



ACADEMICS

MPH Admissions Policy

Policy Statement

To be considered for admission to the Master of Public Health (MPH) program, an applicant must meet all requirements to the satisfaction of the Admissions Committee. MPH applicants must be U.S. citizens or permanent residents.

Application and Purpose

This policy applies to all applicants interested in being considered for, and those who submit applications to admission into the MPH Program.

Procedures and Responsibilities

I. Admission Requirements

1. *Previous Education.* Applicants to the MPH Program must have completed a bachelor's degree at a college or university accredited by a regional accrediting body that is recognized by the U.S. Department of Education. In addition, all prerequisite courses as established by ACHE must be completed through a college or university accredited by a regional accrediting body that is recognized by the U.S. Department of Education prior to matriculation.
2. *Preferred minimum cumulative GPA 3.0 on a 4.0 scale.* If the undergraduate GPA does not meet the preferred minimum 3.0 GPA, applicants may provide evidence of other academic and professional accomplishments, including but not limited to, work-related training and graduate coursework demonstrating the capability to be successful in an academically rigorous environment.

Responsibilities: Applicant, Graduate Admissions, and U.S. Department of Education

3. *Holistic Application Review.* While the competitive nature of the application screening process dictates that most students will have an overall GPA comparable to the national average of students applying to similar programs, students with GPAs below these averages may be considered. The MPH Program conducts holistic reviews of submitted materials and takes into consideration all factors that suggest an applicant will be able to successfully complete the degree requirements.

Responsibilities: Graduate Admissions, MPH Admissions Committee, Faculty, MPH Program Director, Applicants

4. *Preferred Pre-requisite.* Recommended courses to prepare for the MPH curriculum include statistics, and science courses such as biology, chemistry, anatomy, and physiology.

II. **Application Process**

ACHE participates in a centralized application processing service called GradCAS. An application may be submitted online at gradcas.liaisoncas.org/apply. To initiate the application process, applicants must apply directly to GradCAS.

Responsibilities: Applicant, Graduate Admissions, Liaison, and U.S. Department of Education

III. **Application Deadline**

Applications will be available through GradCAS in September of each year with a priority deadline of May 1 of the following year.

All applications must include:

- Official transcripts from each college/university attended.

Responsibilities: Applicant, Graduate Admissions, Liaison, and Recommenders

IV. **Admission Process**

The MPH Admissions Committee screens applications using a holistic review process. Applicants are notified of their admission decision via email or phone. The decisions made by the MPH Admissions Committee include accepting an applicant for admission, denying an applicant for admission, or placing an applicant on a waitlist.

Responsibilities: Applicant, MPH Admissions, Business Office

V. **Immunizations and Health Insurance**

Students in the MPH program are not required by ACHE to present immunization records, demonstrate immunity, or provide proof of health insurance. Students will be held to the immunization and health insurance requirements specified by their applied practice experience site.

VI. **Student Health Insurance Requirements**

Students are strongly advised to obtain and maintain health insurance coverage while enrolled in the MPH program. Though students will have telehealth services available to them provided by ACHE, prescription coverage is not covered. Therefore, students without health insurance coverage will be responsible for their prescription costs. While specific ACHE programs have immunizations requirements, distance education students, including students enrolled in the MPH program, are exempt from the immunization-requirements listed in the Institutional Immunizations Policy found in the APM; however, practicum applied practice experience sites may have independent immunization requirements which students must comply with in order to complete the program's requirements.

VII. **Matriculation Process**

Accepted applicants must fulfill the conditions set forth in the matriculation agreement.

Matriculating students must:

- Submit final transcripts for any coursework in progress at the time of application.
- Sign and submit the Matriculation Agreement and Technical Standards for Admission and Continued Enrollment.
- Sign and submit the ACHE Student Handbook, Program-specific Student Handbooks and ACHE Policy Manual Acknowledgement Form.
- Adhere to any other requirements as set forth by the Admissions Committee or MPH Program Director as part of the matriculation process.

Responsibilities: Applicant, Graduate Admissions, MPH Program Director

VIII. **Transfer Applicants**

Transfer applicants will not be considered for admission. Students applying with postgraduate coursework will be considered for admission; however, no advanced standing will be provided for previously completed coursework.

Responsibilities: Applicant, Graduate Admissions, MPH Program Director, MPH Admissions Committee, ACHE Administration

IX. **Prohibited Conduct**

ACHE may rescind any offer of admission or may dismiss a student after matriculation if a prospective student has intentionally misrepresented or omitted any information on any form relevant to admissions or records. ACHE reserves the right to deny admission to any applicant for any reason it deems sufficient, so long as the reason does not violate federal or state law. Matriculation will be denied to applicants who have failed to maintain a good record of scholastic performance and/or good record of personal conduct between the time of their acceptance and their matriculation at ACHE.

Responsibilities: Applicant, Graduate Admissions, MPH Program Director

X. **Deferred Admissions Requests**

Deferred admission requests are approved on a case-by-case basis, as determined by the MPH Program Director in consultation with the MPH Admissions Committee.

Related References

Tuition and Fees
Technical Standards

Review by Counsel: Approved by the Office of General Counsel

Policy Owner: The Office of the MPH Program Director

Approved: 06.09.2023	Revised:
Effective: 09.07.2023	Next review due: 06.30.2024