

DEPARTMENT OF INFECTIOUS DISEASES AND MICROBIOLOGY
MPH-PEL 2022 DEGREE CHECKLIST

Student Name & PS #: _____ Advisor: _____

REQUIRED CREDITS

42 credits (Total credits from required courses and electives: 33. You need to take more classes to get to 42)

Note: Students cannot register for more than 15 credits in a semester.

REQUIRED COURSES (consult [student handbook](#) to view the suggested sequence of courses)

If a "C" is earned, the GSPH EPCC strongly recommends the student retake the course. The student **must** retake the course if a "D" or "F" is earned. A 3.0 cumulative GPA must be maintained.

Course Number	Course Name	Credits	Grade
BCHS 2509	Social and Behavioral Sciences and Public Health	3	
BIOST 2041	Introduction to Statistical Methods I	3	
EOH 2013	Environmental Health and Disease	2	
EPIDEM 2110	Principles of Epidemiology	3	
HPM 2001	Introduction to Leadership, Management and Policy for Public Health	3	
IDM 2003	Host Response to Microbial Infections	2	
IDM 2004	Viral Pathogenesis	2	
IDM 2007	Public Health Communicable Disease Practicum	3	
IDM 2010	Pathogen Biology	2	
IDM 2021	Special Studies (thesis/essay writing)	2-3	
IDM 2025	Microbiology Seminar (2 semesters required) *First year students must take seminar in fall & spring. All students are STRONGLY ENCOURAGED to attend guest lectures	1	
		1	
IDM 2161	Methods in Infectious Disease Epidemiology	1	
PUBHLT 2022	Public Health Grand Rounds (2 semesters required)	0	
PUBHLT 2033	Foundations of Public Health (online)	1	
PUBHLT 2034	Public Health Communications	2	
PUBHLT 2035	Applications in Public Health	2	

ELECTIVES (3 credits required)

COURSE # _____ Course Title _____ Credits _____ Grade _____
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REQUIRED EVENTS

Poster presentation at Fall IDM Research Day

All except 1st year students

- Year 2
- Year 3 (if applicable)
- Year 4 (if applicable)

PRACTICUM (consult [student handbook](#) for practicum requirements)

Practicum Site Selection

- Student schedules appointment with faculty advisor to discuss potential sites
- Student prepares the [Practicum Planning Form](#) before meeting except for the required signatures
- Student contacts site to confirm the practicum opportunity is available & obtains required signatures on Planning Form and [Learning Agreement Form](#) before the start of the practicum
- Submit completed Planning Form and Learning Agreement to IDM Student Services Specialist for student file

Practicum Progress

- Student completes 200 hours at site and continues to report on progress to faculty advisor

Practicum Evaluation due one week before end of term

- Submit a written final report on practicum activities to advisor, preceptor, & copy to the IDM Student Services Specialist
- Submit [Mid-point Evaluation Form](#) and [End of Practicum Evaluation Form](#) to advisor & to IDM Student Services Specialist for student file
- Give preceptor the [Mid-point Preceptor Evaluation Form](#) and [End of Practicum Preceptor Evaluation Form](#) to complete and mail to advisor & to IDM SS Coordinator
- Give advisor [End of Practicum Advisor Evaluation Form](#) to complete and mail to IDM Student Services Specialist

ESSAY/THESIS (consult [student handbook](#) for essay/thesis requirements)

- Establish an essay/thesis chairperson and committee members with advisor
 - Adhere to Pitt Public Health [Committee Composition Rules](#)
- Complete the [Thesis/Essay Planning form](#) and obtain appropriate signatures. Give a copy to the IDM Student Services Specialist.
- Send approved essay/thesis committee to IDM Student Services Specialist for official approval

If completing a thesis:

Thesis Committee Meeting & Proposal Approval

- Schedule committee meeting with committee and advisor – contact IDM Student Services Specialist to reserve a room
- Submit thesis proposal to all committee members 2 weeks before 1st scheduled committee meeting
- Hold meeting

Thesis Writing

- Obtain IRB approval prior to study (if applicable)
- Develop a timeline for draft completion & communicate with advisor
- Send drafts and update advisor on thesis writing periodically throughout the writing process

Defend Thesis

- Organize a date/time all committee members can meet
- See IDM Student Services Specialist to schedule a room for the agreed date/time
- Submit thesis to committee at least two weeks prior to defense date

Thesis Submission

- Submit electronic and bound paper version to IDM Student Services Specialist and faculty advisor no later than 1 week after the end of the semester

- Submit thesis electronically through [D-Scholarship](#)
- [Submit all other paperwork and satisfy requirements by deadlines](#)

If completing an essay:

Essay Committee Meeting – (Meet remotely if needed)

- Schedule meeting with essay reader(s) and advisor
- Submit abstract to all committee members 2 weeks before 1st scheduled committee meeting
- Hold meeting

Essay Writing

- Obtain IRB approval prior to study (if applicable)
- Develop a timeline for draft completion & communicate with advisor
- Send drafts and update advisor on essay writing periodically throughout the writing process
- Essay readers will review the essay, and student will obtain their signature on the [Report on Requirements Form](#)

Present Essay

- Present essay in the December or April MPH Journal club

Essay Submission

- Submit electronic copy to IDM Student Services Specialist and faculty advisor no later than 1 week after the end of the semester
- Submit essay electronically as a “Long Paper” through [D-Scholarship](#)
- [Submit all other paperwork and satisfy requirements by deadlines](#)