

Public Health Early Admissions Student Track (PHEAST) Program Standards for Participants

Please read thoroughly and sign

PHILOSOPHY

Public Health Early Admissions Student Track (PHEAST) is a cooperative program among the University of Nebraska Medical Center (UNMC) College of Public Health, University of Nebraska Kearney, and The Nebraska State College System. The purpose of PHEAST is to recruit, educate, and graduate public health leaders from Nebraska. Program graduates are expected to promote and protect the health of Nebraskans by serving communities across the state. The program represents a commitment and dedication to the education of Nebraskans.

PROGRAM OF STUDY AND COURSEWORK REQUIREMENTS WHILE AT UNDERGRADUATE INSTITUTION

1. Each student must complete his/her chosen course of study at his/her respective undergraduate institution.
2. Each student must successfully complete an undergraduate college level statistics course with a grade of B or higher. High school dual credit courses cannot be considered.
3. Each student must complete courses in a timely manner and must be prepared to enter the UNMC College of Public Health Master of Public Health (MPH) Program following successful completion of course of study at his/her respective undergraduate institution.

Each student will successfully complete the UNMC, online *CPH 500 Foundations of Public Health* course during the spring semester of student's junior year. Special permission for taking the course following the student's junior year requires written approval from respective PHEAST Advisor and the UNMC MPH Program Director.

ACADEMIC STANDARDS REQUIREMENTS DURING WHILE AT UNDERGRADUATE INSTITUTION

1. A student must earn a "C" or better in each course. If a student earns a "D" or "F" in a course, he/she will be placed on academic probation and must repeat the course as soon as possible. Failure to remove the "D" or "F" may result in the dismissal of the student from the PHEAST program.
2. Each participant must maintain a cumulative grade point average (GPA), and a semester GPA of 3.2 or higher. Each student with one or more of the GPA's below a 3.0 will be placed on one semester of academic probation.
3. Each student is required to file a semester grade report with the PHEAST Advisor and the UNMC MPH Program Director at the end of each semester/term the student is enrolled.

4. A student may have one (1) probationary period during his/her undergraduate course work while enrolled in PHEAST. Any additional probationary periods may result in dismissal from the PHEAST program. Academic probation within the PHEAST program is assigned by the PHEAST Advisor. The PHEAST Advisor in consultation with the student will determine what the student must do to improve his/her academic performance and remove the academic probation. If the GPA is not returned to PHEAST requirements the following semester this may result in dismissal from the program.

PROFESSIONAL DEVELOPMENT

1. Each student must attend the annually scheduled PHEAST Fall Visit to the University of Nebraska Medical Center annually during their years of undergraduate study.
 - a. During both visits, each student must meet one-on-one with the Director of the UNMC MPH program to discuss his/her progress in the PHEAST program.
 - b. During both visits, each student must meet one-on-one with the Director of Educational Services to discuss the admission process and preparation for admission.
2. Students are strongly encouraged to seek opportunities that enhance their professional development as soon-to-be public health practitioners and hone leadership skills, through involvement in both on and off-campus activities while completing their undergraduate education.
3. Students are required to keep a PHEAST journal where they demonstrate their understanding of public health, chronicle PHEAST activities, and express their motivation for becoming public health practitioners tasked with addressing public health issues across Nebraska. The journal represents a vital and personalized documentation of the student's involvement and development in the undergraduate phase of the PHEAST program. Therefore, failure to adequately complete this requirement can be cause for dismissal from PHEAST program. The student must complete and submit the journal in electronic format to the PHEAST Advisor at the end of each semester. Format of journal and submission method may vary by undergraduate campus. The PHEAST journal reports are expected to 1 to 2 pages in length, and should include the student's name, semester term, as well as the name of their PHEAST Advisor. The PHEAST Advisor will share the student's reports with the UNMC MPH Program Director at the end of each term. **The PHEAST journal represents an important, personalized chronicle documenting a student's professional development and growth throughout the undergraduate phase of the PHEAST program. Therefore, failure to adequately complete this requirement can be cause for dismissal from the program.**
4. To remain in the PHEAST program, students are required to demonstrate adequate professional development as described above.

PERSONAL BEHAVIOR

Students in the PHEAST program must exhibit professional and personal behaviors that reflect positively on them, the University of Nebraska Medical Center, as well as their undergraduate institution. PHEAST Students are expected to comply with all campus codes of conduct as outlined in their undergraduate institution student handbook, as well as PHEAST program expectations which include: attending classes as scheduled, promptness, exhibiting respect toward fellow students and faculty, and displaying initiative and leadership skills. They are also expected to obey all laws and thus, avoid having any criminal charges brought against them. In addition, during semesters and semester breaks/vacations, students are expected to engage in professional behaviors. **Failure to comply with these requirements may result in disciplinary action including dismissal from PHEAST.**

ADMISSIONS INTO THE PROFESSIONAL PROGRAM*

Students who have passed the competitive selection process for the PHEAST program must satisfy the following requirements in an effort to successfully matriculate to UNMC. In order for a participant to be granted admission into the UNMC College of Public Health, he/she must have:

1. Met all academic standards, enrollment requirements, and professional development requirements throughout their time at their undergraduate institution while enrolled in PHEAST, and earn a bachelor's degree with a cumulative GPA of 3.2 or higher.
2. Completed the Graduate Record Examination (GRE) by **September 1** of his/her senior year and designate the scores be reported to SOPHAS. Many factors are considered in evaluating an individual's application, but many successful applicants will have verbal, quantitative, and analytic writing GRE scores at or above the 40th percentile.
3. Completed the application and all admission requirements to the UNMC College of Public Health through SOPHAS, and designate their concentration area(s) of choice in the Master of Public Health (MPH) program no later than **November 1** of his/her senior year (spring graduates).
4. Failure to fully complete and submit the application in a timely manner may result in dismissal from the PHEAST program, as well as loss of tuition remission for the final semester from their undergraduate institution.

***This timeline assumes fall admission.**

RESIGNATION PROCEDURE

Should a participant choose to resign his/her position in the PHEAST program, a formal letter of resignation must be filed with the PHEAST Advisor as soon as possible? The PHEAST advisor will forward a copy of the student's resignation letter to the UNMC MPH Program Director.

PHEAST REQUIREMENTS WHILE AT UNDERGRADUATE INSTITUTION

PHEAST PROGRAM PROBATION POLICY FOR THE UNDERGRADUATE PHASE

A PHEAST student may be placed on probation from the program at the end of any semester if any of the following conditions apply:

1. A student fails to meet any of the academic requirements for satisfactory academic progress as defined in the section “Academic Requirements” (see above).
2. A student withdraws from one or more classes which results in dropping below the required full-time academic enrollment status (12 credit hours per semester).
3. A student withdraws from all classes without prior approval of the PHEAST Advisor and the UNMC MPH Program Director.

SEMESTER REVIEW POLICY

The UNMC MPH Program Director and the PHEAST Advisor will conduct an academic review of all PHEAST students each semester. Transcripts will be reviewed for course load, grades earned, and GPA attained. If a student has not completed a semester’s (or summer’s) course work successfully as defined above in “Academic Requirements,” the student will automatically be placed on academic probation for the following semester (and summer session) under the conditions stated above in the “Academic Requirements.”

ANNUAL REVIEW POLICY

Each PHEAST student is expected to meet with the PHEAST Advisor at the end of each academic year to review the student’s progress in the PHEAST Program. This review will also give the student an opportunity to discuss any issues and/or concerns that have developed over the course of the year.

APPEAL PROCEDURES POLICY

Any student who has been dismissed from the PHEAST Program who believes that extenuating circumstances have been overlooked or misinterpreted may appeal directly to the Dean at his/her undergraduate institution and the UNMC MPH Program Director for a review of his or her dismissal. An appeal must be made in writing within two weeks of receiving notification of dismissal from the PHEAST Program.

LEAVE OF ABSENCE POLICY

Any PHEAST student wishing to request a leave of absence from the PHEAST Program should first discuss the reason for the request with the PHEAST Advisor. The request should then be made in writing with copies addressed to the

PHEAST Advisor and the UNMC MPH Program Director. The PHEAST Advisor and the UNMC MPH Program Director will grant or deny the student's request for a leave of absence. If a leave of absence is granted, the MPH Program Director in consultation with the PHEAST Advisor will stipulate the time and conditions under which the student may re-enter the PHEAST Program. If possible, the student should continue to attend classes, take examinations and quizzes, and fulfill other class assignments until informed in writing that the leave has actually been granted.

POLICY FOR CHANGING DATE OF ENTRY

Any PHEAST student wishing to change the date of entry into the MPH Program on the UNMC campus must submit a petition in writing to both the PHEAST Advisor and the MPH Program Director at UNMC. The petition should state in detail the reasons for the requested change, the proposed new date of admissions, and what academic preparation will continue for entry into the MPH Program at UNMC. A decision to allow the change or not will be made as soon as possible after the submission of the request by the UNMC MPH Program Director and the PHEAST Advisor.

By signing below, I acknowledge that I have read the PHEAST program standards document (pages 1-5), and that I understand all of the conditions outlined within. I propose to satisfy all of the requirements expected as a student in the PHEAST program.

Student Name (*please print*)

Student Signature

Date Signed