

Department of Public Health Education

**Master of Public Health
in Community Health Education**

2019-20

**Department of Public Health Education
The University of North Carolina at Greensboro**

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Introduction and Welcome to the Program

Welcome to the Department of Public Health Education!

I am pleased that you joined our team and hope your graduate education will be engaging and rewarding. This Graduate Handbook provides important information about the policies, procedures, and degree requirements of the MPH program. The information here highlights and adds to the guidelines covered in the [UNCG Graduate School Bulletin](#). Please make certain that you read and understand relevant university and departmental policies contained in both documents. Ultimate responsibility to complete degree requirements in accordance with policies is yours, but we will do our utmost to assist you throughout your journey. As will be discussed in this handbook, every graduate student is assigned a Faculty Advisor who is ready to meet with you and help you along the way through the program and into your next career. Use this handbook as a resource and please feel free to call upon any of our graduate faculty or staff when you wish to discuss this handbook or have any questions regarding your graduate studies and career development.

On behalf of the faculty and staff of the Department of Public Health Education, I encourage you to get engaged and excited about our work together!

Mike Perko, PhD
Professor
Director of Graduate Studies



Program Overview

MPH Program in Community Health Education

The MPH Program in Community Health Education is a professional preparation program for students interested in careers that involve the development and management of population-based health promotion and disease prevention activities within communities. It prepares students for leadership roles in communities and in health agencies that promote the health of people. Public health educators typically develop and carry out planned health promotion and disease prevention programs with individuals, groups, organizations, and communities. They also participate in health policy development at the local, state, and national level.

The MPH program requires 45 semester hours of specified, sequential courses including a 6 credit hour internship. Except for extraordinary circumstances, admitted students begin the program in the fall semester. All required courses are offered evenings and meet once each week. Full-time students take four courses each semester over two years. Part-time students enroll for three or more years. Part-time students who wish to finish in 3 years take two courses each semester (except for 3 courses in the final fall semester and courses during two summers).

Our MPH curriculum is accredited by the Council on Education for Public Health (CEPH). Degree requirements and courses are based upon CEPH requirements and the recommendations of the Joint Commission of the Society of Public Health Education and the American Association for Health Education. The MPH program prepares students with the CEPH Competencies, which can be found in Appendix A.

The MPH program is guided by the department's Graduate Program Committee (GPC). The GPC is made up of graduate faculty, graduate students, and the Director of Graduate Study (DGS). Appeals, concerns and questions regarding the graduate programs should be directed to the GPC and its Director.

Program Mission:

The MPH program in Community Health Education, through innovative teaching and scholarship, prepares students to be leaders who engage communities and promote the health of populations.

Competencies gained in the program:

The MPH program's 22 competencies are informed by traditional public health core knowledge areas, (biostatistics, epidemiology, social and behavioral sciences, health services administration, and environmental health sciences), as well as cross-cutting and emerging public health areas. Please refer to Appendix A for the full list of competencies.

MPH Curriculum

Below are the recommended full-time and part-time course sequences. The courses are sequenced to address prerequisites and the semesters in which the courses are taught (Public Health Theories &

Strategies is taught only in the fall; Epidemiology is taught only in the spring). Please note: ***If you decide to drop a course in the first semester, you should not drop HEA 601 or HEA 604 unless you plan to add an additional year to your program.***

You may ***not*** substitute courses in other departments for the required core courses (marked with ** in the lists below). However, we encourage you to take courses in other departments for elective credit.

You will complete a Plan of Study (POS) in consultation with your Faculty Advisor. *Anytime a POS changes a new form should be signed by you and your Faculty Advisor and then sent to the PHE Director of Graduate Study for final approval.*

Current course descriptions are available in the Graduate School Bulletin that can be accessed [here](#):

Full-Time Students MPH Course Sequence (2-Years to Graduation)

Year 1 - Fall

HEA 601: Foundations of Public Health **

HEA 604: Quantitative Methods **

HEA 621: Public Health Theories & Strategies **

HEA 607: Determinants of Health **

Year 1 - Spring

HEA 602: Epidemiology Methods (pre-reqs, 601 & 604) **

HEA 618: Assessment & Planning 1 (pre-reqs 601& 621) **

HEA 619: Systems, Leadership & Policy I (pre-reqs, 601 & 607)**

HEA 6xx: Elective

Year 2 - Fall

HEA 625: Evaluation Methods (pre-reqs, 602 & 604) **

HEA 614: Assessment and Planning II (pre-reqs, 618 & 619)**

HEA 615: Systems, Leadership & Policy II (pre-reqs, 618 & 619) **

HEA 6xx: Elective

Year 2 - Spring

HEA 650: Comm Health Internship/ Practicum (6 credits)**

One Elective (*Note: some students choose to complete their one elective during the summer between the first and second years in the program rather than during the same semester as their internship*)

**** Required core courses.** You may ***not*** substitute courses in other departments for these core courses.

Part time Students MPH Course Sequence (>2 years to Graduation)

Year 1 - Fall:

HEA 601**

HEA 604**

Year 1 - Spring:

HEA 602**

One Elective

Year 1 - Summer:

One Elective

Year 2 - Fall:

HEA 607**
HEA 621**

Year 2 - **Spring:**

HEA 618**
HEA 619**

Year 2 - **Summer:**

One Elective

Year 3 - **Fall:** (**note**, 3 courses must be taken here to not add more time to degree)

HEA 625**
HEA 614**
HEA 615**

Year 3 - **Spring:** HEA 650**

Common Electives & Post-Baccalaureate Certificate Opportunities:

Of the 45 semester hours required in the program, 9 credit hours are from electives. Generally, students take three 3-credit courses, but you can also take two 3-credit courses and three 1-credit courses, or any other combination that adds up to 9 credit hours.

- A list of common electives is provided in **Appendix B**. The list of electives is **not** all-inclusive. Please review the [Graduate School Bulletin](#) for additional offerings, complete descriptions, and to confirm permissions and prerequisites.
- We recommend that you choose your electives so that they complement each other and form a theme or develop a specific set of skills. For example, many departments offer Post Baccalaureate Certificates for 15 or more credit hours and students sometimes elect to take several courses that are part of these certificates. A list of some of the Post Baccalaureate offerings available at UNCG is provided in **Appendix C**.
- Electives **must** be at the graduate level (course numbers of 500 or above at UNCG).
- All electives **must** be discussed with your advisor **before** adding to your Plan of Study and enrolling in coursework.
- For planning purposes, check [UNCG's online course search](#) to determine when courses are typically offered (fall or spring) or you may contact individual departments for specific semester availability of a particular course. Please determine when a course is likely to be offered **before** meeting with your advisor to discuss the Plan of Study.
- Though summer electives are proposed by the department and other departments on campus, the availability of summer courses is not guaranteed. Be prepared to add electives to your Spring or Fall course load if you cannot take a summer course.
- You can take electives at other universities. Please note that there is a specific form for course transfer credit and a policy regarding approval to transfer in a course. You **must** discuss any electives taken here or elsewhere with your advisor **prior** to taking the courses. The transfer credit policy can be found in the [Graduate Bulletin](#) and the form can be accessed [here](#)

- UNCG also allows “cross-registration” with schools that have an interinstitutional agreement with UNCG (<https://registrar.unc.edu/guide/special-enrollments/inter-institutional-programs/>). Unlike other courses that are accepted for transfer credit, grades you receive in these courses show up on your UNCG transcript and are counted toward your GPA. UNCG has interinstitutional agreement for face-to-face courses with NC State, UNC Chapel Hill, UNC Charlotte, NC Central, Duke as well as with NC A&T and Elon. If you enroll in courses at these universities, you pay UNCG tuition. UNCG also has an online agreement to allow you to take online courses with any of the other 15 UNC system schools, but you would pay tuition and fees at that university for these online courses (<https://online.northcarolina.edu/>). Application forms and information are available at The Graduate School and the University Registrar’s Office. More information about cross-registration is available in the [Graduate Bulletin](#).

Independent Study Coursework

The decision to pursue an Independent Study is not to be taken lightly and permission will not be granted without sufficient rationale. The proposed study must include documentation of the same requirements that are found on the syllabi for traditional courses. There must be a faculty member listed to work with you, *identified* Student Learning Objectives, teaching materials and methods, grading schemes, and a product or products with predetermined time frame and due dates.

- To be eligible for independent study, you must have completed a minimum of two regular courses of graduate work and earned at least a 3.0 average.
- You may not register for independent study as a substitute for existing courses.
- Registration for independent study must have the approval of the instructor, the department Chair or Dean, and the Dean of The Graduate School.
- You may register for no more than 3 credit hours of independent study per semester
- You may count **no more than** 6 credit hours of independent study toward satisfying the minimum requirements for the master's degree.
- An Independent Study must be registered with the graduate school. An official form is available here : <http://www.uncg.edu/reg/Forms/IndependentStudyPermission.pdf>

Academic Advising

You will be assigned a departmental Faculty Advisor. Advisors are full-time faculty members in the graduate program that do not have an administrative appointment outside of the department. Advising loads are determined by the department workload with consideration to advising loads across all three programs (undergraduate, MPH, and doctoral). You will receive academic advising through 2 scheduled events (1st year fall and 1st and 2nd year spring), however you are encouraged to contact your assigned Faculty Advisor for an individual (approx. 30-minute) advising and registration appointment in addition to both the fall and spring group advising session (mandatory attendance each year). Each MPH Faculty Advisor is required to provide a sign-up process for their advisees to schedule an appointment but you can also contact your Faculty Advisor at any time to schedule a meeting. All first-year students are

expected to download, complete, and take their Plan of Study form to meetings with their Faculty Advisor.

Plan of Study (POS):

To ensure that you have a plan to complete all required courses by graduation, you must complete a Plan of Study (POS) form (**found in the appendix of the MPH Handbook**) in consultation with your faculty advisor and have the plan approved before the end of your second semester in the program.

Plan of Study approval occurs at two levels:

- (1) You meet with and get approval from your Faculty Advisor and
- (2) You submit the plan to the Director of Graduate Study who signs and sends the POS to the Graduate School.

The plan of study must indicate:

- The courses you expect to complete to meet the requirements of an MPH, including required courses, supporting courses, elective courses, and courses recommended for transfer. (You will meet in the fall to choose an elective for 1st year spring; however If all electives are not finalized by the completion of the initial plan of study, you will need to obtain approval from your advisor before enrolling in the course(s). The initial plan of study must still include potential electives even if you are not sure that you will take these specific electives.)
- Courses required by the department but not counted toward the degree, including prerequisite courses.
- Capstone experiences
- No more than 6 semester hours of independent study
- No more than 6 semester hours of credit evaluated as C+ (2.3) and/or C (2.0) applied to the minimum hours required for the degree.

Important notes about your plan of study:

- A Sample Official Plan of Study for a full-time student is provided in Appendix D.
- You should complete a draft of your plan of study before meeting with your Faculty Advisor.
- Your plan of study may change during your time in the program. For example, although your initial plan should include specific electives that you plan to take, these electives may not be offered or you may change your mind at a later point.
- Anytime your plan of study changes, a new form should be signed by you, your advisor, and sent to the PHE Director of Graduate Study for final approval.
- It is your responsibility to ensure that **the final, correct, and signed plan of study is on file with the Graduate School by the end of the 3rd week of classes in the semester in which you apply for graduation.**

Preparation for Advising

To get the most out of an advising appointment or event with your Faculty Advisor, you should:

- 1) Choose electives that match/compliment your career goals and learning interests
- 2) Complete the official Plan of Study (see Appendix D for an example). Fill in the semesters that you plan to take all courses.
- 3) Complete the Student Advising Form (Appendix E). A blank copy of the Student Advising Form is located on the PHE website under [Current Students](#)
- 4) Identify some potential internship sites that fit your career goals and the internship guidelines. (You will find the internship guidelines on the PHE website under [Current Students](#)).
- 5) Bring and take notes using the Student Advising Form during the meeting.

Advising Timeline:

The following timeline highlights key advising activities during the program.

Year 1	
August	<p>Meet with faculty advisor at Department Orientation</p> <p>Attend departmental and Graduate School Orientations</p> <p>Activate all computer accounts (http://its.uncg.edu/Accounts/)</p> <p>Register for first semester core courses.</p> <p>Dates for registration periods for each semester are published in the University's Academic Calendar, in the Graduate Bulletin, and on the University Registrar's website. Registration at UNCG is an automated process conducted online through UNCGenie. Prior to the assigned registration access window, all new and continuing students will receive an email from the University Registrar's Office. The email will be sent to the @uncg.edu address and will contain the method to request a randomly assigned personal identification number (PIN). The Director of Graduate Study will send everyone their advising code (which typically is the same for all graduate students); if you do not have your code you should contact the administrative assistant (Ms. Ellen Ashley).</p>
Oct (University Advising Period)	<p>Prepare for first advising session – (see p. 8)</p> <p>Attend Fall Networking and Advising Night (Required)</p> <p>Draft Plan of Study (located on PHE website under Current Students)</p> <p>Fill out Student Advising Plan (located on PHE website under Current Students)</p> <p>Attend PHE Fall Group Advising Event (Required)</p> <p>A date in Oct will be selected for a department-wide advising event typically held in the EUC. The graduate advising session will be scheduled for an evening near the beginning (or prior to) this enrollment period.</p>
March-April	<p>Attend PHE Spring Group Advising Event (Required)</p> <p>A date in March or April will be selected for a department-wide advising event typically held in the EUC. The graduate advising session will be scheduled for an evening near the beginning (or prior to) this enrollment period.</p> <p>Submit official Plan of Study to Director of Graduate Study (DGS) who will place it on file and send it to the Graduate School.</p>
April-May	<p>Meet with advisor as needed to discuss progress, internship and career goals</p>
Year 2	
Fall	<p>Meet with Faculty Advisor to discuss updated plan of study as needed (all) and to discuss ILE (full time students)</p>
January	<p>Full time students who intend to graduate:</p> <p>Apply to graduate with the Graduate School (by end of first week of classes)</p> <p>Submit final, updated Plan of Study to DGS (by end of 3rd week of classes).</p>
March-April	<p>Attend PHE Group Advising Event (Required)</p>
Year 3 (Part time students only)	
Fall	<p>Meet with Faculty Advisor to discuss updated plan of study as needed and to discuss ILE</p>
January	<p>Students who intend to graduate:</p> <p>Apply to graduate with the Graduate School (by end of first week of classes)</p> <p>Submit final, updated Plan of Study to DGS (by end of 3rd week of classes).</p>
March-April	<p>Attend PHE Group Advising Event (Required)</p>

Academic Eligibility to Continue in Graduate School

Graduate School regulations state that fully admitted students become ineligible to continue in The Graduate School under any of the following circumstances:

- You earn grades of F (or WF or U) in any 6 semester hours.
- You earn grades of C+ or C in 9 semester hours.
- You earn a grade of F (or WF or U) in combination with 6 semester hours of C+ or C grades.

Additional information and information about readmission after dismissal can be found in the [Graduate School Bulletin](#).

Applied Practice Experience (APE) & Integrative Learning Experience (ILE)

In the culminating semester of your MPH training, you will be required to engage in an *applied practice experience* (APE). MPH students demonstrate competency attainment through the applied practice experience. The APE will allow you to demonstrate attainment of at least five competencies, of which at least three must be foundational competencies. Faculty will guide you in the design of your APE in correspondence with the APE coordinator.

As part of the MPH program, you will assemble a learning portfolio of products and materials developed through coursework taken as part of the MPH degree program. These products will primarily be taken from coursework and your APE, but can also include products from volunteer experiences or graduate assistantships. MPH students complete an *integrative learning experience* (ILE) that demonstrates synthesis of foundational and concentration competencies through a written product. In consultation with faculty, you will select foundational and concentration-specific competencies appropriate to your educational and professional goals.

Computer Accounts

The university requires that you use the campus email system for all courses and graduate assistantship email communications. MPH courses use the Canvas online learning management system, which you will be expected to interact with regularly. Some of your coursework will require additional software and technology proficiencies, such as MS Office, SPSS, and others. There are some [workshops and tutorials available through ITS](#) and the Digital Media Commons.

There are many different kinds of computer accounts at The University of North Carolina at Greensboro (UNCG). Below is a list of those that are most relevant to you.

iSpartan:

- Students receive [iSpartan](#) accounts (also commonly referred to as Gmail) for email and calendaring at UNCG. These email addresses are in the format: username@uncg.edu.
- All faculty, staff and students may use iSpartan for Google services such as "Sites" and "Docs."
- New students will be given a user name and asked to create a password that is good for most accounts. To request your new account, go [here](#).

Canvas:

- Canvas accounts are created for all students who are enrolled in courses that use Canvas. The Canvas Help Center can be found [here](#).

Student Organizations

UNCG has a Graduate Student Association that you are invited to join. You can find out more information [here](#). The GSA requires there to be 2 senators and 1 alternate from each department. Participation in the GSA is required for the receipt of student travel funds.

In addition, the Department of Public Health Education has its own chapter of Eta Sigma Gamma, the Health Education Honors Society. Graduate Students are welcome to join. More information about our local chapter of ESG can be found in Appendix E.

Faculty Information

The Public Health Education website contains updated [faculty information](#), including faculty profiles, research interests and contact information.

Graduate School

The [Graduate School website](#) and physical location on the second floor of the Mossman Building are important resources. The website contains links to University Policies, including those on Residency, Integrity, Tuition, Financial Aid and Assistantships, Academic Standing, Withdrawal, Registration, Health Insurance and Leaves of Absence. Most of the forms you may need to complete can be found under the "forms" tab at the graduate school website. A good place to start is [Current Students page](#).

In-State Residency

For out-of-state students: You cannot apply for in-state residency for tuition purposes until you have lived here for 12 consecutive months. More information about becoming a NC resident for tuition purposes can be found [here](#). In particular, see the fourth question. *If you intend to apply for in-state residency, we highly recommend that you review the residency form as soon as possible to prepare yourself for the qualifications* (just living in NC for a year is not sufficient for seeking residency status).

Information about Full time Status

In Fall 2015, the graduate school implemented a change to the definition of full time student status. There is a great FAQs page that you can access [here](#).

This change means that ***MPH students who take less than 9 credit hours per semester (including those who only have 6 internship credit hours in the spring of their final year) will have their financial aid pro-rated to the lower level of credit hours taken and cost of attending.***

The graduate school notes: "In all cases, the estimated expenses used to award aid for room, board, transportation, loan fees, and personal/miscellaneous remain the same across the various enrollment levels. Only the support allotted to tuition, fees, and books and supplies changes, in line with the number of hours for which the student has enrolled. Since their tuition and fees, etc. decrease with reduced classes/hours, it is logical that the allotment for those expenses also decreases. If half-time is calculated on the basis of 5 hours and students are taking 6 hours, they can always request an individualized recalculation from the Financial Aid Office."

In other words, if you are taking 6 credit hours, you won't receive as much financial aid as you did when you enroll in 9-12 credit hours, because you will also be paying less tuition and have fewer costs for books and supplies, etc. However, the part of your financial aid to cover your living expenses should remain the same.

Note: You can still have an assistantship with only 6 credit hours.

In summary, very few students should *need* to take 9 credits every semester. Two exceptions are (1) international students on certain types of visas (you will want to check with International Students and Scholar Services) and (2) Students who have a specific scholarship that stipulates that they are full-time (you will want to check with the stipulations of your scholarship).

If you have specific questions about what these changes mean for your financial aid status, you should contact the [Financial Aid Office](#).

Additional Resources

[Helpful links for New Students](#) – The Graduate School has compiled a list of Helpful links for new students that contains campus as well as community links.

[Information Technology Services](#) – The ITS department can help with many of your technology needs .

- A description of ways to get help with any technology needs can be found [here](#):
 - Visit [6-TECH online](#)
 - Call 6-TECH (336-256-8324), open 24 hours a day, 7 days a week except for university holidays
 - Visit the [Technology Support Center](#), in Suite 101, Forney Building

- If you need to reset the password for your computer accounts, go [here](#)
- Information about on-campus computer labs, including the SuperLab can be found [here](#)
- Information about printing on campus can be found [here](#)
- Most of your classes will require that you use the online learning management program, Canvas. The Canvas Help Center for students can be found [here](#)

[University Writing Center](#) – Great resource for one-on-one help at any stage of your writing project. At the writing center you will work one-on-one with a writing center consultant who will ask you a lot of questions about your assignment, what you want to accomplish in the paper, the work you have done on it so far, the due date, and your concerns about the work so far.

- Bring a printed draft of your paper with you so you can take notes on the paper itself. Since consultants don't write on papers, this will help you remember the topics you've discussed.
- They are located in room 3211 of the [MHRA building](#).
- Feel free to walk in without an appointment, call 336-334-3125 for an appointment, or send us a message via their chat box.
- They also offer online sessions through our Online Writing Center.

[University Speaking Center](#) - One-on-one assistance in the preparation and delivery of speeches, development of knowledge and skill in interpersonal communication, and group or team communication.

[Digital ACT \(Action, Consultation, and Training\) Studio](#) – Provides support for students, faculty, and staff so they can effectively create or incorporate digital media into projects. Trained consultants provide feedback on slide presentations, video projects, podcasts, digital photography, websites, and blogs by offering collaborative, dialog-based consultations. Great resources for class projects as well as your ILE.

[Academic Skills Program](#) – Request assistance for help with skills and strategies such as: Managing your time, listening and note-taking, preparing for a test, dealing with test anxiety or procrastination, and being a more efficient and effective learner

[Jackson Library](#) – Their website includes information about borrowing materials (including technology equipment), getting help with research, the library's computer labs, study spaces, printing, and scanning. There are also many ways to [contact the library for help](#)

[Elliot University Center \(EUC\)](#) – Includes the book store, numerous food venues, Starbucks, meeting rooms, information desk, ATMs, buy tickets, wired access, and more.

[Spartan Card](#) - In addition to serving as your ID, the SpartanCard is also your library card, your meal card, and a convenient form of payment across campus. To get a SpartanCard, visit the SpartanCard Center, located in Elliott University Center (Room 121).

[UNCG Dining Services](#) – Information about dining options on campus and meal plans is available on their site.

[Student Recreation Center](#) – See website for facilities available, classes, and hours.

Appendix A: Council on Education in Public Health (CEPH) Foundational Competencies

Evidence-Based Approaches to Public Health

1. Apply epidemiological methods to the breadth of settings and situations in public health practice
2. Select quantitative and qualitative data collection methods appropriate for a given public health context
3. Analyze quantitative and qualitative data using biostatistics, informatics, computer-based programming and software, as appropriate
4. Interpret results of data analysis for public health research, policy, or practice

Public Health & Health Care Systems

5. Compare the organization, structure and function of health care, public health and regulatory systems across national and international settings
6. Discuss the means by which structural bias, social inequities and racism undermine health and create challenges to achieving health equity at organizational, community and societal levels

Planning & Management to Promote Health

7. Assess population needs, assets and capacities that affect communities' health
8. Apply awareness of cultural values and practices to the design or implementation of public health policies or programs
9. Design a population-based policy, program, project or intervention
10. Explain basic principles and tools of budget and resource management
11. Select methods to evaluate public health programs

Policy in Public Health

12. Discuss multiple dimensions of the policy-making process, including the roles of ethics and evidence
13. Propose strategies to identify stakeholders and build coalitions and partnerships for influencing public health outcomes
14. Advocate for political, social or economic policies and programs that will improve health in diverse populations
15. Evaluate policies for their impact on public health and health equity

Leadership

16. Apply principles of leadership, governance and management, which include creating a vision, empowering others, fostering collaboration and guiding decision making
17. Apply negotiation and mediation skills to address organizational or community challenges

Communication

18. Select communication strategies for different audiences and sectors
19. Communicate audience-appropriate public health content, both in writing and through oral presentation
20. Describe the importance of cultural competence in communicating public health content

Interprofessional Practice

21. Perform effectively on interprofessional teams

Systems Thinking

22. Apply systems thinking tools to a public health issue

Appendix B: Common Electives

MPH recent electives –

** Note that courses listed with a particular year are ones that recent MPH students have taken.

Public Health Education

HEA 616	Workplace Health Promotion
HEA 622	Social Epidemiology
HEA 640	Global Health Issues
HEA 662	Gender and Health
HEA 665	Violence and Public Health
HEA 676	Problems seminar: Health Coaching
HEA 702	Professional Grant Writing: Community Organizations
HEA 711B	Breastfeeding, Gender & Health
HEA 752	Quantitative Research Methods in Public Health
HEA 753	Qualitative Research Methods in Public Health

Health and Human Sciences

HHS 650	Applied Multiple Regression
HHS 630	Survey Design

Counseling and Educational Development

CED 574A	Contemporary Topics: Women's Issues
CED 574C	Contemporary Topics: Stress Management
CED 610	Helping Relationships
CED 642	Substance Abuse Counseling

Peace and Conflict Studies

PCS 600	Fundamentals Conflict Transformation & Peace Studies
PCS 601	Global Intercultural Conflict Transformation
PCS 605	Skills and Techniques of Conflict Transformation

PCS 626 Conflict Res. In Higher Education
PCS 665 Conflict Res. in Religious Communities
PCS 677 International Human Rights Advocacy
PCS 685 Resolving Conflicts in Health Systems

Gerontology

GRO 501 Seminar: Critical Issues in Aging
GRO 610 Life Planning for the Third Age
GRO 621 Health and Aging

Kinesiology

KIN 645 Exercise Psychology
KIN 665 Physical Activity and Health
KIN 519 Mentoring in Community Youth Dev. Prog. (2 credits)

Human Development and Family Studies

HDF 610 Cross-cultural Perspectives on Child Development

Political Science

PSC 511G Topics in Public Affairs: Grant writing (1 credit)
PSC 511R Topics in Public Affairs: Diversity and Culture (1 credit)
PSC 511V Topics in Public Affairs: Volunteer Mgmt (1 credit)
PSC 511_ Topics in Public Affairs: *topics vary, see course offerings*
PSC 540 Nonprofit Management and Leadership
PSC 615 Human Resource Dev & Performance Management
PSC 620 Urban Development Policy
PSC 645 Nonprofit Financial Management and Budgeting
PSC 685 Resolving Conflicts in Health Care Systems

Communication Studies

CST 602 Engaging Communication Research Methodology
CST 612 Communication and Health Innovations
CST 635 Identity, Culture, & Communication

Educational Leadership and Cultural Foundations

ELC 688 Contemporary Problems Seminar: Race & Education

Geography

GEO 603 Understanding GIS
GEO 613 Advanced GIS

Sociology

SOC 636 Seminar in Stratification Theory / Research

Community & Therapeutic Rec

CTR 544 Recreation, Parks, and Health

African-American Studies

AFS 610 African American Theoretical Perspective
AFS 653 Perspectives on African American Cult/Experience

Specialized Education Services

SES 540 Intro to Exceptional Individuals

Women and Gender Studies

WGS 650 Feminist Theory: Gender Race & Class

Communication Sciences and Disorders

CSD 600 Professional Issues and Ethics

Information and Supply Chain Management

ISM 671 Data Management

Nursing

NUR 781 Health Promotion and Intervention Methods

Appendix C: Post-Baccalaureate Certificate Opportunities

(This is an abbreviated list; see graduate school web site for current information

<http://grs.uncg.edu/programs/certificates/>)

Post-Baccalaureate Certificate in:

- African American Studies
- Business Administration
 - Business Foundations
- Community and Therapeutic Recreation
 - Animal Assisted Therapy
 - Geriatric Recreational Therapy
- Conflict Studies and Dispute Resolution
 - Conflict Resolution
- Education
 - NC TEACH Alternative Licensure
- Educational Research Methodology
 - Educational Assessment
- English as a Second Language
- Entrepreneurship
- Geography
 - Geographic Information Science
 - Global and Regional Studies Geography
- Gerontology
- Human Development and Family Studies
 - Leadership in Early Care & Education
- Information Systems and Operations Management
 - Information Technology
 - Information Assurance, Security and Privacy

- Languages, Literatures & Cultures
 - Advanced Spanish Language and Hispanic Cultural Studies
- Liberal Studies
 - Global Studies
- Mathematics
 - Statistics
- Nursing
- Public Health Education
 - Worksite Health Promotion
 - Health Coaching
- Political Science/Public Affairs
 - Nonprofit Management
 - Urban and Economic Development
- Teacher Education and Higher Education
 - Teaching English to Speakers of Other Languages
- Women's and Gender Studies

Appendix D: Sample Plan of Study

Plan of Study MPH in Community Health Education

Student's Name: Demo Student ID# 00000000

Dept: Public Health Education Major: Community Health Education

Summary of Hours Required for Degree: UNCG _____ Transfer _____ Total 45 hours

MAJOR AREA OF STUDY

Course Number	Course Title	Credit Hours	Semester/Year Taken
Core Courses			
HEA 601	Foundations of Public Health	3	Fall 2019
HEA 602	Epidemiology	3	Spring 2020
HEA 604	Quantitative Methods	3	Fall 2019
HEA 607	Determinants of Health	3	Fall 2019
HEA 618	Assessment and Planning I	3	Spring 2020
HEA 619	Systems Leadership & Policy I	3	Spring 2020
HEA 621	Public Health Theories and Strategies	3	Fall 2019
Required Professional Courses			
HEA 614	Assessment and Planning II	3	Fall 2020
HEA 615	Systems Leadership & Policy II	3	Fall 2020
HEA 625	Evaluation Methods	3	Fall 2020

Please note:

- You may not substitute courses in other departments nor independent studies for any of the courses above.
- Some courses have prerequisites so if you drop a course that is a prerequisite for a required course, your graduation may be delayed.

SUPPORTING COURSES (3 required electives- 9 semester hours)

Course Number	Course Title	Credit Hours	Semester/Year Taken
	EXAMPLES		
PSC 602	Politics of Public Policy	3	Fall 2020
CST 540	Social Entrepreneurship: Justice & a Green Environment	3	Summer 2021
ATY 583	Culture and Society	3	Spring 2020

Please note:

- **All electives should be approved by your advisor AND the Director of Graduate Studies prior to taking them.**
- MPH students may register for no more than 1 independent study course per semester and no more than 6 semester hours of independent study will count toward the minimum requirements for the master's degree.
- To be approved as an elective, an independent study must have an agreement from a supervising faculty member, a semester in which you plan to take it, a plan for the independent study, agreed upon products that are the equivalent of those in a regular course, and a standard of grading. (p. 7-8)

COURSES RECOMMENDED FOR TRANSFER FROM:

(Name of Institution. Attach final official transcript)

Course Number	Course Title	Credit Hours	Semester/Year Taken

(Students may transfer up to 1/3 of required credit hours depending on the fit of the courses from another institution with the required MPH program plan of study.) See note about transfer approval under common electives on page 7 of the handbook.

COURSES REQUIRED BUT NOT COUNTED TOWARD DEGREE (include prerequisites):

Course Number	Course Title	Credit Hours	Semester/Year Taken

CAPSTONE EXPERIENCE TO CONSIST OF:

Course Number	Course Title	Credit Hours	Semester/Year Taken
HEA 650	Community Health Internship / Practicum	6	Spring 2021

PROVISIONAL /ADDITIONAL REQUIREMENTS:

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Student's Signature _____ Date: _____

Approved by Major Advisor and Graduate Program Director

Major Advisor: _____ Date: _____

printed name

Graduate Program Director: _____ Date: _____

printed name

Appendix E: MPH Student Advising Form

The purpose of the MPH Student Advising Form is to provide a synthesis for how your coursework, volunteer and paid work, and trainings and conferences will contribute to a community health education career. You should prepare the plan of study (located on the PHE website under Current Students) and type notes and questions in the “Student Notes/Questions” column of this form. ***You should email both the plan of study and this form to their Faculty Advisor at least 48 hours prior to your scheduled meeting.***

<i>Purposes of Advising Session</i>	<i>Student Notes/Questions</i>	<i>Faculty Advisor notes</i>
<p>1. Review plan of study</p> <ul style="list-style-type: none"> ● Discuss career goals ● Discuss planned required coursework ● Discuss elective choices that might fit with career goals 		
<p>2. Discuss professional/career development</p> <ul style="list-style-type: none"> ● Planned workshops/trainings, conferences, volunteer & paid experiences ● Membership in professional organizations (SOPHE, APHA, Eta Sigma Gamma) ● Networking ● Conferences 		
<p>3. Discuss tentative internship plans.</p> <p>Look for internship that</p> <ul style="list-style-type: none"> ● Meets internship guidelines ● Is in agency/organization where you might want to be hired (or is similar to type of agency/organization where you want to be hired, and/or ● Allows you to implement type of project/activity/ program that fits with career goals 		
<p>4. Discuss progress in program</p> <ul style="list-style-type: none"> ● Progress in program (how is the first year going? Work/family balance?, etc.) ● Developmental needs <ul style="list-style-type: none"> ○ Writing ○ Reading texts ○ Other? 		
<p>5. Discuss summer plans</p>		

6. Student follow up responsibilities		
7. Faculty Advisor follow up responsibilities		

Appendix F: ESG Information

Faculty Sponsor: Dr. Erica Payton

For more information please contact: alphanuesg@gmail.com

Summary

Eta Sigma Gamma (ESG), the national honorary for health education, was established on the campus of Ball State University in 1967. ESG has a rich history of serving students and the profession through teaching, service, and research and has grown to include over eighty chapters throughout the United States. The Alpha Nu Chapter at the University of North Carolina at Greensboro was recognized May 1, 1978. The primary purpose of ESG is to further the professional competence and dedication of individual members of the health education profession.

Benefits of Membership

- Opportunities to meet students, faculty, and other health education professionals through chapter socials, community service, education, and research activities.
- Develop a network for potential future employment.
- National and local recognition for a membership in a professional health education honorary.
- Opportunity to further professional development in the health education profession, and publish materials in *The Health Educator*, a quarterly publication of ESG
- Satisfaction in participating in activities that help the UNCG and Greensboro community.
- Honored at graduation with official cords.
- Participate in national meetings at the American School Health Association Convention, and through Chapter sponsored activities.

The Fall 2019 Informational Meeting occurred on August 28th, 2019 and the application deadline was September 12th, 2019.

Eligibility for Membership

- Undergraduate Health Education majors /MPH students/PhD students in Health Education
- Maintained 3.0 GPA

- Completed 1 or more semesters of college work in the PHE department at UNCG. Note: Incoming students can join in the second semester if they have obtained a 3.0 GPA in the department.

Membership Requirements

- Pay required dues
 - \$75 (1 time payment for new members)
 - \$50 (returning members)
- Earn eight participation points ("8" Sigma Gamma Point System) per semester
 - 2 Education
 - 1 Research
 - 2 Service
 - 2 Fundraising
 - 1 Social
- Wear business casual attire to each meeting as ESG is a professional organization
- Attend Fall Induction Ceremony

Attendance Requirements

- Attend all chapter meetings (absences are excused if university approved absences- bring documentation)
 - 1 absence = 2 additional points
 - 2 absences = 4 additional points
 - 3 absences = 6 additional points + consultation