

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

Student Name & PS #: _____ Advisor: _____

REQUIRED CREDITS

42 credits (Total credits from required courses and electives: 40. You need to take 2 more credits to get to 42)

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 School of Public Health 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	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 2007	Public Health Communicable Disease Practicum	3	
	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	
	IDM 2032	Human Diversity and Public Health	2	
	IDM 2034	Control and Prevention of HIV/AIDS	2	
	IDM 2038	Prevention, Treatment, and Control of Global Infectious Diseases	3	
	IDM 2068	Infection Prevention Internship (can be taken in lieu of IDM 2007 which is preferred for MPH-MIC students; students may also take both if space is available in IDM 2068)	3	
	IDM 2069	Infection Prevention and Control in Healthcare Settings	2	
	PUBHLT 2015	Public Health Biology	2	
	PUBHLT 2022	Public Health Grand Rounds (2 semesters required)	0	
	PUBHLT 2033	Foundations of Public Health	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)

ADVISEMENT SESSIONS

First Year Advisement Sessions

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

SECOND YEAR ADVISEMENT SESSIONS

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

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 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 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 Student Services Specialist

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

If completing a thesis:

Thesis Committee Meeting & Proposal Approval

- Schedule committee meeting with committee and thesis/essay chair (this may or may not be your academic 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 thesis/essay chair
- 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 essay chair
- 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 essay chair
- 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 at an in-person meeting prior to graduation in the December or April. Work with your committee to determine the date for the presentation. IDM Student Services Specialist will assist with any space or AV/Tech assistance.

Essay Submission

- Submit electronic copy to essay chair and academic 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](#)