

**Simmons Public Health Bachelors to Master's Program:
Required Advising Checklist**

To be reviewed by the MPH Admissions Committee, all undergraduate Simmons Public Health (PH) majors applying to the Bachelor's to Master of Public Health (MPH) expedited program must complete this form in addition to the [MPH application](#), which can be found by going to the following site: <https://apply-mph.online.simmons.edu/signup>).

Expedited Option:

Simmons undergrad PH Majors can apply to take up to 2 MPH courses while completing their BA/BS. For additional details, please visit:

<https://online.simmons.edu/mph/admissions/accelerated-mph/>.

Application Process:

- 1) Meet with Professor Val Leiter, Public Health Dept Chair and complete this form, to be submitted with your application for MPH admission.
- 2) Submit your completed application by **March 1st** to apply to begin graduate coursework the following fall semester (MPH courses take place October- Dec)
 - Current Seniors (Class of 2020) can Apply to Complete Up To 2 MPH Course(s) in their Senior Year Fall
 - Current Juniors (Class of 2021) Can Apply to Begin Course(s) their Junior Year Fall
 - 1 Course in Junior Year Fall and 1 Course in Senior Year Fall
 - OR, can apply to take 2 courses during their Senior Year Fall
- 3) After submitting your application, admissions may reach out to schedule an interview.

[To be Completed by Student and approved by Professor Leiter:]

1. Anticipated Undergraduate Graduation Date: _____
2. When do you wish to begin taking MPH classes as an **undergrad**?

Junior Year= _____ Senior Year= _____
3. When do you hope to begin taking courses as a **matriculated graduate student (after graduating with your Bachelors degree)**?

Summer/Fall Intake- either July or October _____
Spring/ Winter Intake- either Jan or April _____

**Please note that the time you begin the graduate program is dependent upon course offerings and may vary. Professor Leiter can provide clarity as to when courses you will need will next be offered.*

4. Your Plan with Academic Advising:
 - Health Equity and Social Justice (MHEO 410) - anticipated _____
 - Epidemiology (MHEO 415)- anticipated _____

5. Please return this signed form to MPH@Simmons Admission in the Graduate Admission Suite on the first floor of the Palace Road Building

Student Signature: _____

Professor Leiter's Signature: _____

****Keep in Mind: When applying, please input not only when you plan to begin your graduate coursework as an undergraduate student, but also when you plan to matriculate as a graduate student following your undergraduate graduation. For any admissions-related questions, please consult <https://online.simmons.edu/mph/admissions/accelerated-mph> and/or contact Laura Quinlan, Director of Admission (laura.quinlan@simmons.edu).*

FINANCIAL CONSIDERATIONS:

Please read carefully and initial each line.

1. I understand that there are billing and financial aid eligibility implications if I drop below 12 credits for any of my undergraduate terms. _____

***For Seniors:** Academic Year 2022-2023, as a senior, in the fall semester, I plan to enroll in 2 undergrad courses (8 credits) + 2 MPH courses (6 credits), which brings my credit total to 14 credits. If I am to drop any of these 4 courses, I will fall below the 12 credit threshold for full time status. I acknowledge this may threaten their ability to graduate. _____*

For Juniors: Academic Year 2022-2023, as a junior, in the fall semester, I plan to take three 4-credits ug courses (12 credits) + 1 MPH course (3 credits), which brings my total credit to 15 credits. In my senior year, fall semester during the Academic Year 2023-2024, I plan to take three 4-credit ug courses (12 credits) + 1 MPH course (3 cred) for a total of 15 credits. If I drop my MPH course in either fall 2019 or fall 2020, I will be at 12 credits, which allows me to remain "full time status". However, I acknowledge dropping a course may threaten their ability to graduate. _____*

**Juniors may also apply to complete 2 MPH courses in their senior year fall (as outlined in the "For Seniors" paragraph above.) If you plan to take two courses in your senior year (as outlined above), please initial here. _____*

2. I acknowledge that MPH courses don't begin until after the conclusion of the standard undergraduate semester's add/drop period, so if I drop an MPH course, I will not be able to add another Simmons undergraduate course in its place. _____

3. I understand that if I drop below 12 credits, I will no longer qualify for the full time flat rate, and would instead be charged for the credits I am taking, resulting in a pro-rated tuition bill as opposed to the flat rate. I will follow up with my financial aid counselor to better understand this risk. _____

4. I understand that dropping below 12 credits per semester eliminates federal financial aid eligibility. I will follow up with my financial aid counselor to discuss this risk if I am using financial aid to pay for my undergraduate Simmons education. _____

CREDITS TOWARDS GRADUATION CONSIDERATION

1. I understand the minimum # of credits needed for undergraduate graduation at Simmons is 127. _____

2. I understand that the Simmons PH Bachelors to MPH program allows students to take two 3-credit MPH courses and that all undergraduate courses are 4 credits. I understand that this may threaten my ability to graduate on time. _____

3. I have consulted with Professor Leiter regarding the total # of credits I currently have and am confident I am on track to complete at least 127 credits by anticipated graduation date. _____

4. I understand that I will not be able to begin as a matriculated graduate student in the MPH student until I have earned at least 127 undergraduate credits and earned by BS or BA from Simmons University. _____

CONFIRMATION & REGISTRATION

If admitted to the accelerated MPH program, I will send an email to Laura Quinlan, Director of Admission (laura.quinlan@simmons.edu) and Kayla Seabrook, Senior Assistant Registrar (kayla.seabrook@simmons.edu) accepting the offer of admission and confirming my intent to enroll by **May 1** of the spring semester prior to the October term in which I will first begin taking courses.

1. I understand that the registration cycle is different for the MPH program, and I will need to enroll in only undergraduate fall courses when registration opens for me in the spring. _____

2. I understand I will be manually enrolled in October MPH course(s) (which are typically scheduled during **weekday evenings**) in September and will receive a confirmation email from Kayla Seabrook, Senior Assistant Registrar, when that is complete. _____

3. I understand that I will need to attend all live sessions of the course at the time it is scheduled. If the course time does not work with my schedule, I may not be able to participate in the accelerated MPH program. _____

4. Upon receiving confirmation that I am registered for my MPH course(s), I understand I may need to drop one or more of my undergraduate courses per my academic plan that I have discussed with my Adviser. _____