

DEPARTMENT OF INFECTIOUS DISEASES AND MICROBIOLOGY

MPH-PEL 2024 DEGREE CHECKLIST

Student Name & PS #: _____

Advisor: _____

REQUIRED CREDITS 42 credits (*Total credits from required courses and electives*)

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

REQUIRED COURSES (*consult student handbook to view the suggested sequence of courses*)

	Course number	Course name	Credits	Grade
	BCHS 2509	Social and Behavioral Sciences and Public Health	3	
	BIOST 2041 OR BIOST 2011	Introduction to Statistical Methods (<i>preferred</i>) Principles of Statistical Reasoning	3	
	EOH 2013	Environmental Health and Disease	2	
	EPIDEM 2110	Principles of Epidemiology	3	
	HPM 2001	Health Policy and Management in Public Health	3	
	PUBHLT 2022	The Dean's Public Health Grand Rounds (<i>two terms</i>)	0	
	PUBHLT 2022	The Dean's Public Health Grand Rounds (<i>two terms</i>)	0	
	PUBHLT 2033	Foundations in Public Health	1	
	PUBHLT 2034	Public Health Communications	2	
	PUBHLT 2035	Applications in Public Health	2	
	IDM 2007	Public Health Communicable Disease Practicum	3	
	IDM 2021	Special Studies in Microbiology	3	
	IDM 2003	Host Response to Microbial Infection	2	
	IDM 2004	Viral Pathogenesis	2	
	<i>IDM 2010</i>	<i>Pathogen Biology</i>	2	
	IDM 2025	Microbiology Seminar (2 terms)	1	

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	IDM 2161	Methods of Infectious Disease Epidemiology	1	
	Electives		6 credits	

If a "C" is earned, the SPH 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.

ELECTIVES (6 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 Academic & Student Affairs Administrator 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 [Student Mid-point Evaluation Form](#) and [Student End of Practicum Evaluation Form](#) to advisor & to IDM Academic & Student Affairs Administrator 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 Academic & Student Affairs Administrator
- Give advisor [End of Practicum Advisor Evaluation Form](#) to complete and mail to IDM Academic & Student Affairs Administrator
- Complete the required [e-Portfolio](#) and route this to the IDM Program Director for approval.

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 Academic & Student Affairs Administrator.
- Send approved essay/thesis committee to IDM Academic & Student Affairs Administrator for official approval

If completing a thesis:

Thesis Committee Meeting & Proposal Approval

- Schedule committee meeting with committee and advisor – contact IDM Academic & Student Affairs Administrator 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 Academic & Student Affairs Administrator 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 Academic & Student Affairs Administrator and faculty advisor no later than 1 week after the end of the semester
- Submit thesis electronically through [D-Scholarship](#)
- Complete [Thesis/Essay assessment Form](#)
- [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 Academic & Student Affairs Administrator and faculty advisor no later than 1 week after the end of the semester
- Submit essay electronically as a “Long Paper” through [D-Scholarship](#)
- Complete [Thesis/Essay assessment Form](#)
- [Submit all other paperwork and satisfy requirements by deadlines](#)