

**Simmons Public Health Bachelors to Master's Program
for Campus Undergraduate Public Health Majors**

Required Advising Checklist to Begin Coursework in 22-23 Academic Year

All undergraduate Simmons Public Health majors applying to the Bachelor's to Master of Public Health 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>).

Applications for the Bachelors to Master in Public Health will not be considered without the completion of this advising form.

Simmons Public Health Bachelors to Master's Opportunity:

Simmons undergrad PH Majors can apply to take up to 2 MPH courses while completing their BA/BS.

Application Process:

- 1) Meet with Professor Carolyn Rodgers, Bachelors Program Director and Professor of Practice, and complete this form, to be submitted with your MPH application.
- 2) Deadlines:
 - Applicants looking to begin graduate coursework the following fall semester, must submit their completed application by **March 15th**.
 - Applicants looking to begin graduate coursework in the spring semester must submit their completed application by **October 15th**.
- Class of 2023- students can apply to complete up to 2 MPH courses their Senior Year (of after the completion of ~96 credits.)
- Class of 2024- students can apply to begin MPH courses as early as their Junior Year (or after the completion of ~64 credits).
Please note students may take up to 1 MPH course/semester in addition to their undergraduate coursework. Professor Rodgers will advise students on an individualized plan.
- 3) After submitting your application, the admission team may request an interview.

[To Be Completed by Student and approved by Professor Rodgers:]

1. Anticipated Undergraduate Graduation Date: _____
2. When do you wish to begin taking MPH classes as an **undergrad**? Please circle the year and semester.
Junior Year: Fall / Spring Senior Year: Fall / Spring
3. When do you hope to begin taking courses as a **matriculated graduate student (after graduating with your Bachelors degree)**?

Circle Cohort: October January

Please indicate Year: _____

**Please note that the time you begin the graduate program is dependent upon course offerings and may vary. Professor Rodgers 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 to the Graduate Admission Suite on the first floor of the Palace Road Building or electronically to the Graduate Studies Admission email: GSA@simmons.edu, with Professor Rodgers copied (Carolyn.Rodgers@simmons.edu)

Student Signature: _____

Professor Rodgers' 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 the Simmons Graduate Studies Admission team at GSA@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 the semesters I plan to enroll in one 3-credit MPH course, I plan to take three 4-credit undergraduate courses (12 credits), which brings my total number of credits to 15 credits/semester. If I drop an MPH course (3 credits), I will maintain a 12 credit courseload, which allows me to retain "full time status," maintaining federal requirements for full time financial aid eligibility. _____

I acknowledge dropping a course may threaten my ability to graduate, as I acknowledge I must fulfill all university and all major/ minor requirements in order to do so. _____

2. I acknowledge that October MPH courses do not begin until after the conclusion of the standard undergraduate fall semester's add/drop period, so if I drop an October 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 by emailing SFS@Simmons.edu . _____

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 Rodgers regarding the total # of credits I currently have and am confident I am on track to complete at least 127 credits by my 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 have earned a BS or BA in Public Health from Simmons University. _____

CONFIRMATION & REGISTRATION

If admitted to the Bachelor's to Master's in Public Health program, I will send an email to Laura Quinlan, Director of Admission (GSA@Simmons.edu), and Kayla Seabrook, Senior Assistant Registrar (kayla.seabrook@simmons.edu), and Patrick Bryant, Academic Operations Coordinator and Adviser (patrick.bryant@simmons.edu) accepting the offer of admission and confirming my intent to enroll.

Confirmation Deadlines:

For those beginning an MPH course in October, the deadline is **May 1**.

For those beginning an MPH course in January, the deadline is **November 15**.

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

2. I understand I will be manually enrolled in MPH course(s) (which are typically scheduled during **weekday evenings**) while an undergraduate student. This will take place in September for an October course, and in December for a January course. I will receive a confirmation email from Kayla Seabrook, Senior Assistant Registrar, when registration is complete. _____

3. I understand that I will need to attend all live sessions of the MPH 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 this opportunity. _____

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 Advisor. _____