



Master of Public Health Program

**MASTERS IN PUBLIC HEALTH &
GRADUATE CERTIFICATE PROGRAM
IN RURAL & UNDERSERVED COMMUNITIES**

STUDENT HANDBOOK

This handbook is designed to be an online document. While it may be printed for reference, it is subject to change. Consult the online version of the handbook for the most up-to-date information.

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MPH DEGREE PROGRAM INFORMATION

INTRODUCTION

The Master of Public Health (MPH) is the basic professional degree offered by the Oklahoma State University Graduate College. The MPH program is designed to ensure that, upon graduation, the student has successfully grasped the dynamics of the broad public health field and a detailed proficiency in addressing the health needs of rural and underserved populations.

The MPH program emphasizes prevention of disease and human malady. Prevention efforts often include a focus on lifestyle and health behaviors. Current students study health behaviors and health outcome areas that include: the use of alcohol, tobacco, and other drugs, mental health, disabilities, zoonotic diseases, nutrition and food security, obesity, physical activity, maternal and child health, teen pregnancy, and sexual health. These students are meaningfully engaged with rural communities throughout Oklahoma and underserved populations that include indigenous populations, racial minorities, recent immigrants, and sexual minorities.

Founded in 2014, the mission of the Oklahoma State University Master of Public Health (MPH) program is to improve the health and wellbeing of rural communities and underserved populations through interdisciplinary education, research, service, and outreach. To accomplish this, the program aims to develop leaders and professionals skilled in applying an ecological perspective to implement prevention programs and promote individual and community health.

Students are encouraged to identify a rural community or underserved population as the focus of their course of study. In doing so, students will have the opportunity to assess the needs of that community or population, and to thoughtfully create programs for preventing disease within that community or population.

PROGRAM GOALS

Instruction Goals

Provide courses and professional experiences necessary to acquire program development skills, theoretical knowledge, and cultural competence required for program graduates to effectively promote healthy behaviors, and prevent human maladies in rural and underserved populations.

Research Goals

Support faculty in collaboration within the university and with community stakeholders in order to provide opportunities to identify effective health promotion programs and to translate research into practice in rural and underserved communities.

Outreach Goals (including internal and external service)

Facilitate effective, culturally relevant public health initiatives through campus-community partnerships.

CURRICULUM OVERVIEW

This flexible program enables individuals to study at their own pace. In-person, hybrid, and online course offerings give students the ability to personalize their schedule to complete their degree goals. The 42 credit hour graduate degree can be completed in as little as 12 months when combined with another degree program (DO, DVM, or MS-Dietetics) or as comfortably as 4 years. Most full-time students will complete the degree in two-years. For a complete listing of course requirements for these different programs, visit the MPH website at the following link: <https://publichealth.okstate.edu/content/mph-core-competencies>

The MPH program enables students to amplify their knowledge and skills through study in essential public health divisions, including:

- 1) Biostatistics
- 2) Epidemiology
- 3) Environmental Health
- 4) Health Services Administration
- 5) Social & Behavioral Sciences

For more information on the MPH program curriculum, visit <https://publichealth.okstate.edu/content/mph-curriculum>

A Unique Opportunity – The graduate certificate in public health is also offered by the OSU MPH program. The 15-credit hour graduate certificate in public health can be completed in one academic calendar year through a range of course offerings, including in-person, hybrid, and online. The certificate emphasizes learning in the five core areas of public health: biostatistics, epidemiology, environmental health, healthcare administration, and social and behavioral sciences.

For more information on the graduate certificate in public health, visit the OSU graduate college public health website: <http://publichealth.okstate.edu/content/certificate-seeking-applicants>

GRADUATE STUDENT RESPONSIBILITIES

Graduate students are expected to be aware of and satisfy all regulations governing their work and study at Oklahoma State University. Please refer to the Graduate College website for more information on services for graduate students, funding for graduate education, enrollment, academic regulations, etc. at <https://gradcollege.okstate.edu/>.

ADMISSIONS

APPLICATION PROCESS

Applicants with baccalaureate degree or equivalent from an accredited college or university are eligible to seek admission to OSU Graduate College and OSU Graduate degree programs. Visit the Graduate College Application Process website page to apply at <http://gradcollege.okstate.edu/content/application-process-0>.

ADMISSION REQUIREMENTS

Admission to a graduate program at Oklahoma State University requires the submission of an application to a graduate program providing information required by the department or program. Applicants with baccalaureate degree or equivalent from an accredited college or university with recognized accreditation are eligible to seek admission to OSU Graduate College and OSU Graduate degree programs. To be reviewed for admission consideration to the OSU Graduate College, applicants must submit a complete application.

Graduate College application requirements include:

- An application for admission consideration. You can submit an application via secure website at <http://gradcollege.okstate.edu/apply>
- A non-refundable application fee:
 - \$50 for US citizens or permanent resident card holders (degree seeking applications)
 - \$25 for US citizens or permanent resident card holders (non-degree seeking applications)
- One original transcript from each college or university attended
 - *Unofficial transcripts for all colleges attended should be uploaded into the online application form for immediate application review however, all official transcripts with the college's or registrar's original seal should follow the online application as soon as possible*

For international students:

- \$75 non-refundable application fee for international applicants (degree or non-degree seeking applications)
- A TOEFL or IELTS score
 - *scores should be input into the online application for immediate review followed by receipt of the official score from the testing institution*
 - *OSU institution code: 6546*

- A financial affidavit (Financial Guarantee or Confirmation of Financial Resources) is required for applicants expecting to be F1 or J1 visa holders prior to our being able to send an I-20. See the "International Students" section for more information.

Due to the amount of time it takes to review international credentials and send immigration papers (e.g., an I-20), international students should expect the application process to take several weeks to complete.

To be reviewed for admission consideration to the Master of Public Health Program, applicants must submit additional items with the graduate college application.

Master of Public Health program application requirements:

- Resume or Curricula Vitae (CV)
- Statement of Purpose limited to 1500 words
 - Why are you interested in attending the Master of Public Health program at Oklahoma State University?
 - Describe experiences that have shaped your interest in public health. Elaborate on your current preferences in the field of public health.
 - What are your short- and long-term professional goals?
 - Discuss how your strengths are likely to contribute to your personal growth and elaborate on areas needing improvement.
 - Include additional information or explanation that will assist in considering your application that may not be reflected in your transcripts, GPA, GRE/other testing scores, resume, etc.
- Graduate Record Exam (GRE), Miller Analogies Test (MAT), Graduate Management Admissions Test (GMAT), **OR** Medical College Admission Test (MCAT) scores/proof of completion *institution code: 6546*
 - input scores into the online application for immediate review with official score sent immediately following
 - Exemptions:
 - Individuals with a clinical degree (DO, MD, PharmD, DVM, etc) from a US-accredited institution of higher education
 - Currently admitted OSU graduate students (transfers from other OSU graduate programs, dual degrees, certificate-seeking students, etc.)
- Three letters of recommendation are *strongly recommended*, but *not required*. Individuals will be emailed with a link to complete the recommendation online. If planning to submit letters of recommendation, submit the online application a few weeks prior to the deadline to allow time for recommendations to be submitted.

ALL TRANSCRIPTS AND OTHER DOCUMENTS REQUIRED FOR SUBMISSION NEED TO BE SENT DIRECTLY TO THE GRADUATE COLLEGE, NOT THE MPH PROGRAM.

OSU Graduate College
202 Whitehurst
Stillwater, OK 74078-1019

Phone: 405-744-6368
Fax: 405-744-0355
E-mail: gradi@okstate.edu

Transcripts and other documents submitted become the property of Oklahoma State University and will not be returned.

Only after receiving this information is your application complete. The Graduate College will forward your application to the MPH department for admission review. For information on the criterion for MPH applicant consideration, see [Appendix A](#).

The most complete and up-to-date status of your submitted application can be viewed by logging into the College Net application portal (<https://shibboleth-idp.collegenet.com/idp/Authn/UserPassword>) and viewing the checklist. Please use this portal to check your application status. Phone calls and emails to the Graduate College to check the status of your application will delay processing of applications.

Oklahoma State University has established a Graduate Student Appeals Policy, which is appropriate to all OSU graduate students in graduate degree or certificate programs. It is not related to admission decisions to ensure an equitable informal resolution is in the best interests of all parties and that formal Graduate Council Appeals should be reserved for rare situations.

CERTIFICATE-SEEKING APPLICANTS

A graduate certificate is an academic credential earned after completing a short program of focused study. Graduate certificate programs can serve both as a stepping stone onto more advanced study, leading to a master's or doctoral degree, or as a standalone educational achievement to assist in career advancement.

Application for acceptance to the graduate certificate in public health program can be completed online at <http://gradcollege.okstate.edu/apply>. Applicants to the certificate program already accepted into the Graduate College may apply as a currently enrolled graduate student 'applying for a dual degree or addition of a graduate certificate.'

For more information about the public health certificate requirements, see the Certificate Curriculum page of the OSU public health website at <http://publichealth.okstate.edu/content/certificate-curriculum>.

For general questions about earning a graduate certificate, visit the OSU Graduate College Certificate FAQs website at <http://gradcollege.okstate.edu/graduate-certificate-faqs>.

APPLICATION DEADLINE

You do not need to complete the entire application at one time. You may begin the application, save it, and return to it later; however, you must submit your application for its review.

To facilitate timely review of your application and ensure your application receives full consideration, please complete and submit your application at least 30 days prior to the program's deadline to allow sufficient time for your letter of recommendation writers to submit their letters on your behalf. It can take 1-2 weeks to process. Applicants who submit their application without all required materials should be aware their application cannot be reviewed until it is complete. Prospective MPH students will be evaluated on an ongoing basis. For priority consideration, however, apply and provide Master of Public Health program requirements by March 1st for fall admission and August 1st for spring admission.

TRANSCRIPTS

All applicants, including Oklahoma State University students, must upload a copy of their transcript for bachelor's degree(s) conferred or pending and for any graduate or professional coursework or degrees. All transcripts for any college-level courses and degrees should be uploaded. If you do not have a copy of your transcript(s), please obtain and upload these prior to finalizing your application.

Uploading your transcript with baccalaureate degree conferred or pending is most important to expedite review of your application. Submitting your application without transcripts will delay review of your application. However, please do not email or send copies of your transcripts directly to the MPH program as they will be forwarded by the graduate college.

GRADUATE ASSISTANTSHIPS

Oklahoma State University is a Research-Extensive University. Graduate students play a vital role in both its teaching and research missions. Nearly 2,000 graduate students help finance their graduate education at OSU through employment as Graduate Teaching Assistants (GTA) and Graduate Research Assistants (GRA). These assistantships typically require 20 hours of teaching/research or other duties per week and carry competitive stipends, tuition waivers

allowances, and health insurance benefits. For more detailed information about graduate assistantship benefits, see the Graduate College section of the University Catalog at <https://registrar.okstate.edu/University-Catalog>.

While the MPH program does not directly offer assistantships, our faculty regularly have opportunities arise for GTA's and GRA's. Students are not limited, however, to faculty within the MPH program and are encouraged to seek opportunities throughout OSU. Students should contact faculty members directly to inquire about any possible assistantships. See [Appendix B](#) for tips on securing a graduate assistantship.

GRADUATE TEACHING ASSISTANT (GTA)

A Graduate Teaching Assistant (GTA) must be admitted to and meet the requirements of the Graduate College, be fully admitted to a graduate program, enrolled, and be under the supervision of an appropriate graduate faculty member. In consultation with the supervisor, the GTA works to gain instructional skills and an increased understanding of the discipline. GTAs are provided a stipend and their primary responsibilities are to support the University's instructional mission. Services provided by a GTA may include: classroom or laboratory teaching; advising and mentoring of students; proctoring examinations; grading papers, homework, and/or projects; accompanying/coaching musical or vocal performances, providing artistic instruction or assisting with preparation and management of materials and programs that are utilized in imparting knowledge or in the instructional process; or providing other general assistance in the instruction process. A GTA may be assigned primary responsibilities in an extension, outreach, or service role for which those responsibilities support the instructional mission of the University. Graduate Teaching Assistants may not be given duties to support faculty research or those primarily clerical in nature.

Graduate Teaching Assistantship opportunities are available with the course Total Wellness (HLTH 2603); contact Rachel Shreffler (Rachel.shreffler@okstate.edu), and some Nutrition courses may have positions, contact Nancy Betts (nancy.Betts@okstate.edu).

GRADUATE RESEARCH ASSISTANT/ASSOCIATE (GRA)

A Graduate Research Assistant (GRA) must be admitted to and meet the requirements of the Graduate College, be fully admitted to a graduate degree program, enrolled, and be under the supervision of an appropriate graduate faculty member. GRAs are provided a stipend and their primary responsibilities are to provide general support to the University's research mission. These responsibilities may or may not relate directly to the student's thesis or dissertation. Duties of the GRA primarily involve applying and mastering research concepts, practices, or methods of scholarship. Services provided by a GRA may include: assisting faculty members in

a research or creative activity; performing degree-related professional or administrative services that supports research, instruction, professional development, or outreach missions of the University; developing and evaluating instructional materials or curricula; or assuming responsibility for designated scholarly endeavors.

“Performing degree-related professional or administrative services” does not include jobs that are outside of the student's field of study.

INTERNATIONAL STUDENTS

FINANCIAL GUARANTEE

A financial guarantee (Confirmation of Financial Resources) is required for applicants expecting to be F1 or J1 visa holders prior to our being able to send an I-20 or DS-2019 to applicants offered admission.

Your application can be reviewed without uploading a Financial Guarantee. However, if you are offered admission, then not uploading a Financial Guarantee to your application for submission with your application will delay issuance of an I-20 or DS-2019. To upload your Financial Guarantee with your application, complete the Financial Guarantee form along with obtaining the necessary other required documents listed on the form, save these as .pdf, .doc, .docx, .rtf, or .txt documents, and upload the form and required documents on page 12 of the application.

Please be prepared to upload your Financial Guarantee with your application to ensure a timely issuance of your immigration documents.

ENGLISH LANGUAGE PROFICIENCY FOR ADMISSIONS

All persons for whom English is a second language are required to present proof of English competency. However, an applicant who has or will have completed a baccalaureate or graduate degree from a college or university where English is the primary teaching language, and which is located in a country where English is a primary language, is not required to submit a TOEFL or IELTS score. Note, however, that submission of an internet based TOEFL score may be necessary if employment as a graduate teaching assistant/associate is desired. Please refer to departmental information/website for any such requirements for employment as a teaching assistant/associate.

If required, an official TOEFL score of 79 (internet based test) or 550 (paper based test) is required to be submitted. The TOEFL institution code for OSU is 6546.

Alternatively, an official IELTS, academic stream, examination with a minimum overall band score of 6.5 will satisfy the English proficiency requirements for admission to a graduate program. Either examination must have been taken within the last two years.

The MPH program requires a minimum score of 90 on the internet based TOEFL (minimum subscales: 26 speaking, 22 reading, and 24 writing) or 6.5 on the IELTS. Note that submission of an internet based TOEFL score may be necessary if employment as a graduate teaching assistant/associate is desired. Please refer to departmental information/website for any such requirements for employment as a teaching assistant/associate.

ADDITIONAL COURSE REQUIREMENTS

Students who score at least 45 on the combined Reading and Listening portions of the internet based TOEFL, with a score of at least 20 in each section, are not required to enroll in any remedial coursework.

Students who score less than this on the Reading and Listening portions of the internet based TOEFL (irrespective of the score on the written portion) are required to enroll in ENGL 0003 during their first semester. ENGL 0003 carries a grade of satisfactory or unsatisfactory (S/U) and may not be used toward minimum degree requirements. Students must enroll in ENGL 0003 each semester until a grade of S is earned.

Students who score at or above the minimum score(s) on the Reading and Listening portion of the internet based TOEFL, but less than 22 on the Writing portion, are required to enroll in ENGL 4893* at some point in their studies. ENGL 4893* carries graduate credit and may be used toward minimum degree requirements; a grade of C or better in this course is required. Both ENGL 0003 and ENGL 4893*, as applicable, must be listed on the student's Plan of Study.

Students who have completed the IELTS, or the paper-based TOEFL have different requirements.

**denotes receipt of graduate credit for an undergraduate course; these remedial courses, however, are prerequisite requirements and will not serve as electives for the MPH program.*

COMPETENCIES AND CURRICULUM

CORE COMPETENCIES

The MPH program is designed so that MPH students will achieve the competencies listed below by the time of graduation. These competencies cross public health domains. Competencies are limited in their focus to occur as a result of completing core courses, field and capstone experiences, and other activities that are required of all MPH students. Competencies for the MPH degree within each academic division provide further specialized objectives appropriate to students in each division.

Biostatistics

Defined by the CePH as the, “collection, storage, retrieval, analysis and interpretation of health data; design and analysis of health-related surveys and experiments; and concepts and practice of statistical data analysis.”

Graduates should be able to:

- Demonstrate use of biostatistics for both public health professionals and educated lay audiences.

Environmental Health

Defined by CePH as the, “environmental factors including biology, physical, and chemical factors that affect the health of a community.”

Graduates should be able to:

- Discuss risk management approaches that apply to practicum in relation to issues of environmental health.

Epidemiology

Defined by CePH as, “distributions and determinants of disease, disabilities, and death in human populations; the characteristics and dynamics of human populations; and the natural history of disease and the biologic basis of health.”

Graduates should be able to:

- Demonstrate use of the epidemiology competency in practicum, noting in particular drawing appropriate inferences from epidemiologic data.

Health Services Administration

Defined by CePH as, “planning, organization, administration, management, evaluation, and policy analysis of health and public programs.”

Graduates should be able to:

- Apply the health services administration/healthcare administration competency to practicum, demonstrating “systems thinking” to critique the current organizational system. Include descriptions of observed leadership styles.

Social and Behavioral Sciences

Defined by CePH as, “concepts and methods of social and behavioral sciences relevant to the identification and solution of public health problems.”

Graduates should be able to:

- Demonstrate understanding of the social and behavioral sciences competency in practicum. In particular, note the influence of human behavior on public health outcomes and propose appropriate evidence-based approaches.

MPH CURRICULUM

Core Requirements

33-36 credit hours

AGCM 5403: PR Campaigns

or MC 5953: Strategic Health Communication*

HCA 5013: Survey of Healthcare Administration*

HCA 5093: Leadership methods and Styles in Health Care*

or HDFS 5753: Leadership and Management of Community Service Programs*

HLTH 5133: Environmental Health*

HLTH 5323: Advanced Epidemiology (summer only)*

HLTH 5453: Cultural Issues in Health

HLTH 5653: Foundations of Public Health Education & Promotion (8 wk fall hybrid)

HLTH 5683: Health Behavior Theory & Practice for Public Health (8 wk fall)

HLTH 5973: Designing Public Health Programs (8 wk spring)

MPH 5030: Public Health Practicum (3 credit hours)

or MPH 5000: Public Health Thesis (6 credit hours)

REMS 5953 Elementary Statistical Methods in Education *

Research Design and Methods

3 credit hours

The following courses are a required elective for students that are following the guidelines for progression through the thesis option of the MPH program. Thesis students must take **one** of the following courses as a required elective course in addition to the core requirements.

REMS 5013: Research Design and Methodology
HDFS 5133: Research Methods and Design

Program Evaluation Courses

3 credit hours

While the following courses are not required as part of the core curriculum, it is highly recommended that MPH students take **one** of the following courses as an elective in addition to the core requirements.

AGED 6223: Program Evaluation in Agriculture
HLTH 5983: Implementation & Evaluation of Public Health Programs (8 wk spring)
REMS 6373: Program Evaluation (doctoral level)

Guided Electives

6-9 credit hours

HLTH 5113: Psychological Aspects of Health
HLTH 5233: Health & Sexuality
NSCI 5323: Nutrition & Physical Activity in Aging*
NSCI 5453: Nutrition & Health Disparities*
NSCI 5553: Global Nutrition & Food Security*
NSCI 5713: Advanced Community Nutrition
HDFS 5153: Policy in Human Development & Family Science
HDFS 5403: Research Perspectives in Gerontology*
HDFS 5411: Ethics & Aging
HDFS 5433: Theories of Aging
HDFS 5453: Aging in the Medical Context
HDFS 5493: Aging in Families*
HDFS 5523: Family Theory
HDFS 5563: Community & Family
HDFS 5583: Human Sexuality

** Denotes a course that is currently only offered online or online and/or in-person in Tulsa*

Guided electives are course suggestions that will assist in determining an area of specialization or will enrich the MPH degree however, these courses are not required. Any graduate level course can be taken as an elective. See [Appendix C](#) for expanded suggestions delineating an area of specialty/focus. For more detailed information on the core curriculum, visit the OSU MPH website at <https://publichealth.okstate.edu/content/mph-curriculum>.

MPH CERTIFICATE CURRICULUM

As previously mentioned, the OSU MPH program offers a unique opportunity to complete a graduate certificate in public health. The 15 credit hour graduate certificate in public health can be completed in one academic calendar year through a range of course offerings including in-person, hybrid, and online. The certificate emphasizes learning in the five core competencies of public health: biostatistics, epidemiology, environmental health, healthcare administration, and social and behavioral sciences.

Certificate of Public Health in Rural & Underserved Communities

15 credit hours

HCA 5013: Survey of Healthcare Administration**

HLTH 5133: Environmental Health**

HLTH 5323: Advanced Epidemiology (summer only)**

HLTH 5653: Foundations of Public Health Education & Promotion (8 wk fall hybrid)

REMS 5953 Elementary Statistical Methods in Education **

*** Denotes a course that is currently only offered online or online and/or in-person in Tulsa*

PRACTICUM & THESIS OPTIONS

The MPH Degree can be earned by one of the following options:

- **Plan 1:** 42 hours of total coursework; **Thesis Option (6 hours)**
- **Plan 2:** 42 hours of total coursework; **Practicum Option (3 hours)**

MPH Thesis Option (Plan 1)

The following is a plan for the Fall-Spring 2nd Year Timeline for those students wishing to complete the MPH Thesis Option (Plan 1):

This is intended as a general guideline for progression through the thesis option; not as a fixed timeline. Students should have thesis topic and committee/supervisor determined by the completion of the **first 24 credit hours**.

General Timeline:

Prior to enrolling in the 25th credit hour:

- Confirm chair/advisor and thesis committee
- Meet with chair to structure research and writing timeline
- Submit preliminary literature search/review to chair
- Form writing groups: schedule meetings at least twice a month

First semester in MPH 5000 (3 credits)

Weeks 1 – 2: Identification of research hypotheses

Weeks 2 – 8: Write first three chapters (see Graduate College Thesis Template

Weeks 3 – 6: Check in with entire committee, updating them on progress

**Students should be working with committee over the weeks leading up to week 8 to ensure the proposal does not come as a surprise to anyone.*

Week 7: Must have attended Thesis/Dissertation workshop **or** completed online training

Week 8: Share proposal (first three chapters) with thesis committee

Week 10: Propose

Weeks 10 – 12: Revisions and IRB submission

Visit the Graduate College website for a graduation checklist.

Graduation Checklist: <http://gradcollege.okstate.edu/tdg>

Second semester in MPH 5000 (3 credits)

Submit “Masters Graduation Application” online

Weeks 1 – 8: Data collection and cleaning, data analysis and results section; discussion; chapter 3-5 revisions.

Week 8: Send thesis to committee after discussion

Week 9: Must have filed a Graduation Clearance Form and a revised Plan of Study (if needed)

Week 10: Defend and submit results to the Graduate College

Week 11: Must have filed a diploma application

Week 12: Edits/revisions to committee and the Graduate College

Week 16: Graduate

The Graduate College provides useful resources for students considering the thesis option.

Listed below are links to thesis templates, the Guide to Graduation for thesis degree candidates, an online thesis workshop webinar, and thesis frequently asked questions. Theses are required to be submitted using the format provided in the Graduate College Thesis Templates. It is advisable to build your thesis directly from the provided template documents.

Templates: <http://gradcollege.okstate.edu/content/thesis-and-dissertation-templates>

Guide to Graduation, online webinar, and FAQs: <http://gradcollege.okstate.edu/tdg>

***It is the student’s responsibility to know and meet the deadlines outlined by the Graduate College. Use the Graduate College Academic Calendar located in the University Catalog for exact deadlines for each semester. A digital copy of the University Catalog can be found at <https://registrar.okstate.edu/University-Catalog>.*

MPH Practicum Option (Plan 2)

The goal of the OSU MPH practicum is to supply students with the opportunity to apply knowledge and skills attained in the MPH academic program in a practice agency or other environment and under the guidance of a skilled site supervisor. The practicum portion of the MPH program is an opportunity to mature in the chosen focus area while also applying practical skills that are better accomplished outside of the classroom.

All students are expected to complete a written report upon completion of their practicum. The written report will present the four learning objectives and outcomes from the site in addition to culminating the course of study through demonstration of key skills taught within the program.

Students must submit this completed document to the MPH Director with an electronic copy of your preceptor's resume. It is the responsibility of the student to solicit and secure a preceptor. The preceptor should be the person who directly supervises the practicum experiences and acquisition of learning goals. Preceptor should have a B.A. with seven or more years of experience, an M.S. with five or more years of experience, **or** a PhD with one or more years of experience.

The student will also submit an evaluation of the practicum site at the end of practicum evaluating the overall practicum experience. Your preceptor will also complete an evaluation of you at the end of the practicum. You will submit both the Student Evaluation of Practicum Site form and the Site Evaluation of Student Form in your portfolio.

Students must successfully complete the written practicum assignment and 200-hour practicum to the satisfaction of their Faculty Advisor.

More information can be found on the MPH Practicum website at <https://publichealth.okstate.edu/content/practicum-option>. There you will find a course syllabus; forms for the Learning Agreement, site and student evaluations, Faculty Advisory Signature Page, and Written Assignment Evaluation; as well as written assignment requirements and examples. A Practicum Guide is provided in [Appendix D](#) of this handbook.

PLAN OF STUDY

A Plan of Study serves as a contract between a student and the university. Graduate education at OSU is highly personalized, and your POS is the blueprint for successful completion of your degree requirements.

You must submit a completed Plan of Study to the OSU Graduate College by the end of your second semester (excluding summer term) in the MPH program.

Graduate students submitting their first original plan of study should use the online Plan of Study. The online application is an interactive web form designed to make the process of completing and submitting a Plan of Study more transparent and prevent common mistakes.

The online application can be found at the Graduate College website, along with other FAQ dealing with your Plan of Study.

Plan of Study: <https://publichealth.okstate.edu/content/plan-study>

PLAN OF STUDY TEMPLATES

For recommendations on progression through the MPH program, visit the MPH Degree Plans page of the MPH website at <https://publichealth.okstate.edu/content/plan-study-templates>.

Templates for the following plans are provided:

- Dual-degree 12 month plan
- Summer start 18 month plan
- Fall start 21 month plan
- Summer start 24 month plan
- Fall start 24 month plan

PROGRAM DEADLINE

MPH students must complete all degree requirements within seven calendar years after their initial registration. For advice or assistance in planning your timeline for the MPH program, visit the program website's POS Templates page (<https://publichealth.okstate.edu/content/pos-templates>), the Graduate College Academic Calendar found in the University Catalog (<https://registrar.okstate.edu/University-Catalog>), or email Dr. Julie Croff, the MPH Program Director, at julie.croff@okstate.edu.

NEWLEY ADMITTED STUDENTS

Congratulations!! You have been admitted to the Oklahoma State University Master’s in Public Health Program. If you are new to Oklahoma State University, the following is some information to assist navigating your new university. For more detailed information, review the New Graduate Student Handbook at https://gradcollege.okstate.edu/sites/default/files/New_Grad_Handbook.pdf.

STUDENT ID CARDS

Student ID cards can be obtained on the first floor of the Math Sciences building in 113. It is important to get your student ID as it will be used as your official university photo ID, access to certain buildings on campus, and access to a variety of campus events and services. Visit <http://it.okstate.edu/services/id/> to get more information about getting your student ID card.

O-KEY ACCOUNT SERVICES

You will receive information once admitted about setting up something known as your O-Key Account. This is your account that will manage your password for all OSU computer systems including any online classroom work (<http://oc.okstate.edu>), email, and other computers on campus. As a new user, you will click on the O-Key Activation link from the account page (<https://app.it.okstate.edu/okey/>). This is also where you will set up your email account. For any additional information, contact OSU IT.

REGISTERING FOR CLASSES

To register for classes, you will schedule a meeting with your advisor and they will work with you to register for your first semester and subsequent semesters on campus. Make sure you contact them early to schedule a time to register for classes. You will be registering on the online system, at <http://my.okstate.edu> and if you have any financial aid (e.g. student loans, scholarships, etc.) you will accept them on this website as well.

TEXTBOOKS

While it is your choice on where you decide to purchase textbooks for your courses, the OSU bookstore (<http://shopokstate.com/authcontrol.aspx>) is required to carry all texts for all courses offered on campus. When you access the bookstore webpage, it will ask for your O-key email address and password. If you have already registered, it will provide a list of all the textbooks required for your class. You can choose to purchase them this way, take a print out of your schedule to the Student Union to the bookstore, or order them from another vendor.

APPENDICES

**APPENDIX A:
ADMISSION CONSIDERATION CRITERIA**

Admission to the Master of Public Health program is competitive and based on a comprehensive “whole-person” evaluation. The evaluation process is comprised of both objective and subjective criteria assigned a quantitative weighted value according to the foundational skills deemed integral to successful completion of the program. An evaluation scale provides an objective approach for admission consideration however the final decision is at the discretion of the MPH program admissions panel. The criteria used in applicant consideration are listed below in order of weight.

Cumulative Grade Point Average (GPA):

A cumulative GPA of 3.0 or higher is preferred however, applicants with a lower GPA are still considered for admission.

Discretionary Panel Evaluation:

This section is designed to designate weight for uncategorized considerations that may include optional application submissions (such as references), interviews or previous interaction with faculty, and/or to give priority to applicants who completed their undergraduate degree at OSU. Applicants are encouraged to contact the MPH director with questions about the program or to introduce themselves and communicate intent to apply.

Personal Statement:

See the admissions section for information to include in the personal statement. The personal statement provides an opportunity for the applicant to not only demonstrate skills in effective writing and communication but showcase his/her passion for the field of public health, facets of personal character, and readiness for entrance into a rigorous graduate program of study. The MPH program at OSU seeks to admit a diverse population of students who display a dedication to public health practice and an understanding of the role of public health practice in improving health outcomes.

Graduate Record Examination (GRE) Score:

The GRE is a standardized examination reflective of an individual’s ability to be successful in a rigorous program of study and is required for admittance to most graduate degree programs worldwide. A combined score of 300 or greater in the written and quantitative sections and 3.5 or greater in the verbal section are preferred however, applicants with scores lower are still considered. Each section of the GRE is weighted equally.

Work/Volunteer Experience:

The field of public health is a corner stone of community service and outreach. Related experience serving rural populations or otherwise addressing needs for underserved populations is preferred. Related experience does not have to be within the field of public health but may demonstrate dedication to a topic or populations, skills in leadership, etc.

APPENDIX B:
TIPS FOR SECURING A GRADUATE ASSISTANTSHIP

Working as a graduate assistant (GA) provides opportunity to gain invaluable experience and transferable skills while oftentimes funding completion of a master's degree program through partial to full tuition waivers and competitive stipends. Working directly with a member of the faculty establishes a mentor relationship facilitating enhanced personal growth. It also helps build the foundation for a strong professional network before entering the workforce. Finding, let alone securing, an assistantship can prove challenging. Many avenues for locating assistantships remain uncharted. Graduate assistants are expected to maintain professional appearance and conduct while upholding strong ethical practices in working with students and/or research. It is important to demonstrate these characteristics in pursuing an assistantship. The following tips provide the framework to successfully locate and secure a GA position.

Finding an Assistantship

Put yourself out there

The gross majority of GAs will tell you their assistantship 'fell into their lap.' Getting involved through attending events, meeting with professors, and serving on committees ensures faculty know who you are and what your interests are. Opportunities will arise through your network by being at the forefront of the minds of those most likely to provide them.

Always be professional

Remember, your time at OSU is a 24/7 interview – faculty are well connected to their profession and regularly encounter opportunities for students. They will not reach out to you with opportunities if you do not exercise professionalism in all aspects of your academic career by maintaining a professional/presentable appearance, meeting assignment deadlines, using professional communication, and, perhaps most importantly, interacting with all staff professionally.

Do not be afraid to inquire

Not all assistantships are advertised; especially research assistantships. There is no harm in meeting with faculty to discuss possible future assistantship opportunities or to communicate your interests to see if they have any suggestions. This is especially effective for students that are new to OSU and did not complete their undergraduate degree here.

Expand your search outside your department

Should an opportunity not arise through your existing network, search outside your department for opportunities through the OK State website. Conduct a broad search for 'graduate assistantships' on <http://go.okstate.edu/>. Departments post assistantship opportunities for a wide range of positions that may directly or indirectly relate to your program of study.

Applying to an assistantship

Do your homework

Read through all information provided online before contacting a department or faculty member to apply. Understand the minimal qualifications and requirements for the position. If applying for a research assistantship, be familiar with the individual's research; including all past, current, and upcoming, reading on the topic as necessary. Refer to his/her research in cover letters and/or meetings indicating you are familiar with his/her research and knowledgeable/interested in the topic.

Submit an effective cover letter and resume/CV

Career Services at OSU provides an excellent resource for resume and cover letter writing. Make an appointment to review your resume, or read through the extensive resume resources, on their website at <http://www.hireosugrads.com/StudentsAlumni/ResumeCoverLetter-ResumeTips.aspx>.

Meet with faculty

If at all possible; get yourself in front of the decision-maker on the assistantship. Communicate any experience or skills you possess required of the position, how you will add value to the department, how the assistantship aligns with your goals, and any other pertinent information that may help in their decision to accept you as a GA. Remember however, faculty will fill positions to fit their needs. Try to be flexible in your interests.

Always follow-up

If you meet with any faculty to discuss a possible assistantship, *always* send a follow-up note thanking them for their time regardless if an opportunity exists. Further, if you do submit an application for an assistantship, follow-up with the proper contact to ensure you have submitted all the necessary paperwork and information.

Be persistent

You may encounter several “no’s” before you find a “yes.” Do not be discouraged and keep applying. If nothing else, you may make contacts that will later lead to an assistantship. Many graduate students do not secure an assistantship in their first, or even second, semester of graduate school.

Accepting an assistantship

Complete required forms

No later than the week prior to first day of the semester:

- Offer Letter – the department offering the assistantship will send a TA/RA offer letter which you must sign and return. This is required to initiate pay and benefits.
- Employment Paperwork – the department administration office will invite you to complete required employment paperwork. They will require copies of two forms of identification.

No later than the first day of the semester:

- Graduate Student Support Initiative (GSSI) Tuition Waiver Program Form – visit the ‘GTA/GRA Tuition Waiver Contracts’ section of the OSU Graduate College Forms page at <https://gradcollege.okstate.edu/FormsPage> and submit the appropriate form online.

APPENDIX C: AREAS OF SPECIALIZATION/FOCUS

First year graduate students may find it challenging to determine what electives to add to their curriculum. An area of specialization is highly individual to the student however, below are recommended courses for areas of specialization common to the field of public health.

- Disease Prevention and Education
- Epidemiology
- Family/Child Health
- General Wellness Education and Promotion
- Geriatric/Elderly Health and Aging
- International/Global Health
- Mental Health and Disabilities
- Nutrition
- Physical & Exercise Education/Science
- Policy
- Rural and Underserved Communities
- Sexual Health Education and Promotion
- Sustainability and Food Security

For the most up-to-date and complete list of course offerings, view the current year's University Course Catalog at <https://registrar.okstate.edu/University-Catalog>.

DISEASE PREVENTION AND EDUCATION

HCA 5173* Emerging Global Infectious Diseases.

Develops a realistic approach to addressing emerging global infectious diseases, emphasizing global health implications in the areas of prevention, surveillance, and control.

HLTH 5133* Environmental Health.

Examination of health issues, etiology of disease, and control and prevention of major environmental health problems in industrialized and developing countries. Previously offered as HHP 5133.

HLTH 5983* Implementation and Evaluation of Public Health Programs.

Application of program implementation and evaluation, including evaluation design. Same course as MPH 5983. Previously offered as HHP 5983.

MICR 5273* Advanced Principles of Microbial Pathogenesis.

Advanced study of the pathogenic mechanisms used by microbial pathogens to cause disease. Principles of pathogen and pathogen-host interactions that lead to disease pathology.

MPH 5413* Food Safety and Public Health.

Prerequisite(s): Graduate standing and consent of instructor. Introduction to public health and diseases transmissible to humans. Potential human health hazards in foods of animal origin and principles of safe food production, processing, handling and inspection, including pathogen reduction and HACCP regulations. Same course as VBSC 5413*.

NSCI 5053* Functional Foods for Chronic Disease Prevention.

Prerequisite(s): Admission to Great Plains IDEA MS in Dietetics or consent of instructor. Integrate and evaluate the regulatory principles, food science, nutrient science and nutritional metabolism for the development of functional foods, nutraceuticals, and dietary supplements for chronic disease prevention. Web-based instruction.

NSCI 5313* Dietary and Herbal Supplements.

Prerequisite(s): Human Physiology or consent of instructor. Explore the safety and efficacy of botanical/herbal and dietary supplements in health applications including dietary supplementation in the prevention and treatment of chronic disease. Web-based Instruction

NSCI 5543* Obesity Across the Life Span.

Prerequisite(s): Admission to Great Plains IDEA MS in Dietetics or consent of instructor. Obesity in the population from childhood to the adult age groups. Examination of the impact of obese conditions on disease development throughout the life span. Critical analysis of interventions used in the behavioral and clinical management of overweight and obese individuals in community and clinical settings. Web-based instruction.

NSCI 6243* Nutrition and Cancer.

Examination of basic cancer biology and methodology used to study nutrition and cancer relationships. The role of nutrition in specific cancers, cancer prevention and cancer treatment will be explored

SOC 4153 Sociology of Health and Illness.

Critically analyzes the social production of disease and illness in modern society from a sociological perspective. Examines the social organization of Medicare care, including critical issues affecting healthcare and health insurance in the United States. Focuses on the meanings and experiences of illness, as well as on contemporary critical debates such as environmental and health, bioengineering, and bioethics.

EPIDEMIOLOGY

BIOM 5013* Biomedical Statistics.

Prerequisite(s): Graduate standing. Fundamentals of biostatistics, including parametric and non-parametric statistical methods with applications to biomedical research, clinical epidemiology and clinical medicine.

MICR 5273* Advanced Principles of Microbial Pathogenesis.

Advanced study of the pathogenic mechanisms used by microbial pathogens to cause disease. Principles of pathogen and pathogen-host interactions that lead to disease pathology.

MPH 5221* Epidemiology and Evidence-Based Medicine.

Prerequisite(s): Graduate standing and consent of instructor. Principles and uses of evidence-based practice of veterinary medicine; comprehension and utilization of scientific research; interpretation of basic concepts of observational study of disease. Same course as VMED 5221* and VMED 7221*

RES 5023* Introduction to Clinical Epidemiology.

This course covers causation, epidemiological research designs, measures of disease frequency and association, detection of confounders and interaction, ethics and issues pertaining to the validity and applicability of research in medicine.

SOC 5553* Seminar in Medical Sociology.

Advanced study in the sociology of medicine, including the doctor-patient relationship, the social meanings of health and illness, epidemiology, health care delivery, and the medicalization of American society. Analysis of the sociology of organic illness and mental illness using readings from both classical and contemporary sources

FAMILY/CHILD HEALTH

HDFS 4373* Early Childhood Health & Well-being.

Prerequisite(s): 2113. Examination of issues in early childhood health and well-being, including physical health; infant and early childhood mental health; nutrition, exercise, and childhood obesity; safety; resilience; and exposure to biological and psychosocial risks that impact health. Exploration of policies and programs related to children's health and well-being, as well as identification of practical implications for promoting children's health and well-being.

HDFS 5153* Policy in Human Development and Family Science.

Critical analysis of approaches to and models of policy in Human Development and Family Science. Examination of policy analysis and evaluation, development, advocacy, and implementation of state and federal policy and legislation.

HDFS 5233* Infant Mental Health.

Foundations of infant mental health theory, research, and practice. Includes the familial context of children's early development and the importance of infant-caregiver relationships, early intervention, assessment, and reflective practice. Emphasis is placed on the application of infant mental health principles across settings and disciplines focused on early childhood and families.

HDFS 5243* Infant and Early Childhood Development and Attachment.

Survey of research and theory pertaining to infant and early childhood development and attachment. Content includes cognition and learning, social and emotional development, and assessment. An emphasis is placed on attachment and implications for practitioners working with young children and families.

HDFS 5273* Parent Education.

Prerequisite(s): Consent of instructor. Parent-child relations, parenting strategies, and other major components of empirically validated parent education programs that lead to certification. Supervised practice.

HDFS 5283* Developmental Disabilities.

Recent practices, policy, theory, and research related to individuals with developmental disabilities and their family members

HDFS 5343* Developmental Assessment and Interventions.

Applications of qualitative and quantitative approaches to observation and developmental assessment and intervention strategies for students preparing to become specialists or practitioners working with children and families, including early childhood educators, child and parenting practitioners, and human service practitioners.

HDFS 5353* Diversity in Early Childhood.

Exploration and critical review of the state of early childhood programming with emphasis on research, theory, and policy making that bear on current diversity and multicultural issues in practice.

HDFS 5363* Early Childhood Development and Education.

The interaction of biology, family, culture, and extended environment on children's emotional, social, and cognitive development during the early childhood years. The implications of regularities and diversity in development for teaching and learning and on principles of educational practice to enhance development.

HDFS 5373* Early Childhood Administration.

Examination of the administration, management, and supervision of programs for young children. Legal, social, and economic conditions affecting programs.

HDFS 5493* Aging and Families.

Theories and research related to individual and family adjustments in later life affecting older persons and their intergenerational relationships. Critical issues include marriage, divorce and remarriage, adult children and their parents, grandparenting, and alternative family forms.

HDFS 5513* Issues in Family Science.

Current and classic literature in family studies. Consideration of philosophical bases and current research issues relevant to the family as a field of study.

HDFS 5523* Family Theory.

Theoretical frameworks and processes in family science. Overview of the interface between theory, research, and application in family science.

HDFS 5543* Coping with Family Crises.

Strategies for helping families deal with various family crises including illness, death and divorce. Focus on dealing with these from a family systems approach

HDFS 5563* Community and Family.

Prerequisite(s): Admission to the HDFS Graduate Program. Examination of current research and theory in the interactions of families and communities. Emphasis on empirical strategies for intervention to address community and family-based problems.

HDFS 5573* Adolescent in Family Context.

Physical, social, emotional and intellectual development of adolescents within the context of family relationships. Exploration of research and theory as it relates to adolescent development and parent-adolescent relationships

HDFS 5643* Child and Adolescent Treatment in Marriage and Family Therapy.

Prerequisite(s): Graduate standing or consent of instructor. An overview of the issues surrounding children and adolescents in marriage and family therapy including child abuse and neglect, drug abuse, oppositional behaviors, ADHD, and family structures and hierarchies. Assessment and treatment methods. Strategies for engaging families.

HS 5553* Insurance Planning for Families.

Study of risk management concepts, tools, and strategies for individuals and families, including life insurance; property and casualty insurance; liability insurance; accident, disability, health, and long-term care insurance; and government-subsidized programs. Current and emerging issues and ethical considerations. Relationships between investment options and employee/employer benefit plan choices. Web-based instruction.

NSCI 5363* Maternal and Infant Nutrition.

Prerequisite(s): 2114 or equivalent. Nutritional needs and dietary concerns during pregnancy, lactation and the first year of life. Implications for nutrition intervention, education and policy.

NSCI 5373* Childhood Nutrition.

Prerequisite(s): 2114 or consent of instructor. Normal nutritional needs of children, preschool through grade 12. Dietary implications for child care programs, school food service and parent education.

GENERAL WELLNESS EDUCATION AND PROMOTION

HLTH 5113* Psychological Aspects of Health.

Examination of the interactions of biological, psychological, social, and spiritual factors as they impact human health and disease. Previously offered as HHP 5113.

MPH 5413* Food Safety and Public Health.

Prerequisite(s): Graduate standing and consent of instructor. Introduction to public health and diseases transmissible to humans. Potential human health hazards in foods of animal origin and principles of safe food production, processing, handling and inspection, including pathogen reduction and HACCP regulations. Same course as VBSC 5413*.

NSCI 5203* Nutrition in Wellness.

Prerequisite(s): Admission to the Great Plains IDEA online MS in Dietetics or consent of instructor. Wellness promotion through nutrition. Nutritional risk and protective factors will be examined as they relate to public health and individual nutrition. Web-based instruction.

NSCI 5713* Advanced Community Nutrition.

Prerequisite(s): 2114, 3223 and 4733 or equivalent or consent of instructor. Current issues in community nutrition with emphasis on program development and evaluation of community nutrition programs. Analysis of the impact of economic, political, legislative and cultural diversity factors in the field of community nutrition.

GERIATRIC/ELDERLY HEALTH AND AGING

HDFS 5403* Perspectives in Gerontology.

An overview of current aging issues including current focus of gerontology theory and research; critical social and political issues in aging, the interdisciplinary focus of gerontology, current career opportunities, and aging in the future. Web-based instruction.

HDFS 5411* Ethics and Aging.

Analysis of ethical issues for the aging population. Critical examination of various ethical issues from legal, psychological, social, and financial perspectives. Enrollment requires attendance of the one-day, Oklahoma Ethics and Aging Conference.

HDFS 5413* Adult Development and Aging.

The biological, psychological and social factors associated with aging. Special emphasis on developmental adaptation in late and very late life.

HDFS 5423* Research Perspectives in Gerontology.

Critical review of gerontological literature. Special emphasis on current knowledge related to research methodologies, measurement applications, and clinical interventions used to study age-related processes and outcomes.

HDFS 5433* Theories of Aging.

Addresses the historical, contemporary and interdisciplinary basis of aging theory. Biological, psychological, sociological and human developmental conceptualizations of aging are critically assessed. Emphasis is placed on conceptual models, as well as theoretical development and application within gerontological research and the field of aging

HDFS 5453* Aging in the Medical Context.

Orients students to the unique issues related to health and the health system for individuals in later life. A particular focus is placed on health programs, the role of medical personnel and tasks of family members as older persons face health issues and decisions

HDFS 5493* Aging and Families.

Theories and research related to individual and family adjustments in later life affecting older persons and their intergenerational relationships. Critical issues include marriage, divorce and remarriage, adult children and their parents, grandparenting, and alternative family forms.

HLTH 4783* Health Issues in Gerontology.

Prerequisite(s): HLTH 2603. An in-depth study of physiological aspects, special health concerns, chronic illnesses and services as applied to gerontology. Previously offered as HHP 4783.

HS 5543* Environments and Aging.

Special needs of older people and attributes of physical environments that support these needs including attention to the "meaning of and attachment to home." Application of knowledge to design and management of housing, institutional settings, neighborhoods and communities. Environment-person fit; aging-in-place, assisted living and long-term care; and therapeutic environments. Web-based instruction.

HS 5543* Environments and Aging.

Special needs of older people and attributes of physical environments that support these needs including attention to the "meaning of and attachment to home." Application of knowledge to design and management of housing, institutional

HS 5553* Insurance Planning for Families.

Study of risk management concepts, tools, and strategies for individuals and families, including life insurance; property and casualty insurance; liability insurance; accident, disability, health, and long-term care insurance; and government-subsidized programs. Current and emerging issues and ethical considerations. Relationships between investment options and employee/employer benefit plan choices. Web-based instruction.

HS 5633* Program Evaluation and Research Methods in Gerontology.

Overview of program evaluation, research methods and grant writing in gerontology. Application of quantitative and qualitative methods in professional settings. Web-based instruction

NSCI 5323* Nutrition and Physical Activity in Aging.

Basic physiological changes during aging and their impact in health and disease. Successful aging with emphasis on physical activity and nutrition. Practical application to community settings. Web-based instruction.

NSCI 5393* Nutrition and Aging.

Prerequisite(s): 2114 or equivalent. Nutritional needs, and dietary concerns of the elderly. Implications for food and nutrition programs, policies, research and education. settings, neighborhoods and communities. Environment-person fit; aging-in-place, assisted living and long-term care; and therapeutic environments. Web-based instruction.

INTERNATIONAL/GLOBAL HEALTH

AGEC 5343* International Agricultural Markets and Trade.

Contemporary international agricultural trade theory and applications. Broaden students' understanding of contemporary cultural and economic issues outside the U.S. that affect global demand. Gains from trade and the theory of comparative advantage. No credit for students with credit in AGECE 4343.

AGEC 5733* International Agricultural Policy and Development.

Global welfare analysis of national food and agricultural trade and development policies of developed and developing countries. Analysis of import demand systems using real world data and incorporating economic and demographic variables.

AGIN 5312* Applied Issues in International Agriculture and Natural Resources.

Prerequisite(s): Graduate standing or consent of instructor. Applied global issues in international agriculture and natural resource development, including sustainability, food security, trade, project evaluation, and international agricultural institutions. Written and oral reports and discussion of selected topics.

CIED 5623* Multicultural and Diversity Issues in Curriculum.

Understanding of the historical and contemporary perspectives toward cultural diversity. Development of an awareness of diverse culture and language communities; understanding of critical issues of race, class, gender, and ethnicity in education; perennial issues of multiculturalism in public education and in global society; a comprehensive overview of principles and current research on bilingual and multicultural education.

GEOG 5243* Geography of the World's Indigenous Peoples.

Prerequisite(s): Graduate standing and consent of instructor. A regional survey of indigenous assertions of cultural, political and economic self-determination outside the United States. Native land claims, impact of regional development and environmental issues upon indigenous communities, and their efforts to establish geopolitical autonomy.

HCA 5133* Health Care Informatics.

Focuses on healthcare informatics for the entire spectrum within the medical community. Covers local and community applications to broad global initiatives.

HCA 5143* Relief and Development in Global Health.

Explores the roles and interaction of intergovernmental and governmental agencies and NGOs involved in global health

HCA 5153* International Health Systems.

Provides an overview of the differences in global health care systems using a historical and sociopolitical context making extensive use of country case studies.

HCA 5173* Emerging Global Infectious Diseases.

Develops a realistic approach to addressing emerging global infectious diseases, emphasizing global health implications in the areas of prevention, surveillance, and control.

HCA 5183* Global Environmental and Occupational Health.

Examines environmental health concerns in the context of public health, and the social, economic and other factors that mitigate the effects of environmental hazards or otherwise influence the population.

HCS 5103* Intro to Global Health.

Highlights the chronic, emerging and re-emerging global health issues and examines possible measures to address them.

HLTH 5133* Environmental Health.

Examination of health issues, etiology of disease, and control and prevention of major environmental health problems in industrialized and developing countries. Previously offered as HHP 5133.

MPH 5413* Food Safety and Public Health.

Prerequisite(s): Graduate standing and consent of instructor. Introduction to public health and diseases transmissible to humans. Potential human health hazards in foods of animal origin and principles of safe food production, processing, handling and inspection, including pathogen reduction and HACCP regulations. Same course as VBSC 5413*.

NSCI 5453* Nutrition and Health Disparities.**

Prerequisite(s): Admission to Great Plains IDEA MS in Dietetics or consent of instructor. Examination of nutrition and health disparities in the U.S. Identification of sociocultural determinants of health and their influence on nutrition and health outcomes. Exploration of interdisciplinary strategies to reduce nutrition and health disparities. Web-based instruction.

NSCI 5553* Global Nutrition and Food Security.

Advanced study of the magnitude, causes, and nature of hunger and under-nutrition in low income countries; emphasis on programs, policies and planning directed toward alleviating hunger and malnutrition

NSCI 5713* Advanced Community Nutrition.

Prerequisite(s): 2114, 3223 and 4733 or equivalent or consent of instructor. Current issues in community nutrition with emphasis on program development and evaluation of community nutrition programs. Analysis of the impact of economic, political, legislative and cultural diversity factors in the field of community nutrition.

SOC 5333* Global Population and Social Problems.

Prerequisite(s): Graduate standing. Study in world, regional and national population characteristics, changes and associated problems and cultural influences.

MENTAL HEALTH AND DISABILITIES

HDFS 5283* Developmental Disabilities.

Recent practices, policy, theory, and research related to individuals with developmental disabilities and their family members

HDFS 5653* Systemic Approaches to Psychopathology and Psychopharmacology.

Prerequisite(s): Graduate standing or consent of instructor. Overview of major mental disorders and other conditions that may be the focus of clinical mental health treatment. Treatment issues and an introduction to psychopharmacology.

HLTH 5113* Psychological Aspects of Health.

Examination of the interactions of biological, psychological, social, and spiritual factors as they impact human health and disease. Previously offered as HHP 5113.

LEIS 5493* Therapeutic Recreation in Mental Health and Mental Retardation.

Prerequisite(s): 3483 or consent of instructor. Role of therapeutic recreation in mental health with emphasis upon client prognosis and methodologies of treatment programs.

PSYC 4283* Health Psychology.

Prerequisite(s): PSYC 1113. This course will explore the interplay between psychology and health, including the psychological impact of illness, psychological contributions to illness and wellness, health behaviors, and psychological interventions to improve health and healthcare.

NUTRITION

MPH 5413* Food Safety and Public Health.

Prerequisite(s): Graduate standing and consent of instructor. Introduction to public health and diseases transmissible to humans. Potential human health hazards in foods of animal origin and principles of safe food production, processing, handling and inspection, including pathogen reduction and HACCP regulations. Same course as VBSC 5413*.

NSCI 5012* Public Policy Development in Food, Nutrition and Related Programs.

Rationale underlying governmental programs in food and nutrition and human sciences and assessment of the effectiveness of the programs.

NSCI 5053* Functional Foods for Chronic Disease Prevention.

Prerequisite(s): Admission to Great Plains IDEA MS in Dietetics or consent of instructor. Integrate and evaluate the regulatory principles, food science, nutrient science and nutritional metabolism for the development of functional foods, nutraceuticals, and dietary supplements for chronic disease prevention. Web-based instruction.

NSCI 5133* Advanced Nutrition for Exercise and Sport.

Prerequisite(s): Intro nutrition and biochemistry or consent of instructor. Advanced study of nutrition and metabolism relating to physical activity, sports and health.

NSCI 5203* Nutrition in Wellness.

Prerequisite(s): Admission to the Great Plains IDEA online MS in Dietetics or consent of instructor. Wellness promotion through nutrition. Nutritional risk and protective factors will be examined as they relate to public health and individual nutrition. Web-based instruction.

NSCI 5303* Human Nutrition and Metabolism I.

Prerequisite(s): Introductory nutrition, organic chemistry, physiology or consent of instructor. Examine the chemical characteristics and functions of macronutrients; digestion, absorption, transport and metabolism of macronutrients; control of intermediary metabolism and metabolic pathways. No credit for students with degree credit in NSCI 4123.

NSCI 5313* Dietary and Herbal Supplements.

Prerequisite(s): Human Physiology or consent of instructor. Explore the safety and efficacy of botanical/herbal and dietary supplements in health applications including dietary supplementation in the prevention and treatment of chronic disease. Web-based Instruction

NSCI 5323* Nutrition and Physical Activity in Aging.

Basic physiological changes during aging and their impact in health and disease. Successful aging with emphasis on physical activity and nutrition. Practical application to community settings. Web-based instruction.

NSCI 5453: Nutrition & Health Disparities**

Prerequisite(s): Admission to Great Plains IDEA MS in Dietetics or consent of instructor. Examination of nutrition and health disparities in the U.S. Identification of sociocultural determinants of health and their influence on nutrition and health outcomes. Exploration of interdisciplinary strategies to reduce nutrition and health disparities. Web-based instruction.

NSCI 5553* Global Nutrition and Food Security.

Advanced study of the magnitude, causes, and nature of hunger and under-nutrition in low income countries; emphasis on programs, policies and planning directed toward alleviating hunger and malnutrition

NSCI 5713* Advanced Community Nutrition.

Prerequisite(s): 2114, 3223 and 4733 or equivalent or consent of instructor. Current issues in community nutrition with emphasis on program development and evaluation of community nutrition programs. Analysis of the impact of economic, political, legislative and cultural diversity factors in the field of community nutrition.

NSCI 5753* Health Care Administration.

Prerequisite(s): Consent of instructor. Overview of U.S. and international health care systems. Administrative roles of health care professionals and how they affect patient health and health care delivery in various settings.

NSCI 5870* Problems in Nutritional Sciences.

1-4 credits, max 6. Analysis of emerging problems and trends in nutritional sciences.

NSCI 6243* Nutrition and Cancer.

Examination of basic cancer biology and methodology used to study nutrition and cancer relationships. The role of nutrition in specific cancers, cancer prevention and cancer treatment will be explored

PHYSICAL & EXERCISE EDUCATION/SCIENCE

HHP 5603* Principles of Performance Enhancement.

Prerequisite(s): 2654, 3114, ZOOL 3204. Theoretical foundation of specific tenets of exercise and performance enhancement. Upon successful course completion students will be eligible to sit for the National Academy of Sports Medicine (NASM) examination for NASM Performance Enhancement Specialist certification

HHP 5703* Principles of Corrective Exercise.

A scientific approach to corrective exercise program design and implementation.

HHP 5853* Clinical Exercise Testing and Prescription.

Prerequisite(s): HHP 3114. An in-depth study of the principles and application of clinical exercise testing including submaximal and maximal tests, oxygen consumption, and electrocardiography. Guidelines to prescribing individualized exercise plans will also be covered. Special attention will be paid to clinical variables and special populations.

NSCI 5133* Advanced Nutrition for Exercise and Sport.

Prerequisite(s): Intro nutrition and biochemistry or consent of instructor. Advanced study of nutrition and metabolism relating to physical activity, sports and health.

POLICY

AGEC 5703* Economics of Agriculture and Food Policy.

Prerequisite(s): 4703 and 5103. Application of welfare criteria and economic analysis to agricultural, food, and rural development problems and policies.

AGEC 5713* Rural Regional Analysis.

Prerequisite(s): 5103. Concepts of market and nonmarket based rural welfare; theories of regional growth as applied to rural areas; methods of regional analysis including computable general equilibrium; analysis of policies and programs for improving welfare of rural population groups.

AGEC 5733* International Agricultural Policy and Development.

Global welfare analysis of national food and agricultural trade and development policies of developed and developing countries. Analysis of import demand systems using real world data and incorporating economic and demographic variables.

ECON 5053* Impact Evaluation of Public Policies.

Prerequisite(s): Introductory econometrics or instructor consent. The primary goal of this course is to familiarize students with evaluation methodology and tools commonly used to assess publicly funded policies. Students will become familiar with the concepts, methods and applications of impact evaluation; learn how to read evaluation research critically; understand how to use evaluation results to anticipate or improve public policies; and be able to propose an appropriate evaluation plan to assess the implementation and effectiveness of a public policy.

HCA 5043* Organizational Leadership and Development in Health Care.

Teaches leadership development theories, perspectives and skills found within health care organizations. Provides insight on leadership styles, team development, coaching and fostering growth. Prepares leaders for embracing change including globalization, knowledge management and sustainability.

HCA 5133* Health Care Informatics.

Focuses on healthcare informatics for the entire spectrum within the medical community. Covers local and community applications to broad global initiatives.

HCA 5203* Health Impact Assessment.

Evaluates the connection between community design and public health by applying evidence to inform decision-making for new policies and plans.

HDFS 5153* Policy in Human Development and Family Science.

Critical analysis of approaches to and models of policy in Human Development and Family Science. Examination of policy analysis and evaluation, development, advocacy, and implementation of state and federal policy and legislation.

HLTH 5983* Implementation and Evaluation of Public Health Programs.

Application of program implementation and evaluation, including evaluation design. Same course as MPH 5983. Previously offered as HHP 5983.

NSCI 5012* Public Policy Development in Food, Nutrition and Related Programs.

Rationale underlying governmental programs in food and nutrition and human sciences and assessment of the effectiveness of the programs.

NSCI 5553* Global Nutrition and Food Security.

Advanced study of the magnitude, causes, and nature of hunger and under-nutrition in low income countries; emphasis on programs, policies and planning directed toward alleviating hunger and malnutrition

NSCI 5713* Advanced Community Nutrition.

Prerequisite(s): 2114, 3223 and 4733 or equivalent or consent of instructor. Current issues in community nutrition with emphasis on program development and evaluation of community nutrition programs. Analysis of the impact of economic, political, legislative and cultural diversity factors in the field of community nutrition.

NSCI 5753* Health Care Administration.

Prerequisite(s): Consent of instructor. Overview of U.S. and international health care systems. Administrative roles of health care professionals and how they affect patient health and health care delivery in various settings.

MPH 5413* Food Safety and Public Health.

Prerequisite(s): Graduate standing and consent of instructor. Introduction to public health and diseases transmissible to humans. Potential human health hazards in foods of animal origin and principles of safe food production, processing, handling and inspection, including pathogen reduction and HACCP regulations. Same course as VBSC 5413*.

POLS 3493* Public Policy.

Prerequisite(s): Any one of 1013, 2033, 2113, ECON 1113, 2123, SOC 1113, PHIL 2113. Identification of policy options open to policy makers and examination of measurements and rationales underlying governmental programs.

POLS 5613* Public Policy Analysis.

Analytical methods for evaluating public policies and examination of the public process including policy design, implementation and evaluation.

RURAL AND UNDERSERVED COMMUNITIES

AGEC 5703* Economics of Agriculture and Food Policy.

Prerequisite(s): 4703 and 5103. Application of welfare criteria and economic analysis to agricultural, food, and rural development problems and policies.

AGEC 5713* Rural Regional Analysis.

Prerequisite(s): 5103. Concepts of market and nonmarket based rural welfare; theories of regional growth as applied to rural areas; methods of regional analysis including computable general equilibrium; analysis of policies and programs for improving welfare of rural population groups.

CIED 5623* Multicultural and Diversity Issues in Curriculum.

Understanding of the historical and contemporary perspectives toward cultural diversity. Development of an awareness of diverse culture and language communities; understanding of critical issues of race, class, gender, and ethnicity in education; perennial issues of multiculturalism in public education and in global society; a comprehensive overview of principles and current research on bilingual and multicultural education.

HDFS 5563* Community and Family.

Prerequisite(s): Admission to the HDFS Graduate Program. Examination of current research and theory in the interactions of families and communities. Emphasis on empirical strategies for intervention to address community and family-based problems.

HLTH 5133* Environmental Health.

Examination of health issues, etiology of disease, and control and prevention of major environmental health problems in industrialized and developing countries. Previously offered as HHP 5133.

HLTH 5983* Implementation and Evaluation of Public Health Programs.

Application of program implementation and evaluation, including evaluation design. Same course as MPH 5983. Previously offered as HHP 5983.

NSCI 5453* Nutrition and Health Disparities.**

Prerequisite(s): Admission to Great Plains IDEA MS in Dietetics or consent of instructor. Examination of nutrition and health disparities in the U.S. Identification of sociocultural determinants of health and their influence on nutrition and health outcomes. Exploration of interdisciplinary strategies to reduce nutrition and health disparities. Web-based instruction.

NSCI 5553* Global Nutrition and Food Security.

Advanced study of the magnitude, causes, and nature of hunger and under-nutrition in low income countries; emphasis on programs, policies and planning directed toward alleviating hunger and malnutrition

NSCI 5713* Advanced Community Nutrition.

Prerequisite(s): 2114, 3223 and 4733 or equivalent or consent of instructor. Current issues in community nutrition with emphasis on program development and evaluation of community nutrition programs. Analysis of the impact of economic, political, legislative and cultural diversity factors in the field of community nutrition.

SOC 5493* Seminar in Environmental Justice.

Considers racial, class and equity implications of environmental degradation and regulation. Includes discussion of controversies over the siting of hazardous facilities in urban and rural areas, the extraction of resources from native lands, national and transnational export of toxic waste to the South and the development of a distinct environmental justice movement.

SEXUAL HEALTH EDUCATION AND PROMOTION

ART 5693* Gender and Visual Culture.

Explores themes and issues surrounding gender in relation to art history and visual culture more broadly. Topics may include artists and creators, sexuality, the body, eroticism, historicizing gender, feminism and feminist theory, etc. No credit for students with credit in 4693.

CPSY 5663* Counseling and Sexuality.

Prerequisite(s): Permission of instructor. Current trends in counseling clients with sexual problems, as well as clients with varying sexual orientations and identities.

HDFS 5583* Human Sexuality.

Multiple aspects of human sexuality including physiological and psychosexual development and response, sexual relationships, and sexual dysfunction.

HLTH 5233* Sexuality and Health.

The study of human sexuality as it relates to the health and well-being of individuals in the community, college, school, and worksite settings. Particular emphasis will be on examining, developing, or modifying new programming related to sexuality and health. Previously offered as HHP 5233.

SUSTAINABILITY AND FOOD SECURITY

AGEC 5343* International Agricultural Markets and Trade.

Contemporary international agricultural trade theory and applications. Broaden students' understanding of contemporary cultural and economic issues outside the U.S. that affect global demand. Gains from trade and the theory of comparative advantage. No credit for students with credit in AGECE 4343.

AGEC 5703* Economics of Agriculture and Food Policy.

Prerequisite(s): 4703 and 5103. Application of welfare criteria and economic analysis to agricultural, food, and rural development problems and policies.

AGEC 5733* International Agricultural Policy and Development.

Global welfare analysis of national food and agricultural trade and development policies of developed and developing countries. Analysis of import demand systems using real world data and incorporating economic and demographic variables.

AGED 6223* Program Evaluation in Agriculture and Extension.

Prerequisite(s): Graduate standing. Program evaluation theory and methodology (quantitative and qualitative) presented through a service learning framework. Problem-based approach having students submit a proposal that addresses an evaluation need presented by a community-based program.

AGIN 5312* Applied Issues in International Agriculture and Natural Resources.

Prerequisite(s): Graduate standing or consent of instructor. Applied global issues in international agriculture and natural resource development, including sustainability, food security, trade, project evaluation, and international agricultural institutions. Written and oral reports and discussion of selected topics.

ENVR 5303* Issues in Environmental Sustainability.

The course reviews human-nature relationships and how they affect the ability of future generations to sustainably improve their quality of life. The course also considers methods of environmental stewardship that can contribute to sustainability. In-class and/ or online discussions of issues, guest presentations by outside experts, and reports on selected topics are included.

MPH 5413* Food Safety and Public Health.

Prerequisite(s): Graduate standing and consent of instructor. Introduction to public health and diseases transmissible to humans. Potential human health hazards in foods of animal origin and principles of safe food production, processing, handling and inspection, including pathogen reduction and HACCP regulations. Same course as VBSC 5413*.

NSCI 5012* Public Policy Development in Food, Nutrition and Related Programs.

Rationale underlying governmental programs in food and nutrition and human sciences and assessment of the effectiveness of the programs.

NSCI 5553* Global Nutrition and Food Security.

Advanced study of the magnitude, causes, and nature of hunger and under-nutrition in low income countries; emphasis on programs, policies and planning directed toward alleviating hunger and malnutrition

APPENDIX D: PRACTICUM GUIDE

The Council on education for Public Health (CePH) requires that all students engage in a culminating experience that combines public health knowledge and skills. This experience allows direct application of course content in an applied setting under guidance and supervision from faculty and community supervisors. The goal of this experience is to enrich classroom activity with practical understanding. Placement sites require prior approval from a committee comprised of one core and two affiliate public health faculty. Placement sites may include governmental or non-governmental organizations, community-based organizations, applied public health field research, health service settings (including those in universities and schools), or worksite wellness programs. The practicum must occur in the last semester of the MPH program.

Placement Site

Students are responsible for establishing and identifying a field placement site prior to enrollment in the MPH Practicum with approval from his/her committee. It is recommended students solicit organizations specific to individual areas of interest. Organizations such as the Oklahoma Department of Health, the United Way, and Our Daily Bread have accepted OSU students in the past however there is no limit to the realm of possibilities, including international prospects if the student so chooses. Upon completion of the practicum many students secure employment through opportunities at the placement site.

Preceptor

Students must establish a preceptor at the placement site. It is the responsibility of the preceptor to facilitate an environment for which it will be possible for the student to fulfill learning objectives and demonstrate program core competences. Learning objectives are established by the student in coordination with the preceptor and approved by his/her faculty advisor in the Field Practicum Learning Agreement. Preceptors must meet one of the following minimum credential and experience criteria:

- Bachelor's with minimum seven years experience
- Master's with minimum five years experience
- PhD with minimum two years experience

Required hours or weekly schedule

The hours and days worked will be negotiated with the placement site; 200 total hours must be accrued onsite. Practicum hours may be paid or unpaid dependent upon the placement site. If the practicum is completed in the summer (12 weeks) or during a short-term (8 weeks), the expected hours per week will be higher than during a traditional term.

Students should make themselves available to meet with the faculty advisor mid-way through the semester to assess progress. The faculty advisor will also be available to meet as needed.

Expectations

Students are expected to complete a reflective journal after every 50 hours worked: 4 total reflective journals are expected. Journals should include specific activities conducted as part of the field training experience. Each journal is expected to be at least 3 double spaced pages and

should include discussion of obstacles encountered and successes. Reflections should emphasize at least three of the following topics:

- A. Challenging knowledge or previously held beliefs
- B. Evidence of skill development or learning. What are you learning in this field placement?
- C. Theory versus practice. What experiences have you had that conflict or align with classroom learning?
- D. Professional development. What opportunities does this site offer for professional development? Have you engaged in any training activities?
- E. Relationship with preceptor/other staff. Describe your site supervisor's role and interactions with you at your site. What management/leadership styles are exemplified in your field site?
- F. Insight into how the organization views the practicum.

The student will also be expected to develop an electronic portfolio. This portfolio is a collection of materials developed by the student throughout the practicum experience; materials from throughout the MPH coursework can also be included. Students are expected to create a practicum portfolio using Visual CV (www.visualcv.com) – which costs approximately \$6 a month or \$36 for a year. Visual CV will guide students through completion of an online curriculum vita with active links to work that exemplifies core competencies. The online CV and Portfolio should include:

- A. Practicum Report to include a reflective paper that describes the field training experience OR an empirical research manuscript of activities completed as part of the practicum assignment.
- B. Learning contract including scope of work
- C. Deliverables described in the scope of work, attaching documents created as part of the practicum

Evaluation:

Final course grade will be calculated according to the following criteria at the end of the semester:

10% - Effort, attitude, and time invested (e.g. providing progress reports, etc.)

50% - Practicum Portfolio

40% - Reflections

Grading Procedure:

The final grade will be either satisfactory research (SR) or unsatisfactory research (UR). A grade of SR indicates that the student has performed at a level expected of a graduate student at OSU, whereas unsatisfactory research (UR) indicates that the student has not performed at a level expected for a graduate student at OSU. The IUR (incomplete research) indicates that the student did not complete the objectives, assignments, or attain the expected student outcomes defined in the practicum guidelines. The grade assignment is based on the evaluation criteria with the following grading scale:

Grading Scale: 80-100% = SR, 0-79% = UR

UR or IUR grades:

A UR grade places the student on academic probation and triggers a review of whether the student is making satisfactory progress and seeks to determine the reason for the UR grade. Corrective actions will be recommended for the student to regain a status of adequate progress toward earning the MPH degree. Courses with UR grades cannot be used for meeting minimum degree credit hour requirements (or included on the Plan of Study) and are ineligible for tuition waivers. Grades of IUR require completion of course objectives, assignments, or expected student outcomes within one calendar year from the date of assignment of the IUR grade. If this is not accomplished, the IUR grade is automatically changed to a UR grade. Two consecutive UR grades indicate the student is not making adequate progress towards earning their degree resulting in dismissal from graduate studies at OSU.

Academic Dishonesty or Misconduct

The following are some examples of Academic Misconduct and Dishonesty:

- Copying any information from another source without citation whether from the internet, a book, a journal article, or another student (with or without his/her knowledge)
- Copying from another student during an exam with OR without his/her knowledge
- Getting questions and/or answers from someone who previously took the exam
- Sharing work on an online assignment or exam
- Using technology (cell phone, laptop, etc.) or notes during an exam
- Turning in a paper copied from another student, obtained from a website, or done by someone else
- Working on an assignment with others when instructed to complete individually

The possible penalties for cheating at OSU:

- Completing a substitute assignment, exam, paper or project
- Receiving a reduced grade for the assignment, exam, paper or project
- Receiving no credit for the assignment, examination, paper, or project
- Failing the course

Students caught cheating will be referred to the Office of Academic Affairs.

For more information, see <http://academicintegrity.okstate.edu/>.

**Adapted from the OSU School of Applied Health and Educational Psychology MPH 5030: Master of Public Health Practicum Syllabus*