

DEPARTMENT OF INFECTIOUS DISEASES AND MICROBIOLOGY

MPH-PEL DEGREE CHECKLIST

Student Name & PS #: _____ Advisor: _____

REQUIRED CREDITS

42 credits (Total credits from required courses and electives: 45)

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

REQUIRED COURSES (consult page 34 of your 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	
BIOST 2042	Introduction to Statistical Methods II	3	
BIOST 2093	Data Management and Analysis	2	
EOH 2013	Environmental Health and Disease	3	
EPIDEM 2110	Principles of Epidemiology	3	
EPIDEM 2160	Epidemiology of Infectious Diseases	2	
EPIDEM 2180	Epidemiological Methods I	3	
HPM 2001	Introduction to Leadership, Management and Policy for Public Health	3	
IDM 2003	Host Response to Microbial Infections	2	
IDM 2007	Practicum	3	
IDM 2021	Special Studies (thesis/essay writing)	3	
IDM 2025	Microbiology Seminar (all fall/spring semesters enrolled)	1	
		1	
		1	
		1	
PUBHLT 2014	Overview of Public Health	1	
PUBHLT 2015	Public Health Biology	2	
PUBHLT 2016	Capstone: Problem Solving in Public Health	2	
PUBHLT 2022	Public Health Grand Rounds (2 semesters required)	0	

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)

Annual Department Fall Retreat

Each academic year you are enrolled

- Year 1
- 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 Form](#) to IDM SS Coordinator 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 SS Coordinator
- Submit [Self-evaluation Form](#) to advisor & to IDM SS Coordinator for student file
- Give preceptor the [Preceptor Evaluation Form](#) to complete and mail to advisor & to IDM SS Coordinator

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

Committee

- 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 SS coordinator.
- Send approved essay/thesis committee to IDM SS Coordinator for official approval

If completing a thesis:

Thesis Proposal

- Submit project proposal to all committee members 2 weeks before 1st scheduled committee meeting

Thesis Writing

- Obtain IRB approval prior to study
- Submit first 3 chapters of the thesis to chairperson two weeks prior to the scheduled meeting
- Update advisor on thesis writing periodically throughout the writing process
- Hold committee meeting and send progress report to committee members 2 weeks before meeting

Defend Thesis

- Organize a date/time all committee members can meet
- See IDM SS Coordinator 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 SS coordinator 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 Proposal

- Submit essay proposal to committee at least two weeks prior to the scheduled 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 periodically throughout the writing process
- Circulate essay to committee at least two weeks prior graduation date
- If approved, student will obtain committee member signatures on the [Report on Requirements Form](#)

Essay Submission

- Submit electronic and bound paper version to IDM SS coordinator 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](#)