2016-17

STUDENT HANDBOOK

and Academic Guide

@JohnsHopkinsEPI
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ADVISER / ADVISEE MANUAL
MISSION OF THE DEPARTMENT

The mission of the Department of Epidemiology is to improve the public’s health by training epidemiologists and by advancing knowledge concerning the causes and prevention of disease and the promotion of health.

As the oldest autonomous academic department of epidemiology in the world, the Department of Epidemiology at the Johns Hopkins Bloomberg School of Public Health has maintained leadership in fulfilling this mission.

GOALS OF THE DEPARTMENT

- Provide the highest quality education in epidemiology and thus prepare the next generation of epidemiologists
- Advance the science of epidemiology by developing new methods and applications
- Use epidemiologic methods to investigate the etiology of disease in human populations
- Use epidemiologic methods to evaluate health care delivery
- Develop methodology for translating epidemiologic research findings into clinical medicine
- Develop approaches for applying the findings of epidemiologic research in the formulation of public policy and to participate in formulating and evaluating the effects of such policy

The Department of Epidemiology is the oldest, and among the largest, in the world. Students gain proficiency in study designs, measurement and inference to illuminate the distribution and determinants of health states—as they identify and evaluate strategies for the prevention and control of disease in human populations.

Faculty continue to honor the legacy of excellence set forth in the early days of the department's founding—bolstering our growth, development and numerous contributions to the field.

A history of the Department as well as a complete list of affiliated Centers may be found on the Department’s website.
## Administration

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
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*All rooms are located in the 615 N. Wolfe Street Building unless otherwise noted.*
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# Student Funding Manager

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<tr>
<th>Name</th>
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DEGREE PROGRAMS IN EPIDEMIOLOGY
DOCTORAL PROGRAMS (PhD, ScD and DrPH)

August 30, 2016

Dear Incoming Doctoral Students:

Welcome to the Department of Epidemiology in the Johns Hopkins Bloomberg School of Public Health!

This section of the Student Handbook (formerly known as the Academic Guide) provides information or the requirements and timelines for milestones for the Doctor of Philosophy, Doctor of Science, and Doctor of Public Health degrees.

In addition to familiarizing with the Student Handbook, please confirm that you have completed the required orientation tasks outlined in the CoursePlus website (340.994.01 – Incoming Epi Students 2016), and the readings for your associated track.

Year 1 of the doctoral program is focused primarily on coursework, including epidemiology methods and topical courses. You will get to know your fellow Department doctoral students during the 1st Year Doctoral Seminar.

You will be assigned an academic adviser to guide you in designing an academic program to meet your goals. Meet with your adviser regularly, including for approval of your course registrations. With your adviser and track director, consider selecting a co-adviser.

During the 4th term of Year 1, register for special studies with your adviser and during your meetings begin to identify opportunities to participate in epidemiologic research. You will develop and refine your doctoral research proposal during Year 2 of the program as part of the 2nd Year Doctoral Seminar (340.863.01) and Problems in the Design of Epidemiologic Studies: Proposal Development and Critique (340.715.01).

Each track hosts a journal club and research-in-progress meetings that we expect you to attend. The Department also hosts Friday Epidemiology Seminar, which feature luminaries from the field of epidemiology and “late breaking” presentations from our faculty on their research. Our doctoral students also present their dissertation proposal seminars, and when possible, their dissertation defense seminars, as part of this seminar series. You will receive course credit for attending this seminar as part of the course, Current Topics in Epidemiologic Research (340.662.01). This seminar and the track-specific activities are excellent ways to learn about ongoing research, develop and refine your own research questions, prepare for the Departmental comprehensive exam (end of Year 1), and engage with faculty and your colleagues.

Additionally, you are expected to attend quarterly doctoral student meetings, where we will discuss important policies and address your questions.

Your academic adviser, track director, and doctoral student representatives are resources for you. The Academic Program Manager, Ms. Frances Burman Frances@jhu.edu, and Director of Graduate Studies, Dr. Jennifer Deal jdeal1@jhu.edu, can also assist with questions about required coursework, paperwork, dissertation guidelines, and timelines. Dr. Carlos Castillo, the DrPH Executive Board Director, can assist with questions about the Doctor of Public Health degree.

We look forward to a successful year of learning together!

Sincerely,

[Signature]

Elizabeth A. Platz, ScD, MPH
Director, Doctoral Program, Deputy Chair, and Professor

Department of Epidemiology, Johns Hopkins Bloomberg School of Public Health
615 North Wolfe St, Baltimore, MD 21205
DOCTOR OF PHILOSOPHY, DOCTOR OF SCIENCE and DOCTOR OF PUBLIC HEALTH PROGRAMS

Doctor of Philosophy (PhD), Doctor of Science (ScD) and Doctor of Public Health (DrPH) programs begin in late August/early September. These degrees are designed for students with at least 2 years of relevant work experience or relevant professional skills and require at least 2 years of coursework, followed by an average of 2 years of research towards a doctoral dissertation (also referred to as thesis). The Doctor of Public Health (DrPH) program also includes a practicum. Doctoral degree programs target students with specific career goals in public health research, teaching and/or leadership.

The PhD and ScD degrees are designed for students interested in expanding their knowledge and training in Epidemiology in order to achieve goals in public health research and/or teaching. Students focus on the creation of new and innovative knowledge. Training is offered through a core methodologic sequence with the addition of more focused courses in specialized areas. Students are expected to tailor their curricula, working with their advisers to create a comprehensive plan of study and research. PhD and ScD theses must be based on original research, worthy of publication, and approved by the Department and a committee of thesis readers. PhD and ScD students must also be engaged in primary data collection that can be related to their dissertation work, but does have to be.

The DrPH degree is an advanced professional degree program designed for the student who has a Master of Public Health (MPH) or equivalent degree and who intends to pursue a leadership career in the professional practice of public health. The mission of the DrPH program is to prepare graduates to advance the public’s health through the integration and application of a broad range of knowledge and analytical skills in leadership, practice, policy analysis, program management and professional communication coupled with preparation in a specific disciplinary public health field. The DrPH program prepares graduates to apply these skills and methods in both academic and non-academic settings as well as in either public agency or private sector settings that emphasize improving the health of the public. In addition completion of the required coursework, all DrPH students must complete a public health practicum. The DrPH thesis must be based on original research, worthy of publication, and approved by the Department and a committee of thesis readers. Unlike the PhD and ScD programs however, the DrPH program does not require primary data collection. The DrPH degree may be completed on either a full-time or a part-time basis.

The DrPH program is currently undergoing a transition. The 2016-17 academic year is the final year that the program will be housed within individual departments. Beginning in 2017-18, the DrPH will be a school-wide degree. All DrPH candidates will continue to have the opportunity to take the many courses offered by the Department of Epidemiology.
Doctoral programs require that students:

- Complete at least 64 credits of coursework with a cumulative 3.0 GPA (B or higher average);
- Successfully pass the departmental written comprehensive examination;
- Complete the teaching assistantship (TA) curriculum, including serving as a TA in 3 departmental courses;
- Present a doctoral proposal seminar;
- Pass the Department Oral Examination;
- Pass the School-wide Preliminary Oral Examination,
- Fulfill the primary data collection requirement (PhD and ScD only);
- Complete a public health practicum (DrPH only);
- Develop and conduct independent research culminating in a doctoral dissertation in an approved format;
- Present their dissertation research in a final seminar (open to the public);
- Successfully defend their dissertation during the Final Oral Examination.

Students work closely with their advisers and Thesis Advisory Committee to develop their research questions and design their projects to address those questions and to conduct the dissertation research.

The application deadline for the PhD and ScD programs in Epidemiology is December 1.

ACADEMIC ADVISING

Doctoral students are each assigned an academic adviser in their first year of the program. The adviser is a faculty member with a primary appointment in the Department of Epidemiology and will be in the same Track as the advisee. The adviser has the responsibility of assisting the student in designing an academic program that meets the student’s goals within the framework of the School and the Department. The adviser guides the student to appropriate resources and research opportunities. The adviser should also be a first point of contact in resolving academic problems and concerns.

In the first year, advisers and advisees should communicate at least once per term. The student bears the responsibility of consulting the adviser when necessary and arranging periodic appointments, even if there are no specific concerns. Course registrations must be approved by the adviser prior to the start of the registration period for each term.

In the 4th term of the first year, doctoral students will register for special studies with their advisers to begin developing research questions and projects. Doctoral students may find that their research interests for their dissertation align with other Department faculty in the same or different Track. If so, in consultation with the adviser, the student may officially change advisers without penalty (see Academic Policies and Procedures section of this Student Handbook for steps on how to change adviser). Doctoral students are encouraged to work with their adviser to
select a co-adviser, typically a junior or early mid-rank faculty member whose substantive area and/or methodologic research interests align with the student’s research interests. Co-advisers do not need to be in the same Track as the advisee. Primary advisers serve on the doctoral Thesis Advisory Committee, and will serve as one of the examiners for the advisee’s Departmental Oral Examination, Preliminary Schoolwide Oral Examination, and Final Oral Examination. Co-advisers serve on the doctoral Thesis Advisory Committee but not the examinations, and should be consulted on all aspects of the thesis research. Some doctoral students, in consultation with their adviser, select a co-adviser from another department of the School to enrich their academic and research experience.

The School stipulates in the Policy and Procedures Memoranda that faculty members of different ranks can advise students in different degree programs. Faculty members on the professorial track (assistant, associate, or full professor) are eligible and expected to advise doctoral students. Faculty members on the scientist track (assistant, associate, or senior scientist) may co-advice doctoral students but may not serve as the primary adviser.

See the Advisor/Advisee Manual section of this Student Handbook for additional information on the adviser/advisee relationship.

**REQUIREMENTS**

*Residency*

A minimum of 64 credits are required to complete the doctoral degree. The residency requirement (four terms of at least 16 credits each) must be completed during the first year of the program. The residency requirement may be waived by the Department if the student completes a Masters program at the School and then matriculates into the doctoral program within 12 months of the first term of the academic year that follows his/her completion of the Masters degree requirements.

*Track-Specific Activities*

In addition to direct advising, each Track holds journal clubs, research in progress meetings, and other activities that Track students are expected to attend (list included in the Student Handbook). These activities are opportunities to engage and interact with Track faculty and fellow students and post-doctoral fellows, and to participate and present in the topic area of your Track.

*Quarterly Doctoral Meetings*

Doctoral students and the Doctoral Program Directors meet quarterly. The agenda is developed by the Epidemiology Student Organization (ESO) doctoral student representative in consultation with the Directors. All doctoral students are expected to attend these meetings. These meetings provide a forum to learn about academic policies and deadlines, and for students to raise questions and for all to hear the answers.
**Academic Ethics Requirement**

All doctoral students (as well as all degree and non-degree seeking students including post-doctoral fellows) must enroll in 550.860.82 Academic & Research Ethics at JHSPH during their first term enrolled at JHSPH.

**Responsible Conduct of Research Requirement**

- The **Responsible Conduct of Research course** is required for all doctoral students. Doctoral students who are supported by a National Institutes of Health (NIH) training grant, career development award (individual or institutional), research education grant, or dissertation research grant (including D43, D71, F05, F30, F31, F32, F33, F34, F37, F38, K01, K02, K05, K07, K08, K12, K18, K22, K23, K24, K25, K26, K30, K99/R00, KL1, KL2, R36, T15, T32, T34, T35, T36, T37, T90/R90, TL1, TU2, and U2R) must repeat this in-person requirement every 4 years.

- This requirement can be met by completing either of the following two courses:
  - 550.600 Responsible Conduct of Research (1st Term)
  - 306.665 Research Ethics and Integrity (3rd Term)

**Avoiding Plagiarism Course Requirement**

All incoming doctoral Epidemiology students are required to successfully complete the online module, *Avoiding Plagiarism at JHU*, offered by the University. The module on average takes an average of one hour to complete but can take up to 3-4 hours. You may access the course multiple times. **All students are required to complete this online course by the end of their first term enrolled.** When you have completed the course, you will receive a certificate of completion. You must send a copy of your certificate to the Academic Program Manager, Ms. Frances Burman, at franburman@jhu.edu.

The course may be accessed using this [link](#) (JHED login required). Directions for how to enroll in the course can be found using this online [link](#).

**Academic Coursework**

A minimum of 64 credits is required for the doctoral degree. To broaden perspective and to enhance the student’s capabilities for work in health or disease-related fields, at least 18 credit units of coursework are required in courses from at least 2 other departments outside the student’s primary department. At least 9 of these credits must be taken in the Bloomberg School of Public Health. For students who complete a Masters degree and then matriculate into the doctoral program, coursework completed as part of the Masters degree may count toward the 18 credits of coursework required in courses outside of the student’s primary department. Full-time students should register for a minimum of 16 credits and a maximum of 22 credits each term.
Core Coursework (REQUIRED for all PhD, ScD and DrPH students):

Year 1
First Term:
- CHOOSE ONE:
  - 140.621.02 Statistical Methods in Public Health I or
  - 140.651 Methods in Biostatistics I
- 340.751 Epidemiologic Methods 1
- 340.840 Special Studies and Research Epidemiology (with Dr. Elizabeth Selvin, 1 credit)
  - In 1st term, doctoral students register for 1 credit of special studies with Dr. Elizabeth Selvin for the 1st Term doctoral seminar. In Terms 2 and 3, doctoral students should register for 340.853.01 First Year Epidemiology Doctoral Seminar
- 340.860 Current Topics in Epidemiologic Research
- 550.860 Academic and Research Ethics
- Avoiding Plagiarism Course requirement must be completed by the end of 1st term

Second Term:
- CHOOSE ONE:
  - 140.622.02 Statistical Methods in Public Health II or
  - 140.652 Methods in Biostatistics II
- 340.752 Epidemiologic Methods 2
- 340.853 First Year Epidemiology Doctoral Seminar
- 340.860 Current Topics in Epidemiologic Research
- 550.865 Public Health Perspectives in Research
  - May be waived if student holds an MPH from a CEPH accredited program within the past 10 years

Third Term:
- CHOOSE ONE:
  - 140.623.02 Statistical Methods in Public Health III or
  - 140.653 Methods in Biostatistics III
- 340.753 Epidemiologic Methods 3
- 340.853 First Year Epidemiology Doctoral Seminar
- 340.860 Current Topics in Epidemiologic Research

Fourth Term:
- CHOOSE ONE:
  - 140.624 Statistical Methods in Public Health IV or
  - 140.654 Methods in Biostatistics IV
- 340.840 Special Studies and Research Epidemiology (with your adviser)
- 340.860 Current Topics in Epidemiologic Research
Core Coursework, continued (REQUIRED for all PhD, ScD and DrPH students):

Year 2
First Term:
- 340.860 Current Topics in Epidemiologic Research
- 340.863 Doctoral Seminars in Epidemiology

Second Term:
- 340.860 Current Topics in Epidemiologic Research
- 340.863 Doctoral Seminars in Epidemiology

Third Term:
- 340.860 Current Topics in Epidemiologic Research
- 340.863 Doctoral Seminars in Epidemiology

Fourth Term:
- 340.860 Current Topics in Epidemiologic Research

Additional REQUIRED courses (all PhD, ScD and DrPH students):

- All doctoral students are required to complete a course in the Responsible Conduct of Research. Doctoral students who are supported by a National Institutes of Health (NIH) training grant, career development award (individual or institutional), research education grant, or dissertation research grant must also complete the must repeat this in-person Responsible Conduct of Research requirement every 4 years. This requirement can be met by completing either of the following two courses (should be taken in Year 1 or 2):
  o 550.600 Responsible Conduct of Research (1st Term) or
  o 306.665 Research Ethics and Integrity (3rd Term)

- All students are required to take one introductory (survey) epidemiology course outside of their Track. Courses that fulfill this requirement are:
  o 330.603 Psychiatric Epidemiology (2nd Term)
  o 340.607 Introduction to Cardiovascular Disease Epidemiology
  o 340.616 Epidemiology of Aging (4th Term)
  o 340.624 Etiology, Prevention and Control of Cancer (2nd Term)
  o 340.627 Epidemiology of Infectious Disease (2nd Term)
  o 340.645 Introduction to Clinical Trials (2nd Term)
  o 340.666 Foundations of Social Epidemiology (2nd Term, offered every other year)
  o 340.680 Environmental and Occupational Epidemiology (4th Term)
  o 340.731 Principles of Genetic Epidemiology (1st Term)
  o 380.664 Reproductive and Perinatal Epidemiology (4th Term)
**Additional RECOMMENDED courses (all PhD and ScD students):**

- 340.770 Public Health Surveillance (2\(^{nd}\) Term)
- 306.665 Research Ethics and Integrity: US and International Issues (3\(^{rd}\) Term)
- 340.769 Professional Epidemiology Methods (3\(^{rd}\) Term)
- 340.xxx The course previously offered as 340.754 Methodologic Challenges in Epidemiologic Research will not be offered during the 2016-17 academic year. However, a revised version of this course will be offered under a new course number and course title during the 2017-18 academic year (likely during 2\(^{nd}\) term). This course will be strongly recommended for all doctoral students and will be required for PhD and ScD students in the General Epidemiology Methods Track with a focus in Methodology for all PhD and ScD students in the Infectious Disease Epidemiology Track.

**Additional REQUIRED courses (DrPH students):**

- 340.770 Public Health Surveillance (2\(^{nd}\) Term)
- 306.665 Research Ethics and Integrity: US and International Issues (3\(^{rd}\) Term)
- 340.769 Professional Epidemiology Methods (3\(^{rd}\) Term)
- CHOOSE ONE Health Policy course:
  - 300.600 Introduction to Health Policy (1\(^{st}\) Term)
  - 300.712 Formulating Policy: Strategies and Systems of Policymaking in the 21\(^{st}\) Century (2\(^{nd}\) Term)
  - 308.602 Role of Government in Health Policy (2\(^{nd}\) Term)
  - 380.624 Maternal and Child Health Legislation and Programs (2\(^{nd}\) Term)
  - 380.740 Nutrition Programs, Policy, and Politics in the US: The Impact on Maternal, Child and Family Health (2\(^{nd}\) Term)
  - 180.629 Environmental and Occupational Health Law and Policy (3\(^{rd}\) Term)
  - 221.650 Health Policy Analysis in Low and Middle Income Countries (3\(^{rd}\) Term)
  - 306.650 Public Health and the Law (3\(^{rd}\) Term)
  - 380.665 Family Planning Policies and Programs (3\(^{rd}\) Term)
  - 180.628 Introduction to Environmental and Occupational Health Law (4\(^{th}\) Term)
  - 300.652 Politics of Health Policy (4\(^{th}\) Term)
- CHOOSE ONE Management Sciences course:
  - 221.602 Applications in Managing Health Organizations in Low and Middle Income Countries (1\(^{st}\) Term)
  - 221.722 Quality Assurance Management Methods for Developing Countries (1\(^{st}\) Term)
  - 312.601 Fundamentals of Management for Health Care Organizations (2\(^{nd}\) Term)
  - 317.610 Risk Policy, Management and Communication (2\(^{nd}\) Term in-person; 4\(^{th}\) Term online)
  - 221.604 Case Studies in Management Decision-Making (3\(^{rd}\) Term)
  - 221.608 Managing Non-Governmental Organizations in the Health Sector (3\(^{rd}\) Term)
  - 221.610 Pharmaceutical Management for Under-served Populations (3\(^{rd}\) Term)
  - 312.655 Organizational Behavior and Management (4\(^{th}\) Term)

*Additional required courses for DrPH students continued on the next page...*
• CHOOSE ONE Communication course:
  o 317.610 Risk Policy, Management and Communication (2nd Term in-person; 4th Term online)
  o 410.650 Introduction to Persuasive Communication: Theories and Practice (2nd Term)
  o 410.654 Health Communications Programs I: Planning and Strategic Design (3rd Term)
  o 410.755 Health Communications Programs (3rd and 4th Terms, online)
  o 410.655 Health Communications Programs II: Implementation and Evaluation (4th Term)
  o 410.663 Media Advocacy and Public Health: Theory and Practice (4th Term)
  o 301.645 Health Advocacy (4th Term)
  o 312.670 Negotiation in Health Care Settings (4th Term)

• Goals and Practicum:
  o 340.810 Field Placement in Epidemiology
    ▪ Students may enroll during any term and must complete 16 credits
    ▪ Students completing this requirement during the summer term should register for 1 credit during the following first term

Additional RECOMMENDED courses (DrPH students):

• CHOOSE ONE Community/Cultural Orientation course:
  o 410.620 Program Planning for Health Behavior Change (1st Term in-person; 4th Term online)
  o 410.733 Communication Network Analysis in Public Health Programs (1st Term)
  o 224.689 Health Behavior Change at the Individual, Household, and Community Levels (2nd Term)
  o 221.688 Social and Behavioral Foundations of Primary Health Care (3rd Term)
  o 380.611 Fundamentals of Program Evaluation (3rd Term)
  o 410.610 Health and Homelessness (3rd Term)
  o 410.630 Implementation and Sustainability of Community-based Health Programs (4th Term)

• CHOOSE ONE Human Rights course:
  o 180.636 Human Rights and Health Seminar (2nd Term)
  o 340.683 Human Rights for Public Health Practitioners (3rd Term)
  o 340.639 Assessing Epidemiologic Impact of Human Rights Violations (4th Term)
  o 180.600 Special Topics in Health and Human Rights: Public Health Implications of Health as a Human Right (Winter Institute)
Additional Coursework by Track

Cancer Epidemiology

REQUIRED:

- 340.731 Principles of Genetic Epidemiology (Year 1, 1st Term)
- 340.624 Etiology, Prevention and Control of Cancer (Year 1, 2nd Term)
- 340.732 Principles of Genetic Epidemiology II (Year 1, 2nd Term)
- CHOOSE ONE:
  - 340.627 Epidemiology of Infectious Diseases (2nd Term) or
  - 340.607 Introduction to Cardiovascular Disease Epidemiology (3rd Term)
  - Other introductory survey course (see complete list above)
- ME510.706 Fundamentals of Cancer: Cause to Cure (Year 2, 1st-2nd Terms)
  - ME.510.706 is offered by the Department of Oncology/Sidney Kimmel Comprehensive Cancer Center. Held 1st-2nd terms, M, W 8-9 a.m. in Owens Auditorium in Cancer Research Building II. Course is to be taken as Pass/Fail. Students must complete the paper interdivisional registration form available in the Office of Records and Registration (E1002) at least five weeks prior to the start of first term.
- 340.611 Methodological Issues in Cancer Epidemiology (Year 2, 2nd Term)
- 180.640 Molecular Epidemiology and Biomarkers in Public Health (Year 2, 3rd Term)

RECOMMENDED:

- Doctoral students are encouraged to take the Methods in Biostatistics series (140.651, 140.652, 140.653 and 140.654). This series may be taken in the second year after taking the Statistical Methods in Public Health series (140.621, 140.622, 140.623 and 140.624) in the first year.
- 340.660 Practical Skills in Conducting Research in Clinical Epidemiology and Investigation (1st Term)
- 340.696 Spatial Analysis I: ArcGIS (1st Term)
- 340.728 Advanced Methods for the Design and Analysis of Cohort Studies (1st Term)
- 140.630 Introduction to Data Management (2nd Term)
- 180.650 Fundamentals of Clinical Oncology for Public Health Practitioners (2nd Term)
- 330.603 Psychiatric Epidemiology (2nd Term)
- 340.645 Introduction to Clinical Trials (2nd Term)
- 340.666 Foundations of Social Epidemiology (2nd Term, offered every other year)
- 340.682 Pharmacoepidemiology Methods (2nd Term)
- 340.697 Spatial Analysis II: Spatial Data Technologies (2nd Term)
- 140.655 Analysis of Longitudinal Data (3rd Term)
- 140.664 Causal Inference in Medicine and Public Health I (3rd term in person; 4th term online)
- 340.606 Systematic Reviews and Meta-Analysis (3rd Term)
- 340.694 Power and Sample Size for the Design of Epidemiological Studies (3rd Term)
- 140.632 Introduction to the SAS Statistical Package (4th Term)
- 140.656 Multilevel Statistical Models in Public Health (4th Term)
- 340.616 Epidemiology of Aging (4th Term)
- 340.644 Epidemiology of Diabetes and Obesity (4th Term)
- 340.600 Stata Programming (4th Term)
- 340.680 Environmental and Occupational Epidemiology (4th Term)
- 380.664 Reproductive and Perinatal Epidemiology (4th Term)
Cardiovascular Disease and Clinical Epidemiology

REQUIRED:

All doctoral students in the Cardiovascular Disease & Clinical Epidemiology Track:
- 340.871 Welch Center Research Seminar (Year 1, Terms 1-4; Registration required for 2 terms, recommended for all 4 terms; prepares students for Part B of the Departmental Comprehensive Exam)
- 340.645 Introduction to Clinical Trials (Year 1, 2nd Term)
- Students without a background in biology or medicine must CHOOSE ONE:
  - 260.600 Introduction to the Biomedical Sciences (Year 1, 1st Term)
  - 550.630 Public Health Biology (Year 1, 1st Term)

Doctoral students with a focus in cardiovascular disease epidemiology:
- 340.607 Introduction to Cardiovascular Disease Epidemiology (Year 1, 3rd Term)
- 340.803 Advanced Topics in Cardiovascular Disease Epidemiology (4th Term, offered every other year)
- Students without a background in biology or medicine should take:
  - 340.730 Assessment of Clinical Cardiovascular Disease (3rd Term, offered every other year)
  - 340.855 Biological Basis of Cardiovascular Disease (4th Term, offered every other year)

Doctoral students with a focus in clinical epidemiology:
- 340.620 Principles of Clinical Epidemiology (Year 1, 2nd Term)

RECOMMENDED:

All doctoral students in the Cardiovascular Disease & Clinical Epidemiology Track:
- 140.641 Survival Analysis (1st Term)
- 140.776 Statistical Computing (1st Term)
- 340.660 Practical Skills in Conducting Research in Clinical Epidemiology and Investigation (1st Term)
- 340.687 Epidemiology of Kidney Disease (1st Term)
- 340.728 Advanced Methods for the Design and Analysis of Cohort Studies (1st Term)
- 340.731 Principles of Genetic Epidemiology (1st Term)
- 340.624 Etiology, Prevention and Control of Cancer (2nd Term)
- 340.627 Introduction to Infectious Diseases (2nd Term)
- 340.717 Health Survey Research Methods (2nd Term)
- 140.655 Analysis of Longitudinal Data (3rd Term)
- 180.640 Molecular Epidemiology and Biomarkers in Public Health (3rd Term)
- 340.606 Systematic Reviews and Meta-Analysis (3rd Term)
- 140.632 Introduction to the SAS Statistical Package (4th Term)
- 340.600 Stata Programming (4th Term)
- 340.616 Epidemiology of Aging (4th Term)
- 340.644 Epidemiology of Diabetes and Obesity (4th Term)
Doctoral students with a focus in cardiovascular disease epidemiology:

- 140.651 Methods in Biostatistics I (1st Term)
- 140.652 Methods in Biostatistics II (2nd Term)
- 340.620 Principles of Clinical Epidemiology (2nd Term)
- 140.653 Methods in Biostatistics III (3rd Term)
- 140.654 Methods in Biostatistics IV (4th Term)

Doctoral students with a focus in clinical epidemiology:

- 309.712 Assessing Health Status and Patient Outcomes (2nd Term)
- 340.607 Introduction to Cardiovascular Disease Epidemiology (3rd Term)
- 340.803 Advanced Topics in Cardiovascular Disease Epidemiology (4th Term, offered every other year)
- Recommended courses for students without a background in medicine:
  - 340.730 Assessment of Clinical Cardiovascular Disease (3rd Term, offered every other year)
  - 340.855 Biological Basis of Cardiovascular Disease (4th Term, offered every other year)
Clinical Trials and Evidence Synthesis

REQUIRED:

- 340.645 Introduction to Clinical Trials (Year 1, 2nd Term)
- 340.633 Data Management in Clinical Trials (Year 1, 3rd Term)
- 306.665 Research Ethics and Integrity (Year 1, 3rd Term)
- 340.648 Clinical Trials Management (Year 1, 4th Term)
- 140.655 Analysis of Longitudinal Data (Year 2, 3rd Term)
- 340.606 Systematic Reviews and Meta-Analysis (Year 2, 3rd Term)

RECOMMENDED:

- 140.633 Biostatistics in Medical Product Regulation (1st Term)
- 140.641 Survival Analysis (1st Term)
- 140.651 Methods in Biostatistics I (1st Term)
- 221.722 Quality Assurance Management Methods for Developing Countries (1st Term)
- 223.672 Data Management Methods in Health (1st Term, 4th Term)
- 223.705 Clinical Vaccine Trials & Good Clinical Practice (GCP) (1st Term, 4th Term)
- 317.600 Introduction to the Risk Sciences & Public Policy (1st Term, 3rd Term)
- 340.660 Practical Skills in Planning, Organizing and Conducting Clinical Research in Epidemiology (1st Term)
- 340.728 Advanced Methods for the Design and Analysis of Cohort Studies (1st Term)
- 390.631 Principles of Drug Development (1st Term)
- 390.673 Ethical & Regulatory Issues in Clinical Research (1st Term)
- 140.630 Introduction to Data Management (2nd Term)
- 140.652 Methods in Biostatistics II (2nd Term)
- 340.717 Health Survey Research Methods (2nd Term)
- 410.710 Concepts in Qualitative Research for Social and Behavioral Sciences (2nd Term)
- 140.642 Design of Clinical Experiments (3rd Term)
- 140.653 Methods in Biostatistics III (3rd Term)
- 140.664 Causal Inference in Medicine and Public Health (3rd Term, 4th Term online)
- 140.885 Non-Inferiority and Equivalence Trials (3rd Term)
- 223.664 Design & Conduct of Community Trials (3rd Term)
- 224.690 Qualitative Research Theory and Methods (3rd Term)
- 340.684 Pharmacoepidemiology: Drug Utilization (3rd Term)
- 340.694 Power & Sample Size for the Design of Epidemiologic Studies (3rd Term)
- 140.654 Methods in Biostatistics IV (4th Term)
- 140.632 Introduction to the SAS Statistical Package (4th Term)
- 140.656 Multilevel Statistical Models in Public Health (4th Term)
- 221.616 Ethics of Public Health Practice in Developing Countries (4th Term)
- 224.691 Qualitative Data Analysis (4th Term)
- 340.653 Epidemiologic Inference in Outbreak Investigations (4th Term)
- 340.684 Pharmacoepidemiology: Drug Utilization (4th Term)
- 390.675 Comparative Effectiveness & Outcomes Research (4th Term)
- 330.621 Mixed Methods in Mental Health Services Research (Summer Term)
CLINICAL TRIALS SUMMER INSTITUTE COURSES:

- 340.674 Comparative Effectiveness Research: Emulating a Target Trial Using Observational Data
- 340.676 Bayesian Adaptive Trials
Environmental Epidemiology

**REQUIRED:**

- 340.680 Environmental and Occupational Epidemiology (Year 1, 4th Term)

**RECOMMENDED:**

- 187.610 Public Health Toxicology (1st Term)
- 188.680 Fundamentals of Occupational Health (1st Term)
- 317.600 Introduction to the Risk Sciences and Public Policy (1st Term)
- 182.625 Principles of Occupational and Environmental Hygiene (2nd Term)
- 317.610 Risk Policy, Management and Communications (2nd Term)
- 340.624 Etiology, Prevention & Control of Cancer (2nd Term)
- 340.717 Health Survey Research Methods (2nd Term)
- 180.601 Environmental Health (3rd Term)
- 180.640 Molecular Epidemiology and Biomarkers in Public Health (3rd Term)
- 317.605 Methods in Quantitative Risk Assessment (3rd Term)
- 182.615 Airborne Particles (4th Term)
- 183.641 Health Effects of Indoor and Outdoor Air Pollution (4th Term)
- 188.681 Occupational Health (4th Term)
- 317.615 Topics in Risk Assessment (4th Term)
Epidemiology of Aging

REQUIRED:

- 340.616 Epidemiology of Aging (Year 1, 4th Term)
- CHOOSE ONE:
  - 340.731 Principles of Genetic Epidemiology (Year 1, 1st Term) or
  - 340.645 Introduction to Clinical Trials (Year 1, 2nd Term) or
  - 340.624 Etiology, Prevention and Control of Cancer (Year 1, 2nd Term) or
  - 340.607 Introduction to Cardiovascular Disease Epidemiology (Year 1, 3rd Term)

STONGLY RECOMMENDED:

- 330.802 Seminar on Aging, Cognition & Neurodegenerative Disorders (All 4 Terms)
- 309.605 Health Issues for Aging Populations (Year 1, 1st Term)
- 309.607 Innovations in Health Care of Aging Populations (Year 1, 2nd Term)
- 330.657 Statistics for Psychosocial Research: Measurement (After Year 1, 1st Term)
- 140.658 Statistics for Psychosocial Research: Structural Models (After Year 1, 2nd Term)
- 340.620 Principles of Clinical Epidemiology (2nd Term)
- 140.655 Analysis of Longitudinal Data (After Year 1, 3rd Term)
- 260.665 Biological Basis of Aging (3rd Term)
- 140.656 Multilevel Statistical Models in Public Health (After Year 1, 4th Term)
- 330.618 Mental Health in Later Life (4th Term)

RECOMMENDED:

- 140.641 Survival Analysis (1st Term)
- 380.604 Life Course Perspectives on Health (1st Term)
- 340.728 Advanced Methods for the Design and Analysis of Cohort Studies (after Year 1, 1st Term)
- 340.666 Foundations of Social Epidemiology (2nd Term, 4th Term online; in person and online sections alternate years)
- 380.603 Demographic Methods for Public Health (2nd and 3rd Terms)
- 340.699 Epidemiology of Sensory Loss in Aging (3rd Term)
- 330.623 Brain and Behavior in Mental Disorders (4th Term)
General Epidemiology and Methodology

REQUIRED:

All General Epidemiology & Methodology PhD & ScD students:

- 340.731 Principles of Genetic Epidemiology (1st Term)
- 340.645 Introduction to Clinical Trials (2nd Term)
- 340.660 Practical Skills in Conducting Research in Clinical Epidemiology and Investigation (2nd Term)
- 340.728 Advanced Methods for the Design and Analysis of Cohort Studies (After Year 1, 1st Term)
- 340.xxx The course previously offered as 340.754 Methodologic Challenges in Epidemiologic Research will not be offered during the 2016-17 academic year. However, a revised version of this course will be offered under a new course number and course title during the 2017-18 academic year (likely during 2nd term).

PhD and ScD students with a Methodology focus:

- 140.651 Methods in Biostatistics I (1st Term)
- 140.652 Methods in Biostatistics II (2nd Term)
- 140.653 Methods in Biostatistics III (3rd Term)
- 140.654 Methods in Biostatistics IV (4th Term)
- 140.664 Causal Inference in Medicine and Public Health I (Year 2, 3rd Term)
- CHOOSE AT LEAST THREE ELECTIVES FROM THE FOLLOWING LIST:
  - 340.646 Epidemiology & Public Health Impact of HIV/AIDS (1st Term)
  - 330.657 Statistics for Psychosocial Research: Measurement (1st Term)
  - 140.658 Statistics for Psychosocial Research: Structural Models (2nd Term)
  - 183.631 Fundamentals of Human Physiology (2nd Term)
  - 260.631 Immunology, Infection and Disease (2nd Term)
  - 330.603 Psychiatric Epidemiology (2nd Term)
  - 340.620 Principles of Clinical Epidemiology
  - 340.624 Etiology, Prevention & Control of Cancer (2nd Term)
  - 340.641 Healthcare Epidemiology (2nd Term)
  - 340.666 Foundations of Social Epidemiology (2nd Term)
  - 340.732 Principles of Genetic Epidemiology 2 (2nd Term)
  - 380.603 Demographic Methods for Public Health (2nd Term)
  - 140.640 Statistical Methods for Sample Surveys (3rd Term)
  - 140.655 Analysis of Longitudinal Data (3rd Term)
  - 180.640 Molecular Epidemiology and Biomarkers in Public Health (3rd Term)
  - 222.647 Nutrition Epidemiology (3rd Term)
  - 224.690 Qualitative Research: Theory and Methods (3rd Term)
  - 309.616 Introduction to Methods for Health Services Research and Evaluation I (3rd Term)
  - 340.606 Systematic Reviews and Meta-Analysis (3rd Term)
  - 340.607 Introduction to Cardiovascular Disease Epidemiology (3rd Term)
  - 340.609 Concepts and Methods in Infectious Disease Epidemiology (3rd Term)
  - 340.733 Principles of Genetic Epidemiology 3 (3rd Term)
  - 140.632 Introduction to the SAS Statistical Package (4th Term)
  - 140.656 Multilevel Statistical Models in Public Health (4th Term)
  - 224.691 Qualitative Data Analysis (4th Term)
- 309.617 Introduction to Methods for Health Services Research and Evaluation II (4th Term)
- 380.664 Reproductive and Perinatal Epidemiology (4th Term)
- 390.675 Outcomes and Effectiveness Research (4th Term)
- 340.616 Epidemiology of Aging (4th Term)
- 340.653 Epidemiologic Inference in Outbreak Investigations (4th Term)
- 340.667 Infectious Disease Dynamics: Theoretical and Computational Approaches
- 340.680 Environmental and Occupation Epidemiology (4th Term)

**PhD and ScD students with a Pharmacoepidemiology and Drug Safety focus:**

**STRONGLY RECOMMENDED:**
- 140.633 Biostatistics in Medical Product Registration (1st Term)
- 317.600 Introduction to Risk Sciences & Public Policy (1st Term)
- 390.631 Principles of Drug Development (1st Term)
- 317.610 Risk Policy, Management & Communication (2nd Term)
- 340.682 Pharmacoepidemiology Methods (2nd Term)
- 140.664 Causal Inference in Medicine and Public Health (3rd Term)
- 551.607 Pharmaceuticals Management for Underserved Populations (3rd Term)
- 340.684 Pharmacoepidemiology: Drug Utilization (4th Term)
- 410.680 Social Ecological Approaches to Adherence to Health Regimes in Chronic Conditions (4th Term)

**RECOMMENDED:**
- 317.605 Methods in Quantitative Risk Assessment (1st Term online; 3rd Term in-person)
- 317.615 Topics in Risk Assessment (4th Term)
- AS.410.651 Clinical Development of Drugs and Biologics (Fall Semester)
- AS.410.627 Translational Biotechnology: Licensing to Approval
- ME.330.809 Analytic Methods in Clinical Pharmacology
- NR.110.508 Clinical Pharmacology (Fall Semester)

**PhD and ScD students with an Individualized focus:**
Students designing their own educational programs should choose three to four graduate level courses (taken for a letter grade) in their field from among the offerings of the University.
Genetic Epidemiology

REQUIRED:

All Genetic Epidemiology students (PhD and ScD):

- 340.731 Principles of Genetic Epidemiology 1 (Year 1, 1st Term)
- 340.732 Principles of Genetic Epidemiology 2 (Year 1, 2nd Term)
- 340.733 Principles of Genetic Epidemiology 3 (Year 1, 3rd Term)
- 340.734 Principles of Genetic Epidemiology 4 (Year 1, 4th Term)
- 120.602 Introduction to Molecular Biology (Year 2, 1st Term, Pass/Fail)
- 140.636 PERL for Bioinformatics (Year 2, 1st Term)
- 140.688 Statistics for Genomics (Year 2, 4th Term)
- CHOOSE AT LEAST TWO Advanced Analytic Methods courses:
  - 140.641 Survival Analysis (1st Term)
  - 140.651 Methods in Biostatistics I (1st Term)
  - 140.766 Statistical Computing (1st Term)
  - 140.638 Analysis of Biological Sequences (2nd Term)
  - 140.652 Methods in Biostatistics II (2nd Term)
  - 140.788 Advanced Statistical Computing (2nd Term)
  - 140.644 Statistical Machine Learning: Methods, Theory and Applications (3rd Term)
  - 140.653 Methods in Biostatistics III (3rd Term)
  - 140.655 Analysis of Longitudinal Data (3rd Term)
  - 140.654 Methods in Biostatistics IV (4th Term)
  - 340.xxx The course previously offered as 340.754 Methodologic Challenges in Epidemiologic Research will not be offered during the 2016-17 academic year. However, a revised version of this course will be offered under a new course number and course title during the 2017-18 academic year (likely during 2nd term).
- CHOOSE AT LEAST ONE Biology and Molecular Methods course:
  - ME.710.734 Concept of the Gene (1st-2nd Terms)
  - 260.611 Principles of Immunology I (1st Term)
  - 183.631 Fundamentals of Human Physiology (2nd Term, for non-MD students only)
  - 260.612 Principles of Immunology II (2nd Term)
  - 180.640 Molecular Epidemiology and Biomarkers in Public Health (3rd Term)
  - ME.710.700 Advanced Topics in Human Genetics (School of Medicine course, 3rd Term)
  - ME.710.702 Molecular Mechanisms of Disease (School of Medicine course, 3rd-4th Terms)
  - 120.608 Genomics for Public Health (4th Term)

Students supported by the Maryland Genetics, Epidemiology and Medicine (MD-GEM) Training Program are required to take:

- ME.710.734 Concept of the Gene (1st-2nd Terms)
  - Begins in August. Contact Jennifer Deal (jdeal1@jhu.edu) for details.
- 410.624 Ethical, Legal and Social Implications in Genetics or Genomics Over Time (4th Term, offered every other year)
• ME.710.700 Advanced Topics in Human Genetics (3rd Term)
  o Contact Jennifer Deal (jdeal1@jhu.edu) for details.

Students supported by the Eye & Vision Genomics Training Program are required to take:
• 340.640 Eye Disease: Epidemiology and Control (Year 2, 1st Term)

STRONGLY RECOMMENDED:

All Genetic Epidemiology students (PhD and ScD):
• 340.624 Etiology, Prevention and Control of Cancer (2nd Term)
• 340.627 Epidemiology of Infectious Diseases (2nd Term)
• 340.607 Introduction to Cardiovascular Disease Epidemiology (3rd Term)
• 330.619 Analytic Strategies in the Genetics of Psychiatric, Behavioral and Other Complex Diseases (4th Term)
• 340.616 Epidemiology of Aging

Students supported by the MD-GEM Training Program are recommended to take:
• ME.710.702 Molecular Mechanisms of Disease (Year 2, 3rd-4th Terms)
  o Contact Jennifer Deal (jdeal1@jhu.edu) for details.
Infectious Disease Epidemiology

**REQUIRED:**

- 340.627 Epidemiology of Infectious Diseases (Year 1, 2nd Term)
- 340.609 Concepts and Methods in Infectious Disease Epidemiology (Year 1, 3rd Term)
- 340.653 Epidemiologic Inference in Outbreak Investigation (Year 1, 4th Term)
- 340.xxx The course previously offered as 340.754 Methodologic Challenges in Epidemiologic Research will not be offered during the 2016-17 academic year. However, a revised version of this course will be offered under a new course number and course title during the 2017-18 academic year (likely during 2nd term).

**CHOOSE AT LEAST ONE general elective in Infectious Disease Epidemiology (Year 1 or 2):**

  - 340.646 Epidemiology and Public Health Impact of HIV/AIDS (1st Term)
  - 223.662 Vaccine Development and Application (2nd Term)
  - 260.652 Principles of Public Health Ecology (2nd Term)
  - 340.641 Healthcare Epidemiology (2nd Term)
  - 182.640 Food- and Water-Borne Diseases (3rd Term)
  - 223.663 Infectious Diseases and Child Survival (3rd Term)
  - 223.665 Infection, Immunity and Undernutrition: Interactions and Effects (3rd Term)
  - 223.687 Vaccine Policy Issues (3rd Term)
  - 340.612 Epidemiologic Basis for Tuberculosis Control (3rd Term)
  - 223.682 Clinical and Epidemiologic Aspects of Tropical Diseases (4th Term)
  - 223.689 Biological Basis of Vaccine Development (4th Term)
  - 260.656 Malaria (4th Term)
  - 340.651 Emerging Infections (4th Term)
  - 380.761 Sexually Transmitted Infections in Public Health Practice (4th Term)
  - 380.762 HIV Infection in Women, Children, and Adolescents (4th Term)

**CHOOSE ONE (Year 1 or 2):**

  - 340.660 Practical Skills in Conducting Research in Clinical Epidemiology & Investigation (1st Term)
  - 340.717 Health Survey Research Methods (2nd Term)

**Non-MD doctoral students must also register for:**

  - Fundamentals of Human Physiology (2nd Term)

**CHOOSE ONE OPTION (Year 2):**

  - 260.611 Principles of Immunology I (1st Term) and 260.612 Principles of Immunology II (2nd Term) or
  - 260.631 Immunology, Infection and Disease (2nd Term)

**CHOOSE AT LEAST ONE course in Biology and Pathogenesis of Infectious Disease:**

  - 260.623 Fundamental Virology (1st Term)
  - 260.636 Evolution of Infectious Disease (1st Term)
  - 260.627 Pathogenesis of Bacterial Infection (2nd Term)
  - 260.650 Vector Biology and Vector Borne Diseases (3rd Term)
  - 340.654 Epidemiology and Natural History of Human Viral Infections (3rd Term)
  - 260.622 Principles of Bacterial Infection (4th Term)

**CHOOSE AT LEAST ONE course in Advanced Analytical and Statistical Methods (after Year 1):**

  - 140.641 Survival Analysis (1st Term)
  - 330.657 Statistics for Psychosocial Research: Measurement (1st Term)
- 340.696 Spatial Analysis I: ArcGIS I (1st Term)
- 340.728 Advanced Methods in the Design and Analysis of Cohort Studies (1st Term)
- 140.658 Statistics for Psychosocial Research: Structural Models (2nd Term)
- 140.697 Spatial Analysis II: Spatial Data Technologies (2nd Term)
- 140.655 Analysis of Longitudinal Data (3rd Term)
- 140.656 Multilevel Statistical Models in Public Health (4th Term)
- 340.677 Infectious Disease Dynamics: Theoretical and Computational Approaches (4th Term)
Department Comprehensive Examination

A two-day comprehensive examination is administered to all degree-seeking doctoral students in May of their first academic year. By the time of the exam (known as “the comps”), students should have completed 64 credit units (one full year of residence); Epidemiology 340.751-753, Biostatistics 140.621-624 or 140.651-654; and the required 1st year Epidemiology coursework in their Track.

Topics covered on the exam include general epidemiologic methods and knowledge, history of epidemiology, and contemporary issues and leaders in public health. The first day of the exam (Part A) tests student knowledge of general epidemiology concepts and methods. The second day of the exam (Part B) is Track-specific, and tests knowledge of concepts presented in the required courses for each Track.

Students must pass both parts of the written comprehensive exam. Doctoral students must attain at least a 75% to pass. A repeat examination may be allowed, but is not guaranteed. Failure to pass one or both sections of the exam may result in dismissal from the doctoral program or from the Department.

Comprehensive Examination Grading Policy

The Comprehensive Examination is graded by Department of Epidemiology faculty according to a rubric determined by the Comprehensive Examination Committee. Final grades are distributed to students via CoursePlus by mid- to late July. Students who wish to view their exam should set up an appointment with the Academic Coordinator, Ms. Ebony Moore (eamoore@jhu.edu). Students who score below 75% are allowed to formally request in writing a re-grade of specific questions. Re-grade requests must include a justification for a change in points allocated for each question being contested; requests without appropriate justification will not be considered. A new score will be assigned for each question that is re-graded. This score may be equal to, greater than or less than the original score awarded and cannot be contested a second time. Re-grade requests are handled by the faculty on the Comprehensive Examination Committee.
Teaching Assistant Curriculum

Purpose of the TA Curriculum:

Learning how to be an effective teacher and communicator about epidemiologic principles and methods is an integral part of doctoral education as an epidemiologist. Teaching is an opportunity for students to meet several departmental doctoral program core competencies, including:

- Interpret and critique epidemiological studies;
- Interpret epidemiologic data and make valid inferences from study findings;
- Communicate effectively in oral and written formats with students, professionals and the public on issues related to epidemiology and public health; and
- Provide epidemiologic critique and advice though advising students and professionals on epidemiologic concepts and methods and conducting peer review activities

Practicing these skills also prepare students for Department and Preliminary Oral Examinations and for their future careers, whether in academia or in other venues. (See the Benefits of Teaching from Former TAs section in this Student Handbook for additional benefits of teaching).

Components of the TA Curriculum:

All doctoral (PhD, ScD, DrPH) students are required to complete the TA Curriculum after passing the Department Comprehensive Examination and before graduation. Training and feedback is an important part of this curriculum, which includes:

1) formal didactic training,
2) in-classroom training through experience as a TA in Department courses, and
3) receiving feedback from instructors

Students will share their goals for TA training with course instructors prior to the start of each course TA’ed. After TAing a course, students will document their TA experience for their resume or CV.
(1) Didactic training:
The following didactic TA training is designed to flexibly give doctoral students the skills and tools necessary to be a successful TA and to meet teaching/learning goals.

<table>
<thead>
<tr>
<th>Department of Epidemiology TA Training</th>
<th>Required</th>
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<tbody>
<tr>
<td>This student-led 1.5-hour training covers the basics of TAing in the Department, including TA roles, benefits and expectations. This session is held during lunchtime during 1st term. Information regarding the date and location is distributed via the Department's student listserv.</td>
<td></td>
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<table>
<thead>
<tr>
<th>Teaching Assistantships 1: Essential Elements (TA1)</th>
<th>Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>This online course offered through the JHSPH Center for Teaching and Learning &quot;orients Teaching Assistants to the roles and responsibilities of their position, relevant policies and regulations, technical tools, teaching tips, and other important information&quot;.</td>
<td></td>
</tr>
<tr>
<td>Offered every term. To view the dates when this course is offered and to sign up, visit: <a href="https://sites.google.com/site/ctltteachingtoolkit/teaching-assistants/ta-training">https://sites.google.com/site/ctltteachingtoolkit/teaching-assistants/ta-training</a></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Teaching Assistantships 2: Interactive Methods (TA2)</th>
<th>Optional, but Strongly Recommended</th>
</tr>
</thead>
</table>
| A 3-week cohort-based practicum offered through the JHSPH Center for Teaching and Learning. "TA’s put their skills and knowledge into practice by facilitating discussions, resolving potential issues, brainstorming management techniques, and interacting with each other and their course facilitators."

**Prerequisite:** CTL course Teaching Assistantships 1: Essential Elements (TA1)

Offered 2-3 times per academic year. The first 2 weeks are completed online. The final week requires a face-to-face meeting at the JHSPH. To view the dates when this course is offered and to sign up, visit: [https://sites.google.com/site/ctltteachingtoolkit/teaching-assistants/ta-training](https://sites.google.com/site/ctltteachingtoolkit/teaching-assistants/ta-training) |
(2) In-classroom training:
As part of the TA Curriculum, doctoral students will serve as TAs. Students are required to TA three courses: 2 epidemiologic methods courses and 1 topical epidemiology course (see list below for courses).

To document the in-classroom training on the academic transcript and to receive academic credit, doctoral students should register for 340.840 Special Studies and Research Epidemiology for 1 credit hour with the course instructor during the term that they are TAing.

Department of Epidemiology epidemiologic methods courses are:

- 340.601.01 Principles of Epidemiology (Summer term)
- 340.688.01 Practical Epidemiology for Basic Scientists (Fourth term)
- 340.721.60 Epidemiologic Inference in Public Health I (First term, blended in-person)
- 340.721.81 Epidemiologic Inference in Public Health I (Third term, online)
- 340.722.60 Epidemiologic Inference in Public Health II (Second term, blended in-person)
- 340.722.81 Epidemiologic Inference in Public Health II (Fourth term, online)
- 340.751.01 Epidemiologic Methods 1 (First term)
- 340.752.01 Epidemiologic Methods 2 (Second term)
- 340.753.01 Epidemiologic Methods 3 (Third term)
- 340.xxx The course previously offered as 340.754 Methodologic Challenges in Epidemiologic Research will not be offered during the 2016-17 academic year. However, a revised version of this course will be offered under a new course number and course title during the 2017-18 academic year (likely during 2nd term).
- 340.769.01 Professional Epidemiology Methods (Third term)
- 340.770.01 Public Health Surveillance (Second term)
- AS.280.350 Fundamentals of Epidemiology (Fall Semester)
  o [NOTE: Role of ‘Grading TA’ for this course may NOT be used to fulfill the TA curriculum.]
- AS.280.350 Fundamentals of Epidemiology (Spring Semester)
  o [NOTE: Role of ‘Grading TA’ for this course may NOT be used to fulfill the TA curriculum.]
- Professional Epidemiologic Methods: Epidemiologic Intelligence and Population Health Assessments (Fourth term)
  o [NOTE: This new in-person course for the 2016-17 academic year will be held 4th term. The course number has not yet been assigned and the title of the course may be subject to change.]

All other Department of Epidemiology courses that are eligible to have a TA are considered topical epidemiology courses for the purpose of the TA Curriculum.

To fulfill the 2 methods courses of the TA Curriculum, students are encouraged to TA 340.751, 340.752, and/or 340.753.

No more than 1 of the 3 courses TA’ed as part of the TA Curriculum may be an online course.
Students are eligible to TA once they have successfully passed the departmental comprehensive exam. Students may TA 340.601 Principles of Epidemiology during the summer term following their first year. Students are generally expected to complete the TA Curriculum during their second and third years.

Students are responsible for coordinating with course administrators and/or course instructors for each course they wish to TA. **We recommend students proactively, directly contact faculty once they have identified a course that they would like to TA as part of the TA Curriculum.** Course faculty take many factors into consideration in selecting TAs for a course and some courses may have more TA requests than can be accommodated. Students may not always be able to serve as a TA for their first choice of courses, so should several courses in mind and be flexible.

TA responsibilities vary by course, and students are expected to work with course faculty to understand their responsibilities prior to the start of the course. Responsibilities may include but are not limited to: preparing for lab/activities and office hours, attending instructors’ meetings, attending lectures and lab/activities, holding office hours, and assisting with assessment writing and piloting. TAs are expected to devote 10-19 hours per week for each course; the wide range reflects the variability in responsibilities by course.

**Prior to the start of each course TA’ed as part of the TA Curriculum, students are required to provide to course instructor(s) 3 goals for the TA experience in writing via email.** The purpose of these goals is to provide a basis for reflection by TAs on their current skills and knowledge, as well as their future professional teaching/communication goals, in order to improve student achievement. Progress toward achieving goals over the term will be evaluated by course faculty as part of the feedback process.

**3) Feedback from Instructors:**
As part of the TA Curriculum, TAs will receive standardized, individualized feedback from course and/or lab instructors (see attached Feedback form). If applicable, TAs will also receive student feedback recorded as part of the School’s online course evaluation system. **Students are responsible for sending the feedback form complete with student’s goals from the start of the term to course faculty no later than 2 weeks following the end of the term; please copy the Academic Office (JHSPH.epiasc@jhu.edu).** Faculty are not obligated to honor requests for feedback that occur more than 2 weeks after the end of the course.

TAs are encouraged to document feedback from instructors and from students (if applicable) in their CV or resume.
Documentation of Teaching (TA) Experience for a Resume or Curriculum Vitae:

Doctoral students are encouraged to document their teaching (TA) experience, including teaching responsibilities and feedback, using the attached template as a guide.

Waivers:

A written request for a waiver to any aspect of the TA Curriculum due to exceptional circumstances, including the in-classroom training (i.e., being a TA), should be submitted to the Academic Support Core office (JHSPH.epiasc@jhh.edu) and will be reviewed by the Curriculum Committee.

Compensated TA positions:

Additional TA opportunities may be available for a pre-specified fixed payment after the TA Curriculum has been completed. As with the TA Curriculum, students are responsible for coordinating with course administrators and/or course instructors for each course they wish to TA for pay. Students should proactively, directly contact faculty once they have identified a course that they would like to TA. Course faculty take many factors into consideration in selecting TAs for a course and students should be aware that some courses may have more TA requests than can be accommodated.

Benefits of Teaching (from former TAs):

- Improve oral and written communication skills
- Develop ability to articulate complex epidemiologic concepts to an audience with varying degrees of research experience
- Preparation for oral exams/defense
- Experience with educational technology (e.g., CoursePlus, VoiceThread)
- Experience in nuts & bolts of graduate courses (e.g. design of assessments & feedback)
- Opportunity to provide essential input that can influence the ongoing development of the department's core courses
- Ability to progress to more independent instructor roles (e.g., Gordis, TA training seminars/modules, Lab instructor)
- Management skills (managing up to faculty instructors and leading teams of TAs)
- Mentorship from, and relationship with, faculty instructors
- Builds sense of community with TA colleagues
- Allows students to gauge interest in academic/teaching roles post-graduation
- Development of a teaching portfolio that can be used in CV development & job searches
- Getting to know diverse group of students/mentoring new students
Timeline and Steps for Completion of the TA Curriculum:

Didactic Training:
- Generally recommended 1st term of 2nd year:
  - Attend & participate in Departmental TA training
    - Time & location distributed via departmental listserv

- Generally recommended 2nd year, prior to or concurrent with TAing:
  - Complete Teaching Assistantships 1: Essential Elements (TA1)
    - https://sites.google.com/site/ctiltteachingtoolkit/teaching-assistants/ta-training

In-classroom Training & Feedback*†:
- Course eligible for a TA
  - Faculty requests for a TA reviewed by Chairman’s Office through coordination with the Academic Office

- At least 1-2 months prior to the start of the course:
  - Contact course faculty regarding possibility of TAing

- Approved to TA by course faculty

- Term you are TAing:
  - Sign up for special studies with course instructor for the term you will be TAing

- At least 2 weeks prior to the start of the term:
  - Send email to course instructors with TA goals

- Prior to the start of the term:
  - Discuss responsibilities/expectations with course faculty

- Prior to the start of the term:
  - Confirmation of position
    - Academic Office will confirm you will be TAing for credit via email

- No more than 2 weeks after the end of term:
  - Send feedback form to course instructors via email using provided email template

- No more than 2 weeks after receipt of course evaluations:
  - If applicable, Academic Office will send student feedback from course evaluations

- End of the term:
  - Document teaching experience & feedback for CV or resume using provided template

*Students must successfully pass Departmental Comprehensive Exam prior to the start of the in-classroom training.
†Students should repeat this process for each course TA’ed. As part of the TA curriculum, students must TA 2 methods courses and 1 topical course. One of the 3 courses may be an online course.
Instructor Feedback Form

FEEDBACK FROM FACULTY FOR: (Insert student name)

The student above served as a TA for your course to complete their in-classroom training requirement of the Epidemiology Department’s TA Curriculum. Please have the faculty who worked closest with the TA complete this feedback form. We estimate it will take 3-7 minutes to complete this form.

1. By the end of the term, the TA was able to clearly articulate the majority of the core epidemiologic concepts taught in the course.

Rank: ___________ 1=strongly agree
10=strongly disagree

2. By the end of the term, the TA had established a rapport with students that was courteous and responsive to the needs of the learner.

Rank: ___________ 1=strongly agree
10=strongly disagree

3. By the end of the term, the TA had established a collegial working relationship with the other TAs and the faculty of the course.

Rank: ___________ 1=strongly agree
10=strongly disagree

The 3 TA goals for this course articulated prior to the start of the term were:

1.)
2.)
3.)

Do you believe the TA accomplished his/her stated goals? If not, please explain.

The TA’s top 3 teaching strengths are:

The TA’s top 3 teaching weaknesses are:
Documentation of Teaching Experience for a Resume or Curriculum Vitae

**TEMPLATE:**

**PROFESSIONAL EXPERIENCE**

yyyy  Completed Department of Epidemiology TA Training, Johns Hopkins Bloomberg School of Public Health, Baltimore, MD

yyyy  Completed *Teaching Assistantships 1: Essential TA Elements* Course, Johns Hopkins Center for Teaching and Learning, Baltimore, MD

**TEACHING**

*Classroom Instruction*

*Johns Hopkins Bloomberg School of Public Health, Department of Epidemiology*

yyyy  Teaching Assistant, *Course Title* [Course number]

Course description: (may be pulled from the Course Catalog)

Enrollment: ### students

Responsibilities:

Feedback from course faculty:

Feedback from students:
EXAMPLE:

PROFESSIONAL EXPERIENCE

2016  Completed Department of Epidemiology TA Training, Johns Hopkins Bloomberg School of Public Health, Baltimore, MD

2016  Completed Teaching Assistantships 1: Essential TA Elements Course, Johns Hopkins Center for Teaching and Learning, Baltimore, MD

TEACHING

*Classroom Instruction*

*Johns Hopkins Bloomberg School of Public Health, Department of Epidemiology*

2016  Teaching Assistant, *Epidemiologic Methods 3 [340.753.01]*

Course description: This is the third in the core sequence of epidemiologic methods courses designed to meet the needs of those conducting epidemiologic research. This course expands on the presentation of modern epidemiologic inference emphasizing the theory and practice of epidemiologic data analysis. The course is designed around two major areas: the use of regression modeling in epidemiological analysis and the analysis of time-to-event data.

Enrollment: ### students

Responsibilities:
- Assisted small groups with learning exercises
- Led large group discussions of learning exercises
- Organized, managed, and monitored web-based platform used for the course
- Fielded questions from students during office hours without faculty presence
- Wrote the following exam questions...

Feedback from course faculty:
- “She took time to ensure she fully understood the student’s question and ensured the student’s understanding with the answer provided.”
- “He contributed to the teaching team with his sense of humor, dedication, and feedback as to what he believe students were not fully understanding.”

Feedback from students:
- “She was a great TA! Very knowledgeable and patient!”
- “He spent a lot of extra time in office hours with me to make sure I understood the concepts.”
Other Teaching Resources/Opportunities at JHSPH:

1.) Department of Epidemiology Teaching Fellowships

Each year a call for applications will be issued by the Department for four named, prestigious teaching fellowships. Four doctoral students will be selected each year by a special committee of faculty instructors as the recipients. Each recipient will serve as an ongoing TA across the sequential terms of either the Epidemiology Professional Methods Series or the Epidemiology Methods series in a single academic year.

Requirements include:
- Must have completed the full 1st year Epidemiology curriculum
- Must be an active PhD, ScD, or DrPH student in Epidemiology at the time of award
- Must maintain full-time status over the duration of the fellowship
- Must serve as TA in all courses in a 4 course methods sequence [Epidemiologic Methods (Lilienfeld and Szkelo) or Professional Epidemiology (Langmuir and Gordis)]
- Must serve as lead TA in one of the four courses; unless a waiver is granted from all 4 course instructors
- US Citizens & Foreign students are both eligible

Benefits include:
- $18,000 semi-monthly student salary paid over 24 pay periods. This work constitutes the equivalent of 15 hours per week; fellows may hold other research positions not to exceed 5 hours per week during the affected 4 terms (Summer Term excluded).
- Additional tuition support from the Department up to a maximum of 25% on top of current projected Department scholarship
- Individual-level Health Insurance Support and UHS Clinic Fee Support (per JHSPH rates)
- Fulfills 2 of 3 required courses for the in-classroom training component of the TA Curriculum

The four fellowships are:

- The Alexander Langmuir Teaching Fellowship in Professional Epidemiology
  - Serves in 4-course sequence of Epidemiology Professional Series

  Alexander Langmuir (1910-1993), “the father of shoe leather epidemiology”, created the Epidemic Intelligence Service (EIS) at the Centers for Disease Control and contributed greatly to polio eradication efforts in the United States. Dr. Langmuir earned his M.P.H. from the Johns Hopkins School of Hygiene and Public Health and taught at the School from 1988 until his death. Recipients of the Langmuir Teaching Assistantship carry on his strong commitment to professional epidemiology by serving as a teaching assistant for the four courses in our Professional Epidemiology Methods course sequence.

  http://www.jhsph.edu/about/history/heroes-of-public-health/alexander-langmuir.html
• **The Leon Gordis Teaching Fellowship in Professional Epidemiology**
  
  o Serves in 4-course sequence of Epidemiology Professional Series

  Leon Gordis (1934-2015), pediatrician and epidemiologist, was a prolific author and contributor to many fields of epidemiology and health care. One of the most revered professors of public health, Dr. Gordis is perhaps best known for his teaching of the course “Principles of Epidemiology” at the Johns Hopkins School of Hygiene and Public Health and his widely heralded textbook “Epidemiology”, first published in 1996 and now in its fifth edition. Dr. Gordis joined the faculty of the Department of Pediatrics in the Johns Hopkins School of Medicine in 1966, earned a M.P.H. and a Dr.P.H. from the Johns Hopkins School of Hygiene and Public Health in 1966 and 1968, respectively, and served as the Department of Epidemiology’s fifth chair from 1975-1993. In 2009, he was honored with a teaching fellowship program that supports graduate students in epidemiology engaged in teaching undergraduate students in the public health major at the Johns Hopkins Krieger School of Arts & Sciences. Recipients of the Gordis Teaching Assistantship carry on his strong commitment to teaching and to epidemiology by serving as a teaching assistant for the four courses in our Professional Epidemiology Methods course sequence.

  [http://aje.oxfordjournals.org/content/182/10/823.full?sid=3d863999-3620-4ebd-b756-7ec734181cdc](http://aje.oxfordjournals.org/content/182/10/823.full?sid=3d863999-3620-4ebd-b756-7ec734181cdc)

• **The Moyses Szklo Teaching Fellowship in Epidemiologic Methods**
  
  o Serves in 4-course sequence of Epidemiologic Methods

  Moyses Szklo is an American epidemiologist and physician scientist. He is currently a Professor of Epidemiology and Medicine at the Johns Hopkins University, Editor-in-chief of the American Journal of Epidemiology, and director of the Johns Hopkins Summer Institute of Epidemiology and Biostatistics. Dr. Szklo has published over 300 articles in peer-reviewed journals as well as a major textbook of epidemiology, “Epidemiology: Beyond the Basics”. Dr. Szklo earned his M.P.H. from the Johns Hopkins University School of Hygiene and Public Health in 1972 and his Dr.P.H. in 1974. Recipients of the Szklo Teaching Assistantship carry on his strong commitment to teaching and to epidemiology by serving as a teaching assistant for the four courses in our Epidemiologic Methods course sequence.

  [https://en.wikipedia.org/wiki/Moyses_Szklo](https://en.wikipedia.org/wiki/Moyses_Szklo)

• **The Abraham Lilienfeld Teaching Fellowship in Epidemiologic Methods**
  
  o Serves in 4-course sequence of Epidemiologic Methods

  Known as the “father of contemporary chronic disease epidemiology”, Abraham Lilienfeld (1920-1984) was an expert in cancer research and contributed greatly to the landmark 1964 Smoking and Health report issued by the 9th US Surgeon General. Dr. Lilienfeld earned his M.P.H. in 1949 from the Johns Hopkins University School of Hygiene and Public Health, served on the faculty from 1950-1954 and again from 1958 until his death, serving as Chair of the Department from 1970-1975. Recipients of the Lilienfeld Teaching Assistantship carry on his strong commitment to teaching by serving as a teaching assistant for the four courses in our Epidemiologic Methods course sequence.


For more information about the Teaching Fellowships, please contact the Director of Graduate Education, Dr. Jennifer Deal ([jdeal1@jhu.edu](mailto:jdeal1@jhu.edu)).
2.) Gordis Teaching Fellowship in Undergraduate Education

Department doctoral students are eligible to apply for the Gordis Teaching Fellowship in Undergraduate Education.

"Each year the Offices of the Dean of Arts and Sciences and Bloomberg School of Public Health sponsor the Gordis Teaching Fellowship Program. The fellowship is designed to foster innovation in the undergraduate public health curriculum, to give advanced graduate students in the Bloomberg School of Public Health experience teaching their own undergraduate courses, and offer undergraduates the opportunity to take seminar-size classes with 19 or fewer students. Graduate students regard this as a rare opportunity to promote themselves academically."

http://krieger.jhu.edu/publichealth/gordis-teaching-fellowship/

Thesis Advisory Committee

The role of the Thesis Advisory Committee is to provide continuity in the evaluation of the progress and development of the doctoral student. The Thesis Advisory Committee is assembled by the doctoral student and his/her adviser(s). For PhD and ScD students, the Thesis Advisory Committee consists of the thesis adviser and at least two additional faculty members who hold either primary or joint appointments in Epidemiology. If the student has a co-adviser, the co-adviser should serve on the Thesis Advisory Committee. Additional faculty within and outside of the School may also be recruited. The Thesis Advisory Committee for DrPH students must also include a fourth member with expertise in public health practice; this public health professional (either a faculty member or an individual working in a practice setting) should be involved from the beginning of the DrPH student's dissertation work. Committee membership is permitted to change during research. This committee should not be confused with the Preliminary or Final Oral Examination Committees.

The Thesis Advisory Committee decides when the student is ready to proceed through each of the milestones needed to complete the degree requirements, including the Doctoral Proposal Seminar, the Departmental and Preliminary Oral Examinations, and the Final Oral Examination.

Annual formal meetings of the Thesis Advisory Committee are required, but meetings may and should occur more frequently. It is the student's responsibility to schedule meetings.

Tips for doctoral students for a successful annual formal meeting of the Thesis Advisory Committee:

- Prior to each meeting, draft an agenda and distribute a one-page progress
- After each meeting, send a written report of the items discussed and decisions reached to the members for approval
- Maintain a log of the meetings to aid in writing the annual progress report and financial support documentation

Once the Thesis Advisory Committee is formed, submit the Thesis Committee Approval Form to Ebony A. Moore (eamoore@jhu.edu) in W6508C.
**Dissertation Research Proposal**

The 12-page dissertation research proposal is developed during the second year during Terms 1-3 in 340.863 Doctoral Seminars in Epidemiology and is the final project for the course 340.715 Problems in the Design of Epidemiologic Studies: Proposal Development and Critique. The dissertation proposal must be reviewed and approved by the Thesis Advisory Committee prior to scheduling the Doctoral Proposal Seminar.

**Doctoral Proposal Seminar**

After the Thesis Advisory Committee has approved the student's 12-page dissertation research proposal, the student must orally present his/her proposal as a Doctoral Proposal Seminar to the Department. Students should present a prepared presentation (typically PowerPoint) approximately 40-45 minutes in length, followed by approximately 15-20 minutes of questions and discussion.

The Proposal Seminar is presented during the Friday Epidemiology Seminars (also known as Current Topics in Epidemiologic Research) on Fridays from 12:15-1:20pm in Sheldon Hall. The thesis adviser must attend, and Thesis Advisory Committee members and the Track Director are strongly encouraged to attend. Doctoral Proposal Seminars are advertised to the Department at large, and students and their advisers should personally invite other faculty and colleagues to attend. The best way to prepare for this seminar is to attend Doctoral Proposal Seminars presented by peers.

After the Thesis Advisory Committee has approved the student to present their Doctoral Proposal Seminar, the student should work with the adviser and Thesis Advisory Committee to pick a seminar date. To schedule a date, students must submit the *Doctoral Proposal Seminar Form*, which include preferences for seminar dates (1st, 2nd and 3rd). This form requires the signature of the adviser and the Track Director. Doctoral Proposal Seminar Forms should be submitted to Dr. Jennifer Deal (jdeal1@jhu.edu).

**Departmental Oral Examination**

**Purpose**

After the Thesis Advisory Committee has approved the Dissertation Research Proposal and the student has presented the Doctoral Proposal Seminar, the next step is sitting for the Departmental Oral Examination. The purpose of the Departmental Oral Examination is to determine whether the student has both the ability and knowledge to undertake significant research in his/her general area of interest, including (1) capacity for logical thinking; (2) breadth of knowledge in relevant areas; and (3) ability to develop and conduct research leading to a completed thesis. Discussion of a specific research proposal, if available, may serve as a
vehicle for determining the student’s general knowledge and research capacity. However, this examination is not intended to be a defense of a specific research proposal.

Examination Committee Membership

For PhD and ScD students, the Committee should consist of: the adviser (primary); and two other members and one alternate member, all of whom have primary appointments in the Department of Epidemiology. The Committee for DrPH students should consist of four members: the adviser; the public health professional serving on the student’s Thesis Advisory Committee; and two other members and one alternate member, all of whom have primary appointments in the Department of Epidemiology. Thesis committee members, including co-advisers, are NOT permitted to serve on the Departmental Oral Examination with the exception of the student’s adviser, who must participate. All Professorial and Scientist Track faculty may serve on the Committee. Students are not required to meet with members of the Committee prior to the exam and should not expect that committee members will discuss what questions will be asked.

Conduct of the Examination

Prior to the exam, students should submit to the Oral Examination Committee members a SINGLE PAGE summary of the dissertation proposal, including the specific aims, hypotheses, and methods. Committee members may request the longer 12-page Dissertation Research Proposal. The examination should be completed in one and a half hours, but may be concluded earlier or later as determined by the Committee. At the start of the exam, students will present a brief talk of no more than 10 minutes that concisely summarizes the aims, hypothesis, methods, limitations and significance of their proposed dissertation research. This presentation may be a distillation of the Doctoral Proposal Seminar.

Department Oral Examination Form

This Department Oral Examination Form is due to Ms. Ebony Moore (eamoore@jhu.edu) at least 14 days prior to the start of the exam. With approval of the Thesis Advisor, the form should be submitted after presenting the Doctoral Proposal Seminar and incorporating any key input from the Seminar into the Dissertation Research Proposal.

Scheduling

The Academic Coordinator, Ms. Ebony Moore, will schedule the room and send a memo to examiners prior to the exam date.

Examination Outcome

The possible outcomes of the examination are: Unconditional Pass, Conditional Pass, or Failure. Conditional Pass requires the student and Examination Committee to agree on a remedial course of action designed to be completed within two weeks of the exam. Students
who fail will be required to re-take the oral examination within six months. Two failures of the Departmental Oral Examination will result in dismissal from the degree program. For more information about the Departmental Oral Examination, please review the Department of Epidemiology Student Guidelines for the Departmental Oral Examination.

Preliminary Oral Examination (also colloquially known as the Schoolwide Oral Examination)

Purpose

After the student has passed the Departmental Oral Examination, the next step is the Preliminary Oral Examination. The purpose of the Preliminary Oral Examination is to determine whether the student has both the ability and knowledge to undertake significant research in his/her general area of interest, including (1) capacity for logical thinking; (2) breadth of knowledge in relevant areas; and (3) ability to develop and conduct research leading to a completed thesis. Discussion of a specific research proposal, if available, may serve as a vehicle for determining the student's general knowledge and research capacity. However, this examination is not intended to be a defense of a specific research proposal.

Examination Committee Membership

- The Committee consists of five members (the student’s primary adviser and four other members), and two alternates
- Members must come from at least three departments within University, with representation from at least two departments in the Bloomberg School of Public Health
- At least one Committee member must be an associate or full professor in a department other than Epidemiology
- Thesis Advisory Committee Members may serve on the Preliminary Oral Examination Committee
- For DrPH students, the fifth member on the preliminary oral committee must have professional practice experience related to the public health problem addressed by the student. The fifth member is not necessarily a faculty member of the University, and will be approved to serve on the Committee by the program director, based on a submitted curriculum vita. The Committee member fulfilling this practice experience must be explicitly designated on examination forms.
- Either one scientist track or one adjunct faculty member may serve on the Exam Committee, but not both
- Alternates must hold appointments of assistant professor or higher. Of the two alternates, one must hold an appointment with the Department of Epidemiology and one must hold an appointment in a department other than Epidemiology
Preliminary Oral Examination Form

- **PhD/ScD form** and **DrPH form**

- This form cannot be submitted until after the student has successfully passed the Departmental Oral Examination

- This form must be submitted to the Registrar’s Office in E1002 a minimum of 30 days prior to the proposed examination date. No exceptions.

- This form requires signatures from Fran Burman, the adviser, and the Department Chair. The student is responsible for obtaining the required signatures in that order. The form should therefore be submitted to Fran Burman at least 3-4 days prior to the date of submission to the Registrar’s Office.

Scheduling

The student is responsible for scheduling the room for the exam, requesting Multimedia support if needed, and sending a memo to examiners confirming the date, time and location of the exam prior to the exam date.

Examination Outcome

The outcome of the exam is Unconditional Pass, Conditional Pass, or Failure. Should the student receive a conditional pass, the Committee remains standing until the conditions have been met. Consequence of failure is decided by the Committee: (1) no re-examination; (2) re-examination by the same committee; (3) re-examination in written form and conducted by the same committee; or (4) re-examination by a new committee.

Primary Data Collection Requirement

Primary data collection is defined as (1) instrument design; (2) data collection; or (3) data management, quality assurance, and quality control. Primary data collection is required for all PhD and ScD students. This requirement may be met through dissertation research, or may be satisfied through work on projects distinct from the thesis. It may be obtained through work with a single epidemiologic study, or may be a compilation of several experiences that together fulfill the requirement. Primary data collection may be obtained as part of paid work. Students must document their plan for obtaining experience with primary data collection and submit this plan to their Thesis Advisory Committee with their 12-page dissertation proposal. The Thesis Advisory Committee may approve primary data collection that occurred prior to matriculation to the doctoral program, but this approval is not guaranteed. Any questions regarding primary data collection should be directed from the Thesis Advisory Committee to the Deputy Chair responsible for academic affairs. Students are expected to demonstrate an understanding of primary data collection processes in the epidemiologic study (or studies) utilized for their dissertation. This includes knowledge of the forms, instruments and measurement processes
relevant to their research; knowledge of quality control/assurance procedures of the study (or studies); and an evaluation of the potential threats to validity in the processes extending from primary measurement to the analytic dataset. If primary data collection is not a direct component of the dissertation research, doctoral students should include their primary data collection experience as an appendix to the dissertation.

**Doctoral Dissertation (PhD and ScD)**

PhD and ScD students must complete an original investigation presented in the form of a dissertation. The dissertation should be based on original research involving the generation of new knowledge by the student, worthy of publication, and acceptable to the Department of Epidemiology and to a committee of dissertation readers.

Doctoral students have two options for the format of their dissertation:

**TRADITIONAL FORMAT:**

The traditional format includes:

1) An introductory chapter, outlining the theme, hypotheses and/or goals of the dissertation coupled with a review of the literature;

2) Research chapters that are coherently structured for the research aims, each providing a reader enough detail to apply similar methods in another study; and

3) A concluding chapter with overall analysis and integration of the research and conclusions of the dissertation in light of current research in the field

**MANUSCRIPT FORMAT:**

The manuscript format must meet the following criteria:

1) The thesis includes at least two manuscripts, linked by a common theme;

2) The doctoral student must be the first author on each of the manuscripts;

3) A manuscript will not be accepted as part of the dissertation if it was submitted before the student's dissertation topic was approved by the Thesis Advisory Committee;

4) The manuscripts must be found acceptable for publication according to the internal peer review process described below; and

5) The dissertation should be organized as follows:

   - The body of the dissertation should include a series of papers that are linked by a common theme (i.e., the student's dissertation topic)
• The first chapter should be a comprehensive critical literature review suitable for publication. It should introduce the scientific hypothesis for the dissertation

• Chapters two and three (or more) would be the papers, possibly with a transitional short chapter between each relating one to the other

• A final chapter should integrate and discuss the findings reported in the papers. It should include a discussion of the conclusions drawn from research, and should make recommendations for further studies

• The dissertation should include an appendix outlining in detail the study methods and any accompanying data tables deemed necessary to fully understand the data

Regardless of the format, it is expected that the student will work with their adviser and any co-advisers to develop drafts of their dissertation chapters and receive constructive substantive and editorial feedback. Together, they will decide when drafts are ready for wider distribution to other members of the Thesis Advisory Committee and, if necessary, to other project collaborators.

Follow the School’s written guidelines for the preparation of the dissertation. The dissertation is a requirement for partial fulfillment of the PhD and ScD degrees.

Students may consult the School’s Policy and Procedures Manual for the PhD and ScD programs, which are available online.
**Doctoral Dissertation (DrPH)**

The focus of the DrPH degree program is on the scholarship of application and translation as carried out in the practice of public health. Knowledge contributed by individuals with this degree is expected to have a direct application to public health practice. The content of the dissertation should reflect the focus of the degree program and the career paths of DrPH graduates.

The DrPH dissertation should demonstrate the student’s capacity for public health analytic work. Its specific content is to be developed by the student in consultation with his/her adviser. The dissertation must be based on original research, worthy of publication, and acceptable to the Department of Epidemiology. DrPH original research may include collecting and analyzing data addressing the public health problem to be studied; however, the DrPH program does not require original data collection.

The DrPH dissertation must also meet the following criteria:

1. addresses a practical problem confronting a leader in public health practice;
2. represents original thought and work;
3. uses a rigorous and scientifically defensible analytic component; and
4. is based on a conceptual model that relates the work to existing knowledge and to practice.

Follow the School’s [written guidelines](#) for the preparation of the dissertation. The dissertation is a requirement for partial fulfillment of the DrPH degree.

Students may consult the School’s Policy and Procedures Manual for the DrPH program, which is available online.
Final Defense Seminar

As a culminating experience for the doctoral student, the student will present a formal, public seminar. This requirement provides experience for the student in preparing a formal seminar; provides the faculty and Department with an opportunity to share in the student’s accomplishments; and gives a sense of finality to the doctoral experience on behalf of the student. Students typically present a formal public seminar in conjunction with the Final Oral Examination. If possible, students are encouraged to give their Defense Seminar during the Friday Epidemiology Seminar series (please contact Dr. Jennifer Deal, jdeal1@jhu.edu or Ms. Frances Burman, franburman@jhu.edu regarding scheduling), but the seminar may be scheduled for any day/time during normal working hours. Students are responsible for making the appropriate room reservations / Multimedia requests unless s/he will be presenting as part of the Friday Epidemiology Seminar series.

Final Oral Examination

Committee Membership (Thesis Readers)

- For PhD and ScD students, the Committee consists of four members (the student's primary adviser and three other members), and two alternates

- For DrPH students, the Committee consists of five members (the student's adviser and four other members), and two alternates

- Members must come from at least three departments within the University, with representation from at least two departments in the Bloomberg School of Public Health

- Two readers must be from the Department of Epidemiology (the student's adviser and one other member); with approval of the Committee on Academic Standards, the Department may nominate an individual from outside the Department to replace a departmental reader

- At least one Committee member must be an associate or full professor in a department other than Epidemiology

- Either one scientist track or one adjunct faculty member may serve on the Exam Committee, but not both

- The Committee of Thesis Readers for PhD and ScD students may be increased to five voting members, provided that the conditions stated above are satisfied

- The fifth voting member for DrPH students must have professional practice experience related to the public health problem addressed by the student. The fifth member is not necessarily a faculty member of the University, and will be approved to serve on the Committee by the program director, based on a submitted curriculum vita. The
Committee member fulfilling this practice experience must be explicitly designated on examination forms

- Alternates must hold appointments of assistant professor or higher. Of the two alternates, one must hold an appointment with the Department of Epidemiology and one must hold an appointment in a department other than Epidemiology

- This committee should not be confused with the Thesis Advisory Committee

Distribution of Dissertation to Thesis Readers

Committee members are encouraged and expected to communicate to the student specific recommendations for changes in the thesis prior to the Final Oral Examination. The student is, therefore, expected to distribute the thesis to the committee at least four weeks before the date of the oral defense. The Dissertation Approval Form signed by the student’s adviser should accompany the thesis at the time it is distributed to the committee members.

Appointment of Thesis Readers and Final Oral Examination Committee Form

This form must be completed and submitted to Registrar’s Office in E1002 a minimum of four weeks prior to the proposed examination date. No exceptions. The student is responsible for scheduling the room for the Final Oral Examination.

Conduct of the Examination

If one of the officially appointed members of the committee fails to appear on the date fixed for the defense, the previously approved alternate must be prepared to discharge the responsibility of the absent individual. A Final Oral Examination may not be held with fewer than four officially approved faculty members present in the room. The adviser must be among the members present; an alternate may not serve for the adviser. Only approved members of the Committee of Thesis Readers will be permitted to participate in the examination.

Examination Outcome

The possible outcome of the exam is determined by closed ballot as Acceptable, Conditionally Acceptable, or Unacceptable. If one or more members require substantive changes to the thesis (Conditionally Acceptable), the specific nature of these changes and the time expected for the student to complete them will be provided to the student in writing. The appropriately revised thesis must be submitted to each of the members for final approval. If one or more members feel that the candidate’s understanding of the written thesis is inadequate (Unacceptable), or that the thesis in its present form is not acceptable, then the candidate has failed. Re-examination would be in order unless there is a unanimous recommendation to the contrary. Re-examination is normally conducted by the same committee, but a new committee may be selected by the Chair of the Committee on Academic Standards if petitioned by the student.
Timeline and Graduation Deadline by Degree

Timelines for graduation by degree are presented in this section.

Please note: Dates are subject to change. Students may access the most recent timelines online.

At the time of publication of this handbook, due dates for Summer Conferral 2017 were not yet available. Students who plan to graduate Summer 2017 should use the above link to identify timelines, and consult the Academic Program Manager, Ms. Frances Burman (franburman@jhu.edu) with any questions.

Per the School’s Policies and Procedures Memorandum, not more than seven years (28 terms of continuous registration) may elapse between the date of matriculation and fulfillment of all requirements for the PhD and ScD degrees with two exceptions: students who have been approved for formal leaves of absence or with approved requests for extensions to the time limit. Should a doctoral student be granted an extension, the Preliminary Oral Examination should be completed within 3 years after the extension was granted. Additionally, DrPH Part-time students are permitted up to nine years (36 terms) to complete the degree requirements.

Timeline: Doctoral Students

<table>
<thead>
<tr>
<th>First-year Students</th>
<th>1&lt;sup&gt;st&lt;/sup&gt; year of degree program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete required coursework</td>
<td></td>
</tr>
<tr>
<td>Attend quarterly Doctoral meetings</td>
<td>Once per term</td>
</tr>
<tr>
<td>Meet with adviser</td>
<td>Regularly during the 1&lt;sup&gt;st&lt;/sup&gt; year of degree program</td>
</tr>
<tr>
<td>Special studies with adviser</td>
<td>4&lt;sup&gt;th&lt;/sup&gt; term of 1&lt;sup&gt;st&lt;/sup&gt; year of degree program</td>
</tr>
<tr>
<td>Pass the Department Comprehensive Exam</td>
<td><strong>May 30-31, 2017</strong></td>
</tr>
</tbody>
</table>

Verification of completion of course requirements prior to 1<sup>st</sup> term 2017-18
First-year Students

Complete required coursework
Attend quarterly Doctoral meetings
Meet with adviser
Complete TA Curriculum
Form Thesis Advisory Committee and submit Thesis Committee Approval Form to Ebony Moore
Submit thesis proposal to adviser
Submit thesis proposal to Thesis Advisory Committee
Doctoral Proposal Seminar
Departmental Oral Examination; submit form to Ebony Moore
Preliminary Oral Examination; submit form (PhD/ScD; DrPH)
IRB Review/ PHIRST application
Primary Data Collection
Thesis Research Documentation Form
After adviser completes Dissertation Approval Form, deliver dissertation to readers
Final Defense Seminar
Appointment of Thesis Readers & Final Oral Examination Form (PhD/ScD; DrPH)
Final Oral Examination
Submit Thesis Acceptance Letters to Edda Budlow in E1002
Submit thesis to Eisenhower Library and to Jon Eichberger (je@jhu.edu)
• Once per Term
• As determined by student and adviser
• 2nd-3rd Years
• 2nd or 3rd Year; Meet with Thesis Advisory Committee at least once annually
• 2nd or 3rd Year
• 2nd or 3rd Year; Adviser must approve prior to submitting
• Typically in the 3rd Year
• Form due 2 weeks prior to the exam
• Form due to Edda Budlow in E1002 at least 30 days prior to the exam
• Prior to starting research (if applicable)
• Before graduation; plan should be approved by Thesis Advisory Committee
• Submit to Angelica Watts in W1033 after final oral examination has been scheduled
• At least 30 days prior to Final Oral Examination date:
• Complete online scheduling form
• Submit Form to Edda Budlow in E1002
  • Fri Sept 2, 2016 (for Dec Conferral)
  • Fri Feb 3, 2017 (for May Conferral)
• Fri, Oct 7, 2016 (for Dec graduation)
• Fri, Mar 10, 2017 (for May graduation)
• For Dec 2016 graduation:
  o Fri Nov 4, 2016 (2nd term registration not required)
  o Fri Nov 11, 2016 (2nd term registration required)
• For May 2017 graduation:
  o Fri Apr 7, 2017 (4th term registration not required)
  o Fri Apr 14, 2017 (4th term registration required)
Deadlines for Graduation

These deadlines are set by the School and are non-negotiable; deadlines are subject to change.

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Due Dates for Summer Conferral</th>
<th>Due Dates for Fall Conferral</th>
<th>Due Dates for Spring Conferral</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student has:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>° verified with their Academic Coordinator that all academic requirements for the degree (except for submission of the thesis) have been fulfilled.</td>
<td>Friday, June 19, 2016</td>
<td>Friday, September 2, 2016</td>
<td>Friday, February 3, 2017</td>
</tr>
<tr>
<td>° Submitted the Appointment of Thesis Reader(s) and Final Oral Exam Form to the Office of Records &amp; Registration. Thesis has already been distributed to readers.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Final Oral Exam has been held and passed.</td>
<td>Friday, July 8, 2016</td>
<td>Friday, October 7, 2016</td>
<td>Friday, March 10, 2017</td>
</tr>
<tr>
<td>Student has:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>° submitted Thesis Acceptance Letters from Committee Chair and Thesis Advisor to the Office of Records &amp; Registration.</td>
<td>Friday, July 29, 2016</td>
<td>Option 1 Friday, November 4, 2016 2nd term Registration NOT Required</td>
<td>Option 1 Friday, April 7, 2017 4th term Registration NOT Required</td>
</tr>
<tr>
<td>° submitted electronic copy of dissertation (PhD, DrPH &amp; ScD) to: Milton S. Eisenhower Library: <a href="http://eis.library.jhu.edu">http://eis.library.jhu.edu</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuesday, May 23, 2017</td>
<td>School Convocation* - Royal Farms Arena</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wednesday, May 24, 2017</td>
<td>University Commencement* - Royal Farms Arena</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The student is considered complete when copies of his/her dissertation and acceptance letters are on file in the Office of Records & Registration.

*Diplomas for August and December graduates will be ordered at the time of conferral and will be mailed directly from the vendor. August and December graduates are welcome to participate in the May convocation and commencement ceremony(s).

International Students should contact the Office of International Services before dropping registration. http://ois.jhu.edu/

Please direct questions about any aspect of this proposed timetable to the Office of Records & Registration, eballou1@jhu.edu

(These dates are subject to future changes)
Dear Incoming Masters Students,

Welcome to the Johns Hopkins Bloomberg School of Public Health Department of Epidemiology. In just a few short weeks, you will be joining us here in Baltimore, and we are looking forward to meeting each of you. Before you arrive, please make sure that you have completed the required tasks outlined on the CoursePlus website, and the readings for your associated track. A few things to keep in mind for the upcoming year:

1) Our courses are in 8 week blocks (Fall, Early Winter, Late Winter, Spring and Summer), and this means that things move very quickly (as compared to traditional semesters). For example, midterms are held within 4 weeks of the start of classes. We encourage you to stay on top of all of your coursework. If you have any difficulties please let us know early so we can assist you. We would like to insure your success in our program as best we can.

2) Each of you will be assigned an academic advisor for your first year in the program. Along with ~8 of your colleagues you will meet with your academic advisor monthly. We hope this affords you an opportunity to get to know a group of fellow students and a faculty member in this Department. You will meet your academic advisor at orientation. At the end of the first year, you will identify a thesis advisor who will work with you to develop and complete your Masters thesis.

3) Please be sure to meet with your track director and track faculty at orientation. Each track hosts journal clubs and research-in-progress meetings that we expect you to attend. These, along with other seminars throughout the department, school and University are an excellent opportunity to learn about ongoing research, develop your own research questions, and engage with faculty and fellow trainees.

4) We host quarterly meetings with all of the Masters students (1st and 2nd year) at which your attendance is expected. Your academic advisors will also join us at these meetings. More information will be forthcoming from your Masters Students Epidemiology Student Organization (ESO) representatives.

We hope that your two years with us is a fruitful and exciting time. We know that you have chosen to be at Johns Hopkins Department of Epidemiology for various reasons from our research, faculty, location, and reputation—but we hope that you each leave us well-trained and energized to be a part of the greater Public Health community. If you have any questions or concerns during your time here, please reach out to us and we will do our best to assist.

Sincerely,

Priya Duggal, PhD, MPH
Director, Masters Program
Associate Professor

Corinne Joshi, PhD, MPH
Co-Director, Masters Program
Assistant Professor

Department of Epidemiology
615 North Wolfe Street, E6519 | Baltimore, MD 21205 | 410-955-1213 | pduggal@jhu.edu
MASTER OF HEALTH SCIENCE AND MASTER OF SCIENCE PROGRAMS

Master of Health Science (MHS) and Master of Science (ScM) programs begin in late August/early September, with the first year devoted to course work followed by research and thesis. The MHS and ScM degrees are similar with regard to the required coursework, but they differ both in entrance requirements as well as the depth of research conducted.

The MHS degree is designed for students interested in gaining knowledge and training in Epidemiology who may not have had significant work experience in the field. MHS candidates may apply directly from undergraduate programs as long as they have had some scientific, research, or lab experience and have met the prerequisite courses. MHS students may fulfill the thesis requirement by completing a systematic literature review, performing secondary data analysis, or completing a program or project proposal.

The ScM is designed for researchers who have completed the prerequisite courses and have had at least one year of work experience in epidemiology or another scientific field. Successful applicants have published manuscripts and/or have conducted lab or field research. The ScM requires degree candidates to complete an original research project with depth and understanding of epidemiology and the topic area. ScM students submit their publishable quality thesis for approval to the University Graduate Board.

Both programs require that students complete at least 64 credits of coursework with a cumulative 3.0 GPA (B or higher average), successfully pass the written comprehensive exams, and produce a publishable quality manuscript or thesis of their own work. Students work closely with their thesis advisers to develop their research question and design their projects.

The application deadline for the MHS and ScM programs in Epidemiology is January 15. The MHS and ScM programs require on-site attendance for the majority of the program, although one or two courses may be completed online.

ACADEMIC ADVISING

Masters students are each assigned a Master academic adviser in their first year of the program. The Master adviser is an academic adviser that will meet with a group of advisees monthly to discuss academic and departmental issues. This Master adviser is a faculty member in the Department of Epidemiology but may/may not be in the track of the advisee. At the beginning of the 4th term of the 1st year, a thesis adviser will be identified by the Masters student. This thesis adviser may be a faculty member with a primary appointment in the Department of Epidemiology or a joint appointment. If the thesis adviser has a joint appointment, the Master adviser or another faculty member with a primary appointment in the department will co-adviser with the thesis adviser.

All Masters students are required to meet with their thesis adviser at least once in the 4th term of their first year. Students are encouraged to work with their thesis adviser to develop a timeline for completing their thesis research by the required deadlines; students may be expected to begin thesis research in the summer after their 1st year.

REQUIREMENTS

Residency

A minimum of 64 credits is required to complete the degree. The department requires up to two years of full-time registration dependent upon course and thesis completion. The residency requirement (four terms of at least 16 credits each) must be completed during the first year of the program.

Track-Specific Activities

In addition to direct advising, each track may hold seminars, journal clubs and research in progress that track students are expected to attend (list included in the Student Handbook). These activities are opportunities to engage and interact with track faculty and fellow trainees, and to participate and present in the topic area of your track.

Quarterly Masters Meetings

The Masters Program Directors host quarterly meetings with all of the 1st and 2nd year Masters students. Masters academic advisors also attend. Attendance by all Masters students is expected. These meetings provide a forum to learn about academic policies and deadlines, and for students to raise questions and concerns.

Academic Ethics Requirement

All degree and non-degree seeking students (including post-doctoral fellows) must enroll in 550.860.82 Academic & Research Ethics at JHSPH during their first term enrolled at JHSPH.
Responsible Conduct of Research Requirement

- The Responsible Conduct of Research course is required only for Masters students who are supported by a National Institutes of Health (NIH) training grant, career development award (individual or institutional), research education grant, or dissertation research grant (including D43, D71, F05, F30, F31, F32, F33, F34, F37, F38, K01, K02, K05, K07, K08, K12, K18, K22, K23, K24, K25, K26, K30, K99/R00, KL1, KL2, R36, T15, T32, T34, T35, T36, T37, T90/R90, TL1, TU2, and U2R).

- This requirement can be met by completing either of the following two courses: 550.600 Responsible Conduct of Research (1st Term) or 306.665 Research Ethics and Integrity (3rd Term)

Avoiding Plagiarism Course Requirement

All incoming Epidemiology students are required to successfully complete the online module, Avoiding Plagiarism at JHU, offered by the University. The module may take up to 3-4 hours to complete (average 70 minutes). You may access the course multiple times. All students are required to complete this online course by the end of their first term enrolled. When you have completed the course, you will receive a certificate of completion. You must send a copy of your certificate to the Academic Program Manager, Fran Burman, at franburman@jhu.edu, with your name and “Avoiding Plagiarism Certificate” in the subject line of the email.

The course may be accessed using the following link: http://lms14.learnshare.com/dashboard/dash.home.aspx?Z=eMP2i7ORG1DBCdPd4ZU0gWffM2NNPCJtrFa%2bRaBpXpzOg1Tenj5HHf49vufQ9mJ2. Directions for how to enroll in the course can be found online here: https://docs.google.com/document/d/1O_bCxNgQkN6ZCQJpRUQsk0VzDl6fDVnK54C8jjUG2IU/edit#.
**Academic Coursework**

A minimum of 64 credits is required to complete the degree. To broaden perspective and to enhance the student’s capabilities for work in health or disease-related fields, at least 12 credit units of formal coursework are required in courses outside the student’s primary department. At least six of these credits must be taken in the Bloomberg School of Public Health. Full-time students should register for a minimum of 16 credits and a maximum of 22 credits each term.

**Core Coursework (REQUIRED for all MHS and ScM students):**

**Year 1**

*First Term:*
- 340.751 Epidemiologic Methods 1
- 340.860 Current Topics in Epidemiologic Research
- 550.860 Academic and Research Ethics
- **CHOOSE ONE:**
  - 140.621.02 Statistical Methods in Public Health I or
  - 140.651 Methods in Biostatistics I
- **Avoiding Plagiarism Course** requirement must be completed by the end of 1st term

*Second Term:*
- 340.752 Epidemiologic Methods 2
- 340.860 Current Topics in Epidemiologic Research
- **CHOOSE ONE:**
  - 140.622.02 Statistical Methods in Public Health II or
  - 140.652 Methods in Biostatistics II
- 550.865 Public Health Perspectives in Research
  - May be waived if student holds an MPH from a CEPH accredited program within the past 10 years

*Third Term:*
- 340.753 Epidemiologic Methods 3
- 340.860 Current Topics in Epidemiologic Research
- **CHOOSE ONE:**
  - 140.623.02 Statistical Methods in Public Health III or
  - 140.653 Methods in Biostatistics III

*Fourth Term:*
- 340.765 Professional Epidemiologic Methods: Epidemiologic Intelligence and Population Health Assessments
- 340.860 Current Topics in Epidemiologic Research
- **CHOOSE ONE:**
  - 140.624 Statistical Methods in Public Health IV or
  - 140.654 Methods in Biostatistics IV
Core Coursework, continued (REQUIRED for all MHS and ScM students):

Year 2
First Term:
- 340.820 Thesis Research Epidemiology (thesis adviser)

Second Term:
- 340.820 Thesis Research Epidemiology (thesis adviser)

Third Term:
- 340.820 Thesis Research Epidemiology (thesis adviser)

Fourth Term:
- Masters Thesis Course (Course number to be determined)

Additional REQUIRED courses (all MHS and ScM students):

- MHS or ScM students who are supported by a National Institutes of Health (NIH) training grant, career development award (individual or institutional), research education grant, or dissertation research grant must also complete the Responsible Conduct of Research Requirement (see section above). This requirement can be met by completing either of the following two courses:
  - 550.600 Responsible Conduct of Research (1st Term) or
  - 306.665 Research Ethics and Integrity (3rd Term)

- All students are required to take one introductory (survey) epidemiology course outside of their Track. Courses that fulfill this requirement include:
  - 340.731 Principles of Genetic Epidemiology (1st Term)
  - 330.603 Psychiatric Epidemiology (2nd Term)
  - 340.624 Etiology, Prevention and Control of Cancer (2nd Term)
  - 340.627 Epidemiology of Infectious Disease (2nd Term)
  - 340.645 Introduction to Clinical Trials (2nd Term)
  - 340.666 Foundations of Social Epidemiology (2nd Term, offered every other year)
  - 340.607 Introduction to Cardiovascular Disease Epidemiology (3rd Term)
  - 340.616 Epidemiology of Aging (4th Term)
  - 340.680 Environmental and Occupational Epidemiology (4th Term)
  - 380.664 Reproductive and Perinatal Epidemiology (4th Term)

Additional RECOMMENDED courses (all MHS and ScM students):

- 340.769 Professional Epidemiology Methods
- 340.770 Public Health Surveillance
- 340.860 Current Topics in Epidemiologic Research (Terms 1-4 are recommended in Year 2)
Additional Coursework by Track

**Cancer Epidemiology**

**REQUIRED:**

- 340.731 Principles of Genetic Epidemiology (Year 1, 1st Term)
- 340.624 Etiology, Prevention and Control of Cancer (Year 1, 2nd Term)
- 340.732 Principles of Genetic Epidemiology II (Year 1, 2nd Term)
- CHOOSE ONE:
  - 340.627 Epidemiology of Infectious Diseases (2nd Term) or
  - 340.607 Introduction to Cardiovascular Disease Epidemiology (3rd Term)
  - Other introductory survey course (see complete list above)
- ME510.706 Fundamentals of Cancer: Cause to Cure (Year 2, 1st-2nd Terms)
  - ME.510.706 is offered by the Department of Oncology/Sidney Kimmel Comprehensive Cancer Center. Held 1st-2nd terms, M, W 8-9 a.m. in Owens Auditorium in Cancer Research Building II. Course is to be taken as Pass/Fail. Students must complete the paper interdivisional registration form available in the Office of Records and Registration (E1002) at least five weeks prior to the start of first term.
- 340.611 Methodological Issues in Cancer Epidemiology (Year 2, 2nd Term)
- 180.640 Molecular Epidemiology and Biomarkers in Public Health (Year 2, 3rd Term)

**RECOMMENDED:**

- 340.660 Practical Skills in Conducting Research in Clinical Epidemiology and Investigation (1st Term)
- 340.728 Advanced Methods for the Design and Analysis of Cohort Studies (1st Term)
- 140.630 Introduction to Data Management (2nd Term)
- 330.603 Psychiatric Epidemiology (2nd Term)
- 340.645 Introduction to Clinical Trials (2nd Term)
- 340.666 Foundations of Social Epidemiology (2nd Term, offered every other year)
- 340.682 Pharmacoepidemiology Methods (2nd Term)
- 340.606 Systematic Reviews and Meta-Analysis (3rd Term)
- 340.694 Power and Sample Size for the Design of Epidemiological Studies (3rd Term)
- 140.632 Introduction to the SAS Statistical Package (4th Term)
- 340.616 Epidemiology of Aging (4th Term)
- 340.664 Reproductive and Perinatal Epidemiology (4th Term)
- 340.680 Environmental and Occupational Epidemiology (4th Term)
Cardiovascular Disease and Clinical Epidemiology

**REQUIRED:**

All MHS and ScM students in the Cardiovascular Disease & Clinical Epidemiology Track:
- 340.871 Welch Center Research Seminar (Year 1, Terms 1-4; Registration required for 2 terms, recommended for all 4 terms; prepares students for Part B of the Departmental Comprehensive Exam)
- 340.645 Introduction to Clinical Trials (Year 1, 2nd Term)
- Students without a background in biology or medicine must CHOOSE ONE:
  - 260.600 Introduction to the Biomedical Sciences (Year 1, 1st Term) or
  - 550.630 Public Health Biology (Year 1, 1st Term)

MHS and ScM students with a focus in cardiovascular disease epidemiology:
- 340.607 Introduction to Cardiovascular Disease Epidemiology (Year 1, 3rd Term)
- 340.803 Advanced Topics in Cardiovascular Disease Epidemiology (4th Term, offered every other year)
- Students without a background in biology or medicine should take:
  - 340.730 Assessment of Clinical Cardiovascular Disease (3rd Term, offered every other year)
  - 340.855 Biological Basis of Cardiovascular Disease (4th Term, offered every other year)

MHS and ScM students with a focus in clinical epidemiology:
- 340.620 Principles of Clinical Epidemiology (Year 1, 2nd Term)

**RECOMMENDED:**

All MHS and ScM students in the Cardiovascular Disease & Clinical Epidemiology Track:
- 140.641 Survival Analysis (1st Term)
- 140.776 Statistical Computing (1st Term)
- 340.660 Practical Skills in Conducting Research in Clinical Epidemiology and Investigation (1st Term)
- 340.687 Epidemiology of Kidney Disease (1st Term)
- 340.728 Advanced Methods for the Design and Analysis of Cohort Studies (1st Term)
- 340.731 Principles of Genetic Epidemiology (1st Term)
- 340.624 Etiology, Prevention and Control of Cancer (2nd Term)
- 340.627 Introduction to Infectious Diseases (2nd Term)
- 340.717 Health Survey Research Methods (2nd Term)
- 140.655 Analysis of Longitudinal Data (3rd Term)
- 180.640 Molecular Epidemiology and Biomarkers in Public Health (3rd Term)
- 340.606 Systematic Reviews and Meta-Analysis (3rd Term)
- 140.632 Introduction to the SAS Statistical Package (4th Term)
- 340.600 Stata Programming (4th Term)
- 340.616 Epidemiology of Aging (4th Term)
- 340.644 Epidemiology of Diabetes and Obesity (4th Term)
MHS and ScM students with a focus in cardiovascular disease epidemiology:
- 140.651 Methods in Biostatistics I (1st Term)
- 140.652 Methods in Biostatistics II (2nd Term)
- 340.620 Principles of Clinical Epidemiology (2nd Term)
- 140.653 Methods in Biostatistics III (3rd Term)
- 140.654 Methods in Biostatistics IV (4th Term)

MHS and ScM students with a focus in clinical epidemiology:
- 309.712 Assessing Health Status and Patient Outcomes (2nd Term)
- 340.607 Introduction to Cardiovascular Disease Epidemiology (3rd Term)
- 340.803 Advanced Topics in Cardiovascular Disease Epidemiology (4th Term, offered every other year)
- Recommended courses for students without a background in medicine:
  - 340.730 Assessment of Clinical Cardiovascular Disease (3rd Term, offered every other year)
  - 340.855 Biological Basis of Cardiovascular Disease (4th Term, offered every other year)
Clinical Trials and Evidence Synthesis

**REQUIRED:**

- 340.645 Introduction to Clinical Trials (Year 1, 2nd Term)
- 340.633 Data Management in Clinical Trials (Year 1, 3rd Term)
- 306.665 Research Ethics and Integrity (Year 1, 3rd Term)
- 340.648 Clinical Trials Management (Year 1, 4th Term)
- 140.655 Analysis of Longitudinal Data (Year 2, 3rd Term)
- 340.606 Systematic Reviews and Meta-Analysis (Year 2, 3rd Term)

**RECOMMENDED:**

- 140.633 Biostatistics in Medical Product Regulation (1st Term)
- 140.641 Survival Analysis (1st Term)
- 221.722 Quality Assurance Management Methods for Developing Countries (1st Term)
- 223.672 Data Management Methods in Health (1st Term, 4th Term)
- 223.705 Clinical Vaccine Trials & Good Clinical Practice (GCP) (1st Term, 4th Term)
- 317.600 Introduction to the Risk Sciences & Public Policy (1st Term, 3rd Term)
- 340.660 Practical Skills in Planning, Organizing and Conducting Clinical Research in Epidemiology (1st Term)
- 340.728 Advanced Methods for the Design and Analysis of Cohort Studies (1st Term)
- 390.631 Principles of Drug Development (1st Term)
- 390.673 Ethical & Regulatory Issues in Clinical Research (1st Term)
- 140.630 Introduction to Data Management (2nd Term)
- 340.717 Health Survey Research Methods (2nd Term)
- 410.710 Concepts in Qualitative Research for Social and Behavioral Sciences (2nd Term)
- 140.642 Design of Clinical Experiments (3rd Term)
- 140.664 Causal Inference in Medicine and Public Health (3rd Term, 4th Term online)
- 140.885 Non-Inferiority and Equivalence Trials (3rd Term)
- 223.664 Design & Conduct of Community Trials (3rd Term)
- 224.690 Qualitative Research Theory and Methods (3rd Term)
- 340.684 Pharmacoepidemiology: Drug Utilization (3rd Term)
- 340.694 Power & Sample Size for the Design of Epidemiologic Studies (3rd Term)
- 140.632 Introduction to the SAS Statistical Package (4th Term)
- 140.656 Multilevel Statistical Models in Public Health (4th Term)
- 221.616 Ethics of Public Health Practice in Developing Countries (4th Term)
- 224.691 Qualitative Data Analysis (4th Term)
- 340.653 Epidemiologic Inference in Outbreak Investigations (4th Term)
- 340.684 Pharmacoepidemiology: Drug Utilization (4th Term)
- 390.675 Comparative Effectiveness & Outcomes Research (4th Term)
- 330.621 Mixed Methods in Mental Health Services Research (Summer Term)

**CLINICAL TRIALS SUMMER INSTITUTE COURSES:**

- 340.674 Comparative Effectiveness Research: Emulating a Target Trial Using Observational Data
- 340.676 Bayesian Adaptive Trials
Environmental Epidemiology

**REQUIRED:**

- 340.680 Environmental and Occupational Epidemiology (Year 1, 4<sup>th</sup> Term)

**RECOMMENDED:**

- 187.610 Public Health Toxicology (1<sup>st</sup> Term)
- 188.680 Fundamentals of Occupational Health (1<sup>st</sup> Term)
- 317.600 Introduction to the Risk Sciences and Public Policy (1<sup>st</sup> Term)
- 182.625 Principles of Occupational and Environmental Hygiene (2<sup>nd</sup> Term)
- 317.610 Risk Policy, Management and Communications (2<sup>nd</sup> Term)
- 340.624 Etiology, Prevention & Control of Cancer (2<sup>nd</sup> Term)
- 340.717 Health Survey Research Methods (2<sup>nd</sup> Term)
- 180.601 Environmental Health (3<sup>rd</sup> Term)
- 180.640 Molecular Epidemiology and Biomarkers in Public Health (3<sup>rd</sup> Term)
- 317.605 Methods in Quantitative Risk Assessment (3<sup>rd</sup> Term)
- 182.615 Airborne Particles (4<sup>th</sup> Term)
- 183.641 Health Effects of Indoor and Outdoor Air Pollution (4<sup>th</sup> Term)
- 188.681 Occupational Health (4<sup>th</sup> Term)
- 317.615 Topics in Risk Assessment (4<sup>th</sup> Term)
Epidemiology of Aging

REQUIRED:

- 340.616 Epidemiology of Aging (Year 1, 4th Term)
- CHOOSE ONE:
  - 340.731 Principles of Genetic Epidemiology (Year 1, 1st Term)
  - 340.645 Introduction to Clinical Trials (Year 1, 2nd Term)
  - 340.624 Etiology, Prevention and Control of Cancer (Year 1, 2nd Term)
  - 340.607 Introduction to Cardiovascular Disease Epidemiology (Year 1, 3rd Term)

STONGLY RECOMMENDED:

- 330.802 Seminar on Aging, Cognition & Neurodegenerative Disorders (All 4 Terms)
- 309.605 Health Issues for Aging Populations (Year 1, 1st Term)
- 309.607 Innovations in Health Care of Aging Populations (Year 1, 2nd Term)
- 330.657 Statistics for Psychosocial Research: Measurement (After Year 1, 1st Term)
- 140.658 Statistics for Psychosocial Research: Structural Models (After Year 1, 2nd Term)
- 340.620 Principles of Clinical Epidemiology (2nd Term)
- 140.655 Analysis of Longitudinal Data (After Year 1, 3rd Term)
- 260.665 Biological Basis of Aging (3rd Term)
- 140.656 Multilevel Statistical Models in Public Health (After Year 1, 4th Term)
- 330.618 Mental Health in Later Life (4th Term)

RECOMMENDED:

- 140.641 Survival Analysis (1st Term)
- 380.604 Life Course Perspectives on Health (1st Term)
- 340.728 Advanced Methods for the Design and Analysis of Cohort Studies (after Year 1, 1st Term)
- 340.666 Foundations of Social Epidemiology (2nd Term, 4th Term online; in person and online sections alternate years)
- 380.603 Demographic Methods for Public Health (2nd and 3rd Terms)
- 340.699 Epidemiology of Sensory Loss in Aging (3rd Term)
- 330.623 Brain and Behavior in Mental Disorders (4th Term)
General Epidemiology and Methodology

**REQUIRED:**

- 340.731 Principles of Genetic Epidemiology (Year 1, 1st Term)
- 340.645 Introduction to Clinical Trials (Year 1, 2nd Term)

**RECOMMENDED:**

MHS and ScM students with a Methodology focus:

- 340.646 Epidemiology & Public Health Impact of HIV/AIDS (1st Term)
- 330.657 Statistics for Psychosocial Research: Measurement (1st Term)
- 340.660 Practical Skills in Conducting Research in Clinical Epidemiology and Investigation (1st Term)
- 140.658 Statistics for Psychosocial Research: Structural Models (2nd Term)
- 183.631 Fundamentals of Human Physiology (2nd Term)
- 260.631 Immunology, Infection and Disease (2nd Term)
- 330.603 Psychiatric Epidemiology (2nd Term)
- 340.620 Principles of Clinical Epidemiology
- 340.624 Etiology, Prevention & Control of Cancer (2nd Term)
- 340.641 Healthcare Epidemiology (2nd Term)
- 340.666 Foundations of Social Epidemiology (2nd Term)
- 340.732 Principles of Genetic Epidemiology 2 (2nd Term)
- 140.640 Statistical Methods for Sample Surveys (3rd Term)
- 150.655 Analysis of Longitudinal Data (3rd Term)
- 180.640 Molecular Epidemiology and Biomarkers in Public Health (3rd Term)
- 222.647 Nutrition Epidemiology (3rd Term)
- 224.690 Qualitative Research: Theory and Methods (3rd Term)
- 309.616 Introduction to Methods for Health Services Research and Evaluation I (3rd Term)
- 340.606 Systematic Reviews and Meta-Analysis (3rd Term)
- 340.607 Introduction to Cardiovascular Disease Epidemiology (3rd Term)
- 340.609 Concepts and Methods in Infectious Disease Epidemiology (3rd Term)
- 340.733 Principles of Genetic Epidemiology 3 (3rd Term)
- 140.632 Introduction to the SAS Statistical Package (4th Term)
- 140.656 Multilevel Statistical Models in Public Health (4th Term)
- 224.691 Qualitative Data Analysis (4th Term)
- 309.617 Introduction to Methods for Health Services Research and Evaluation II (4th Term)
- 380.664 Reproductive and Perinatal Epidemiology (4th Term)
- 390.675 Outcomes and Effectiveness Research (4th Term)
- 340.616 Epidemiology of Aging (4th Term)
- 340.653 Epidemiologic Inference in Outbreak Investigations (4th Term)
- 340.667 Infectious Disease Dynamics: Theoretical and Computational Approaches
- 340.680 Environmental and Occupation Epidemiology (4th Term)
Students with a Pharmacoepidemiology and Drug Safety focus:

STRONGLY RECOMMENDED:
- 140.633 Biostatistics in Medical Product Registration (1st Term)
- 317.600 Introduction to Risk Sciences & Public Policy (1st Term)
- 390.631 Principles of Drug Development (1st Term)
- 317.610 Risk Policy, Management & Communication (2nd Term)
- 340.682 Pharmacoepidemiology Methods (2nd Term)
- 140.664 Causal Inference in Medicine and Public Health (3rd Term)
- 551.607 Pharmaceuticals Management for Underserved Populations (3rd Term)
- 340.684 Phramacoepidemiology: Drug Utilization (4th Term)
- 410.680 Social Ecological Approaches to Adherence to Health Regimes in Chronic Conditions (4th Term)

RECOMMENDED:
- 317.605 Methods in Quantitative Risk Assessment (1st Term online; 3rd Term in-person)
- 317.615 Topics in Risk Assessment (4th Term)
- AS.410.651 Clinical Development of Drugs and Biologics (Fall Semester)
- AS.410.627 Translational Biotechnology: Licensing to Approval
- ME.330.809 Analytic Methods in Clinical Pharmacology
- NR.110.508 Clinical Pharmacology (Fall Semester)

Students with an Individualized focus:
Students designing their own educational programs should choose three to four graduate level courses in their field from among the offerings of the University.
Genetic Epidemiology

**REQUIRED:**

- 340.731 Principles of Genetic Epidemiology 1 (Year 1, 1\textsuperscript{st} Term)
- 340.732 Principles of Genetic Epidemiology 2 (Year 1, 2\textsuperscript{nd} Term)
- 340.733 Principles of Genetic Epidemiology 3 (Year 1, 3\textsuperscript{rd} Term)
- 340.734 Principles of Genetic Epidemiology 4 (Year 1, 4\textsuperscript{th} Term)
- 120.602 Introduction to Molecular Biology (Year 2, 1\textsuperscript{st} Term, Pass/Fail)
- 140.636 PERL for Bioinformatics (Year 2, 1\textsuperscript{st} Term)

**RECOMMENDED:**

**Analytic Methods courses:**

- 140.641 Survival Analysis (1\textsuperscript{st} Term)
- 140.651 Methods in Biostatistics I (1\textsuperscript{st} Term)
- 140.766 Statistical Computing (1\textsuperscript{st} Term)
- 140.638 Analysis of Biological Sequences (2\textsuperscript{nd} Term)
- 140.652 Methods in Biostatistics II (2\textsuperscript{nd} Term)
- 140.788 Advanced Statistical Computing (2\textsuperscript{nd} Term)
- 140.644 Statistical Machine Learning: Methods, Theory and Applications (3\textsuperscript{rd} Term)
- 140.653 Methods in Biostatistics III (3\textsuperscript{rd} Term)
- 140.655 Analysis of Longitudinal Data (3\textsuperscript{rd} Term)
- 140.654 Methods in Biostatistics IV (4\textsuperscript{th} Term)
- 140.688 Statistics for Genomics (4\textsuperscript{th} Term)
- 340.xxx The course previously offered as 340.754 Methodologic Challenges in Epidemiologic Research will not be offered during the 2016-17 academic year. However, a revised version of this course will be offered under a new course number and course title during the 2017-18 academic year (likely during 2\textsuperscript{nd} term).

**Biology and Molecular Methods course:**

- ME.710.734 Concept of the Gene (1\textsuperscript{st}-2\textsuperscript{nd} Terms)
- 260.611 Principles of Immunology I (1\textsuperscript{st} Term)
- 183.631 Fundamentals of Human Physiology (2\textsuperscript{nd} Term, for non-MD students only)
- 260.612 Principles of Immunology II (2\textsuperscript{nd} Term)
- 180.640 Molecular Epidemiology and Biomarkers in Public Health (3\textsuperscript{rd} Term)
- ME.710.700 Advanced Topics in Human Genetics (School of Medicine course, 3\textsuperscript{rd} Term)
- ME.710.702 Molecular Mechanisms of Disease (School of Medicine course, 3\textsuperscript{rd}-4\textsuperscript{th} Terms)
- 120.608 Genomics for Public Health (4\textsuperscript{th} Term)

**Epidemiology Topic-Specific Electives:**

- 340.624 Etiology, Prevention and Control of Cancer (2\textsuperscript{nd} Term)
- 340.627 Epidemiology of Infectious Diseases (2\textsuperscript{nd} Term)
- 340.607 Introduction to Cardiovascular Disease Epidemiology (3\textsuperscript{rd} Term)
- 330.619 Analytic Strategies in the Genetics of Psychiatric, Behavioral and Other Complex Diseases (4\textsuperscript{th} Term)
- 340.616 Epidemiology of Aging
Infectious Disease Epidemiology

**REQUIRED:**

- 340.627 Epidemiology of Infectious Diseases (Year 1, 2\textsuperscript{nd} Term)
- 340.609 Concepts and Methods in Infectious Disease Epidemiology (3\textsuperscript{rd} Term)
- 340.653 Epidemiologic Inference in Outbreak Investigation (4\textsuperscript{th} Term)
- CHOOSE AT LEAST ONE general elective in Infectious Disease Epidemiology (Year 1 or 2):
  - 340.646 Epidemiology and Public Health Impact of HIV/AIDS (1\textsuperscript{st} Term)
  - 223.662 Vaccine Development and Application (2\textsuperscript{nd} Term)
  - 260.652 Principles of Public Health Ecology (2\textsuperscript{nd} Term)
  - 340.641 Healthcare Epidemiology (2\textsuperscript{nd} Term)
  - 182.640 Food- and Water-Borne Diseases (3\textsuperscript{rd} Term)
  - 223.663 Infectious Diseases and Child Survival (3\textsuperscript{rd} Term)
  - 223.665 Infection, Immunity and Undernutrition: Interactions and Effects (3\textsuperscript{rd} Term)
  - 223.687 Vaccine Policy Issues (3\textsuperscript{rd} Term)
  - 340.612 Epidemiologic Basis for Tuberculosis Control (3\textsuperscript{rd} Term)
  - 223.682 Clinical and Epidemiologic Aspects of Tropical Diseases (4\textsuperscript{th} Term)
  - 223.689 Biological Basis of Vaccine Development (4\textsuperscript{th} Term)
  - 260.656 Malariology (4\textsuperscript{th} Term)
  - 340.651 Emerging Infections (4\textsuperscript{th} Term)
  - 380.761 Sexually Transmitted Infections in Public Health Practice (4\textsuperscript{th} Term)
  - 380.762 HIV Infection in Women, Children, and Adolescents (4\textsuperscript{th} Term)

- CHOOSE ONE (Year 1 or 2):
  - 340.660 Practical Skills in Conducting Research in Clinical Epidemiology & Investigation (1\textsuperscript{st} Term)
  - 340.717 Health Survey Research Methods (2\textsuperscript{nd} Term)

- CHOOSE ONE OPTION (Year 2):
  - 260.611 Principles of Immunology I (1\textsuperscript{st} Term) and 260.612 Principles of Immunology II (2\textsuperscript{nd} Term) or
  - 260.631 Immunology, Infection and Disease (2\textsuperscript{nd} Term)

- CHOOSE AT LEAST ONE course in Biology and Pathogenesis of Infectious Disease:
  - 260.623 Fundamental Virology (1\textsuperscript{st} Term)
  - 260.636 Evolution of Infectious Disease (1\textsuperscript{st} Term)
  - 260.627 Pathogenesis of Bacterial Infection (2\textsuperscript{nd} Term)
  - 260.650 Vector Biology and Vector Borne Diseases (3\textsuperscript{rd} Term)
  - 340.654 Epidemiology and Natural History of Human Viral Infections (3\textsuperscript{rd} Term)
  - 260.622 Principles of Bacterial Infection (4\textsuperscript{th} Term)
**Department Comprehensive Examination**

A two-day comprehensive examination is administered to all degree-seeking students in May of their first academic year. By the time of the exam, students should have completed 64 credit units (one full year of residence); Epidemiology 340.751-753, Biostatistics 140.621-624 or 140.651-654; and the required 1st year Epidemiology coursework in their track.

Topics covered on the examination include general epidemiologic methods and knowledge, history of epidemiology, and contemporary issues and leaders in public health. The first day of the exam (Part A) tests student knowledge of general epidemiology concepts and methods. The second day of the exam (Part B) is track-specific, and tests knowledge of concepts presented in the required courses for each track.

Students must pass both parts of the written comprehensive exam. Masters students must attain at least a 70% to pass. Masters students must pass both sections of the exam in order to qualify for the Masters Tuition Scholarship in their second year. A repeat examination may be allowed, but is not guaranteed. Failure to pass one or both sections of the exam may result in dismissal from the program or from the Department.

**Comprehensive Examination Grading Policy**

The Comprehensive Examination is graded by Department of Epidemiology faculty according to a rubric determined by the Comprehensive Examination Committee. Final grades are distributed to students via Courseplus by mid- to late July. Students who wish to view their exam should set up an appointment with the Academic Coordinator, Ebony Moore. Students who score below 75% are allowed to formally request in writing a re-grade of specific questions. Re-grade requests must include a justification for a change in points allocated for each question being contested; requests without appropriate justification will not be considered. A new score will be assigned for each question that is re-graded. This score may be equal to, greater than or less than the original score awarded and cannot be contested a second time. Re-grade requests are handled by the faculty on the Comprehensive Examination Committee.

**Teaching Assistant Recommendation**

Learning how to be an effective teacher and communicator about epidemiologic principles and methods is an integral part of education as an epidemiologist. Students in the MHS and ScM programs are strongly recommended to be a Teaching Assistant for one course in the second year of their studies, generally Principles of Epidemiology (340.601) in the Summer Term, Epidemiologic Inference in Public Health I (340.721) in First Term or on-line in Third Term, or Epidemiologic Inference in Public Health II (340.722) in Second Term or on-line in Fourth Term, or other substantive courses. Approximately 10 hours per week will be required for this activity.
**Masters Thesis (MHS)**

Master of Health Science (MHS) students must complete a satisfactory thesis in their track. The thesis must be approved by two members of the Department's faculty, including the thesis adviser. The thesis may be a critical review of the literature pertaining to a specific area of interest, secondary data analysis, program or project proposal, or original research. It is expected that the student will meet with their thesis adviser throughout the duration of the research project. MHS students must send the title of their project and the name of their thesis adviser and reader to the Academic Program Manager by April 1, 2017. The School's policy and procedures manual for the MHS degree program is available here: https://my.jhsph.edu/Resources/PoliciesProcedures/ppm/PolicyProcedureMemoranda/Academic_Programs_08_Master_of_Health_Science_Degree_121610.pdf. Students should follow the written guidelines for the preparation of the thesis. The thesis is a requirement for partial fulfillment of the MHS degree.

**Masters Thesis (ScM)**

Master of Science (ScM) students must complete a thesis based on original research. The readers committee is comprised of the adviser and one additional University faculty member outside the Department of Epidemiology. Prior to beginning the thesis project, the student and adviser should work together to select a thesis committee consisting of the adviser and one faculty member from a department outside of Epidemiology (professor, scientist, lecturer, instructor of any rank). The student should submit a three- to five-page protocol to each member of this committee. The thesis committee members will meet and decide whether the proposed work is of the scope and depth appropriate for an ScM thesis, and whether it is conceptually valid and feasible. Upon completion, the thesis is submitted to these two readers for their approval. ScM students who plan to graduate in May 2017 must complete the appointment of thesis readers’ form and submit it to the Registrar's Office by the February 10, 2017, in order to be considered for May graduation. The policy and procedures manual for the ScM program is available online here: https://my.jhsph.edu/Resources/PoliciesProcedures/ppm/PolicyProcedureMemoranda/Academic_Programs_10_Master_of_Science_Degree_072315.pdf. The thesis is a requirement for partial fulfillment of the ScM degree.
**Masters Thesis Expectations**

Epidemiology MHS and ScM student theses will be evaluated in the following areas by both the faculty thesis adviser and the secondary reader. In addition, the thesis adviser will evaluate your quarterly progress detailed in point 5 below.

Each student must register for 3 terms of special studies with their thesis adviser in their second year. In the 4th term of the second year each student must register for the Masters Thesis course. The thesis adviser in consultation with the thesis reader will evaluate the following.

You will be evaluated on whether your thesis shows:

(1) Your understanding of the current state of the knowledge about the public health problem you studied for your thesis, demonstrated by your descriptions and discussions of:

- The descriptive epidemiology of the public health problem. For example, its prevalence and distribution in the population, its risk factors (e.g., modifiable, non-modifiable, comorbidities, social, environmental risk factors, etc).
- The biology, physiology, and natural history of the public health problem, if relevant.
- The contemporary questions about the public health problem, including new directions in research on the public health problem (including technology, diagnosis, methodologic challenges).
- The impact of the public health problem in the real-world, with specific discussions about sub-populations or vulnerable populations that are particularly affected by the problem.

(2) Your ability to integrate and synthesize the current body of literature on the public health problem, demonstrated by your:

- Preparation of a comprehensive literature review (systematic review, if appropriate see separate document).
- Interpretation of findings from multiple research papers and understanding of the full body of research relevant to the public health problem.
- Interpretation of your own findings within the context of the current body of literature.
- Use or evaluation of proper study design, measurement of exposures and/or outcomes, biases and confounding, biostatistical methods and application.
- Explanation and interpretation of epidemiologic findings for a non-epidemiologist audience.
- Identify next steps and future questions that need to be addressed
- Articulation of how your findings could be applied in order to affect or diminish the problem at a population (or sub-population) level.

(3) Your ability to prepare a thesis that is:

- logically structured and organized; and
- includes figures that illustrate important findings, with proper formatting (e.g. legends, labeled axes, appropriate titles, etc.); and
- includes tables that convey important findings, organized and formatted efficiently (e.g. appropriate titles, headings, footnotes, legends, etc.).
(4) Your ability to write a thesis that is grammatically accurate, including:

- correct punctuation and spelling; and
- easily readable by epidemiologists; and
- appropriately and adequately referenced citations; and
- your own original work (please see Plagiarism modules).

(5) Your thesis adviser will evaluate you on your student professionalism, documented by your:

- Keeping appointments with your thesis adviser and being on time.
- Being prepared and organized at each meeting with your thesis adviser, which includes creating and sending an agenda before the meeting.
- Demonstrating appropriately paced progress on your thesis research.
- Preparing your thesis document.

The expectation is that you will get better in all aspects of your research during the course of your thesis work and your work will show growth across the year culminating in your final thesis.

**Masters Poster Session**

All Masters students are required to participate in the Masters Poster Symposium held at the end of their 2nd year. Participation is a requirement for partial fulfillment of the MHS and ScM degrees. Each student should prepare a 3’x4’ poster of their thesis work (no other work can be presented) and have approval of the poster from their adviser before presenting. Although the work done for the poster will represent the Masters student’s thesis, the adviser and any other research colleagues should be included as co-authors. In addition, any funding sources that supported the research directly or indirectly should be cited on the poster (in consultation with thesis adviser). Additional guidelines for the creation of a scientific poster will be disseminated to students at the quarterly Masters meetings. Students are expected to follow these guidelines. The poster will be printed only once, so students should carefully proofread their poster prior to submitting for printing. A poster title and abstract should be submitted to Ms. Fran Burman prior to the Masters Poster Symposium for inclusion in the program.

Attendees at the Masters Poster Symposium include fellow students, trainees and faculty.

Students who will not graduate in May are still required to present a poster. This poster must be approved by their adviser, and presented to the Masters Program Directors at least 3 weeks prior to the date by which the Department must certify student eligibility for award of degree to the School’s Office of Records & Registration. Students graduating in August or December must contact the Masters Program Directors by July 1 (August graduation) or November 1 (December graduation) to indicate their plans to graduate and determine a poster presentation date.
Timeline and Graduation Deadline by Degree

Timelines for graduation by degree are presented on the following pages.

Please note: Dates are subject to change. Students may access the most recent timelines at: https://my.jhsph.edu/Offices/StudentAffairs/RecordsRegistration/MastersCandidateInformation/Pages/default.aspx/

At the time of publication of this handbook, due dates for Summer Conferral 2017 were not yet available. Students who plan to graduate Summer 2017 should use the above link (https://my.jhsph.edu/Offices/StudentAffairs/RecordsRegistration/MastersCandidateInformation/Pages/default.aspx/) to identify timelines, and consult the Academic Program Manager, Fran Burman (franburman@jhu.edu) with any questions.

Per the School’s Policies and Procedures Manual, not more than four years may elapse between the date of matriculation and fulfillment of all requirements for the Masters degree.
# Timeline: MHS Students

<table>
<thead>
<tr>
<th>First-year Students</th>
<th>1st year of degree program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete required coursework</td>
<td>Once per term</td>
</tr>
<tr>
<td>Attend quarterly Masters meetings</td>
<td>Monthly during the 1st year of degree program</td>
</tr>
<tr>
<td>Meet with academic adviser</td>
<td>4th term of 1st year of degree program</td>
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<tr>
<td>Meet with thesis adviser</td>
<td></td>
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<tr>
<td>Pass the Department Comprehensive Exam</td>
<td>May 30-31, 2017</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Verification of completion of course requirements prior to 1st term 2017-18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete any additional required coursework</td>
</tr>
<tr>
<td>Attend quarterly Masters meetings</td>
</tr>
<tr>
<td>Meet with thesis adviser</td>
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<tr>
<td><strong>IRB Review</strong></td>
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<tr>
<td>Students has access to data</td>
</tr>
<tr>
<td>Submit thesis draft to adviser</td>
</tr>
<tr>
<td>Submit thesis title &amp; readers</td>
</tr>
<tr>
<td>Submit revised thesis to adviser</td>
</tr>
<tr>
<td>With adviser’s approval, submit thesis to reader</td>
</tr>
<tr>
<td>Present at Masters Posters Session</td>
</tr>
<tr>
<td>Thesis Acceptance Letters due to Fran Burman</td>
</tr>
<tr>
<td>Submit thesis to Eisenhower Library and to Jon Eichberger (<a href="mailto:je@jhu.edu">je@jhu.edu</a>)</td>
</tr>
<tr>
<td>School Convocation</td>
</tr>
<tr>
<td>Spring Conferral 2017</td>
</tr>
</tbody>
</table>

* Absolute deadline. Students who miss the deadline move to the following graduation date.
## Timeline: ScM Students

<table>
<thead>
<tr>
<th>First-year Students</th>
<th>1st year of degree program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete required coursework</td>
<td>Once per term</td>
</tr>
<tr>
<td>Attend quarterly Masters meetings</td>
<td></td>
</tr>
<tr>
<td>Meet with academic adviser</td>
<td>Monthly during the 1st year of degree program</td>
</tr>
<tr>
<td>Meet with thesis adviser</td>
<td>4th term of 1st year of degree program</td>
</tr>
<tr>
<td>Pass the Department Comprehensive Exam</td>
<td>May 30-31, 2017</td>
</tr>
</tbody>
</table>

| Verification of completion of course requirements prior to 1st term 2017-18 |
| Complete any additional required coursework | 2nd year of degree program |
| Attend quarterly Masters meetings | Once per Term |
| Meet with thesis adviser | As determined by student and adviser |
| IRB Review (PHRIST application) | 1st term, 2016-17 (if applicable) |
| Students has access to data | |
| Submit thesis draft to adviser | |
| Appointment of Thesis Readers form | |
| Submit revised thesis to adviser | |
| With adviser’s approval, submit thesis to reader | |
| Present at Masters Posters Session | |
| Thesis Acceptance Letters due to Fran Burman | |
| Submit thesis to Sheridan Library and to Jon Eichberger (je@jhu.edu) | |
| School Convocation | |
| Spring Conferral 2017 | |

<table>
<thead>
<tr>
<th>Second-year Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 27, 2017</td>
</tr>
<tr>
<td>Feb 10, 2017*; Submit to Edda Budlow in E1002</td>
</tr>
<tr>
<td>Feb 10, 2017</td>
</tr>
<tr>
<td>March 17, 2017</td>
</tr>
<tr>
<td>April 21, 2017*</td>
</tr>
<tr>
<td>April 21, 2017*</td>
</tr>
<tr>
<td>April 21, 2017*</td>
</tr>
<tr>
<td>April 21, 2017*</td>
</tr>
<tr>
<td>April 21, 2017*</td>
</tr>
<tr>
<td>May 23, 2017</td>
</tr>
<tr>
<td>May 24, 2017</td>
</tr>
</tbody>
</table>

* **Absolute deadline.** Students who miss the deadline move to the following graduation date.
Deadlines for graduation: MHS

These deadlines are set by the School and are non-negotiable; deadlines are subject to change.

The Johns Hopkins University
Bloomberg School of Public Health

Timetable for Completion of Degree Requirements
Master of Health Science (MHS), Master of Health Administration (MHA)
Master of Science in Public Health (MSPH) and Master of Public Policy (MPP)

If Graduation is planned for AY 2016-2017

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Due Dates for Summer Conferral August 26, 2016</th>
<th>Due Dates for Fall Conferral December 30, 2016</th>
<th>Due Dates for Spring Conferral May 24, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Special Project, OR Scholarly Report, OR paper, OR thesis has been submitted to the department chair or advisor.</td>
<td>Friday June 24, 2016</td>
<td>Friday October 21, 2016</td>
<td>Friday April 7, 2017</td>
</tr>
<tr>
<td>Department Chair has:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>° indicated in writing to the Office of Records &amp; Registration that all degree requirements have been fulfilled</td>
<td>Friday August 19, 2016</td>
<td>Friday December 23, 2016</td>
<td>Friday April 28, 2017</td>
</tr>
<tr>
<td>° certified the student’s eligibility for award of degree.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Tuesday, May 23, 2017
School Convocation* - Royal Farms Arena

Wednesday, May 24, 2017
University Commencement* - Royal Farms Arena

Diplomas for August and December graduates will be ordered at the time of conferral and will be mailed directly from the vendor. August and December graduates are welcome to participate in the May Convocation/Commencement ceremony (ies).

Please direct questions about any aspect of this proposed timetable to the Office of Records & Registration, ebudlow1@jhu.edu (these dates are subject to future changes)
Deadlines for graduation: ScM

These deadlines are set by the School and are non-negotiable; deadlines are subject to change.

The Johns Hopkins University
Bloomberg School of Public Health
Timetable for Completion of Degree Requirements
Master of Science (ScM) Candidates and Master of Bioethics (MBe)
If Graduation is planned for AY 2016-2017

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Due Dates for Summer Conferral</th>
<th>Due Dates for Fall Conferral</th>
<th>Due Dates for Spring Conferral</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student has:</td>
<td>Friday June 17, 2016</td>
<td>Friday October 21, 2016</td>
<td>Friday February 10, 2017</td>
</tr>
<tr>
<td>Verified with their Academic Coordinator that all academic requirements for the degree (except for submission of the thesis) have been fulfilled.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student has submitted:</td>
<td>Friday June 17, 2016</td>
<td>Friday October 21, 2016</td>
<td>Friday February 10, 2017</td>
</tr>
<tr>
<td>Appointment of Thesis Readers Form to the Office of Records &amp; Registration.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student has submitted:</td>
<td>Friday August 19, 2016</td>
<td>Friday December 23, 2016</td>
<td>Friday April 21, 2017</td>
</tr>
<tr>
<td>Thesis acceptance letters to the Office of Records &amp; Registration and electronic copy of thesis to Sheridan Library: <a href="http://etd.library.jhu.edu">http://etd.library.jhu.edu</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PLEASE NOTE: If thesis submission and acceptance letters are received after the last day of 8th term - summer registration will be required.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Tuesday, May 23, 2017 School Convocation* - Royal Farms Arena
Wednesday May 24, 2017 University Commencement* - Royal Farms Arena
* Diplomas for August and December graduates will be ordered at the time of conferral and will be mailed directly from the vendor. August and December graduates are welcome to participate in the May Convocation/Commencement ceremony (ies).

International Students should contact the Office of International Services before dropping registration. http://ois.jhu.edu/
Please direct questions about any aspect of this proposed timetable to the Office of Records & Registration, ebudlowl@jhu.edu

(These dates are subject to future changes)
Bachelors and masters combined program (BA/MHS)

Undergraduate students at Johns Hopkins University that are majoring in Public Health Studies and are already interested in pursuing advanced degrees can get a head start through these combined degree programs at the Bloomberg School.

The Bachelor of Arts (BA) and the Master of Health Science (MHS) combined degree program prepares students for further graduate work or prominent careers in research and science.

The benefit of the BA/MHS is that it allows Johns Hopkins University undergraduates (only) to take JHSPH courses during their undergraduate program, re-use up to 16 credits accumulated as undergraduates in the MHS program, and apply by June 1 without submitting GRE’s as long as their cumulative and JHSPH undergraduate grade point average remains above 3.0. Students who complete the BA/BS at JHU, become MHS candidates and follow the MHS program outlined in this Student Handbook.

All applicants are encouraged to complete multiple biology and other science/math courses prior to entering the program.

Dr. Terri Beaty (tbeaty1@jhu.edu) is the Director of the BA/MHS program for the Department.
# Timeline: BA/MHS Students

## Students enrolled in MHS Program

<table>
<thead>
<tr>
<th>Event</th>
<th>Time Frame</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete required coursework</td>
<td>1st term, 2016-17 (if applicable)</td>
</tr>
<tr>
<td>Attend quarterly Masters meetings</td>
<td>March 17, 2017</td>
</tr>
<tr>
<td>Meet with thesis adviser</td>
<td>As determined by student and adviser</td>
</tr>
<tr>
<td>Pass the Department Comprehensive Exam</td>
<td>May 30-31, 2017</td>
</tr>
<tr>
<td>IRB Review</td>
<td>1st year of degree program</td>
</tr>
<tr>
<td>Submit thesis draft to adviser</td>
<td>April 1, 2017; Submit to Fran Burman</td>
</tr>
<tr>
<td>Appointment of Thesis Readers form</td>
<td></td>
</tr>
<tr>
<td>Submit revised thesis to adviser</td>
<td>No later than April 7, 2017*</td>
</tr>
<tr>
<td>With adviser’s approval, submit thesis to reader</td>
<td>No later than April 14, 2017</td>
</tr>
<tr>
<td>Present at Masters Posters Session</td>
<td>April 21, 2017*</td>
</tr>
<tr>
<td>Thesis Acceptance Letters due to Fran Burman</td>
<td>April 26, 2017</td>
</tr>
<tr>
<td>Submit thesis to Sheridan Library and to Jon Eichberger (<a href="mailto:je@jhu.edu">je@jhu.edu</a>)</td>
<td>Eligibility for award of degree must be certified by April 28, 2017*</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Event</th>
<th>Time Frame</th>
</tr>
</thead>
<tbody>
<tr>
<td>Absolute deadline. Students who miss the deadline move to the following graduation date.</td>
<td></td>
</tr>
</tbody>
</table>

## BA Senior Year

<table>
<thead>
<tr>
<th>Event</th>
<th>Time Frame</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete 16 credits of coursework with a 3.0 GPA or better</td>
<td>Senior year of BA at JHU Homewood</td>
</tr>
<tr>
<td>Work with Epidemiology advisor to identify research project</td>
<td>After graduation from JHU Homewood</td>
</tr>
<tr>
<td></td>
<td>Recommended coursework: 140.621-140.624</td>
</tr>
</tbody>
</table>
Deadlines for graduation: BA/MHS

These deadlines are set by the School and are non-negotiable; deadlines are subject to change.

The Johns Hopkins University
Bloomberg School of Public Health

Timetable for Completion of Degree Requirements
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<tr>
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<td>Friday April 7, 2017</td>
</tr>
<tr>
<td>Department Chair has:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. indicated in writing to the Office of Records &amp; Registration that all degree requirements have been fulfilled</td>
<td>Friday August 19, 2016</td>
<td>Friday December 23, 2016</td>
<td>Friday April 28, 2017</td>
</tr>
<tr>
<td>2. certified the student’s eligibility for award of degree.</td>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>

Tuesday, May 23, 2017          School Convocation* - Royal Farms Arena

Wednesday, May 24, 2017        University Commencement* - Royal Farms Arena

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Please direct questions about any aspect of this proposed timetable to the Office of Records & Registration, ebudlow1@jhu.edu

(These dates are subject to future changes)
NON-DEGREE TRAINING

POST-DOCTORAL FELLOWS

The Department welcomes individuals who have completed doctoral degrees to postdoctoral fellow (PDF) affiliations. PDFs identify a mentor and enjoy advising from faculty and use of the School’s facilities.

PDFs should submit an application for the position through the Admissions Office. The Application requires proof of sponsorship by either the School or an outside agency for the entire period of the program. Post-doctoral fellows may not use personal funds to support themselves during their program. PDFs will not be able to register, be paid, and or buy health insurance until verification of their official receipt of the doctoral degree is filed and their PDF application is formally approved.

After being admitted to the Program, each fellow should design, in collaboration with their mentor, an Individualized Development Plan for their research time with the Department. PDFs should discuss the anticipated duration of their fellowship with their mentor when they begin the fellowship. PDFs wishing to extend their position beyond the agreed upon time in the acceptance letter will need to send a letter of request and a report of accomplishments or work completed over the past year to their adviser. After meeting with their adviser, PDFs should send these materials to the Academic Coordinator for the Department, Ebony Moore (eamoore@jhu.edu), and copy their adviser. PDFs are evaluated annually and must maintain an appropriate level of professionalism and scientific research for the duration of their program. PDFs must adhere to the student code of conduct for all students of the Johns Hopkins Bloomberg School of Public Health.

PDFs are considered non-degree seeking students until December 2016, and should register for 16 credits during each course term. The Postdoctoral Research Credits course number is 340.830. Tuition for PDFs is set at $200 per term by the School and a postdoctoral scholarship covering tuition is generally granted. PDFs have the option of taking up to 16 credits of courses during their fellowship period. PDFs who wish to take academic classes should discuss this with their research mentor (adviser) as part of their IDP; these courses cannot be transferred into a degree program at a later date. Please visit the School’s PDF website and PDF guidebook for additional critical information.

Internal doctoral degree candidates (PhD, ScD, and DrPH) or masters students who hold a doctoral degree and who will be completing their dissertations or theses may choose to "stay on and finish" their work with their adviser. The proper mechanism for doing so is the PDF program. Students who wish to continue their collaborations or research or submit their manuscripts for publication should submit a formal application to the School through the Admissions Office; submit a letter of support from their mentor; and a brief statement of their intended research.

We encourage Epidemiology Department PDFs to participate in the Epidemiology Postdoctoral Association (EpiPDA) and in the Johns Hopkins Postdoctoral Association (JHPDA, http://jhpda2.jhu.edu). The EpiPDA is supported by the department and holds monthly research and professional development seminars. To join the EpiPDA listserv, please email Jonathan Eichberger at je@jhu.edu.
Upon satisfactory completion of their program, PDFs are issued a Certificate of Completion. PDFs must submit a request form and provide an updated curriculum vitae, a forwarding address, and the start and end dates approved by their mentor to the Academic Support Core (JHSPH.epiasc@jhu.edu). Further questions may be directed to the Academic Coordinator, Ebony Moore, at eamoore@jhu.edu.

Fran Burman (FranBurman@jhu.edu) is the Epidemiology Department Academic Program Manager. Please feel free to reach out to her with any questions about PDF orientation or logistics.

Helpful Links

- JHSPH Postdoctoral Training
- Guidelines for PDF Stipend Levels
- Postdoctoral Fellows Policy and Procedure Manual (PPM)
- Postdoctoral Fellows Guidebook
- Johns Hopkins Postdoctoral Association (JHPDA) - School of Public Health Committee

CERTIFICATE PROGRAMS

Certificate Programs offer focused academic training in specific areas of public health. They provide a focused way of integrating ones electives courses into a research area of interest. The School offers over 30 certificates outlined here: [http://www.jhsph.edu/academics/certificate-programs/](http://www.jhsph.edu/academics/certificate-programs/).

The Certificates offered by the Department of Epidemiology are:

- Clinical Trials
- Epidemiology for Public Health Professionals
- Healthcare Epidemiology and Infection Prevention and Control
- Pharmacoepidemiology and Drug Safety Certificate

Generally, students interested in a particular certificate will need to forward a brief statement and the CV to the contact person listed. The statement should indicate research / professional interest and background preparation for the certificate and explain how the additional certificate will be beneficial to the student’s career. Many of the Certificates also require a planning chart of the courses including term / year to meet the Certificate’s requirements.

Applying for a certificate as an enrolled degree candidate in Epidemiology at JHSPH: [http://www.jhsph.edu/academics/certificate-programs/how-to-apply/jhsph-degree-students.html](http://www.jhsph.edu/academics/certificate-programs/how-to-apply/jhsph-degree-students.html)
Once the Certificate requirements have been satisfied, please complete the Notification of Completion Form in its entirety: http://www.jhsph.edu/academics/certificate-programs/_docs/Notification%20of%20Certificate%20Program%20Completion_5_16_16.pdf

Many of the Certificates require formal acceptance prior to beginning the coursework. Students cannot just submit a completion notification without prior admittance to the program.

Please see the individual certificate page or the Certificate FAQs for more information.
Track-Specific Activities
(Journal Clubs, Research-in-Progress Meetings, Seminars)

Each Track holds journal clubs, Research-in-Progress meetings, and other activities that Track students are expected to attend. These activities are opportunities to engage and interact with Track faculty and fellow students and post-doctoral fellows, and to participate and present in the topic area of the student’s Track. These opportunities are open to all students in the Department. Students are strongly encouraged to attend activities of interest outside of their Track.

Journal Clubs

• **Cancer Epidemiology, Prevention, & Control Journal Club**
  Faculty Coordinator: Dr. Kala Visvanathan
  Staff contact: Debbie Morgan-Meadows demorgan@jhsph.edu
  Student Coordinators: Hilary Robbins hilary.robbins@jhmi.edu & Marcy Shaeffer mschae18@jhu.edu
  Fourth Mondays at 12:15 PM

• **Welch Center Journal Club**
  Faculty Coordinator: Dr. Elizabeth Selvin
  Staff Coordinator: Kristen Etzel ketzel1@jhmi.edu
  Student contact: Molly Jung mjung11@jhu.edu
  Every Tuesday from 12:00PM to 1:20PM
  *(Epidemiology students can register for credit, the course is Welch Center Research Seminar 340.871)*

• **Center for Clinical Trials Journal Club**
  Faculty Coordinators: Drs. Roberta Scherer & Ian Saldanha
  Third Thursdays at 12:15 PM

• **Epidemiology of Aging Journal Club**
  Faculty Coordinator: Dr. Jennifer Deal
  Student Coordinator: Nadia Chu nchu8@jhu.edu
  Center on Aging and Health, Suite 2-700
  Fourth Mondays at 12:15

• **Journal Club of Environmental Epidemiology (with Environmental Health Sciences)**
  Faculty Coordinator: Eliseo Guallar
  Second and Fourth Mondays at 12:15 PM

• **General Epidemiology and Methodology Journal Club**
  Faculty Coordinator: Dr. Bryan Lau
  Student Coordinators: Marc Kealhofer mkealho1@jhmi.edu & Sarah Newman sneuma22@jhmi.edu
  Second Thursdays at 12:15 PM
• **Genetic Epidemiology Journal Club**  
  Faculty Coordinators: Dr. Christine Ladd-Acosta  
  Student Coordinator: Woori Kim [wkim42@jhu.edu](mailto:wkim42@jhu.edu)  
  Second and Fourth Tuesdays at 12:15 PM

• **Infectious Diseases Journal Club**  
  Faculty Coordinators: Dr. Colleen Hanrahan & Dr. Sheree Schwartz  
  Student Coordinator: Talia Quandelacy [taliaquandelacy@jhu.edu](mailto:taliaquandelacy@jhu.edu)  
  Fourth Mondays at 12:15 PM

• **Social Epidemiology Journal Club**  
  Faculty Coordinator: Dr. Tom Glass  
  Fourth Tuesdays at 12:15 PM

• **Center for Autism and Developmental Disabilities Epidemiology Journal Club**  
  Faculty Coordinator: Dr. Dani Fallin  
  Third Tuesdays at 12:15 PM
Research-in-Progress Meetings

• Cancer Epidemiology, Prevention, & Control Research-in-Progress
  Faculty Coordinator: Dr. Kala Visvanathan
  Staff contact: Debbie Morgan- Meadows demorgan@jhsph.edu
  Student Coordinators: Lauren Hurwitz and Cody Ramin
  Second Tuesdays at 12:15 PM

• Cardiovascular Disease & Clinical Epidemiology Research-in-Progress
  Faculty Coordinator: Dr. Kunihiro Matsushita
  Staff contact: Deb Capecci dcapecc3@jhu.edu
  Second and Fourth Mondays at 12:15 PM

• Center for Clinical Trials Research-in-Progress
  Faculty Coordinators: Mr. Mark Van Natta
  Staff Contact: Ms. Betty Collison bcolliso@jhsph.edu
  Day / time: as requested by student presenters

• Epidemiology and Biostatistics of Aging Research-in-Progress
  Faculty Coordinator: Dr. Karen Bandeen-Roche
  Staff Coordinator: Brian Buta bbuta1@jhmi.edu
  Second and Fourth Mondays at 3:30 PM - 4:30 PM;
  Center on Aging and Health; Suite 2-700;
  Website: http://coah.jhu.edu/events/eba-rip.html

• General Epidemiology Research-in-Progress
  Faculty Coordinator: Dr. Bryan Lau
  Student Coordinators: Allison McFall amcfall2@jhu.edu &
  Adaeze Wosu awosu1@jhmi.edu
  First Tuesdays at 12:15 PM

• Genetic Epidemiology MD-GEM Seminars & Research-in-Progress
  Faculty Coordinator: Dr. Priya Duggal
  First Tuesdays at 12 PM

• Infectious Diseases Research-in-Progress
  Faculty Coordinator: Dr. David Dowdy
  Student Coordinator: Katie Goodman kgoodma7@jhu.edu
  Second Mondays at 12:15 PM
Other Seminars

• **LunchLearnLink: Cancer Prevention & Control Seminar**
  
  [http://cpc.onc.jhmi.edu](http://cpc.onc.jhmi.edu)
  
  Second and fourth Thursdays at 12 PM

• **Methods and Ideas in Cardiovascular Epidemiology Interest Group**
  
  Faculty Coordinator: Dr. Josef Coresh & Dr. Elizabeth Selvin
  
  Staff contact: Deb Capecci [dcapecc3@jhu.edu](mailto:dcapecc3@jhu.edu)
  
  First and third Fridays at 10:00 AM

• **Center for Aging and Health Scientific Seminar Series**
  
  Faculty Coordinator: Dr. David Roth
  
  Staff Coordinator: Suzette Wright [swright@jhu.edu](mailto:swright@jhu.edu)
  
  First Mondays at 3:30 - 5PM

• **Center for Clinical Trials Seminar Series**
  
  Faculty Coordinator: Dr. Kay Dickersin
  
  First Thursdays at 8:30 AM - 9:30 AM

• **Center for Drug Safety and Effectiveness**
  
  Faculty Coordinator: Drs. Caleb Alexander & Jodi Segal
  
  Fourth Mondays at 12 - 1 PM
  
ACADEMIC ETHICS POLICY

Students and faculty at the Bloomberg School of Public Health are responsible for maintaining the academic integrity of the School and for adhering to policies outlined in the Student Academic Ethics Code ([https://my.jhsph.edu/Resources/PoliciesProcedures/ppm/PolicyProcedureMemoranda/Students_06_Student_Conduct_Code_012215.pdf](https://my.jhsph.edu/Resources/PoliciesProcedures/ppm/PolicyProcedureMemoranda/Students_06_Student_Conduct_Code_012215.pdf)). Violations of academic integrity include, but are not limited to: cheating, plagiarism, knowingly furnishing false information to any agent of the University for inclusion in the academic record, violation of the rights and welfare of human or animal subjects in research, and misconduct as a member of either School or University committees or recognized groups or organizations. Additional information regarding the policies and procedures related to the Academic Ethics Code may be found at the Office for Academic Integrity ([http://www.jhsph.edu/offices-and-services/office-of-academic-affairs/academic-integrity/](http://www.jhsph.edu/offices-and-services/office-of-academic-affairs/academic-integrity/)).

CHANGE OF ADVISER

For a variety of reasons, a student or a faculty member may wish for a student to change advisers. Student-initiated changes of adviser are made without penalty. Requests should be written in a letter addressed to the chair of the Admissions and Credentials Committee and counter-signed by the adviser. Requests to change Track also require the signature of the Track-head.

Faculty wishing to initiate a change should discuss this change with the Admissions and Credentials Committee. Faculty will need to submit a report of the student's progress at the time of this request.

CITATIONS AND REFERENCES


COURSE WAIVERS

- Can be requested with proof of similar coursework or training
- Requires advisor and primary instructor (if Epidemiology course) consent as well as approval from the Admissions and Credentials Committee
- 340.751-753 and the Biostatistics series may not be waived
DEPARTMENTAL REVIEW OF ACADEMIC PROGRESS

Students are expected to earn A’s and B’s in Epidemiology coursework, maintain a cumulative 3.0 GPA and pass written comprehensive exams at the designated level.

Any grade of D or F in a required course may constitute grounds for removal from degree candidacy. Other grounds for removal from degree candidacy are:

- Two grades of D or F or any combination thereof in elective courses;
- Failure to maintain a minimum cumulative GPA of 3.0;
- Failure on one or both parts of the comprehensive exam;
- Failure to maintain progress on dissertation research/thesis projects; or
- Academic or behavioral ethics violations

In such cases, after reviewing the student's performance, the Departmental Admissions and Credentials Committee will make a recommendation to the Department Chair regarding the student's continuation in the program. Occasionally, students may be placed on academic probation within the department prior to dismissal. This time period will permit students to attempt to bring their GPA above 3.0 if applicable, and attend courses through the end of the academic year. However, students who earn a grade below B while on academic probation face review and termination from the program. Conversely, any student whose GPA removes them from academic probation will be notified and reported to the Admissions and Credentials Committee.

Students may choose to withdraw from the program or School at any time but should consult with their adviser and Academic Program Manager prior to making this decision. Failure to maintain registration is considered withdrawal from the School.

Each summer, the Academic Program Manager reviews the academic transcripts of the first-year students to verify completion of required courses. Students and their advisers are notified of the courses they still need to complete. Students should review this material with their adviser and register for any remaining required coursework.

LEAVE OF ABSENCE

- Requires completion of request form from the Registrar's office and a $50 fee per term for the duration of the absence that must be paid in full to the Business Office prior to departure
- Students on Leave of Absence (LOA) are not required or permitted to continue coursework or dissertation research while on LOA
- Returning students must:
  - Meet with their adviser and devise a timeline for completion of program requirements and
  - Prior to registration, submit a letter to the Admissions and Credentials Committee, with attached timeline and endorsement of adviser petitioning reinstatement for approval
REGISTRATION
Full-time students must maintain a minimum registration of 16 credits per term through completion of all degree requirements. Students wishing to drop below 16 credits must consult with their adviser and the Academic Program Manager.

REGISTRATION FOR THE PASS/FAIL OPTION
Students may take courses pass/fail as long as the course is not a core course in the Department and is not required by their Track. Students should obtain consent from their academic adviser to take a course pass/fail. Students who must submit grades to employers, to funding agencies, or to other academic programs should also consult the appropriate offices before electing the pass/fail option. Instructors evaluate student performance without regard to grading status and to give students appropriate feedback regarding their performance throughout the term. A grade of P will be recorded on the official grade roster for those students who have elected the pass/fail option and whose performance would otherwise be rated as A, B, or C.

TIME STATUS CHANGE (FULL-TIME TO PART-TIME)
- Requires letter with explanation of need to the Admissions and Credentials Committee and approval one term prior to planned change
- International students also require approval from the Office of International Services

TRANSFERS
Horizontal
- Masters to Masters (except MPH)
- Doctoral to Doctoral (PhD/ScD)
- Requires adviser approval and a written request to Admissions and Credentials Committee
- To transfer to the MPH program, the student must complete an application through the Admissions Office

Vertical
The Department does not accept vertical transfer requests.

Inter-Departmental
- Requires application review and letter of recommendation and release from current department
- Registrar's office is notified in writing upon approval from the Admissions and Credentials Committee
TRAVEL ABROAD

Students traveling outside of the United States for any reason other than vacation must register their itinerary online through the JHU International Travel Registry (https://travelregistry.johnshopkins.edu/Travel). Students must also complete the Graduate Student Study Release Form (https://my.jhsph.edu/sites/itr/Documents/Graduate_Student_Study_Release_Form_9_Apr_2013.pdf) and submit it to the Academic Program Manager (Fran Burman, W6503) before leaving the country. If you will be traveling repeatedly to the same location, you must complete the form each time. Alternatively, you can list each set of travel dates on the form.

You should always check the State Department Travel Warnings and CDC Travel Advisories before traveling and check-in with the U.S. Embassy upon arrival in the country you visit. The University provides emergency travel insurance through International SOS. Travelers should be aware of this service prior to leaving the United States.
FINANCIAL INFORMATION

MASTER’S STUDENT FINANCIAL SUPPORT

Master’s Tuition Scholarship

The School (not the Department) provides Masters Tuitions Scholarships in the 2nd year in the amount of 75% tuition for students who have completed the first year curriculum (and 64 credits) and who have passed the written comprehensive exams. The Masters Tuitions Scholarship covers four terms only and is only awarded when students have registered for a minimum of 16 credits per term.

Department Endowments (continuing students)

The following awards are sponsored by the Department of Epidemiology for Master’s degree candidates in the Department. Requests for nomination are issued every December, and applications are received and reviewed by the Department’s Honors and Awards Committee; award recipients are notified in the spring.

- **Miriam Brailey Fund**
  The fund is named after Dr. Brailey, the first woman to be named to the Department’s faculty. It was established by Dr. Jonathan Samet in 2000. The fund is designated as incoming support for graduate training and research in the Department of Epidemiology and will support members of underserved populations.

- **The Trudy Bush Fund**
  Family and friends of Dr. Trudy Bush, a former faculty member in the Department of Epidemiology, have created this fund in her memory to support a student pursuing a MHS or ScM degree in the Department of Epidemiology with a specialization in women’s health.

- **Charlotte Ferencz Scholarship**
  Dr. Ferencz devoted her professional life to unraveling the enormously complex issues posed by congenital heart disease. This scholarship supports students’ research projects in the field of maternal and child health epidemiology. The intention of the Scholarship is to have the research, which may be part of the faculty’s work, lead to a student’s doctoral or master’s thesis.
- **Anna Huffstutler Stiles Scholarship**
  Created by Dr. H. M. "Mac" Stiles in memory of his mother, Anna Huffstutler Stiles, this scholarship will support graduate students in the Department of Epidemiology. Preference will be given to an outstanding second-year master's student.

- **The Abe Lilienfeld Scholarship Fund**
  This endowment was established by Johns Alexander, MD, MPH, in memory of this distinguished former faculty member. Preference will be given to outstanding students in the area of applied epidemiology.

- **The Dorothy and Arthur Samet Student Support Fund in Epidemiology**
  This endowment was established by Dr. Jonathan Samet in 1996 to create a general fund to support student research or other activities. No application procedure is required; faculty members will nominate a qualified student. The award is presented to Master’s or doctoral students whose dissertation research and/or extracurricular activities, exemplifies a significant contribution in the field of epidemiology.

- **Louis I. Dublin and Thomas D. Dublin Fund for the Advancement of Epidemiology and Biostatistics**
  The award in Biostatistics and Epidemiology will support graduate student research. The award is open to current and new students in both departments. Selections will alternate annually between Epidemiology and Biostatistics. The winner of this award will be selected by the Department of Biostatistics. Per the website, application material is due in February.

- **The Nancy Fink Scholarship and Service Award**
  The award was established to honor the memory of Nancy Fink, MA, MPH (http://www.jhsph.edu/research/centers-and-institutes/welch-center-for-prevention-epidemiology-and-clinical-research/news/News_2010/NancyFink.html), a beloved faculty member of the Welch Center and a Senior Scientist in the Department of Epidemiology and jointly in the Department of Medicine, who passed away in 2010. The fund supports an accomplished master's student in the Department of Epidemiology.
Other Department Support Funds Available to Masters Students

The following awards are sponsored by the Department of Epidemiology for degree candidates in the Department. These awards are offered to the Department’s student body. Applications will be reviewed by the Department’s Honors & Awards Committee. Please contact the Student Funding Coordinator to receive more information about these funds.

- **Student Travel Support Fund in Epidemiology**
  This fund supports student travel to present at conferences, symposiums, and the Society of Epidemiologic Research annual meeting. Additional notes: poster or presentation must be directly related to the dissertation and be accepted by the symposium or conference. It is a one-time award per student. Review will be ongoing throughout the year. Applicants will submit a letter requesting funds, a copy of their abstract, a letter of acceptance from the conference, and a travel budget of up to $500 to the Student Financial Coordinator for distribution to the Honors and Awards members (only registration costs will be granted to Masters student or Postdoctoral applicants). Students must be degree candidates in the Department of Epidemiology (MHS, ScM, PhD, ScD, DrPH or Postdoctoral) at the time of the conference to receive funds.

- **The Marilyn Menkes Book Award**
  The Marilyn Menkes Book Award was established in 1988 by friends and colleagues of Dr. Marilyn Spivak Menkes to commemorate her personal integrity and academic excellence. Each year, the students select nominees and vote on the awardee. The award is a $100 prize toward the purchase of a book selected by the winner and presented to the recipient at the Department of Epidemiology’s annual awards reception. Balloting is generally held during third term each year.
DOCTORAL STUDENT FINANCIAL SUPPORT

The Department of Epidemiology is committed to helping students pay for their graduate education. Sources of student support are outlined in this Handbook. New, incoming doctoral students are considered for all possible training grant positions and tuition support both in the Department and at the School.

Students are offered a five year scholarship package beginning with the initial year of their doctoral program. Support beyond the first year is contingent on the successful completion of 64 credits with a 3.0 GPA. In addition, students must successfully pass the departmental written comprehensive examination.

The standard level of departmental support is 100% for the first two years of training, 85% support in years 3 and 4, and 50% support for a fifth year if needed. Each spring, students are asked to complete a student funding plan and thesis timeline regarding their anticipated needs for the upcoming year. It is assumed that students who do not submit the form(s) on time do not require tuition funds from the Department. Students receiving any of the support mentioned above (including those in training grant positions) must request tuition support for each year of the program. The Student Financial Coordinator, (Matthew Miller), handles all tuition requests for the Department and the Admissions and Credentials Committee. He is located in W6510 and can be reached at mmille16@jhu.edu, 410-955-2714.

Selection of all funding packages is made by the Admissions and Credentials Committee prior to the start of the academic year and is not subject to revision based on exceptional performance. However, continued funding support is contingent on satisfactory progress in one’s doctoral program. All students must remain full time (a minimum of 16 credits per term) throughout the program in order to qualify for Department tuition support.

Special Note:

Students under special circumstances (birth or adoption of child, poor health, extended family emergencies, etc.) may request a Leave of Absence Period from their program. It is expected that the student will pay the required leave of absence fee ($50 per term). Those who take a leave of absence MAY be eligible to request funding terms beyond the normal period of support provided satisfactory progress has been achieved. All extended support must be granted by the Admissions and Credentials Committee who will determine if adequate progress has been achieved to warrant support.

For example: a student who went on Leave of Absence for two terms (for the birth of her child) during her third year of support MAY be eligible to request those lost two terms of Department support during her sixth year, provided she is close to defense of her thesis.
NIH NRSA T32 TRAINING GRANTS (Pre- and Post-doctoral fellowships)

The Department offers a limited number of NIH-supported, pre- and postdoctoral fellowship opportunities for U.S. citizens or U.S. permanent residents. Decisions regarding the distribution of funds for tuition and stipend support are made by Committees representing the various training grants and headed by the principal investigators. For the 2016-2017 academic year these are:

- **Epidemiology and Biostatistics of Aging Training Program**
  - Dr. Karen Bandeen-Roche

- **Cancer Epidemiology Training Program**
  - Dr. Elizabeth Platz

- **Cardiovascular Epidemiology Institutional Training Program**
  - Drs. Josef Coresh & Elizabeth Selvin

- **Eye and Vision Genomics Training Program**
  - Drs. Terri Beaty & Robert Wojciechowski

- **Johns Hopkins HIV Epidemiology Prevention Sciences Training Program**
  - Drs. Chris Beyrer & Shruti Mehta

- **Johns Hopkins Training Program in STIs (predoctoral only)**
  - Drs. Susan Sherman & Jacky Jennings

- **Renal Disease Epidemiology Training Grant (postdoctoral only)**
  - Dr. Lawrence Appel

Other Training Awards (Non-NIH)

- **MD-GEM: The Maryland Genetics, Epidemiology, and Medicine Training Program (predoctoral only)**
  
  Sponsored by the Burroughs Wellcome Fund
  Drs. Priya Duggal & David Valle

- Additional training grants are available through the [Welch Center for Prevention Epidemiology and Clinical Research](http://www.jhspih.edu/academics/graduate-training-programs-in-clinical-investigation/).
Upon notification of selection to receive support, a student should direct fiscal questions to the Student Financial Coordinator in Room W6510, 410-955-2714. Additionally, departmental students may be supported on grants housed in other departments such as Environmental Health Sciences, Mental Health, and the School of Medicine. However, it is necessary that this information be relayed to the Student Financial Coordinator for administrative purposes.

A complete list of training programs available at the Bloomberg School of Public Health can be found online (http://www.jhsph.edu/academics/programs/trainings).

Departmental of Epidemiology Teaching Fellowships

Each year a call for applications will be issued by the Department for four named, prestigious teaching fellowships. Four doctoral students will be selected each year by a special committee of faculty instructors as the recipients. Each recipient will serve as an ongoing TA across the sequential terms of either the Epidemiology Professional Methods Series or the Epidemiology Methods series in a single academic year.

Requirements include:
- Must have completed the full 1st year Epidemiology curriculum
- Must be an active PhD, ScD, or DrPH student in Epidemiology at the time of award
- Must maintain full-time status over the duration of the fellowship
- Must serve as TA in all courses in a 4 course methods sequence [Epidemiologic Methods (Lilienfeld and Szklo) or Professional Epidemiology (Langmuir and Gordis)]
- Must serve as lead TA in one of the four courses; unless a waiver is granted from all 4 course instructors
- US Citizens & Foreign students are both eligible

Benefits include:
- $18,000 semi-monthly student salary paid over 24 pay periods. This work constitutes the equivalent of 15 hours per week; fellows may hold other research positions not to exceed 5 hours per week during the affected 4 terms (Summer Term excluded).
- Additional tuition support from the Department up to a maximum of 25% on top of current projected Department scholarship
- Individual-level Health Insurance Support and UHS Clinic Fee Support (per JHSPH rates)
- Fulfills 2 of 3 required courses for the in-classroom training component of the TA Curriculum
The four fellowships are:

- **The Alexander Langmuir Teaching Fellowship in Professional Epidemiology**
  - Serves in 4-course sequence of Epidemiology Professional Series

  Alexander Langmuir (1910-1993), "the father of shoe leather epidemiology", created the Epidemic Intelligence Service (EIS) at the Centers for Disease Control and contributed greatly to polio eradication efforts in the United States. Dr. Langmuir earned his M.P.H. from the Johns Hopkins School of Hygiene and Public Health and taught at the School from 1988 until his death. Recipients of the Langmuir Teaching Assistantship carry on his strong commitment to professional epidemiology by serving as a teaching assistant for the four courses in our Professional Epidemiology Methods course sequence.

  [Website](http://www.jhsph.edu/about/history/heroes-of-public-health/alexander-langmuir.html)

- **The Leon Gordis Teaching Fellowship in Professional Epidemiology**
  - Serves in 4-course sequence of Epidemiology Professional Series

  Leon Gordis (1934-2015), pediatrician and epidemiologist, was a prolific author and contributor to many fields of epidemiology and health care. One of the most revered professors of public health, Dr. Gordis is perhaps best known for his teaching of the course “Principles of Epidemiology” at the Johns Hopkins School of Hygiene and Public Health and his widely heralded textbook “Epidemiology”, first published in 1996 and now in its fifth edition. Dr. Gordis joined the faculty of the Department of Pediatrics in the Johns Hopkins School of Medicine in 1966, earned a M.P.H. and a Dr.P.H. from the Johns Hopkins School of Hygiene and Public Health in 1966 and 1968, respectively, and served as the Department of Epidemiology’s fifth chair from 1975-1993. In 2009, he was honored with a teaching fellowship program that supports graduate students in epidemiology engaged in teaching undergraduate students in the public health major at the Johns Hopkins Krieger School of Arts & Sciences. Recipients of the Gordis Teaching Assistantship carry on his strong commitment to teaching and to epidemiology by serving as a teaching assistant for the four courses in our Professional Epidemiology Methods course sequence.

  [Website](http://aje.oxfordjournals.org/content/182/10/823.full?sid=3d863999-3620-4ebd-b756-7ec734181cdc)

- **The Moyses Szklo Teaching Fellowship in Epidemiologic Methods**
  - Serves in 4-course sequence of Epidemiologic Methods

  Moyses Szklo is an American epidemiologist and physician scientist. He is currently a Professor of Epidemiology and Medicine at the Johns Hopkins University, Editor-in-chief of the American Journal of Epidemiology, and director of the Johns Hopkins Summer Institute of Epidemiology and Biostatistics. Dr. Szklo has published over 300 articles in peer-reviewed journals as well as a major textbook of epidemiology, “Epidemiology: Beyond the Basics”. Dr. Szklo earned his M.P.H. from the Johns Hopkins University School of Hygiene and Public Health in 1972 and his Dr.P.H. in 1974. Recipients of the Szklo Teaching Assistantship carry on his strong commitment to teaching and to epidemiology by serving as a teaching assistant for the four courses in our Epidemiologic Methods course sequence.

  [Website](https://en.wikipedia.org/wiki/Moyses_Szklo)
The Abraham Lilienfeld Teaching Fellowship in Epidemiologic Methods

- Serves in 4-course sequence of Epidemiologic Methods

  Known as the "father of contemporary chronic disease epidemiology", Abraham Lilienfeld (1920-1984) was an expert in cancer research and contributed greatly to the landmark 1964 Smoking and Health report issued by the 9th US Surgeon General. Dr. Lilienfeld earned his M.P.H. in 1949 from the Johns Hopkins University School of Hygiene and Public Health, served on the faculty from 1950-1954 and again from 1958 until his death, serving as Chair of the Department from 1970-1975. Recipients of the Lilienfeld Teaching Assistantship carry on his strong commitment to teaching by serving as a teaching assistant for the four courses in our Epidemiologic Methods course sequence.

  http://www.jhsph.edu/about/history/heroes-of-public-health/abraham-lilienfeld.html

  For more information about the Teaching Fellowships, please contact the Director of Graduate Education, Dr. Jennifer Deal (jdeal1@jhu.edu).

Department Endowments (incoming students)

The following awards are sponsored by the Department of Epidemiology for degree candidates in the Department. These awards are issued to incoming students by the Admissions & Credentials Committee; there is no application process outside of a review of each student’s application package.

- The Mary Meyers Scholars Program in Epidemiology

  The Department of Epidemiology is pleased to have generous and competitive scholarship program designed to identify, select, and support outstanding doctoral applicants. Selected incoming doctoral students will receive tuition support and stipend support. The program is open only to new students enrolling at JHSPH for the first time. The program provides a stipend and a full-tuition grant to cover the first year of the doctoral program for the selected candidates.

  The Department expects to fund 1-2 students annually. Priority is granted to the very top candidates in reproductive and infant and child health from each entering class. Further funds may be available to the initial awardees for their subsequent years of study on a competitive renewal process. The Honors & Awards Committee will review and award continuing support if warranted.

  The Scholars Program was originally established in 1981 by Dr. Meyer’s family and friends as a lasting memorial to an associate professor who gave much to students and to the School. Through the continued generosity of her family, the Mary Meyer Award is now known as the Mary Meyer Scholars Program.
• **The Robert Dyar Award**

Dr. Robert Dyar (MPH '37, DrPH '38) established this award to support Department of Epidemiology students who are concurrently pursuing medical degrees and who demonstrate a commitment to incorporating these fields in their research and future careers. The award is designed for incoming Epidemiology graduate students also seeking medical degrees and is open to PhD, ScD, and DrPH applicants. Funds will be used to offset tuition or issue a stipend.

The following awards are sponsored by the Department of Epidemiology for degree candidates in the Department. Each year, an announcement will be made regarding the details of these individual endowments. The awards are issued by the Department’s Honors & Awards Committee.

• **Harvey M. Meyerhoff Fellowship in Cancer Prevention**

This endowment was established by the Joseph Meyerhoff Family Charitable Funds in 2003 to assist with cancer prevention efforts. Income from this fund will support stipend or tuition to a doctoral student in the Department of Epidemiology whose research focuses on the epidemiology of cancer and cancer prevention.

The following awards are sponsored by the Department of Epidemiology for degree candidates in the Department. Requests for nomination are issued every December, and applications are received and reviewed by the Department’s Honors and Awards Committee; award recipients are notified in the spring.

• **Miriam Brailey Fund**

The fund is named after Dr. Brailey, the first woman to be named to the Department’s faculty. It was established by Dr. Jonathan Samet in 2000. The fund is designated as incoming support for graduate training and research in the Department of Epidemiology and will support members of underserved populations.

• **Dr. & Mrs. Roscoe Moore Jr. Scholarship**

Dr. and Mrs. Roscoe Moore established this fund in 2000. The fund will be used to support doctoral students. All eligible students are considered with preference given to graduates of historically black colleges and universities.

• **The Charlotte Silverman Award**

This award was established by Dr. Silverman in 1996 to acknowledge scholarly endeavors related to epidemiology and public policy with the goal of improving the health of communities. This award is designed to recognize Department of Epidemiology doctoral students and newer faculty for outreach projects involving significant research, education and/or service.
• **Charlotte Ferencz Scholarship**

Dr. Ferencz devoted her professional life to unraveling the enormously complex issues posed by congenital heart disease. This scholarship supports students’ research projects in the field of maternal and child health epidemiology. The intention of the Scholarship is to have the research, which may be part of the faculty’s work, lead to a student’s doctoral or master’s thesis.

• **The Jean Coombs Award**

This endowment was established by the estate of Jean Coombs (PhD ‘78). Preference is given to a doctoral student whose dissertation research concerns cancer or childhood diseases.

• **The Abe Lilienfeld Scholarship Fund**

This endowment was established by Johns Alexander, MD, MPH, in memory of this distinguished former faculty member. Preference will be given to outstanding students in the area of applied epidemiology.

• **The Dorothy and Arthur Samet Student Support Fund in Epidemiology**

This endowment was established by Dr. Jonathan Samet in 1996 to create a general fund to support student research or other activities. No application procedure is required; faculty members will nominate a qualified student. The award is presented to Master’s or doctoral students whose dissertation research and/or extracurricular activities, exemplifies a significant contribution in the field of epidemiology.

• **Louis I. Dublin and Thomas D. Dublin Fund for the Advancement of Epidemiology and Biostatistics**

The award in Biostatistics and Epidemiology will support graduate student research. The award is open to current and new students in both departments. Selections will alternate annually between Epidemiology and Biostatistics. The winner of this award will be selected by the Department of Biostatistics. Per the website, application material is due in February.

• **The Ellen B. Gold Fund for Epidemiology**

Income from the fund supports graduate students in the Department of Epidemiology. At least one award will be given each year to an academically outstanding doctoral student with financial need, who is within his or her first five years of studies.
Other Department Support Funds Available to Doctoral Students

The following awards are sponsored by the Department of Epidemiology for degree candidates in the Department. These awards are offered to the Department’s student body. Applications will be reviewed by the Department’s Honors & Awards Committee. Please contact the Student Funding Coordinator to receive more information about these funds.

- **Doctoral Thesis Research Fund**

  The Department awards approximately 10 research grants each year to enable doctoral students to conduct research in the field of Epidemiology. The grant is designated for start-up funds of up to $5,000 for doctoral thesis research and may be used for basic costs such as photocopying, buying of materials and supplies, payment of interviewers, etc. Application forms (contact the Student Financial Coordinator for details) should be completed including a statement of whether or not the project could be conducted without the Department funding, include the itemized budget, and include the 3-5 page thesis proposal. Applications should be submitted to the Student Financial Coordinator’s Office (W6510) upon successful completion of the preliminary oral exam and IRB approval. Applications are reviewed by the members of the Honor and Awards Committee in a review cycle (to be determined). Students must be post-oral doctoral degree candidates in the Department of Epidemiology (PhD, ScD or DrPH) at the time of support. Applications should be received on October 31st and March 31st of each year respectively.

- **Student Travel Support Fund in Epidemiology**

  This fund supports student travel to present at conferences, symposiums, and the Society of Epidemiologic Research annual meeting. Additional notes: poster or presentation must be directly related to the dissertation and be accepted by the symposium or conference. It is a one-time award per student. Review will be ongoing throughout the year. Applicants will submit a letter requesting funds, a copy of their abstract, a letter of acceptance from the conference, and a travel budget of up to $500 to the Student Financial Coordinator for distribution to the Honors and Awards members (only registration costs will be granted to Masters student or Postdoctoral applicants). Students must be degree candidates in the Department of Epidemiology (MHS, ScM, PhD, ScD, DrPH or Postdoctoral) at the time of the conference to receive funds.

- **The Marilyn Menkes Book Award**

  The Marilyn Menkes Book Award was established in 1988 by friends and colleagues of Dr. Marilyn Spivak Menkes to commemorate her personal integrity and academic excellence. Each year, the students select nominees and vote on the awardee. The award is a $100 prize toward the purchase of a book selected by the winner and presented to the recipient at the Department of Epidemiology’s annual awards reception. Balloting is generally held during third term each year.
SCHOOL-WIDE FUNDING OPPORTUNITIES

Students registered full-time in the School are eligible for consideration for a number of scholarships, research fellowships, and awards offered by the various departments of the School. Most of these are listed in the School’s catalog. Notices generally begin appearing on bulletin boards and as email announcements throughout the School during second term. Applications should follow the instructions provided by the announcements. These awards are usually made in early spring for the upcoming academic year. A full list of such scholarships can be found on the School’s website, (http://www.jhsph.edu/offices-and-services/funding-opportunities/), which was developed by the School to help students identify and secure outside sources of support for tuition and academic research.

STUDENT GRANT APPLICATION ASSISTANCE

This policy applies to any Department student proposal (for dissertation, fellowship, stipend support, or otherwise) by which an external agency would award monies to the student through the University.

The student must schedule an initial meeting with the Student Funding Coordinator at least 45-60 days prior to the due date of the proposal to discuss the terms of the application and to be oriented to internal procedures. Any application brought to the Student Funding Coordinator’s attention less than 30 days prior to due date will not be considered.

The student should send a copy of the PA (Program Announcement) or Terms and Conditions to the Student Funding Coordinator prior to the meeting for review. The Student Funding Coordinator will assist the student with the cover page, budget, and any administrative technical questions.

The student must work with his/her mentor or advisor to develop an acceptable research proposal (science). The mentor or advisor must sign off on a hard copy of the science certifying that it has met his/her acceptable standards for submission, before it is submitted to the Department Chair for final approval.

A copy of the research proposal/science (Specific Aims & Research Strategy only) affirmed by the advisor/mentor must be submitted to the Department Chair (W6041) no later than 10 business days prior to the due date for review. The advisor/mentor (not the student) should e-mail this document to his attention certifying that the science has met an acceptable review.

The student should immediately schedule a second meeting with the Student Funding Coordinator to review the final proposal and complete a JHURA internal information/compliance worksheet. This meeting should take place at least 5-7 business days prior to the due date so the Student Funding Coordinator has time to obtain the necessary signatures (Department Administrator, Department Chair).
The application (minus the science) must be submitted along with a signed information sheet to the Office of Graduate Education no later than 5 business days prior to the due date for review. More time may be requested for review of electronic applications.

**STUDENT ACCOUNT INFORMATION**

Your student account can be viewed online through the Student Information System (https://sis.jhu.edu/sswf/Default.aspx). Any outstanding balance that does not agree with one’s anticipated support structure may be brought to the attention of the Student Financial Coordinator (mmille16@jhu.edu). Please note that you must clearly identify the problem and be as descriptive as possible, as the Student Financial Coordinator does not have access to view an individual student account. It is best if you describe the specific charge, term that the charge was applied, and amount in question. A printed statement of your account would be ideal. The Student Financial Coordinator with then work with the Bursar to resolve the issue.

**HELPFUL CONTACT INFORMATION**

Matthew Miller  
Research Service Manager & Student Financial Coordinator  
Room W6510, (410) 955-2714, mmille16@jhu.edu

Jennifer Moessbauer  
Director of Graduate Education & Research  
Room W1033, (410) 955-3257, jmoessbauer@jhu.edu

Financial Aid Office  
Room E1002, (410) 955-3004  
finaid@jhsph.edu  

Student Accounts and Business Services  
Room W1101, (410) 955-5725, jhsph.bursar@jhu.edu
STUDENT LIFE & PROFESSIONAL ORGANIZATIONS

EPIDEMIOLOGY STUDENT ORGANIZATION
The Epidemiology Student Organization (ESO) was established in 1982 to facilitate student-to-student and student-to-faculty communication in the department and to advocate for student needs. The organization is comprised of all students associated with the Department of Epidemiology. It is a forum for planning various student activities, ranging from volunteer opportunities to social activities.

The organization is open to new ideas and initiatives from the student body, and all epidemiology students are encouraged to actively participate in ESO activities. ESO meetings are open to all students and are held on the first Monday of the month from 12:15-1:20 p.m.

EPIDEMIOLOGY STUDENT ROOM
The Student Room is located in the Wolfe Street building, W6309, 410-614-1424.

All degree students in the department may obtain access to the Student Room. Access is obtained using ID badges and must be requested through the Academic Support Core Office in W6503.

Managed by the Epidemiology Student Organization (ESO), the room is equipped with several computers connected to the school's network. Students typically use the space for studying and holding informal meetings. Dissertations, master's theses (prior to 2013) and recent issues of the American Journal of Public Health, JAMA, Lancet, New England Journal of Medicine and Science are available, as well as a mini-lending library of key texts.

PROFESSIONAL ORGANIZATIONS
Students are strongly encouraged to join professional organizations related to their topical research interests, and to attend and present their research at scientific conferences sponsored by those organizations.

- Society for Epidemiologic Research (SER)
The Society for Epidemiologic Research (SER) was established in 1968 as a forum for sharing the latest in epidemiologic research and for student research presentations. The SER sponsors the American Journal of Epidemiology and Epidemiologic Reviews, and the annual SER meeting, which includes the John C. Cassel Memorial Lecture and contributed papers, symposia, and posters on a wide range of epidemiologic issues. Each year SER selects a limited number of students from the abstracts submitted to the annual conference to participate in an intense peer review/professional training workshop in which the students work with the faculty. This pre-conference activity
provides the students with a venue to polish their work and provides an extra level of support and training at the professional level.

Students are strongly encouraged to join the organization (benefits include the two journals, an annual Student Prize Paper competition for presentation at the annual meeting, and student scholarships to attend the conference.) Applications are available online (insert link).

- **American College of Epidemiology**
  The American College of Epidemiology (ACE) is a professional organization whose mission is to develop criteria for professional recognition of epidemiologists and to address their professional concerns. Its goals are to advocate policies and actions that enhance the science and practice of epidemiology; promote the professional development of epidemiologists through educational initiatives; to recognize excellence in epidemiology; and to develop and maintain an active membership base of both Fellows and Members representative of all aspects of epidemiology. Students are encouraged to participate as student (associate) members and are recognized annually through the Student Prize Paper for excellence in research. The Annual Awardee is invited to present his/her paper at the annual meeting. Information on the ACE is available in W6503the Academic Coordinator's office or [online](#).

- **American Public Health Association**
  The American Public Health Association (APHA) serves as the umbrella organization for all of public health and publishes the American Journal of Public Health, a print newsletter. The annual conference draws over 10,000 attendees and the APHA offers career search and mentoring services to become familiar with the profession. More information can be found [online](#) as well as a [student membership application](#).

**PUBLICATIONS**

- **American Journal of Epidemiology**
  The American Journal of Epidemiology is the premier epidemiological journal devoted to the publication of empirical research findings, opinion pieces, and methodological developments in the field of epidemiological research. It is a peer-reviewed journal aimed at both fellow epidemiologists and those who use epidemiological data, including public health workers and clinicians. [http://www.oxfordjournals.org/our_journals/aje/about.html](http://www.oxfordjournals.org/our_journals/aje/about.html)

  The American Journal of Epidemiology is published on behalf of the Department of Epidemiology and has been based in the department since its inception in 1920. Moyses Szklo, Professor of Epidemiology and Medicine at JHU, currently serves as the Editor-in-chief. Offices are located in the Candler Building, 111 Market Place, Suite 840, Baltimore, MD 21202.
• **Epidemiologic Reviews**

Epidemiologic Reviews, a sister publication of the American Journal of Epidemiology, is devoted to publishing comprehensive and critical reviews on specific themes once a year. Recent issues included the topics The Obesity Epidemic, Epidemiologic Research on Health Disparities, and Epidemiologic Approaches to Global Health. Michel A. Ibrahim, Professor of Epidemiology, currently serves as the Editor-in-Chief. [http://epirev.oxfordjournals.org/](http://epirev.oxfordjournals.org/)

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**STRESS RELIEF AND MENTAL HEALTH**

Student health and mental health are a priority for the Department, School and University. The [Student Assistance Program](#) is a free, confidential, evaluation and referral service available to all students in the School of Public Health regardless of health insurance coverage. Services are free and include short-term counseling; crisis response; healthy relationship support; school-life coaching and adjustment; educational workshops; and dean, faculty, staff and student consultations. Appointments may be scheduled at (443) 287-7000 or toll-free at (866) 764-2317.

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**SCHOOL-WIDE RESOURCES**

A variety of [student resources](#) are available through the Johns Hopkins Bloomberg School of Public Health. These resources include, but are not limited to:

- [Academic Calendar](#)
- [Course Catalog](#)
- [CoursePlus](#)
- [Disability Support Services](#)
- [Faculty Directory](#)
- [Financial Aid](#)
- [Hopkins Medical Book Center](#)
- [Student Information System (SIS)](#)
- [Records & Registration](#)
- [SOURCE](#) (Student Outreach Resource Center)
- [Student Account & Business Services](#)
- [Student Assembly](#)
- [Student Assistance Program](#) (SAP)
- [Libraries](#)
- [Student Health Insurance](#)
ADVISER/ADVISEE MANUAL

Each student in the Department is assigned an adviser who has the responsibility of serving as a guide and mentor. This manual is intended to guide the student and the faculty member in making the adviser / advisee relationship as successful as possible.

This manual has two goals:
- to provide answers to questions that students frequently ask and,
- to provide guidance on how the student and adviser can interact most effectively

An Academic Adviser should:
- Provide oversight of the student’s academic progress by:
  - Assisting in the selection of courses
  - Ensuring the student is meeting degree milestones in a timely manner
  - Being available for regular meetings with the student
  - Assessing and developing the student’s interests and abilities
  - Monitoring student progress in academic coursework through periodic examination of transcripts
  - Monitoring student progress in field work
  - Writing letters of reference
  - Assisting with grant preparation (doctoral students)
  - Referring students to the appropriate individuals or offices that provide academic support and/or resources
- Provide leadership in matters of academic integrity:
  - Being knowledgeable about ethical issues that pertain to academics, research, and practice
  - Helping students interpret and understand institutional policies and procedures regarding the responsible conduct of research
  - Discouraging students from circumventing institutional policies and procedures, and when confronted with such issues, directing students to appropriate institutional resources or contacts
  - Avoiding actual or appearance of conflicts of interest
  - Respecting confidentiality of students
- Encourage active participation in the greater community (department, school, university, local, state, national, international)

STUDENTS MAY EXPECT THE FOLLOWING FROM THEIR ADVISERS:
- Adviser’s approval for course registrations, course changes, and pass/fail agreements, and on all reasonable petitions to the Admissions and Credentials Committee
- At least one meeting per term with the adviser
- Oversight of the student’s overall academic program and a sensitivity to any academic difficulties
- Knowledge of and interest in the student’s career objectives
- Review of required and recommended courses for the track
• Assistance in designing a plan for the fulfillment of required courses and assistance with planning the course schedule for the year

Advising students is an integral part of a faculty member’s responsibilities. Thus, the student should not feel that he/she is imposing by asking for advice. Faculty members expect to be available to students, although the students should be respectful of the faculty’s time by scheduling and respecting appointments. The responsibility for arranging meetings lies with the student. Students should not expect advisers to seek them out for needed appointments.

The student remains obligated to schedule a meeting in order to assure that the adviser has reviewed the student’s schedule and to plan any special studies projects or thesis research as needed with the adviser before the registration period deadline.

RIGHTS AND RESPONSIBILITIES OF THE ADVISER

• To assist in determining the advisee’s educational goals and needs upon starting the program
• To serve as an educational and/or professional mentor for the student
• To maintain awareness of and sensitivity to the level of compatibility between the student advisee and him/herself in terms of academic, professional, and personal interests
• To facilitate a change of adviser or program, if deemed appropriate for the student
• To monitor the advisee’s overall academic program and be sensitive to signs of academic difficulty
• To provide guidance throughout the academic program
• To be sensitive to cultural, medical, legal, housing, visa, language, financial, or other personal problems experienced by the advisee and to be aware, sensitive, understanding, and supportive. The Department has a sizable portion of foreign students coming from diverse pre-professional and professional educational settings and, because of these unique experiences, these students have diverse needs as professionals, students, and individuals
• Advisers have the right to expect be treated with respect and courtesy, to be notified in writing when a meeting must be cancelled or rescheduled, to be consulted when students have questions or concerns about the research focus or progress, and to serve as team leader on the research team

RIGHTS AND RESPONSIBILITIES OF THE ADVISEE

• To arrange to meet with the adviser at least once each term, and observe registration and administrative deadlines
• To identify and develop professional career goals and interests
• To understand administrative policies and procedures and be familiar with the Student Handbook
• To maintain the academic checklist and review it at meetings with the adviser
• Advisees have the right to expect be treated with respect and courtesy, to be notified in writing when a meeting must be cancelled or rescheduled, to be consulted when advisers have questions or concerns about the research focus or progress, and to be granted the role of team member on the research team