

DEPARTMENT OF INFECTIOUS DISEASES AND MICROBIOLOGY

MPH-MIC DEGREE CHECKLIST

Student Name & PS #: _____

Advisor: _____

REQUIRED CREDITS

42 credits (*Total credits from required courses and electives: 43*)

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

REQUIRED COURSES (*consult [student handbook](#) for 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 | |
| BCHS 2523 | Public Health Program Planning, Implementation & Evaluation | 3 | |
| BIOST 2011 | Principles of Statistical Reasoning | 3 | |
| EOH 2013 | Environmental Health and Disease | 3 | |
| EPIDEM 2110 | Principles of Epidemiology | 3 | |
| HPM 2001 | Introduction to Leadership, Management and Policy for Public Health | 3 | |
| IDM 2007 | Public Health Communicable Disease Practicum | 3 | |
| IDM 2021 | Special Studies (thesis/essay writing) | 3 | |
| IDM 2032 | Human Diversity and Public Health | 2 | |
| IDM 2034 | Control and Prevention of HIV/AIDS | 2 | |
| IDM 2025 | Microbiology Seminar (all fall/spring semesters enrolled) | 1 | |
| | | 1 | |
| | | 1 | |
| | | 1 | |
| IDM 2038 | Prevention, Treatment, and Control of Global Infectious Diseases | 3 | |
| 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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ADVISEMENT SESSIONS

First Year Advisement Sessions

| | |
|-----------|-----------|
| Session 1 | Session 3 |
| Session 2 | Session 4 |

Second Year Advisement Sessions

| | |
|-----------|----------|
| September | January |
| October | February |
| November | March |
| December | April |

REQUIRED EVENTS

Poster presentation at Fall IDM Research Day

All except 1st year students

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

Annual Department Fall Retreat

Each academic year you are enrolled

| | |
|--------|------------------------|
| Year 1 | Year 3 (if applicable) |
| Year 2 | Year 4 (if applicable) |

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

Practicum Site Selection (start any time after first semester of study)

- 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 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)

Thesis/Essay Committee & Topic

- Establish an essay/thesis chairperson and committee with advisor
Adhere to Pitt Public Health [Committee Composition Rules](#)
- Complete the [Thesis/Essay Planning Form](#) and obtain appropriate signatures & copy to the IDM SS coordinator.
- Email advisor/director approved essay/thesis committee to IDM SS Coordinator for University approval

If completing a thesis:

Thesis Committee Meeting & Proposal Approval

- Schedule committee meeting with committee and advisor – contact IDM SS coordinator 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 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 advisor and committee for approval

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

- There will be designated Monday seminar sessions dedicated to essay presentations towards the end of fall and spring semester

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](#)