinator, with the student's academic advisor copied on the email.

Waivers

With approval of their academic advisor, students may request a waiver for Master's course requirements (PFRH core courses or track specific) if they can provide information regarding related work experience or prior coursework which duplicates course offerings. A course description and syllabus from the prior course should be submitted with the request. Students requesting a course waiver should identify, in advance, what other course(s) in their area of interest will be taken in lieu of the required course. The total number of credits required for completion of the degree remains the same. For a full list of Department policies and waivers refer to the General Information Handbook.

**PFRH Track Course Requirements for MSPH
Child and Adolescent Health and Development Track**

Students must take one of the following:

380.641	Prenatal and Infant Growth and Development	3 units 1 st Term
380.642	Child Health and Development	3 units 2 nd Term
380.623.81	Adolescent Health and Development	3 units 3 rd Term

Students should select at least two (2) courses from one of the concentrations:

Child Health

223.663	Infectious Diseases and Child Survival	3 units 3 rd Term
380.624	Maternal and Child Health Legislation and Programs	4 units 2 nd Term
380.625	Attitudes, Programs, & Policies for Children with Special Health Care Needs	3 units 3 rd Term
380.626	Seminar in Child Health	3 units 4 th Term
380.721	Schools and Health	3 units 4 th Term
380.742	Family - Health, Public Health and Policy	3 units 4 th Term
380.744.81	Nutrition and Growth in Maternal and Child Health	2 units 1 st Term
380.762	HIV Infection in Women, Children & Adolescents	4 units 4 th Term-or-
380.762.81	HIV Infection in Women, Children & Adolescents	4 units 4 th Term
380.765.81	Preventing Infant Mortality and Promoting the Health of Women, Infants and Children	3 units 4 th Term
410.752	Children, Media & Health	3 units 3 rd Term

Adolescent Health

380.624	Maternal and Child Health Legislation and Programs	4 units 2 nd Term
380.625	Attitudes, Programs, & Policies for Children with Special Health Care Needs	3 units 3 rd Term
380.720	Masculinity, Sexual Behavior and Health: Adolescence And Beyond*	3 units 2 nd Term
380.721	Schools and Health	3 units 4 th Term
380.725	The Social Context of Adolescent Health and Development	3 units 4 th Term
380.742	Family - Health, Public Health and Policy	3 units 4 th Term
380.744.81	Nutrition and Growth in Maternal and Child Health	2 units 1 st Term
380.747.81	International Adolescent Health	3 units 4 th Term
380.762	HIV Infection in Women, Children & Adolescents	4 units 4 th Term
380.762.81	HIV Infection in Women, Children & Adolescents	4 units 4 th Term
380.845	Seminar in Adolescent Health	3 units 4 th Term
410.752	Children, Media & Health	3 units 3 rd Term

* Students must register for the three (3) unit option for this course.

**PFRH Track Course Requirements for MSPH
Population and Health Track**

Required*:

380.600	Principles of Population Change	4 units 2 nd Term-or-
380.600.81	Principles of Population Change (Internet Option)	4 units 2 nd Term
	-AND-	
380.603	Demographic Methods for Public Health	4 units 2 nd Term-or-
380.603.81	Demographic Methods for Public Health (Internet Option)	4 units 3 rd Term

Students must choose at least 2 courses from the following:

380.615	Application of Population Data for Policy and Practice	3 units 2 nd Term
380.662	Critiquing the Research Literature in Maternal, Neonatal, and Reproductive Health	4 units 2 nd Term
380.650	Fundamentals of Life Tables	4 units 3 rd Term
380.651	Methods and Measures in Population Studies	4 units 4 th Term
380.655	Social and Economic Aspects of Human Fertility	4 units 1 st Term
380.658	Economics of Gender and Family	2 units 4 th Term**
380.665	Family Planning Policies and Programs	4 units 3 rd Term
380.750	Migration and Health: Concepts, Rates, and Relationships	3 units 3 rd Term
380.753	Dynamics of Population Aging	3 units 3 rd Term***
380.756	Poverty, Economic Development, and Health	4 units 4 th Term
380.765.81	Preventing Infant Mortality and Promoting the Health Of Women, Infants and Children	3 units 4 th Term
380.767	Couples and Reproductive Health	3 units 1 st Term
221.627	Issues in the Reduction of Maternal and Neonatal Mortality in Low Income Countries	4 units 2 nd Term

* Either Principles of Population Change or Demographic Methods for Public Health can be used to meet the Department core requirement.

** Offered every other year, offered next in academic year 2012-2013

*** Offered every other year, offered next in academic year 2011-2012

**PFRH Track Course Requirements MSPH
Reproductive, Perinatal and Women's Health**

Students must take 1 course from each of the following 3 areas for a minimum of 9 credits.

Epidemiology/Health Issues

380.664	Reproductive and Perinatal Epidemiology	4 units 4 th Term
380.666	Women's Health	3 units 3 rd Term
380.668	International Perspectives on Women, Gender and Health	3 units 3 rd Term

Programs/Policy

221.627	Issues in the Reduction of Maternal and Neonatal Mortality in Low Income Countries	4 units 2 nd Term
380.624	Maternal and Child Health Legislation and Programs*	4 units 2 nd Term
380.665	Family Planning Programs and Policies*	4 units 3 rd Term
380.667	Women's Health Policy	3 units 4 th Term

Biology/Clinical Issues

120.620	Fundamentals of Reproductive Biology	3 units 1 st Term
380.641	Prenatal and Infant Growth and Development	3 units 1 st Term
380.661	Clinical Aspects of Maternal and Newborn Health	3 units 4 th Term
380.760	Clinical Aspects of Reproductive Health	3 units 3 rd Term

The following courses are recommended but not required:

380.662	Critiquing the Research Literature in Maternal, Neonatal, and Reproductive Health	4 units 2 nd Term
380.761	Sexually Transmitted Infections in Public Health Practice	4 units 3 rd Term-or-
380.761.81	Sexually Transmitted Infections in Public Health Practice (Internet Option)	4 units 4 th Term
380.762	HIV Infection in Women, Children and Adolescents	4 units 4 th Term
380.762.81	HIV Infection in Women, Children and Adolescents (Internet Option)	4 units 4 th Term
380.765.81	Preventing Infant Mortality and Promoting the Health Of Women, Infants and Children	3 units 4 th Term
380.767	Couples and Reproductive Health	3 units 1 st Term

*This course cannot be used to fulfill both the departmental Management requirement and RPWH track requirement. You must choose two separate courses; one to fulfill each requirement.

Guidelines for the Master's Essays and Presentations

Introduction

The Master's Essay is designed to allow students to explore a topic of interest related to their academic program. It may take several forms: a research proposal; a report of a small research project; an analysis of a public health problem; a legislative position paper; a structured literature review; or an evaluation of a program.

The essay is intended to be a culminating experience in which students put their academic year and internship in perspective within the broader context of public health. Students should begin thinking about essay topics at the end of the first academic year. In addition to the written essay, students each will give a 10-minute public presentation of their essay. **Students may select any faculty member in the PRFH department with whom to work. However, the following guidelines must be followed in selecting readers:**

- The student's primary reader must be PRFH faculty.
- The student's advisor must be one of the readers.
- The student's second reader must be JHSPH faculty.
- A third reader at the agency or organization where the internship took place is required if the student is using project data or if data are used for project purposes.

Choosing a topic and format for the essay:

Some students link the essay topic with their internship experience. For example, student work on a literature review or a research project as part of the internship may serve as a good basis for developing the essay. There are a few important tips to remember when choosing a topic and essay format:

- If a student would like to do a research report, then he/she must submit an IRB application for review. To obtain an IRB application, click on this link: [IRB Application](#). Since this process takes time, and given that a JHSPH faculty member needs to submit the application on the student's behalf, students should start this process early in the 3rd/7th term;
- If a student is interested in evaluating a project or a program, the student must have either taken the Fundamentals of Evaluation Class or had prior experience conducting an evaluation;
- Topics do not need to be within the student's departmental tracks but must focus on a public health issue or problem

Deadlines

In preparation for the completion of the Master's essay and presentation, students should contact their advisor no later than 2nd Term (for One Year Master's students) or 6th term (for Two Year Master's students) to discuss the type of essay the student is interested in writing. Master's Essays are due

early in the 4th Term. Therefore, students should begin to work on their paper no later than 3rd term/7th term, and complete it early in the 4th term/8th term (see deadlines below). Essays or a project from the MSPH internship will be presented at a seminar in May, prior to graduation.

**Master's Essay Deadlines
1 or 2 year Master's Students**

Tasks	2011-12 Deadlines	2012-13 Deadlines
Submit one page form to identify essay topic, readers and format	January 30, 2012	January 28, 2013
Register for 380.840 SS/R in PFRH with advisor	January/early February	January/early February
If essay is a research report, work with JHSPH faculty to submit IRB application	February 6, 2012	February 4, 2013
Submit essay outline to 1st reader	February 6, 2012	February 4, 2013
Final outline of essay completed	February 13, 2012	February 11, 2013
Submit 1st draft of essay to 1st reader	February 27, 2012	February 25, 2013
Submit copy of completed essay to 1st and 2nd reader for final edits	March 23, 2012	March 25, 2013
Submit final copy (with 1st and 2nd reader's revisions incorporated) to both readers	April 9, 2012	April 8, 2013
Submit copy of essay approved by 1st and 2nd reader to Academic Coordinator	April 16, 2012	April 15, 2013
Presentation of essay/project	May 9 and 10, 2012	Early May

These dates are not guidelines, they are deadlines.

Students should plan on being in frequent contact with their advisor and reader during this period of their academic program. Please remember to give your readers ample time to read and make revisions to both your essay and presentation slides.

General Format for all Essays

- 1) The essay should be between 15-20 pages in length including tables, but excluding the title page, acknowledgements, references/bibliography, and appendices. (Note: longer papers will not be accepted.)
- 2) All essays should have a Title page which states the title of the essay, the student's name, the readers (with an indication of who is the advisor), and the date. You may include an acknowledgments page if you wish.
- 3) Typing guidelines:
 - Standard letter size paper 8 ½ by 11
 - Double spaced/single sided (can single space block quotations)
 - Type size no smaller than 11 pt.
 - 1 inch margins all around
 - Page numbering: title page, acknowledgments, etc., usually not numbered. Others numbered consecutively through to the end of the paper;
 - Consistent format for all tables, figures, headings, and endnotes and/or bibliography materials.

References – MLA Format

Please see the following web links for reference/bibliography guidance:

<http://www.studyguide.org/MLAdocumentation.htm>

<http://honolulu.hawaii.edu/legacylib/mlahcc.html>

Essay Formats

The following are the specific guidelines for each essay format. Please note that if a student prefers a format that is different from those specified below, he/she will need advisor approval.

- 1) **Research/Grant Proposal: *this format could be used to stimulate an actual proposal***
 - Abstract (1 page maximum)
 - Introduction (1 to 3 pages)
 - Why is the topic an important public health issue/problem?
 - What is the magnitude of issue/problem and population affected?
 - What are the knowledge gaps and how will the proposed study fill those gaps?
 - Specific Aims (1 page)
 - What will your research accomplish and address?
 - May include a conceptual framework
 - Background and Significance (2-3 pages)
 - Describe the current body of literature on the problem/issue

- Explain the significance of the study and how it will contribute to the current body of knowledge
 - Methods (4 to 6 pages)
 - Study design
 - Participants
 - Sample size
 - Measures
 - Data analysis
 - Timeline (0.5 page)
 - Study Limitations (1-2 pages)
 - Significance (0.5-1 page)
 - References
- 2) **Research Report: *this format could be based on secondary data analysis (more typical) or primary data collection and analysis. Note that IRB approval is needed for this format.***
- Structured abstract (1 page maximum)
 - Should include the following headings: Background, Objective (s) of study, Methods, Results, Conclusions
 - Introduction (1 to 3 pages)
 - Why is the topic an important public health issue/problem?
 - What is the magnitude of issue/problem and population affected?
 - What are the knowledge gaps and how does the current study fill those gaps?
 - Methods (2 to 4 pages)
 - Study design
 - Population/participants
 - Measures/Topics of interest
 - Data analysis
 - Results (3 to 6 pages)
 - Discussion (2 to 4 pages)
 - References
 - Tables/figures
- 3) **Analysis of a Public Health Problem or Legislation Position Paper: *both of these formats examine a public health problem and recommend either a specific intervention strategy or a policy/set of policies for addressing the problem/issue. The difference is that the analysis of a public health problem format offers solutions and recommendations related to intervention strategies, while a legislation position paper offers solutions and recommendations related to a policy or a set of policies.***
- Executive summary (2-3 pages)
 - Should include an Introduction and overview of public health problem or issue, and a brief discussion about how the problem/issue could be addressed
 - Statement of the problem/issue (1 page)
 - Magnitude of Problem/Issue (1-2 pages)
 - Causes/determinants of the problem/issue (3 to 5 pages)
 - Potential solutions/remedies to address problem/issue (3 to 5 pages)
 - Specific Recommendations (2 to 4 pages)
 - References
 - Tables/figures

4) Structured Literature Review: *this format would analyze an important public health problem/issue by examining the literature published on the problem/issue*

- Structured abstract (1 page maximum)
 - Should include the following headings: Background, Objective (s) of review, Methods, Results, Conclusions
- Introduction (1 to 3 pages)
 - Why is the topic an important public health issue/problem?
 - What is the magnitude of issue/problem and population affected?
 - What are the knowledge gaps and how does the current literature review contribute to field or fill those gaps?
- Methods (1 to 3 pages)
 - Databases used
 - Search criteria
 - Analytic tables
- Results (3 to 6 pages)
- Discussion (2 to 4 pages)
- References
- Tables/figures

5) Evaluation of a Program/Project: *this involves evaluating/monitoring an existing public health program/project and could include a process evaluation, an outcome evaluation, or an impact evaluation*

- Introduction (1 to 2 pages)
- Description of Program/Project (1 to 3 pages)
 - Need (what is the public health problem the program/project is trying to address?)
 - Target audiences (what are the groups/individuals who are going to be targeted for the program/project?)
 - Outcomes
 - Activities of program/project
- Objectives of Program/Project (1 page)
- Logic Model of Program/Project (1 page)
- Evaluation Methodology (3 to 6 pages)
 - Type of evaluation
 - Indicators
 - Data collection methods
 - Sample size
 - Sampling strategy
 - Data analysis
- Anticipated use of results (2 to 5 pages)
- Timetable (1 page)

Evaluation Criteria for MSPH Essay Readers

- The student demonstrates the ability to successfully complete a cohesive and acceptable essay in the timeframe provided and applying public health knowledge and skills.
- The student demonstrates the ability to make appropriate inference(s) and draw logical conclusion(s) to inform the field of public health.

MSPH Presentation

Each student is required to present his/her essay or a project that was completed during the MSPH Internship in a 10-12 minute PowerPoint presentation at a public seminar before the end of the 4th term for one year students and before the end of the 8th term for two year students. The student's advisor is expected to review draft presentations prior to a practice session. The practice session will be scheduled approximately one week prior to the public seminar. No video clips are allowed in the presentations.