



Master of Public Health

Admission Policy and Process

Preamble:

The admission processes of the MPH program will reflect the following values:

- We want to be the program of choice for high quality students.
- We will correspond with students in a manner consistent with how we desire others to communicate with us.
- We will minimize the time between when the application is completed and response to the student.

Admissions Process: To this end the process below will be followed:

- All completed applications will be reviewed by the admission committee members within **one week** of the date when the application is complete. **All** admission review panel members are expected to review completed applications **within one week** of receiving notification that the application is complete.
- Students will receive correspondence from MPH (Email or snail mail) at the end of the week following their application being completed. This correspondence will indicate that the student is "admitted", "admitted with conditions," "not admitted," or will request additional information about a specific item(s) that needs clarification.
- All applicants who are "admitted" by all or the majority of reviewers and all applicants who are "denied" admission by all or the majority of the reviewers will not be discussed further unless this is a request to do so from a reviewer.
- All applicants for whom there is not a majority, will be discussed further by the review panel via email, phone or interactive video to reach a decision.

MPH Admission Requirements: The minimum requirements for admission to the Master of Public Health at WMU are listed below. Achievement of these minimum standards does not guarantee acceptance.

1. **Bachelor's degree** from an accredited institution, indicated on an official transcript.
2. One **official transcript** from each institution attended since high school.
3. An overall **grade point average of at least 3.0** in the last two years of undergraduate work.
4. Undergraduate courses in Biology/Anatomy & Physiology, Statistics, Psychology/Behavior Change and Communication are strongly recommended.
5. Up-to-date **resume** or curriculum vitae.
6. Three (3) **professional references** - one from an individual who can attest to academic potential, at least one from a supervisor who can attest to work skills and one from an individual in public health or health related fields.
7. A **Personal Statement** that includes:
 - a. **Academic Statement:** Please provide a concise academic statement of your plans for graduate study, your career goals and how WMU's graduate program will help you meet your career and educational objectives.
 - b. Why are you interested in WMU's MPH program? Why have you chosen a hybrid program? How do you plan to succeed in a predominantly online environment?
 - c. What roles and/or experiences have you had in public health that has sparked your interest in pursuing an MPH?

- d. What are your expectations for a future career in public health (highlighting your emphasis area of interest)?
- e. Evidence that the your employment, academic, or volunteer background is related to public health in a governmental, nonprofit or health-care organizational setting.

Conditional Admission Policy

An applicant may be “admitted with conditions” under the following situations. In each instance, both the reason for conditionally admission and the pathway for the removal of conditional admission must be described in the letter the student receives.

1. **No undergraduate degree:** If the applicant has not finished their undergraduate degree but are scheduled to complete it prior to entering the MPH program.
 - a. If their degree is awarded prior to entry their admission status is changed to “regular admission.”
 - b. If their degree is not awarded prior to entry into the program, they are removed from the cohort and encouraged to re-apply after their degree is completed.
2. **Missing official transcripts:** When the applicant has provided one or more unofficial transcripts, they may be “admitted with conditions” if all other admission requirements have been met. In this instance, conditional admission status is removed when all official transcripts are received.
3. **GPA below 3.0 in last two years:** If the applicant’s GPA in the last two years is below 3.0 but higher than 2.75 they may be admitted with conditions. In this instance, the reviewer(s) who support “admission with conditions” must provide a written description of the evidence they find in the applicants materials that argue for a high level of success in the pursuit of the MPH at WMU.
 - a. In this instance, conditional status is changed to regular admission status when the student completes two consecutive semesters of being in “Good Standing” as described in the WMU Graduate College Catalog.
 - b. Students whose progress results in a “Warning,” “Probation,” “Extended Probation” or “Final Probation” status, as described in the WMU Graduate College Catalog, will follow the guidelines followed therein.