Transfer to a Doctoral Degree ..................................................................................................................... 19
Application for Readmission ......................................................................................................................... 19
Petitions (Blue Petition) ................................................................................................................................. 19
Advancement to Candidacy ........................................................................................................................... 19
Transcripts and Records ............................................................................................................................... 19
Academic Transcript ..................................................................................................................................... 20
Verification Transcript .................................................................................................................................... 20
Ordering Transcripts ...................................................................................................................................... 20
DPR—Degree Progress Report ...................................................................................................................... 21
English as a Second Language ..................................................................................................................... 21
Student Records ........................................................................................................................................... 21
Change of Name or Address ......................................................................................................................... 21
Course Evaluations ....................................................................................................................................... 21
Academic Integrity .......................................................................................................................................... 21
Center for Accessible Education ................................................................................................................... 22
STUDENT INFORMATION .............................................................................................................................. 23
UCLA Registrar’s Office Annual Academic Calendar 2020-21 ........................................................................ 23
International Students .................................................................................................................................. 24
Health Policy and Management Alumni Association ..................................................................................... 24
Health Policy and Management Student Association ................................................................................... 25
FINANCIAL SUPPORT AND FUNDING ........................................................................................................ 25
STUDENT LIFE AND RESOURCES ............................................................................................................. 26
Student Health Services ................................................................................................................................. 26
    Arthur Ashe Student Health and Wellness Center ..................................................................................... 26
    Medical Insurance Requirement ............................................................................................................. 26
    Waiving SHIP .......................................................................................................................................... 26
    Counseling and Psychological Services (CAPS) .................................................................................... 26
Writing Tutorials ............................................................................................................................................. 26
Career Development ...................................................................................................................................... 26
Computer and Technical Services ............................................................................................................... 27
    Institute for Digital Research and Education ........................................................................................... 27
    Advanced Technologies .......................................................................................................................... 27
    Software Central ...................................................................................................................................... 27
    Student Labs .......................................................................................................................................... 27
    Training & Consulting ............................................................................................................................ 27
    Bruin OnLine (BOL) .............................................................................................................................. 27
    BruinTech ............................................................................................................................................. 27
    MyUCLA ................................................................................................................................................ 28
    Borrowing a CLICC Laptop ..................................................................................................................... 28
    Center for Accessible Education (CAE) .................................................................................................. 28
Transportation & Shuttle Services ................................................................................................................. 28
BruinCard ..................................................................................................................................................... 29
Student Mail .................................................................................................................................................. 29
FACULTY LISTINGS & DIRECTORY ............................................................................................................. 30
Professor danieleisenberg@ucla.edu ............................................................................................................. 30
Frequently Asked Questions ........................................................................................................................ 35
    Academic Information—Registration & Enrollment ............................................................................... 35
    Graduation .............................................................................................................................................. 36
APPENDICES

Appendix 1: Course Schedules
Appendix 2A: MPH 2-Year Program Curriculum
Appendix 2B: MPH 1-Year Program Curriculum
Appendix 2C: MPH Joint Degree Programs Curricula
Appendix 3A: MS 2-Year Program Curriculum
Appendix 3B: MS 1-Year Program Curriculum
INTRODUCTION AND MISSION

Welcome to the Health Policy and Management community at UCLA. The UCLA Fielding School of Public Health is consistently rated as one of the top programs in the country. Health Policy and Management is regarded as one of the strongest departments in the United States. Our mission is to advance community health through scholarship relevant to healthcare policy and management.

For more than 59 years, our alumni have been a testament to this mission. UCLA graduates continue to make a difference in the public and private sectors by assessing critical community health problems, developing sensible policies and organizational strategies for their solution and assuring the efficiency and effectiveness of services delivered across the full health services spectrum.

Our academic programs continue to prepare future health care leaders with invaluable managerial, policy and research skills through a balance of rigorous curricula and experience-based learning.

UCLA students are taught by internationally-recognized faculty members who come from a wide range of backgrounds, including economics, history, law, management, medicine, policy analysis, psychology, and sociology. The common bond among our faculty is a steadfast commitment to solving problems and developing innovations in the access, cost and quality of health services from a population-based perspective.

I welcome your interest in the Department of Health Policy and Management and invite you to consider joining us in tackling the challenging, daunting, and inspiring issues facing the health care field today.

Jack Needleman, Ph.D.
Professor and Department Chair
Mission of the Department of Health Policy & Management

The Mission of the Department of Health Policy & Management is to improve the health status of all people in the community by:

- Developing the next generation of leaders in the health sector;
- Conducting the highest quality research;
- Innovating to solve the complex challenges of health care policy and delivery;
- Educating health policy, management, and public health practice professionals in leading edge knowledge and skills; and
- Partnering with the community to disseminate and apply new knowledge.

Mission of the MPH Program in Health Policy and Management:
Provide Masters level education, informed by research and evidence-based practice, to develop and prepare early careerists and entry-level health care professionals who will play leadership roles in public and private institutions involved in the organization, financing, and delivery of health services and aimed at developing legislation and regulations that will improve the health of individuals, communities and populations.

Vision of the Department of Health Policy & Management

To build healthy futures for all populations by preparing research, management and policy leaders focused on increasing the equity, effectiveness and efficiency of health services for both personal, as well as population health.

Our Values are:

Honesty and Integrity: Commitment to upholding the highest standards of professional conduct in all endeavors.

Social Justice: Commitment to treating all persons fairly and equitably.

Diversity and Inclusiveness: Acknowledgement of the benefits of differences and similarities among people and working to build sustainable relationships among people and institutions with diverse memberships, through equal treatment and access to resources and decisions

Excellence in scholarship and education: Commitment to establishing and maintaining the highest quality research, teaching and professional service.

Continuous Improvement: Commitment to a self-reflective departmental environment that seeks to continually improve the quality of its teaching, research and service.
DESCRIPTION OF HEALTH POLICY & MANAGEMENT DEPARTMENT

The department has been training students for careers in healthcare management and health policy since 1961. As part of the UCLA Fielding School of Public Health, the Department is committed to offering a comprehensive public health education. More than ever, the provision of health services is a collaborative effort requiring the input of clinicians, administrators, researchers, and numerous other professionals. To prepare our graduates to communicate and work effectively with other experts in this increasingly complex environment, our health policy and management programs instill a solid public health background that includes biostatistics, environmental health sciences, epidemiology, economics, political science, management and sociology. This multidisciplinary training provides our graduates with a wider range of career paths upon entering the health care industry. During its 58-year history, the UCLA Fielding School of Public Health has been at the forefront of innovations in teaching and research in the health care field. The School continues to respond effectively to emerging issues in the health care environment, in order to ensure the value and relevance of program curricula.

GENERAL INFORMATION AND PROGRAM REQUIREMENTS

Admission Requirements

Applicants should meet the University requirement of a Bachelor's Degree with a minimum 3.0 grade point average (B) and satisfactory performance on the Graduate Record Exam (GRE) taken within the last five years. There is no minimum combined score requirement for GRE. The average GRE scores for those offered admission in 2019 were in the 60-70th percentile for all three sections. Foreign students must have a satisfactory TOEFL score (minimum score of 87, though a score of at least 100 is preferred), taken within the last two years. Prior work experience in a clinical, healthcare setting is strongly considered in the evaluation of applicants for admission. MCAT/DAT/GMAT/LSAT scores are accepted in place of the GRE only for applicants already holding an MD/DDS/MBA/JD degree, or who are applying to a joint degree program. The program usually has many more qualified applicants than can be admitted, so meeting the above minimum requirements does not ensure admission. Students are admitted to the MPH and MS Health Policy and Management programs in the fall quarter only.

The following are important websites regarding admissions process:

- https://ph.ucla.edu/prospective-students/application-checklist-and-submission-instructions
- www.gdnet.ucla.edu
- www.sophas.org

Length of Study Period

The MPH and MS degrees are normally obtained after six quarters of full-time study. The MPH also requires a 400-hour internship, usually completed in the summer between the first and second years. The length of the study also depends upon the academic background and experience of the candidate. With a prior doctorate degree from an institution in the United States, the candidate will be eligible for the 1-year track of either MS or MPH degree program.

Faculty Advising

Before students begin their first quarter, they will be assigned faculty advisors within the Health Policy and Management Department. Advisors approve students' course selections each quarter. He or she will also answer questions that students have about the Fielding School of Public Health or health policy and management as a field. It is strongly suggested students make an appointment with their faculty advisors at the beginning of each quarter.
ACADEMIC INFORMATION

Degree Programs
The Department offers both practice (MPH) and research-oriented (MS) graduate programs. The wide range of programs provides students with the knowledge and skills necessary to operate effectively as health care professionals within a variety of organizational settings.

Description of Degree Programs Offered
Curriculum plans and unit requirements for the below degree programs can be found on the HPM web site under Current Course Requirements.

Master of Public Health in Health Policy & Management (MPH) a two-year, full-time program integrating a strong foundation of health care management and policy analysis with a set of social values rooted in the discipline of public health. The idealism of the public health tradition is balanced by the belief that strong managerial and analytical skills are vital in achieving efficiently and effectively operating health organizations that provide equitable access to populations.

Master of Public Health in Health Services Organization (HSO) a one-year, full-time MPH program designed for individuals with a previous academic or professional doctoral-level degree who have already worked in health care for several years and wish to refine their health services skills and knowledge. Physicians, dentists, attorneys, social scientists, and other professionals enter this program to gain an understanding of the complexities and processes of the health care system. This program provides individuals with a strong foundation in health services to complement and broaden their expertise in their functional area.

Master of Public Health/ Master of Business Administration (MPH-MBA) is a three-year, concurrent degree program sponsored jointly with the Anderson Graduate School of Management at UCLA. The MBA provides in-depth training in general management skills and one or more selected management disciplines, while the MPH provides a comprehensive understanding of the health care industry and the necessary management skills to deal with its unique problems. Taking the two programs concurrently allows students to develop their skills and integrate their courses more effectively than if the two programs were taken sequentially. To enroll in the concurrent degree program, students will be required to satisfy the regular admissions requirements of both schools. Students enrolled either in the MPH or MBA program may apply for admission to the joint degree program in their first year of residence. However, each school has its own entrance requirements, and there is no guarantee that because an individual is already a student in good standing in one school that he/she will be accepted by the other.

Master of Public Health/ Master of Public Policy (MPH-MPP) is a three-year, concurrent degree program offered jointly with the Luskin School of Public Affairs in which the students complete both the MPH and the MPP degrees simultaneously. The combined curriculum prepares graduates to effectively identify and evaluate both public and private policy options. To enroll in the concurrent degree program, students will be required to satisfy the regular admissions requirements of both schools. Students enrolled either in the MPH or MPP program may apply for admission to the joint degree program in their first year of residence. However, each school has its own entrance requirements, and there is no guarantee that because an individual is already a student in good standing in one school that he/she will be accepted by the other.

Master of Public Health/ Juris Doctor (MPH-JD) is a concurrent degree program allowing a student to complete the two degrees in four years instead of five. Admission to each School must be completed separately, so there is no guarantee of being admitted to both programs. During the first year, students enroll in the first year curriculum in the School of Law. During the second year, students enroll in the Fielding School of Public Health and complete the majority of the School and Departmental required public health courses. In the third and fourth years, students will complete the remaining public health and law courses.

Master of Public Health/ Doctor of Medicine (MPH-MD) is a five-year concurrent degree program, allowing a student to
complete the two degrees in five years rather than six. Medical students spend their fourth year in the Department of Health Policy and Management and return to medical school for a fifth year. To do this, medical students will apply to the Department of Health Policy and Management during their third year in medical school.

**Master of Science in Health Policy & Management (MS)** is a one or two-year program for students who want to pursue a research career in health-related fields such as medicine, dentistry, nursing, biostatistics, epidemiology, etc. In addition to foundation of courses on health services organization, financing and delivery management, and health behavior, students pursue rigorous training in quantitative and qualitative research methods, including coursework in research design, contemporary econometric methods, epidemiology, and biostatistics. These courses prepare students for doctoral education and research careers in fields, such as health economics, quality of care, technology assessment, cost-effectiveness analysis, demography, and political economy.
UCLA MPH Program in Health Policy and Management Competency Model from the CEPH Competencies

The MPH in Health Policy and Management uses a competency model that incorporates the essential competencies of the management, policy, and public health foundations of our program. This competency model is detailed in the pages that follow.

What does it mean to “cover a competency”?

Covering a competency means that the instructor explicitly presents, or expects demonstration of, knowledge, skills, attitudes or values. To cover a competency includes: (1) providing guidance on how students can perform successfully in competency areas, AND (2) providing feedback and assessment on the demonstration of those competencies.

---

**Council on Education in Public Health (CEPH): Competencies for the Professional MPH Degree**

<table>
<thead>
<tr>
<th><strong>D1: MPH Foundational Public Health Knowledge</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Profession and Science of Public Health</strong></td>
</tr>
<tr>
<td>LE1</td>
</tr>
<tr>
<td>LE2</td>
</tr>
<tr>
<td>LE3</td>
</tr>
<tr>
<td>LE4</td>
</tr>
<tr>
<td>LE5</td>
</tr>
<tr>
<td>LE6</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Factors Related to Human Health</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>LE7</td>
</tr>
<tr>
<td>LE8</td>
</tr>
<tr>
<td>LE9</td>
</tr>
<tr>
<td>LE10</td>
</tr>
<tr>
<td>LE11</td>
</tr>
<tr>
<td>LE12</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>D2: MPH Foundational Competencies</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Evidence-based Approaches to Public Health</strong></td>
</tr>
<tr>
<td>C1</td>
</tr>
<tr>
<td>C2</td>
</tr>
<tr>
<td>C3</td>
</tr>
<tr>
<td>C4</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Public Health &amp; Healthcare Systems</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>C5</td>
</tr>
<tr>
<td>C6</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Planning &amp; Management to Promote Health</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>C7</td>
</tr>
<tr>
<td>C8</td>
</tr>
<tr>
<td>C9</td>
</tr>
<tr>
<td>C10</td>
</tr>
<tr>
<td>C11</td>
</tr>
</tbody>
</table>
**Policy in Public Health**

<table>
<thead>
<tr>
<th>Code</th>
<th>Competency</th>
</tr>
</thead>
<tbody>
<tr>
<td>C12</td>
<td>Discuss multiple dimensions of the policy-making process, including the roles of ethics and evidence</td>
</tr>
<tr>
<td>C13</td>
<td>Propose strategies to identify stakeholders and build coalitions and partnerships for influencing public health outcomes</td>
</tr>
<tr>
<td>C14</td>
<td>Advocate for political, social or economic policies and programs that will improve health in diverse populations</td>
</tr>
<tr>
<td>C15</td>
<td>Evaluate policies for their impact on public health and health equity</td>
</tr>
</tbody>
</table>

**Leadership**

<table>
<thead>
<tr>
<th>Code</th>
<th>Competency</th>
</tr>
</thead>
<tbody>
<tr>
<td>C16</td>
<td>Apply principles of leadership, governance and management, which include creating a vision, empowering others, fostering collaboration and guiding decision making</td>
</tr>
<tr>
<td>C17</td>
<td>Apply negotiation and mediation skills to address organizational or community challenges</td>
</tr>
</tbody>
</table>

**Communication**

<table>
<thead>
<tr>
<th>Code</th>
<th>Competency</th>
</tr>
</thead>
<tbody>
<tr>
<td>C18</td>
<td>Select communication strategies for different audiences and sectors</td>
</tr>
<tr>
<td>C19</td>
<td>Communicate audience-appropriate public health content, both in writing and through oral presentation</td>
</tr>
<tr>
<td>C20</td>
<td>Describe the importance of cultural competence in communicating public health content</td>
</tr>
</tbody>
</table>

**Inter-professional Practice**

<table>
<thead>
<tr>
<th>Code</th>
<th>Competency</th>
</tr>
</thead>
<tbody>
<tr>
<td>C21</td>
<td>Perform effectively on interprofessional teams</td>
</tr>
</tbody>
</table>

**Systems Thinking**

<table>
<thead>
<tr>
<th>Code</th>
<th>Competency</th>
</tr>
</thead>
<tbody>
<tr>
<td>C22</td>
<td>Apply systems thinking tools to a public health issue</td>
</tr>
</tbody>
</table>

---

<table>
<thead>
<tr>
<th>Code</th>
<th>Competency</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPM1</td>
<td>Understand and evaluate private and government roles in the financing, regulation, and delivery of healthcare, and in safeguarding the public’s health</td>
</tr>
<tr>
<td>HPM2</td>
<td>Analyze economic decisions related to healthcare organizations and the public health and healthcare systems</td>
</tr>
<tr>
<td>HPM3</td>
<td>Apply problem-solving skills to improve functioning of organizations and agencies in public health and healthcare systems</td>
</tr>
<tr>
<td>HPM-M1</td>
<td>Interpret historical and forecasted financial statements to evaluate financial performance of healthcare organizations</td>
</tr>
<tr>
<td>HPM-M2</td>
<td>Provide financial solutions to business challenges faced by healthcare organizations</td>
</tr>
<tr>
<td>HPM-M3</td>
<td>Identify and apply appropriate evaluations to facilitate a learning system</td>
</tr>
<tr>
<td>HPM-M4</td>
<td>Conduct strategic analysis and competitive decision-making for healthcare organizations</td>
</tr>
<tr>
<td>HPM-M5</td>
<td>Understand the process of changing and leveraging organizational culture and contextual factors to achieve desired outcomes</td>
</tr>
</tbody>
</table>

---

<table>
<thead>
<tr>
<th>Code</th>
<th>Competency</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPM1</td>
<td>Understand and evaluate private and government roles in the financing, regulation, and delivery of healthcare, and in safeguarding the public’s health</td>
</tr>
<tr>
<td>HPM2</td>
<td>Analyze economic decisions related to healthcare organizations and the public health and healthcare systems</td>
</tr>
<tr>
<td>HPM3</td>
<td>Apply problem-solving skills to improve functioning of organizations and agencies in public health and healthcare systems</td>
</tr>
<tr>
<td>HPM-P1</td>
<td>Describe the role political institutions play in the identification of problems in the public health and healthcare systems</td>
</tr>
<tr>
<td>HPM-P2</td>
<td>Discuss the institutional context and framework of health policy to address new problems and propose solutions.</td>
</tr>
<tr>
<td>HPM-P3</td>
<td>Analyze healthcare policy issues affecting the public and nonprofit sectors using both theoretical and empirical tools</td>
</tr>
<tr>
<td>HPM-P4</td>
<td>Write client-ready memos that convey policy-relevant research informed by data analyses</td>
</tr>
<tr>
<td>HPM-P5</td>
<td>Design health-related policies, programs, projects, or interventions to address specific healthcare problems</td>
</tr>
</tbody>
</table>
MS Program Competencies

The Department of Health Policy and Management adopted as its competency model for its PhD program the Agency for Healthcare Research and Quality-sponsored AcademyHealth-developed list of Health Services Research Core Competencies which were designed to specify competencies common to all doctoral trained health services research professionals. The Department also adopted this list of competencies for its MS program. This decision was made because the MS and PhD students take the same core coursework in research design (HPM 225A, HPM 225B), statistical analysis of data (BIOSTATS 201A, BIOSTATS 201B), and introduction to the health and health care services (HPM 200A). These courses, taught at a high level, provide a solid grounding in the competencies at the depth reflected in the competency description below for all the competencies except (9) professional development. The MS and PhD students in these courses meet the same requirements and are held to the same standards. It would be a misrepresentation of the expectations for level of expertise or competency of the MS and PhD students in this core coursework to suggest that the standards are different for the two programs or to adopt different language to describe the expected competency. Where the programs differ is not in the depth of expertise or competency expected of the students but of the breadth of training and the range of competencies.

<table>
<thead>
<tr>
<th>Code</th>
<th>Competency</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Acquire knowledge of the context of health and health care systems, institutions, actors, and environment.</td>
</tr>
<tr>
<td>2</td>
<td>Apply or develop theoretical and conceptual models relevant to health services research.</td>
</tr>
<tr>
<td>3</td>
<td>Pose relevant and important research questions, evaluate them, and formulate solutions to health problems, practice and policy.</td>
</tr>
<tr>
<td>4</td>
<td>Use or develop a conceptual model to specify study constructs for a health services research question and develop variables that reliably and validly measure these constructs.</td>
</tr>
<tr>
<td>5</td>
<td>Describe the strengths and weaknesses of study designs to appropriately address specific health services research questions.</td>
</tr>
<tr>
<td>6</td>
<td>Sample and collect primary health and health care data and/or assemble and manage existing data from public and private sources.</td>
</tr>
<tr>
<td>7</td>
<td>Execute and document procedures that ensure the reproducibility of the science, the responsible use of resources, the ethical treatment of research subjects.</td>
</tr>
<tr>
<td>8</td>
<td>Demonstrate proficiency in the appropriate application of analytical techniques to evaluate HSR questions.</td>
</tr>
<tr>
<td>9</td>
<td>Work collaboratively in teams within disciplines, across disciplines, and/or with stakeholders.</td>
</tr>
<tr>
<td>10</td>
<td>Effectively communicate the process, findings, and implications of health services research through multiple modalities with stakeholders.</td>
</tr>
<tr>
<td>11</td>
<td>Knowledge translation to policy and practice.</td>
</tr>
</tbody>
</table>

Summer Internship (MPH)

Required for MPH students. To supplement the classroom experience, students pursuing the MPH in Health Policy and Management are required to complete a 10-week, 400-hour full-time summer internship in an appropriate health care setting. During the summer internship and in the fall quarter following, students will prepare a written consulting report including a proposal, literature review, policy implications and/or management recommendations. The consulting report will focus on an operational problem or decision identified during the summer placement. This might be any organizational issue, process management initiative, policy white paper, research project, strategic plan, business plan, or any of a number of analyses. The consulting report documents student learning across the curriculum and serves as the culminating experience of the program. Health care settings may include hospitals, managed care organizations, medical groups, government agencies or departments, consulting firms, community organizations, advocacy agencies, or related health care
settings. Students enroll in HLT POL 400 in the fall quarter of their second year to successfully complete the summer internship requirement and consulting report.

The format of the internship experience for the one-year HSO students may be different from the above. HSO students will meet with the MPH Program Director individually to determine an internship timeline specific to their schedule and needs.

For more information on the Summer Internship Requirement please visit:  
https://hpm.ph.ucla.edu/pages/summer_field_studies

**Masters Research Thesis Report (MS)**

*Applies to the M.S. students.* A thesis committee, consisting of at least three faculty members who hold regular professorial appointments at the University, must be established by the students before advancing to candidacy and before presenting the Masters Research Thesis Report. Two of the three committee members must have an appointment in the Health Policy and Management Department. Usually students select their Health Policy and Management Faculty Advisor to be part of their three faculty member committee, however this is not required. The committee is approved by the students’ Faculty Advisor and Health Policy and Management Department Chair.

In order for students to establish their thesis committee they must fill out a blue petition form. This form can be obtained from the FSPH Central Student Affairs Office in 16-059 CHS. The students must secure the Faculty Advisor and Department Chair signatures and return the form to the HPM SAO. This is due by end of second quarter of enrollment (typically end of Winter quarter).

The thesis committee approves the subject and plan of the thesis, provides the guidance necessary to complete it, then reads and approves the completed manuscript. The student must submit a prospectus to all the committee members by end of the quarter prior to his/her intended graduating quarter (typically end of Winter quarter). Approval must be unanimous among committee members. The committee will supervise the preparation of the Masters Research Thesis Report and certify successful completion of all degree requirements. If the student has completed all of the course requirements for the MS degree he/she must then enroll in HLT POL 598 during the time spent working on the Masters Research Thesis Report.

After advancement to candidacy, students must submit the Masters Research Thesis Report consisting of an extensive written research in the major area of study. The Master’s Thesis should report on the results of their original investigation of a problem/issue. While the problem may be one of only limited scope, the thesis must show a significant style, organization, and depth of understanding of the subject. The committee will apply their professional judgment to reviewing a Thesis and the standards they will apply should be communicated to the students. One standard is that the Thesis be of “publishable quality.” The committee may require more detail in the methods and results section than a submittable paper likely would, and the students should use appendices to address the detail issue.

To denote completion of the MS Research Thesis Report, students must obtain signatures from all three committee members on the MS Report Form. Students can obtain this form and submit it to the Central Student Affairs Office, 16-059 CHS for processing.
CURRICULUM & COURSES

Current Course Descriptions
For the most up-to-date descriptions on HPM or any UCLA courses, please visit the Registrar’s web site at: http://www.registrar.ucla.edu/Academics/Course-Descriptions/Course-Details?SA=HLT+POL&funsel=3

Degree Requirements & Curriculum Plans
The curriculum plans for the two-year MPH, the one-year Health Service Organization (HSO) MPH, the MPH joint degree programs, and the one-year and two-year MS degrees can be found on the following link: https://hpm.ph.ucla.edu/pages/requirements Also see Appendix 2.

STUDENT AFFAIRS

Course Schedule and Classrooms
Please visit https://sa.ucla.edu/ro/public/soc for course schedule and room assignments.

MyUCLA
Through MyUCLA, UCLA students acquire academic, financial, and personal information from their University academic records. Students may access the system for up to 10 years after their graduation or last term of attendance. See http://my.ucla.edu.

Registration
Enrollment and Degree Services
1113 Murphy Hall
(310) 825-1091
http://www.registrar.ucla.edu
Registration consists of paying fees and enrolling in classes.
1. Registration fees and other University charges are due the 20th of each month. BAR (Billing and Accounts Receivable) accounts can be viewed through MyUCLA.
2. Enrollment in classes is completed via MyUCLA at http://my.ucla.edu. Students must complete both processes by the established deadlines to be officially registered and enrolled for the term.

Graduate students must be either registered/enrolled or on an official leave of absence every term until their degrees are awarded. As an exception, certain graduate students may be eligible to pay the filing fee. Failure to register or be on an official leave of absence for any term constitutes withdrawal from UCLA.

Paying Fees
Details on fee payment, enrollment procedures, and deadlines are on the Registrar’s Website at http://www.registrar.ucla.edu/Fees-Residence/Overview.

eBill
BAR accounts are administered electronically (eBill) through MyUCLA. Monthly financial activity is displayed for the current month as well as past account activity for the last 24 months. Students can pay their BAR account electronically using Visa, MasterCard, PULSE, NYSE, STAR, Discover, or American Express. Students can also print a remittance document from the eBill webpage and mail payments with a check or money order. UCLA converts checks into electronic payments.
Enrolling in Classes
The Schedule of Classes (https://sa.ucla.edu/ro/Public/SOC) contains listings of class times, meeting rooms, instructors, and all information necessary for enrolling in classes. Use the Schedule and academic counseling to assemble a program of courses.

MyUCLA Enrollment
Students enroll in classes through MyUCLA, which is accessed at http://my.ucla.edu. The site walks students through the enrollment procedure. Students are assigned specific times—appointments—when they are allowed to enroll. Use MyUCLA to determine enrollment appointments.

Also use MyUCLA for other enrollment-related tasks, such as adding, dropping, or exchanging classes, signing onto the waitlist for a class and checking waitlist status, or changing the grading basis (letter grade or S/U grading options) for a class. For more information, see MyUCLA in the Enrollment section of the Schedule of Classes at https://sa.ucla.edu/ro/Public/SOC.

Waiving Courses and Transfer of Credit
Students who take courses through UCLA Extension that are XLC courses are allowed to transfer a maximum of 8 units toward their MPH. Students must receive a minimum grade of 'B' in XLC courses from UCLA Extension. If students take more than 8 units, they are allowed to waive out of the class but the units will still need to be completed by taking additional elective courses 200-level or above for a letter grade. These classes must be taken prior to being admitted to the MPH program, once they are enrolled graduate students at UCLA they are not allowed to transfer any classes from UCLA Extension.

Courses taken for any other degree previously awarded at UCLA or another institution, and courses taken before the award of the bachelor’s degree may not be applied toward a graduate degree at UCLA.

If any of the required MPH courses have been completed for any other degree previously awarded at UCLA or another institution, and course taken before the award of the bachelor’s degree may not be applied toward a graduate degree at UCLA. Students may be allowed to waive out of the class by completing a blue petition and receiving approval from their academic advisor and program director. However, the units will need to be made up by taking additional elective courses 200-level or above for a letter grade.

Grading System
The following grades are used to report the quality of graduate student work at UCLA:

A Superior Achievement
B Satisfactorily demonstrated potentiality for professional achievement in field of study
C Passed the course but did not do work indicative of potentiality for professional achievement in field of study
F Fail
S Satisfactory (achievement at grade B level or better)
U Unsatisfactory
I Incomplete
IP In Progress
DR Deferred Report

The grades A, B, and C may be modified by a plus or minus suffix. The grades A, B, and S denote satisfactory progress toward the degree, but a C grade must be offset by higher grades in the same term for students to remain in good academic standing. Courses in which a C grade is received, however, may be applied toward graduate degrees unless otherwise prohibited by the program requirements.

Grade Points
Grade points per unit are assigned by the Registrar as follows:
Grade-Point Average

The grade-point average is determined by dividing the number of grade points earned by the number of units attempted. The total grade points earned for a course equals the number of grade points assigned times the number of course units. For example, if a student takes three four-unit courses and receives grades of A–, B–, and C+, then the GPA for the term equals the total grade points (34.8) divided by the total course units (12). The GPA is 2.9. For satisfactory standing, graduate students must maintain a B average (3.0 GPA) in all courses taken at any campus of the University (except UCLA Extension).

Satisfactory/Unsatisfactory Grades

All courses required for the degree must be taken as a letter grade. However, graduate students in good standing (minimum 3.0 GPA) may enroll for Satisfactory/Unsatisfactory (S/U) grading in one graduate or upper division course outside the major field each term, in addition to any courses offered only on an S/U grading basis within the major, above and beyond the required units. The grade S is assigned for a letter grade of B or better, but units earned in this manner are not counted in computing the GPA. Students receive neither units nor degree credit for a U grade. They may not elect the S/U option for Summer Session courses without an approved petition.

Program changes to or from S/U grading may be made through the tenth week of instruction via MyUCLA. Courses that are offered only on a S/U basis are designated SU in the Schedule of Classes.

Incomplete Grades

Once an Incomplete (I) grade is assigned, it remains on the transcript along with the passing grade students may later receive for the course. The instructor may assign the ‘I’ grade when work is of passing quality but is incomplete for a good cause (such as illness or other serious problem). It is the student’s responsibility to discuss with the instructor the possibility of receiving an ‘I’ grade as opposed to a non-passing grade.

If an ‘I’ grade is assigned, students may receive unit credit and grade points by satisfactorily completing the coursework as specified by the instructor. Students should not reenroll in the course; if they do, it is recorded twice on the transcript. If the work is not completed by the end of the next full term in residence, the ‘I’ grade lapses to an F, NP, or U as appropriate. Please be in contact with professors so that he/she may fill out the necessary form to remove the incomplete grade and provide you with your final grade—the final grade will be noted in the quarter it was removed.

Students who receive an Incomplete grade in their final quarter must pay a filing fee and have the final assignment submitted and a grade reported by the end of second week of classes the following quarter. If the student is not able to meet this deadline, they must enroll and pay tuition for the quarter in which they complete the assignment. This scenario is particularly common for the one-year MPH students who enroll in HLT POL 400 in their final quarter. Therefore, we encourage these students to meet with the MPH Program Director regarding their internship hours prior to starting the program so they can plan the year accordingly.

In Progress Grades

For certain courses extending over more than one term (identified by T1, T2, T3, or T4 in the Schedule of Classes), evaluation of student performance is deferred until the end of the final term of the course. Provisional grades of In Progress (IP) are assigned in the intervening term(s) and are replaced with the final grade when students complete the full sequence.
The school faculty or the Graduate Division determines credit if they do not complete the full sequence and petition for partial credit.

**Deferred Report Grades**

Students may receive a Deferred Report (DR) grade when the instructor believes their work to be complete but cannot assign a grade because of disciplinary proceedings or other problems. If students are given a DR grade, the Office of the Dean of Students assists them in resolving the problem. For graduate students, the dean of the Graduate Division sets a deadline by which the DR lapses to an F if the problem is not resolved and a grade assigned. The DR is changed to a grade, or perhaps to an Incomplete, when the instructor provides written confirmation that the situation is resolved. The DR grade is not included in determining the grade-point average.

**Correction of Grades**

All grades except DR, I, and IP are final when filed by the instructor in the end-of-term course report. Thereafter, a grade change may be made only in case of a clerical or procedural error or other unusual circumstances. No grade may be revised by reexamination or, with the exception of the ‘I’ and IP grades, by completing additional work. Students who are dissatisfied with a grade should review their work with the instructor and receive an explanation of the grade assigned. All grade changes are recorded on the transcript.

**Academic Probation**

A graduate student may be disqualified from continuing in the graduate program for a variety of reasons. The most common is failure to maintain the minimum cumulative grade point average (3.0) required by the Academic Senate to remain in good standing (note that some programs require a higher grade point average). Other examples include failure of examinations, lack of progress toward the degree, poor performance in core courses, etc. Probationary students (those with cumulative grade point averages below 3.0) are subject to immediate dismissal upon the recommendation of their department. Check the Standards and Procedures for Graduate Study at UCLA for more information.

**Late Study List**

Students who pay their registration fees but are not officially enrolled in courses for credit as of Friday of the second week of instruction must file a late Study List. Use an Enrollment Petition for this process. You may obtain this form from the Graduate Division website: [http://www.registrar.ucla.edu/Registration-Classes/Study-List/Late-Study-List](http://www.registrar.ucla.edu/Registration-Classes/Study-List/Late-Study-List)

**Student Complaints and Academic Grievances**

A grade may be appealed, on any reasonable grounds, to the instructor, the chair of the department, and the dean of the division or school.

If the student believes that the instructor has violated the Faculty Code of Conduct by assigning the grade on any basis other than academic grounds, the matter should first be taken up with the instructor (see the UCLA Academic Personnel web page for the Faculty Code of Conduct). If the matter is not resolved, the student may go for counsel to the Office of Ombuds Services or may follow the procedures for the formal filing of charges. If a charge is sustained by the Academic Senate Committees on Charges and on Privilege and Tenure, an ad hoc committee is appointed within two weeks to review the disputed grade, and any warranted change is made within four weeks.

**Registration Cancellation**

Before the first day of classes, students may cancel registration by (1) mailing a written notice to Enrollment and Degree Services, Attn: Cancellation Clerk, 1113 Murphy Hall, UCLA, Box 951429, Los Angeles, CA 90095-1429 or (2) faxing a written notice to (310) 206-4520. For new, continuing, and reentering graduate students, a service fee is deducted from the amount of fees paid.

Graduate students who cancel their registration and do not apply for a formal leave of absence must apply for readmission to return to the University.
**Withdrawal**

Withdrawing from the University means discontinuing attendance in all courses in which students are enrolled. Students who withdraw during a term need to file a Notice of Withdrawal, available from the Office of the Registrar. When students officially withdraw, a percentage of the registration fee may be refunded depending on the date the withdrawal form is filed.

Claims for refund must be presented within the academic (fiscal) year to which the claim is applicable. Consult the Schedule of Classes for policy details and specific refund dates. Students may withdraw only if they have not taken any final examinations or otherwise completed the work in any classes.

Students who register and subsequently discontinue coursework or stop payment on registration checks without an approved petition for withdrawal, leave of absence, or cancellation receive F, NP, or U grades, as appropriate, for all courses in which they are enrolled for that term. A fine is assessed if any check for registration fee payment is returned by a bank for stopped payment, insufficient funds, or any other reason. No fees are refunded, and future registration privileges may be curtailed or revoked.

**Graduate Readmission**

For details on the policies below, consult *Standards and Procedures for Graduate Study at UCLA* at [http://www.registrar.ucla.edu/Registration-Classes/Absences-and-Readmission/Graduate-Student-Readmission](http://www.registrar.ucla.edu/Registration-Classes/Absences-and-Readmission/Graduate-Student-Readmission).

**Graduate Leave of Absence**

Continuing graduate students in good standing (3.0 GPA or above) who have completed at least one term of UCLA graduate work may, with the support of their department and the approval of the Graduate Division, be eligible for leaves of absence. Graduate students are allowed a maximum of six quarters of official leave of absence.

Federal policy governing students on F-1 and J-1 visas restricts leaves of absence to certain conditions. Therefore, the Dashew Center for International Students and Scholars, in consultation with the Graduate Division, individually evaluates each international graduate student request for a leave of absence to determine that it meets federal (and University) eligibility criteria.

Students on approved leave of absence are not permitted to use faculty time or make use of University facilities for more than 12 hours since their last registration and are not eligible for apprentice personnel employment or other services normally available to registered students. There is no need to apply for readmission, since the approved leave is for readmission to a specific term. The Registrar’s Office notifies students about registration information for the returning term.

Obtain a Request for Leave of Absence form from the [Graduate Division Forms Website](http://www.registrar.ucla.edu/Registration-Classes/Absences-and-Readmission/Graduate-Student-Readmission). See the Schedule of Classes calendar for the filing deadline.

**Transfer to Another Department**

Students who want to transfer to another department in the School of Public Health should complete a blue petition (available for pick up at 16-059), secure signatures and submit to the Central Student Affairs office along with an updated Statement of Purpose, one to two letters of recommendation and, if needed, an updated resume/CV by the third week of the prior quarter. Transfer petitions will be reviewed by three faculty members in the department. Students receive notification of the petition in their student mailboxes. Students should plan their course sequencing accordingly when petitioning to transfer into another department so that they are not behind in their current department’s curriculum and are not too behind in their prospective department’s curriculum either. **Please note: transfer to another department is not guaranteed.**

Due to the volume of required courses, the HPM department only accepts MPH transfer requests during the student’s first fall quarter in the program. All transfer request materials must be received by December 1.
Transfer to a Doctoral Degree

Students who want to continue onto a doctoral degree after completing their MS or MPH degree may do so by completing a blue petition (available for pick up at 16-059), secure signatures and submit to the Central Student Affairs office along with an updated Statement of Purpose, at least two letters of recommendation (preferably from a faculty member in the department you are requesting transfer into), a writing sample, and an updated resume/CV. Due date to submit petition is December 1st for the following fall admission. Doctoral transfer applications will be reviewed and students will be notified during the winter quarter if application is submitted by the due date.

Application for Readmission

Students who are granted a formal leave of absence do not have to apply for readmission if they resume their graduate work in accordance with the terms of their leaves. All other continuing graduate students who fail to register for any regular session, or who fail to complete a term through cancellation or withdrawal, must compete for readmission with new applicants.

Students who have registered at any time as a graduate student at UCLA and are returning after an absence (except a formal leave of absence) must file an Application for Graduate Admission which is available online at https://grad.ucla.edu/admissions/admission-application-for-graduate-admission/. Payment of the nonrefundable application fee may be paid by credit card or by check or money order. Transcripts of all academic work completed since registration at UCLA as a graduate student must also be submitted.

Petitions (Blue Petition)

A petition is a form submitted to request an exception to any standard rule or regulation of the University. It is the only way to obtain formal approval from the department, school, the Registrar, or office with authority over the particular request.

The Fielding School of Public Health requires Blue Petitions, which can be picked up at the Central Student Affairs office located in 16-059 CHS. The Blue Petition is a form submitted to explain student’s request to be exempted from any rule or regulation of the MPH or MS programs. It is the only way to obtain formal approval from the department, the School, the Registrar, or whoever has authority to grant a particular request. All petitions must be filed as soon as possible and signed by the MPH Director for all MPH students or the faculty advisor for MS students and by the Department Chair.

Advancement to Candidacy

Students who wish to graduate must petition for advancement to candidacy. Advancement to candidacy is a requirement for all MS and MPH degree candidates: a mandatory informational workshop is held in the Winter Quarter, usually in February. If a student misses the workshop, the petition for advancement to candidacy is available from the Student Affairs Office (16-059 CHS). It must be completed, signed by the MPH Director for all MPH students or the faculty advisor for MS students and by the Department Chair, and returned to the Student Affairs Officer within the first week of the quarter in which the student expects to obtain the degree. The deadline for Advancement to Candidacy for fall or winter quarter is generally the first week of the quarter. The Student Affairs Office regularly posts the specific due dates.

Transcripts and Records

The transcript reflects all undergraduate and graduate work completed during UCLA regular session and Summer Sessions. It chronologically lists the courses, units, grades, cumulative GPA, transfer credits, and total units.

Official UCLA transcripts are printed on security paper to safeguard against unauthorized duplication, alteration, and misrepresentation. The paper has a multicolor security background design and a border with the
words “University of California, Los Angeles.” Authentication details are located in the lower right-hand corner of the transcript, and the transcript legend is located on the reverse of the document. Transcripts are issued in blue envelopes marked “Official Transcripts Enclosed.” Two versions of official UCLA student records are available from Academic Record Services, 1113 Murphy Hall. These are the academic transcript and the verification transcript. Each is designed to meet specific needs.

**Academic Transcript**

The academic transcript is a student’s complete academic record, including a listing of courses taken, transfer credit, units, grades, grade-point average (GPA), earned UCLA degrees, and in-progress term information. In-progress information includes a list of the courses that a student enrolled in during the term the document was requested and other in-progress information such as a change in major or the removal of an ‘I’ grade.

Grades for completed terms are processed shortly following the conclusion of final examinations. Complete academic transcripts are available approximately two weeks after the last day of the term. For graduating students, academic transcripts with the graduation date included are available approximately seven weeks after the end of the term. Students who require earlier proof of graduation should contact a degree auditor in 1113 Murphy Hall. A fee may be charged for this service. The minimum period required for processing and issuing academic transcripts for both registered and former students is three working days.

**Verification Transcript**

The verification transcript certifies registration (fee payment), enrollment status, and degrees. For auto insurance “good student” discount, insurance forms should be presented at 1113 Murphy Hall. The verification fee is required for this service. Verification transcripts confirm student status only after registration fees have been paid for the term. Verification of student workload is based on actual enrolled units and does not consider wait-listed units or list courses for a term. Verification of degree can be issued after students’ degrees have been posted to their student record approximately seven weeks after the term ends. Students who require verification before their degree is posted should contact their degree auditor in 1113 Murphy Hall.

The fee for a verification transcript is waived if requested for loan or student aid verifications (proof of request required). Most enrollment verifications for loans and creditors, however, are processed for the University by the National Student Clearinghouse. Approved by the U.S. Department of Education, the clearinghouse is a national organization that facilitates and expedites student enrollment verifications for creditors and other student service-related agencies. The clearinghouse abides by all provisions of the Family Educational Rights and Privacy Act (FERPA).

**Ordering Transcripts**

Academic and verification transcripts can be ordered through MyUCLA, in person at 1113 Murphy Hall, or by sending a request to UCLA Registrar’s Office, Attn: [Academic or Verification] Transcripts, 1105 Murphy Hall, Box 951429, Los Angeles, CA 90095-1429.

Requests should include the student’s
1. Name under which he or she was registered at UCLA
2. Dates of attendance at UCLA
3. Date of birth
4. 9-digit student ID number, if available
5. Complete address and telephone number
6. Number of copies requested
7. Mailing instructions including all details and any special handling
8. Full signature

Transcript request forms containing this information are available in the Murphy Hall northwest lobby or at [http://www.registrar.ucla.edu/forms/](http://www.registrar.ucla.edu/forms/).
For UCLA Extension courses, order transcripts from UCLA Extension, P.O. Box 24901, Department K, Los Angeles, CA 90024-0910.

Requests are not processed if students have outstanding financial, academic, or administrative obligations (holds) to the University. Transcripts of work completed elsewhere must be requested directly from the campus or institution concerned.

More information on ordering transcripts is available by calling (310)825-1091 or by contacting transcripts@registrar.ucla.edu.

**DPR—Degree Progress Report**

You may access your degree progress report by logging into your MyUCLA account. The Degree Progress Reporting System is a counseling tool to apprise you of your progress toward a degree and should be used in conjunction with the UCLA General Catalog. The DPR is not to be used outside the UCLA community. It is NOT an official transcript and should not be used as such.

Graduate students may use the DPR to obtain term grade information, however questions about your academic record, grades, advancement to candidacy, degree expected term, etc. should be directed to your Graduate Department, Professor, Graduate Advisor and/or the Registrar.

**English as a Second Language**

All non-native speakers of English who are new to UCLA are required to take the English as a Second Language Placement Exam (ESLPE). Student may be exempt from this requirement or may be required to take up to three courses of the English 33 series according to their performance on the exam. Students may take the exam only twice. Graduate students wishing to take a second test must wait at least one quarter before retaking the exam. Please note that the second of the two scores will be used for the placement decision. If needed, ESL Courses are available to facilitate studies at UCLA. A student who does not fulfill the ESL requirement will not be permitted to graduate. Please see http://wp.ucla.edu/wp/students/graduate/ for more information.

**Student Records**

The Registrar prepares, maintains, and permanently retains a record of each student’s academic work. Student files of pertinent documents are maintained up to five years following the last date of attendance. Students may view their documents in Enrollment and Degree Services, 1113 Murphy Hall, (310) 825-1091. Advance notice of two to three days is required for viewing.

**Change of Name or Address**

Students who wish to change their name on official University records should fill out a UCLA Name Change or Correction form (available in the Murphy Hall northwest lobby) and submit it with documentation supporting the name change to Enrollment and Degree Services, 1113 Murphy Hall. All name changes are recorded on the transcript. If students change their address, they should update their address through MyUCLA.

**Course Evaluations**

At the end of each quarter around Week 9, students have an opportunity to evaluate their instructors and Teaching Assistants. Honest and constructive criticism is required to produce high-quality course curriculum and instructor teaching style. The evaluations will be filled out by the students, analyzed by the UCLA’s Central EIP office, and distributed to the chair of the Health Policy and Management Department for review.

**Academic Integrity**

Academic dishonesty is a serious offense that is very easily overlooked by people pursuing academia. It is a disturbing issue that both faculty and students must handle seriously and legitimately. In order to protect the integrity of the University and to prevent academic fraud, students and researchers must refrain from academic dishonesty. Please visit our university’s Academic Integrity website listed below for more information.
https://www.deanofstudents.ucla.edu/Academic-Integrity
Center for Accessible Education

If you need special accommodations and services, you must register through the Center for Accessible Education. To register for services, please visit the center or call to schedule an appointment with disability counselor. You must bring verification of your disability or medical condition to your appointment. Once registered, a disability counselor will work with you to determine the appropriate accommodations. There are no fees for any accommodations or services provided by CAE. Office is located in A255 Murphy Hall. https://cae.ucla.edu 310-825-1501.
# UCLA Registrar's Office Annual Academic Calendar 2020-21

<table>
<thead>
<tr>
<th>FALL QUARTER 2020</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Quarter begins</td>
<td>Monday, September 28</td>
</tr>
<tr>
<td>Instruction begins</td>
<td>Thursday, October 1</td>
</tr>
<tr>
<td>Study List deadline (becomes official)</td>
<td>Friday, October 16</td>
</tr>
<tr>
<td>Veterans Day holiday</td>
<td>Wednesday, November 11</td>
</tr>
<tr>
<td>Thanksgiving holiday</td>
<td>Thursday-Friday, November 26-27</td>
</tr>
<tr>
<td>Instruction ends</td>
<td>Friday, December 11</td>
</tr>
<tr>
<td>Common final exams</td>
<td>Saturday-Sunday, December 12-13</td>
</tr>
<tr>
<td>Final examinations</td>
<td>Monday-Friday, December 14-18</td>
</tr>
<tr>
<td>Quarter ends</td>
<td>Friday, December 18</td>
</tr>
<tr>
<td>Christmas holiday</td>
<td>Thursday-Friday, December 24-25</td>
</tr>
<tr>
<td>New Year’s holiday</td>
<td>Thursday-Friday, December 31-January 1</td>
</tr>
<tr>
<td>Winter campus closure</td>
<td>TBD</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>WINTER QUARTER 2021</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Quarter begins</td>
<td>Monday, January 4</td>
</tr>
<tr>
<td>Instruction begins</td>
<td>Monday, January 4</td>
</tr>
<tr>
<td>Study List deadline (becomes official)</td>
<td>Friday, January 15</td>
</tr>
<tr>
<td>Martin Luther King, Jr. holiday</td>
<td>Monday, January 18</td>
</tr>
<tr>
<td>Presidents’ Day holiday</td>
<td>Monday, February 15</td>
</tr>
<tr>
<td>Instruction ends</td>
<td>Friday, March 12</td>
</tr>
<tr>
<td>Common final exams</td>
<td>Saturday-Sunday, March 13-14</td>
</tr>
<tr>
<td>Final examinations</td>
<td>Monday-Friday, March 15-19</td>
</tr>
<tr>
<td>Quarter ends</td>
<td>Friday, March 19</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SPRING QUARTER 2021</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Quarter begins</td>
<td>Wednesday, March 24</td>
</tr>
<tr>
<td>César Chávez holiday</td>
<td>Friday, March 26</td>
</tr>
<tr>
<td>Instruction begins</td>
<td>Monday, March 29</td>
</tr>
<tr>
<td>Study List deadline (becomes official)</td>
<td>Friday, April 9</td>
</tr>
<tr>
<td>Memorial Day holiday</td>
<td>Monday, May 31</td>
</tr>
<tr>
<td>Instruction ends</td>
<td>Friday, June 4</td>
</tr>
<tr>
<td>Common final exams</td>
<td>Saturday-Sunday, June 5-6</td>
</tr>
<tr>
<td>Final examinations</td>
<td>Monday-Friday, June 7-11</td>
</tr>
<tr>
<td>Quarter ends</td>
<td>Friday, June 11</td>
</tr>
<tr>
<td>Commencement Ceremonies 2021</td>
<td>Commencement website</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SUMMER 2021</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer session begins</td>
<td>Monday, June 21</td>
</tr>
<tr>
<td>Independence Day holiday</td>
<td>Monday, July 5</td>
</tr>
<tr>
<td>Labor Day holiday</td>
<td>Monday, September 6</td>
</tr>
<tr>
<td>Summer session ends</td>
<td>Friday, September 10</td>
</tr>
</tbody>
</table>
Federal regulations governing policy and procedure of visa issuance and maintenance for international students and scholars make it especially important for these individuals to maintain contact with international student and scholar counselors and advisers following their arrival on campus. UCLA students, postdoctoral fellows, and visiting scholars from abroad are encouraged to visit the UCLA International Center, which houses the Dashew Center for International Students and Scholars. The UCLA International Center can be found in the Tom Bradley International Hall, located at the central western entrance to UCLA. The Dashew Center for International Students and Scholars provides a mandatory orientation program that helps international students and scholars pursue their goals while at UCLA.

The Dashew Center also provides specialized services, counseling, and programs for all international students and scholars, from the time of their arrival to their departure. They offer services such as orientation for new students, help in locating affordable housing, English conversation classes, and programs for the families of international scholars, assistance with questions regarding immigration issues, employment, financial aid, tax matters, and cultural adjustment, as well as a number of other topics.

Health Policy and Management Alumni Association
The UCLA Health Policy and Management Alumni Association (HPMAA) is a UCLA recognized member of the UCLA Professional School Clubs. The HPMAA’s membership consists of graduates from the UCLA Fielding School of Public Health, Department of Health Policy and Management including its precursor programs such as the Hospital Administration and Health Management programs. As an alumni association, the HPMAA serves as a vehicle to link graduates to the program. In addition, the HPMAA supports the Department of Health Policy and Management and its students through grants and in-kind services. Please see https://hpm.ph.ucla.edu/pages/alumni for more information.

HPMAA Vision
Building healthy futures as we build leaders in health care.

HPMAA Mission
The mission of the UCLA Health Policy and Management Alumni Association is to establish and maintain a strong bond between the Department of Health Policy and Management and its graduates, through service and program offerings, and to support, financially and otherwise, the students, faculty and alumni of the Department of Health Policy & Management.

For more information, please contact the HPM Program Manager for Alumni Relations.


**Health Policy and Management Student Association**
HPMSA is a professional-quality student-led organization representing all students currently enrolled in a program of study through the UCLA Health Policy and Management Department (one-year and two-year MPH, MS, DrPH, PhD and EMPH programs).

**HPMSA Mission**
To be the professional student membership society of future health administration, health policy and public health leaders. To meet the professional, educational and leadership needs of our members.

**HPMSA Goals**
- HPMSA will represent all UCLA Health Policy and Management students' interests.
- We will cultivate personal and professional development through continuous social support, constructive mentoring and career networking opportunities throughout a member's tenure.
- We will strengthen the relationship between the day and executive programs, between UCLA and the broader health policy and management community, and between HPMSA and the Health Policy and Management Alumni Association.
- We will apply our members' knowledge, skills and experience to service projects addressing the needs of our community.
- We will diversify our funding sources by successfully pursuing external sponsorship and fundraising activities.

Contact one of the student leaders for more information on the HPMSA. (ucla.hpmsa@gmail.com)

**FINANCIAL SUPPORT AND FUNDING**
Please click on link below for specifics.

- **Support for Continuing Students**
  Brochure and application forms.
  [https://grad.ucla.edu/funding/financial-aid/funding-for-continuing-students/](https://grad.ucla.edu/funding/financial-aid/funding-for-continuing-students/)

- **ASE Appointment Opportunities**
  Anticipated student employee openings and union agreement.
  [https://grad.ucla.edu/funding/working-at-ucla/academic-student-employees-appointments-union-contract/](https://grad.ucla.edu/funding/working-at-ucla/academic-student-employees-appointments-union-contract/)

- **Funding Opportunities**
  Extramural support, online funding databases, and proposal consultants.
  [https://grad.ucla.edu/funding/financial-aid/funding-opportunities-resources/](https://grad.ucla.edu/funding/financial-aid/funding-opportunities-resources/)

- **Academic Apprentice Personnel**
  Student manual & salary scales.
  [https://grad.ucla.edu/funding/working-at-ucla/academic-apprentice-personnel-manual/](https://grad.ucla.edu/funding/working-at-ucla/academic-apprentice-personnel-manual/)

- **Graduate Work-Study Program**
  Support for academic research projects.
  [https://grad.ucla.edu/funding/financial-aid/graduate-work-study-program/](https://grad.ucla.edu/funding/financial-aid/graduate-work-study-program/)

- **Bruin Direct Deposit**
  Authorization form for direct deposit of stipend payments.
  [https://grad.ucla.edu/funding/financial-aid/bruindirect-deposit/](https://grad.ucla.edu/funding/financial-aid/bruindirect-deposit/)

- **Tax Information & Forms**
  UCLA tax information and forms for fellowship recipients.
  [https://grad.ucla.edu/funding/financial-aid/tax-information-forms-for-ucla-fellowship-recipients/](https://grad.ucla.edu/funding/financial-aid/tax-information-forms-for-ucla-fellowship-recipients/)
STUDENT LIFE AND RESOURCES

Student Health Services

Arthur Ashe Student Health and Wellness Center
All registered graduate students may use the Arthur Ashe Student Health and Wellness Center, an outpatient clinic geared to the special needs of students at UCLA. The Ashe Center offers a full range of clinical and support services, most of which are prepaid by student registration fees. The clinical staff is comprised of highly qualified doctors, nurse practitioners, and nurses.
http://www.studenthealth.ucla.edu/default.aspx

Medical Insurance Requirement
As a condition of registration, the University requires that all graduate and professional students, including international students on non-immigrant visas, have medical insurance coverage that meets the University’s minimum requirements. Contact the Insurance Office on the fourth floor of the Arthur Ashe Student Health and Wellness Center for details regarding the campus Student Health Insurance Plan (SHIP) or regarding the campus minimum requirements.

Waiving SHIP
Please visit the Arthur Ashe Health Center Website for more information regarding waiving SHIP.
https://www.studenthealth.ucla.edu/insurance/benefits/waiving-uc-ship

Counseling and Psychological Services (CAPS)
Counseling and Psychological Services (CAPS) is a multi-disciplinary mental health center for the UCLA community. Psychologists, clinical social workers, and psychiatrists are available, offering individual and group counseling and psychotherapy to students; consultation, outreach, prevention, and education to students; and training programs for graduates in the mental health professions. CAPS maintains a strict policy of confidentiality. No information is released without the student’s written consent except where disclosure is required or allowed by law. Emergency counseling is also available on a drop-in, first-come-first-serve basis. If you are experiencing an emergency situation and CAPS is closed, please go to the UCLA Hospital Emergency Room.
221 Westwood Plaza (John Wooden Center West)
(310)825-0768 (24-hr help line)
http://www.counseling.ucla.edu/

Writing Tutorials
The Graduate Writing Center offers free writing consultation to graduate and professional school students at all levels and in all disciplines, as well as writing workshops on a variety of topics. Meet with a trained and experienced writing consultant to work on writing issues ranging from style and argumentation to grammar and syntax. The graduate writing consultants will work with you to develop your writing confidence and your writing skills.
Student Activities Center, Suite B11 (310)267-4805
http://gwc.gsrc.ucla.edu/

Career Development
The UCLA Fielding School of Public Health Career Services Office is located on the 1st floor of the Fielding School of Public Health.

Kristy Sherrer
FSPH Career Services Office, 16-085 CHS
There are also services for graduate students through the UCLA Career Center, including career counseling and access to BruinView, a jobs and internship database.

UCLA Career Center
Strathmore Building, 501 Westwood Plaza
Phone: 310-206-1915
http://career.ucla.edu

Computer and Technical Services

Institute for Digital Research and Education
https://idre.ucla.edu/
5308 Math Sciences Building
(310) 825-6635
frontdesk@oit.ucla.edu

Advanced Technologies
High Performance Computing provides access to advanced computational facilities and extensive one-on-one consulting and training to assist researchers in solving large-scale research problems through computation and modeling.

Software Central
Software Central provides the UCLA community with information about software licensing and volume license agreements that support research and instruction.

Student Labs
The IDRE operates and maintains the Disabilities and Computing Lab and the Stats Lab.

Training & Consulting
Training in both online and in-class instructional formats is offered by IDRE to faculty and students in a variety of research and instructional topics and applications. The Statistical Computing and Consulting program offers direct consulting and training to help faculty and students plan, implement and interpret their statistical design and analysis.

Disabilities and Computing Program Consultants at Disabilities and Computing Program (DCP) at IDRE help faculty, students and staff with disabilities by providing access to adaptive computing technology and educational programs.

Bruin OnLine (BOL)
Bruin OnLine (BOL) is a collection of services that provides UCLA students, faculty, and staff with e-mail, web hosting services, network connectivity (including wireless), and free software and support.
Walk-in Consulting: Kerckhoff Hall, Suite 124
Telephone Technical Support: (310) 267-HELP (4357) option 1
consult@ucla.edu
http://www.bol.ucla.edu/

BruinTech
The purpose of BruinTech is to help faculty, students, and staff navigate the diversity of UCLA information technology (IT) services and organizations. The web site reflects the dynamic nature of IT on campus by spotlighting current views and events. In addition, BruinTech publishes a newsletter and offers seminars on relevant IT topics approximately four times a year.
http://www.bruintech.ucla.edu/
MyUCLA
MyUCLA is a customized portal web page where students can access real-time class schedules, grades, campus appointments, traffic and weather information, check their UCLA e-mail account and link to campus events and resources. [http://my.ucla.edu](http://my.ucla.edu)

Borrowing a CLICC Laptop
Currently enrolled UCLA Students, currently employed UCLA Faculty and Staff Members, may checkout a laptop using their valid UCLA Logon and Password. Laptop borrowing privileges may be revoked or suspended based on violations of policies at the discretion of Library Administration.

Please visit [http://www.clicc.ucla.edu/](http://www.clicc.ucla.edu/) for CLICC laptop lending locations.

Center for Accessible Education (CAE)

How to register with the CAE.
To register with CAE, please call (310) 825-1501, and they will make an appointment for you to meet with a disability specialist. If you are unsure if you qualify, they will explore with you what the issues are and make recommendations. All services provided by the CAE are free of charge, and information is kept strictly confidential. In order to register with the CAE, students fill out a general information form and provide current documentation of their disability/medical condition.

Office Hours and Locations
Main Office - A255 Murphy Hall
Hours: Monday - Friday, 8am - 5pm
(310) 825-1501
(310) 206-6083 (telephone device for the deaf)
(310) 825-9656 (fax)
(310) 825-2263 (van service)

CAE Resource Room (Proctoring and Alternative Format) 181 Powell Library
Hours: Monday - Friday, 8am - 5pm
(310) 825-2651
(310) 267-2008 (fax)

[http://www.cae.ucla.edu/](http://www.cae.ucla.edu/)

Transportation & Shuttle Services

Campus Shuttles
The campus shuttle system incorporates the use of buses and vans that are clean, wheelchair accessible and well-equipped with air-conditioning and comfortable seating.

Campus Express
The Campus Express shuttle travels in a counter-clockwise direction providing round-trip service from: Weyburn Terrace and Lot 36 in the southwest corner of campus, through Westwood and the University to MacGowan Hall turnaround in the northeast region of campus.

Schedule: Monday to Friday (excluding Holidays) 7 a.m. to 7 p.m.
Reduced Hours: Summer, Winter, & Spring Breaks: 7:30 a.m. to 6 p.m.

New Wilshire Center Route
The Wilshire Center shuttle travels in a counter-clockwise direction providing round-trip service from: Wilshire Center through Westwood Village, up Hilgard Avenue with stops at Parking Structure 2 (in front of Molecular Sciences), Gonda Research Facility, 100 Medical Plaza, completing the loop at the Wilshire Center.
Schedule: Monday to Friday (excluding Holidays)  7:30 a.m. to 5:30 p.m.
Stops approximately every 8-10 minutes

Northwest Campus
The Northwest Campus shuttle travels in a counter-clockwise direction providing round-trip van service across the northern region of campus traveling on Charles Young Drive between: MacGowan Hall, Kreiger (Bellagio) Child Care Center, Southern Regional Library and Hedrick Hall.

Schedule: Monday to Friday (excluding Holidays)  11:30 a.m. to 2 p.m.
Stops at Macgowan Hall at every half hour mark

Public Transportation
Refer to the website below to obtain more information regarding the ways to get around UCLA.
https://main.transportation.ucla.edu/getting-to-ucla/public-transit

Parking
https://main.transportation.ucla.edu/campus-parking

BruinCard
BruinCard is your passport to Life at UCLA. It serves as the official University ID, University Debit Card, Library Card, Gym Pass, Meal Card, Access Card, and Laundry Card. For more information, please visit https://secure.bruincard.ucla.edu/bcw/web/Home.aspx

Student Mail
Student mailboxes (or mail folders) are located in 31-279 CHS. It is important that student check their mail as the professors and student affairs use the mailbox to communicate with the students.

FACULTY LISTINGS & DIRECTORY

CORE & AFFILIATED HPM FACULTY

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>E-mail</th>
<th>Research Focus</th>
</tr>
</thead>
<tbody>
<tr>
<td>SANGEETA AHLUWALIA</td>
<td>Adjunct Assistant Professor</td>
<td><a href="mailto:sangeetac.ahluwalia@gmail.com">sangeetac.ahluwalia@gmail.com</a></td>
<td>Implementation science; access and use of end-of life care; qualitative research methods</td>
</tr>
<tr>
<td>SANDRA ARONBERG</td>
<td>Adjunct Assistant Professor</td>
<td><a href="mailto:saronberg@ucla.edu">saronberg@ucla.edu</a></td>
<td>Impact of new technologies on health services, policy and outcomes; technology assessment, quality and utilization management; environmental health and technology</td>
</tr>
<tr>
<td>KATHRYN ATCHISON</td>
<td>Professor</td>
<td><a href="mailto:katchison@conet.ucla.edu">katchison@conet.ucla.edu</a></td>
<td>Doctor-patient communications; health outcomes; medical outcomes assessment and quality of care issues such as perceptions of oral health and development and evaluation of psychosocial outcome measures</td>
</tr>
<tr>
<td>ROSHAN BASTANI</td>
<td>Professor</td>
<td><a href="mailto:bastani@ucla.edu">bastani@ucla.edu</a></td>
<td>Disease prevention and control among disadvantaged groups with a focus on rigorously testing individual, community, organization, and system-directed interventions to improve access and reduce disparities; examination of the drivers of disparities among undeserved groups; implementation of pragmatic intervention trials to mitigate observed disparities and methodological studies</td>
</tr>
<tr>
<td>ARTURO BUSTAMANTE</td>
<td>Associate Professor</td>
<td></td>
<td>Access to health care among Latinos/Hispanics and immigrants in the US; comparative analyses of health care delivery systems in Latin</td>
</tr>
<tr>
<td>Email</td>
<td>American countries</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------</td>
<td>--------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td><a href="mailto:avb@ucla.edu">avb@ucla.edu</a></td>
<td>Mental Health Services; interpersonal violence; childhood trauma; developmental disabilities; autism spectrum disorder; nursing</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| KRISTIN CHOI, PhD, RN  
Assistant Professor  
krchoi@ucla.edu | Characteristics of organizations, leaders, and frontline staff that affect implementation of new practices, worker outcomes, and ultimately, service access and quality of care for underserved populations; inter-organizational relationships between health and human service organizations; families affected by substance use and other behavioral health disorders |
| EMMELINE CHUANG, PhD  
Adjunct Associate Professor  
emchuang@g.ucla.edu | Family leave policy, primary care quality and redesign, adolescent health risks, child development and education, youth incarceration, child poverty, and childhood obesity |
| WARREN SCOTT COMULADA, DrPH  
Associate Professor  
wcomulada@mednet.ucla.edu | Development and analysis of data from mHealth interventions that target HIV, substance abuse, diabetes, and other chronic illnesses |
| BURTON COWGILL, PhD  
Assistant Professor  
bcowgill@ucla.edu | Cancer prevention and control among diverse adolescent and young adult populations, including tobacco, e-cigarettes, HPV, nutrition and physical activity; community-engaged research; healthy policy related to prevention and health promotion |
| LAURA ERSKINE, PhD, MBA  
Professor  
lerskine@ucla.edu | Organizational behavior; leadership; decision making; and pedagogy |
| JOSE ESCARCE, MD, PhD  
Professor  
jescarce@mednet.ucla.edu | Factors influencing the use of medical care, physician location, provider choice, quality of health care, and health care outcomes; health economics; managed care; physician behavior; racial and ethnic disparities in medical care; technological change in medicine |
| DANIEL EISENBERG, PhD  
Professor  
danieleisenberg@ucla.edu | Economic and policy analysis of children’s and youth mental health; mental health in school settings |
| SUSAN ETTNER, PhD  
Professor  
settner@mednet.ucla.edu | Mental health and substance abuse policy; health insurance; long-term and end-of-life care; Medicaid; disparities research; reciprocity in relationship between health and labor market outcomes; insurance markets and managed care; chronic disability |
| JULIE ELGINER, PhD  
Assistant Professor  
jaelginer@hotmail.com | Community, media, legislative and organizational advocacy; reproductive health; global health |
| JOANN G. ELMORE, MD  
Professor  
jelmore@mednet.ucla.edu | Cancer screening; diagnostic accuracy; medical technology; statistical methods; medical education; computer image analyses and machine learning; health IT and OpenNotes; patient engagement and health care delivery |
| ARIA FALAH, MD  
Assistant Professor  
AFallah@mednet.ucla.edu | Evidence based surgery; clinical trials; observational studies; meta-analyses as it relates to clinical and operative pediatric epilepsy surgery |
| JONATHAN FIELDING, MD, MPH  
Distinguished Professor  
jfieldin@ucla.edu | Underlying determinants of health, ill health and injuries; development of preventive service guidelines; prevention economics and financing; evidence-based public health methods and practice; health promotion for children, adults, and families in community, clinical, and occupational settings; modeling future health of populations, opportunity costs of questionable medical expenditures; |
<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Email</th>
<th>Research/Teaching Focus</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ARLENE FINK, MD, PhD</strong></td>
<td>Adjunct Professor</td>
<td><a href="mailto:AFink@mednet.ucla.edu">AFink@mednet.ucla.edu</a></td>
<td>Health services; health and well-being of vulnerable populations; improving preventive medicine practice and the quality of health care for older adults</td>
</tr>
<tr>
<td><strong>YVONNE FLORES, PhD, MPH</strong></td>
<td>Associate Professor</td>
<td><a href="mailto:ynflores@ucla.edu">ynflores@ucla.edu</a></td>
<td>Prevention and control of chronic diseases; health disparities; global and immigrant health; health-related quality of life</td>
</tr>
<tr>
<td><strong>PAUL FU, Jr., MD</strong></td>
<td>Professor</td>
<td><a href="mailto:quark@ucla.edu">quark@ucla.edu</a></td>
<td>Pediatrics; child health and development</td>
</tr>
<tr>
<td><strong>MICHAEL GALPER, MPH, CPA</strong></td>
<td>Professor</td>
<td><a href="mailto:mgalper@ucla.edu">mgalper@ucla.edu</a></td>
<td>Healthcare finance; performance improvement; cost reduction; financial analysis; acquisition due diligence; internal control review</td>
</tr>
<tr>
<td><strong>PATRICIA GANZ, MD</strong></td>
<td>Distinguished Professor</td>
<td><a href="mailto:pganz@ucla.edu">pganz@ucla.edu</a></td>
<td>Cancer survivorship and late effects of cancer treatment, cancer prevention, cancer genetics, outcomes and quality of life, quality of care for cancer patients; clinical trials and evidence-based care; barriers to dissemination and implementation of effective care</td>
</tr>
<tr>
<td><strong>LILLIAN GELBERG, MSPH, MD</strong></td>
<td>Professor</td>
<td><a href="mailto:lgelberg@mednet.ucla.edu">lgelberg@mednet.ucla.edu</a></td>
<td>Clinical trials to reduce risky drug use and promote healthy lifestyle change in low income populations using leading behavior change methodologies supported by wireless technology; improvement of the health and quality of care of our nation’s most vulnerable populations</td>
</tr>
<tr>
<td><strong>RISHA GIDWANI-MARZOSKSKI, DrPH</strong></td>
<td>Adjunct Associate Professor</td>
<td><a href="mailto:rishi.gidwani@va.gov">rishi.gidwani@va.gov</a></td>
<td>Benefit Design; Cancer; cost-effectiveness; cost of care; end-of-life care; health economics; patient financial burden; quality of care; research methods</td>
</tr>
<tr>
<td><strong>BETH GLENN, PhD</strong></td>
<td>Professor</td>
<td><a href="mailto:bglenn@ucla.edu">bglenn@ucla.edu</a></td>
<td>Chronic disease and cancer prevention and control among low income and ethnic minority populations</td>
</tr>
<tr>
<td><strong>NEAL HALFON, MD, MPH</strong></td>
<td>Professor</td>
<td><a href="mailto:nhalfon@ucla.edu">nhalfon@ucla.edu</a></td>
<td>Specific social, environmental, behavioral, and biological determinants of children’s health and development over the life course; comprehensive early childhood systems; complexity science and health systems change; improvement science; collaborative innovation; access to care for low-income children; delivery of health services to children with special health care needs with an interest in abused and neglected children in the foster care system</td>
</tr>
<tr>
<td><strong>DAVID HAYES-BAUTISTA, PhD</strong></td>
<td>Professor</td>
<td><a href="mailto:dhayesb@ucla.edu">dhayesb@ucla.edu</a></td>
<td>Dynamics and processes of the health of the Latino population using both quantitative data sets and qualitative observations</td>
</tr>
<tr>
<td><strong>RONALD HAYS, PhD</strong></td>
<td>Professor</td>
<td><a href="mailto:drhays@ucla.edu">drhays@ucla.edu</a></td>
<td>Health-related quality of life; patient satisfaction with care; health-related behavior</td>
</tr>
<tr>
<td><strong>JODY HEYMANN, PhD, MD</strong></td>
<td>Distinguished Professor and Dean Emeritus</td>
<td><a href="mailto:jody.heymann@ph.ucla.edu">jody.heymann@ph.ucla.edu</a></td>
<td>Bridging the gap between research and policymakers by translating research into policies and programs that improve individual and population health</td>
</tr>
<tr>
<td><strong>FELICIA HODGE, DrPH</strong></td>
<td>Professor</td>
<td><a href="mailto:fhodge@sonnet.ucla.edu">fhodge@sonnet.ucla.edu</a></td>
<td>American Indian health issues including cervical cancer, nutrition, smoking cessation, breast cancer, wellness concepts, diabetes, cancer pain, and self-management; developing and testing culturally sensitive intervention models for American Indian populations</td>
</tr>
<tr>
<td><strong>MOIRA INKELAS, PhD</strong></td>
<td>Professor</td>
<td></td>
<td>Improvement science research; quality improvement; population system science; child and family health care re-design including</td>
</tr>
<tr>
<td>Name</td>
<td>Email</td>
<td>Research Interests</td>
<td></td>
</tr>
<tr>
<td>-----------------------------</td>
<td>------------------------------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Michelle Keller, PhD</td>
<td><a href="mailto:mkeller05@ucla.edu">mkeller05@ucla.edu</a></td>
<td>Developmental screening, oral health, trauma-informed care, and integration of social and medical care; population-focused cross-sector care integration; early childhood development and life course</td>
<td></td>
</tr>
<tr>
<td>Clifford Ko, MD, MS, MSHS</td>
<td><a href="mailto:cko@mednet.ucla.edu">cko@mednet.ucla.edu</a></td>
<td>Implementation Science; program planning and evaluation; quantitative and qualitative evaluation methods; informatics; health policy</td>
<td></td>
</tr>
<tr>
<td>Gerald Kominski, PhD</td>
<td><a href="mailto:kominski@ucla.edu">kominski@ucla.edu</a></td>
<td>Surgical care including methodological issues; analytical measurement; cost effectiveness; measures development; quality improvement; implementation of quality interventions</td>
<td></td>
</tr>
<tr>
<td>Alice Kuo, PhD</td>
<td><a href="mailto:akuo@mednet.ucla.edu">akuo@mednet.ucla.edu</a></td>
<td>Costs and cost-effectiveness of health care programs and technologies; improvement of access and health outcomes among ethnic and vulnerable populations; performance of public insurance programs including Medicare, Medicaid, and Workers Compensation; effects of the Affordable Care Act</td>
<td></td>
</tr>
<tr>
<td>Mark Litwin, MPH</td>
<td><a href="mailto:mlitwin@mednet.ucla.edu">mlitwin@mednet.ucla.edu</a></td>
<td>Early childhood areas of developmental screening and services; early literacy practices; cognitive and language development in young minority children; hearing screening in early childhood; mental health services for children with autism and mental health services for children</td>
<td></td>
</tr>
<tr>
<td>Peter Long, PhD</td>
<td></td>
<td>Medical outcomes assessment; quality of care; health-related quality of life; epidemiology; costs and resource utilization; patient preferences; health care access for malignant and benign diseases in urology</td>
<td></td>
</tr>
<tr>
<td>James Macinko, PhD</td>
<td><a href="mailto:jmacinko@ucla.edu">jmacinko@ucla.edu</a></td>
<td>Health reform; health policy; community health; implementing the Affordable Care Act in California</td>
<td></td>
</tr>
<tr>
<td>Carol Mangione, MD, MSPH</td>
<td><a href="mailto:cmangione@mednet.ucla.edu">cmangione@mednet.ucla.edu</a></td>
<td>Impact of health reforms and policy changes; evaluation of health system performance; role of health policies and services in the production and potential reduction of inequities</td>
<td></td>
</tr>
<tr>
<td>Vickie Mays, PhD</td>
<td><a href="mailto:maysv@nicco.sscnet.ucla.edu">maysv@nicco.sscnet.ucla.edu</a></td>
<td>Diabetes; diabetes prevention; health disparities; aging; public health; health insurance benefit design; public health policy</td>
<td></td>
</tr>
<tr>
<td>William McCarthy, PhD</td>
<td><a href="mailto:wmccarth@ucla.edu">wmccarth@ucla.edu</a></td>
<td>Mental and physical health disparities affecting racial and ethnic minority populations; factors surrounding HIV/AIDS in racial and ethnic minorities; barriers to education and services; understanding racial-based immunological differences; role of perceived and actual discrimination on mental and physical health outcomes</td>
<td></td>
</tr>
<tr>
<td>Isomi Miake-Lye, PhD</td>
<td></td>
<td>Home and neighborhood environmental approaches to reducing heart disease risk in mostly immigrant Mexican American residents of East Los Angeles; telephone counseling and lay health worker modalities for providing low-cost, high impact lifestyle counseling to low-income patients to reduce their risk of cancer and diabetes</td>
<td></td>
</tr>
<tr>
<td>Jeanné Miranda, PhD</td>
<td><a href="mailto:mirandaj@ucla.edu">mirandaj@ucla.edu</a></td>
<td>Health services research; implementation science; organizational behavior; program planning and evaluation; quantitative and qualitative evaluation methods</td>
<td></td>
</tr>
<tr>
<td>Corrina Moucheraud, ScD, MPH</td>
<td><a href="mailto:croucheraud@ucla.edu">croucheraud@ucla.edu</a></td>
<td>Evaluating the impact of mental health care for ethnic minority communities</td>
<td></td>
</tr>
<tr>
<td>Jack Needleman, PhD</td>
<td></td>
<td>Processes and outcomes of policy implementation at the global and national levels; methods to incorporate health system information into quantities methodologies for evidence-based decision-making in low-resource settings</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Determinants of quality in health care organizations; evaluation,</td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td>Title</td>
<td>Email</td>
<td>Research Interests</td>
</tr>
<tr>
<td>-------------------------------------------</td>
<td>--------------------------------------------</td>
<td>------------------------------</td>
<td>------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Professor <a href="mailto:needlema@ucla.edu">needlema@ucla.edu</a></td>
<td></td>
<td></td>
<td>design and implementation of quality and process improvement programs; quality and staffing in hospitals; impact of payment, health insurance and health reform on access and costs of care; health care provider and insurer responses to market and regulatory incentives</td>
</tr>
<tr>
<td>ROBERT NORDYKE, PhD, MS</td>
<td>Adjunct Assistant Professor</td>
<td></td>
<td>Health economics; immigrant and global health; outcomes research; health policy; global pharmaceutical industry</td>
</tr>
<tr>
<td>MICHAEL ONG, MD, PhD</td>
<td>Professor <a href="mailto:mong@mednet.ucla.edu">mong@mednet.ucla.edu</a></td>
<td></td>
<td>Hospital &amp; health systems; tobacco control; health information technologies; mental health; implementation science; community partnered research; health economics</td>
</tr>
<tr>
<td>LORI PELICCIIONI, PhD, JD, MPH</td>
<td>Adjunct Assistant Professor</td>
<td><a href="mailto:lpellicc@ucla.edu">lpellicc@ucla.edu</a></td>
<td>Healthcare fraud and abuse in the Medicare program and corporate compliance in healthcare organizations</td>
</tr>
<tr>
<td>NINEZ PONCE, PhD</td>
<td>Professor <a href="mailto:nponce@ucla.edu">nponce@ucla.edu</a></td>
<td></td>
<td>Elimination of racial/ethnic and social disparities in health and health care in multicultural survey research; social penalties in health access; global and immigrant health; and population-based cancer prevention and control studies</td>
</tr>
<tr>
<td>NADEREH POURAT, PhD</td>
<td>Professor <a href="mailto:pourat@ucla.edu">pourat@ucla.edu</a></td>
<td></td>
<td>Disparities in access to care of underserved populations, focusing on the role of the health care delivery system in disparities and health care outcomes; primary care redesign, system integration, and efficiencies in care delivery; impact of providers and health care workforce on access and outcomes</td>
</tr>
<tr>
<td>THOMAS PRISELAC, MPH</td>
<td>Adjunct Professor <a href="mailto:priselac@ucla.edu">priselac@ucla.edu</a></td>
<td></td>
<td>Organizational leadership; healthcare delivery; financing of health care health care quality and safety and the adoption and implementation of information technology</td>
</tr>
<tr>
<td>THOMAS RICE, PhD</td>
<td>Distinguished Professor <a href="mailto:trice@ucla.edu">trice@ucla.edu</a></td>
<td></td>
<td>Organization and financing of the U.S. health care system; completion/regulation; physicians’ economic behavior; Medicare; private health insurance for seniors; behavioral economics as applied to health and health care; health care cost containment; role of competition in health care reform; managed care</td>
</tr>
<tr>
<td>DYLAN ROBY, PhD</td>
<td>Adjunct Associate Professor <a href="mailto:droby@ucla.edu">droby@ucla.edu</a></td>
<td></td>
<td>U.S. healthcare system; healthcare affordability; health information technology; impacts of managed care; disease management programs; health insurance markets; health care reform; safety net clinics and hospitals; Medicaid, health care safety net; Affordable Care Act’s implications for insurance markets; system redesign and access to care</td>
</tr>
<tr>
<td>LINDA ROSENSTOCK, MD, MPH</td>
<td>Professor and Dean Emeritus <a href="mailto:lindarosenstock@ph.ucla.edu">lindarosenstock@ph.ucla.edu</a></td>
<td></td>
<td>Occupational safety and health; prevention and population health; global public health and science policy</td>
</tr>
<tr>
<td>ANTHONY SCHIFF, JD, MPH</td>
<td>Adjunct Professor <a href="mailto:tschiff@mdhealthlaw.com">tschiff@mdhealthlaw.com</a></td>
<td></td>
<td>Health care law; legal environmental of health services management</td>
</tr>
<tr>
<td>RICHARD SINAIKO, MPH</td>
<td>Adjunct Associate Professor <a href="mailto:richard.sinaiko@sinaiko.com">richard.sinaiko@sinaiko.com</a></td>
<td></td>
<td>Medical practice operations; financial and strategic management; physician hospital integration; managed care marketing and contracting; organizational strategic planning; academic medical center/faculty practice plan reorganization; network development; medical group formation and merger and consolidation</td>
</tr>
<tr>
<td>BRENNAN SPIEGEL, MSHS, MD</td>
<td>Professor <a href="mailto:Brennen.Spiegel@cshs.org">Brennen.Spiegel@cshs.org</a></td>
<td></td>
<td>Digital health technologies ability to strengthen patient-doctor bond, improve outcomes, and save money</td>
</tr>
<tr>
<td>STEPHANIE TAYLOR, PhD, MPH</td>
<td>Adjunct Associate Professor <a href="mailto:Stephanie.Taylor8@va.gov">Stephanie.Taylor8@va.gov</a></td>
<td></td>
<td>Access; behavioral model of health services; community health; complementary and alternative medicine; environmental approaches to physical activity promotion; social epidemiology; health disparities; health geography</td>
</tr>
<tr>
<td>Name and Title</td>
<td>Email</td>
<td>Research Focus</td>
<td></td>
</tr>
<tr>
<td>----------------</td>
<td>-------</td>
<td>----------------</td>
<td></td>
</tr>
<tr>
<td><strong>STEVEN TUETSCH, MD, MPH</strong>&lt;br&gt;Adjunct Professor&lt;br&gt;<a href="mailto:steutsch@ucla.edu">steutsch@ucla.edu</a></td>
<td></td>
<td>Evidence-based public health and policy; improving outcomes measurement to enhance quality of care</td>
<td></td>
</tr>
<tr>
<td><strong>ALAN TOMINES, MD</strong>&lt;br&gt;Adjunct Associate Professor&lt;br&gt;<a href="mailto:atomines@ucla.edu">atomines@ucla.edu</a></td>
<td></td>
<td>Clinical and public health informatics domains, including: health information exchange, data standardization, human-computer interaction and data visualization, and child health information systems</td>
<td></td>
</tr>
<tr>
<td><strong>YUSUKE TSUGAWA, PhD, MPH, MD</strong>&lt;br&gt;Assistant Professor&lt;br&gt;<a href="mailto:ytsugawa@mednet.ucla.edu">ytsugawa@mednet.ucla.edu</a></td>
<td></td>
<td>Variation in quality and costs of care across individual physicians and its determinants</td>
<td></td>
</tr>
<tr>
<td><strong>LEAH VRIESMAN, PhD, MHA, MBA</strong>&lt;br&gt;Professor&lt;br&gt;<a href="mailto:vriesman@ucla.edu">vriesman@ucla.edu</a></td>
<td></td>
<td>Personal health records; clinical uptake and use of information technology; healthcare consumer-centered design and innovation models; strategic leadership</td>
<td></td>
</tr>
<tr>
<td><strong>KENNETH WELLS, MD</strong>&lt;br&gt;Professor&lt;br&gt;<a href="mailto:KWells@mednet.ucla.edu">KWells@mednet.ucla.edu</a></td>
<td></td>
<td>Depression and other chronic health conditions in under-resourced communities; improvement of quality of care for psychiatric and neurological disorders across the lifespan</td>
<td></td>
</tr>
<tr>
<td><strong>ELIZABETH YANO, PhD, MSPH</strong>&lt;br&gt;Professor&lt;br/elizabeth.yano@va.gov</td>
<td></td>
<td>Health services research, implementation science, program evaluation; primary care delivery models, including patient-centered medical home; women's health and disparities research</td>
<td></td>
</tr>
<tr>
<td><strong>XI ZHU, PhD</strong>&lt;br&gt;Associate Professor&lt;br&gt;<a href="mailto:xizhu@ucla.edu">xizhu@ucla.edu</a></td>
<td></td>
<td>Team design, process, and effectiveness; healthcare system transformation; inter- and intra-organizational networks; quantitative and qualitative methods.</td>
<td></td>
</tr>
<tr>
<td><strong>FREDERICK ZIMMERMANN, PhD</strong>&lt;br&gt;Professor&lt;br&gt;<a href="mailto:fredzimmerman@ucla.edu">fredzimmerman@ucla.edu</a></td>
<td></td>
<td>Intersection of economics and the social determinants of health; comparative effectiveness of public health policies; effects of social and economic policy on population health; economics of health equity; ethical aspects of public health; effects of media on child health; opportunity costs of medical spending</td>
<td></td>
</tr>
</tbody>
</table>

**Emeritus Faculty**

<table>
<thead>
<tr>
<th>Name and Title</th>
<th>Email</th>
<th>Research Focus</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BARBARA BERMAN, PhD</strong>&lt;br&gt;Professor Emeritus&lt;br&gt;<a href="mailto:bberman@ucla.edu">bberman@ucla.edu</a></td>
<td></td>
<td>Tobacco prevention among high risk adolescents and young adults; low-income multi-ethnic populations, and deaf and hard of hearing youth; developing effective cancer prevention and control programming, with a current emphasis on breast health and breast cancer for adult populations</td>
</tr>
<tr>
<td><strong>WILLIAM S. COMANOR, PhD</strong>&lt;br&gt;Professor Emeritus&lt;br&gt;<a href="mailto:comanor@ucla.edu">comanor@ucla.edu</a></td>
<td></td>
<td>Economics of research and development in the pharmaceutical industry</td>
</tr>
<tr>
<td><strong>PAMELA DAVIDSON, MS, PhD</strong>&lt;br&gt;Professor&lt;br&gt;<a href="mailto:pdavidson@mednet.ucla.edu">pdavidson@mednet.ucla.edu</a></td>
<td></td>
<td>Evaluation design and methods; leadership, team, and individual career development; clinical and translational science research</td>
</tr>
<tr>
<td><strong>ANNETTE MAXWELL, DrPH</strong>&lt;br&gt;Professor Emeritus&lt;br&gt;<a href="mailto:amaxwell@ucla.edu">amaxwell@ucla.edu</a></td>
<td></td>
<td>Research to reduce health disparities in underserved and under-resourced populations; promoting cancer screening; implementation and dissemination of evidence-based interventions</td>
</tr>
</tbody>
</table>

For a complete list of faculty, please visit the HPM Faculty page: [https://fdb5.ctrl.ucla.edu/ph/hpm/institution/personnel-list/](https://fdb5.ctrl.ucla.edu/ph/hpm/institution/personnel-list/)
Frequently Asked Questions

Academic Information—Registration & Enrollment

When are registration fees due each term?
Registration fees must be paid prior to each term. Fees can be paid by check, credit card (Visa, MasterCard, Discover), or cash. View the Schedule of Classes Calendar for specific dates. Questions regarding fees should be directed to the Registrar’s Office at 1113 Murphy Hall, (310) 825-1091.

Can registration fees be deferred?
Only academic apprentices (e.g., TAs and Graduate Student Researchers) are eligible for fee deferrals. Apprentice teaching and research appointees are eligible to receive, on request, a deferment of registration fees (and nonresident tuition, if applicable). A fee deferral allows qualified students to postpone paying fees and nonresident tuition for two months beyond the stated deadline. See your departmental graduate advisor to request a fee deferral.

Why would students request In Absentia Registration?
Graduate students planning on studying or conducting research outside of California can petition for In Absentia Registration to receive a reduction of one-half of the campus registration fees. For more information see petitions on the Degree Information page.

How do students enroll in, drop, or add classes?
To enroll in classes and to drop or add classes, students use MyUCLA (http://my.ucla.edu), a web-based student system. Instructions for using MyUCLA are contained in the Schedule of Classes.

Where do I obtain a PTE number to enroll in a class?
Contact the course instructor for approval. Upon approval, and if the instructor did not give you a code, please forward the email to that department's Student Affairs Officer to get a PTE code.

Where do you obtain the Blue Petition?
Blue petitions can be obtained from the Central Student Affairs Office in 16-059 CHS between 10:00 am and 3:00 pm each weekday and, once completed by the student, should be submitted to the Department Student Affairs Officer in 31-236A CHS for approval of the chair.

How do I change my faculty Academic Advisor?
Students may change their academic faculty advisor by completing a blue petition form (both the current and new academic advisor must sign the blue petition approving the change) and submitting it to the Department Student Affairs Officer in 31-236A CHS.

How do I find out which courses will be offered each quarter?
Please visit the UCLA Registrar’s Website to locate the Schedule of Classes.

Why should out-of-state students seek California residency for tuition purposes?
California residents do not pay nonresident tuition. Upon arrival in California, a student wishing to gain California tuition residency should establish ties with the state (i.e., get a driver's license/California ID, register automobile, register to vote,
change the permanent address on University records to a California address, and file a resident tax return). Contact the Residence Deputy at 1113 Murphy Hall, (310) 825-3447, for more residency information; by University policy, only the Residence Deputy is authorized to apply and interpret policy on residency for tuition purposes.

I am an AB 540 student. Who do I contact with questions?
Please stop by the Graduate Division – 1255 Murphy Hall – for guidance.

Where should students report name or address changes?
Name changes should be reported to the Registrar’s Office. Students are urged to maintain their own mailing, permanent, and email address listings online using MyUCLA. Changes can also be made and revised documents can be obtained at 1113 Murphy Hall and at most student service offices in Murphy Hall.

Graduation

Where do I make changes to my Advancement to Candidacy Form?
Visit the Fielding School of Public Health Central Student Affairs Office at 16-059 CHS.

Where do I pick up the graduation tickets?
Tickets are given out to graduating students by the Central Student Affairs Office in 16-059 CHS. More specific information will be provided to students at the mandatory graduation workshop in February.

When and how do I pick up my diploma upon graduation?
Your diploma is ready after 12 weeks upon graduation. You may pick it up after the 12th week from 1113 Murphy Hall. If you prefer to have it mailed to you, fill out the Diploma Mail Request Form from the Registrar’s Forms Website.

Financial Support

What types of financial support are available?
Support based solely on financial need is provided, in the form of loans, grants, and—on a limited basis—work-study employment, from the Financial Aid Office. Students must be U.S. citizens or permanent residents. For more information, contact the Financial Aid Office at A-129 Murphy Hall, (310) 206-0400.

Support based on merit is available in the form of fellowships, traineeships, teaching assistantships, and graduate student researcher positions. These awards are open to all students—U.S. citizens, permanent residents, and international students—who have demonstrated high academic achievement. For more information, refer to the Financial Support for Entering Students or Graduate Student Financial Support for Continuing Students on the Graduate Division website and contact the Departmental Student Affairs Officer.

What are the deadlines for applying for financial support?
The priority deadline for loans and work-study funding available through the Financial Aid Office is March 2. The deadline for entering graduate students to apply for other forms of Graduate Division and FSPH support via their admissions application is December 1. View the Graduate Student Financial Support for Continuing Students for specific dates. FSPH awards for continuing students are announced during the spring quarter.

How is Graduate Division funding distributed?
The Graduate Division allocates funding directly to graduate programs, which in turn select fellowship recipients through their faculty fellowship selection committees based on academic merit. Departments inform the Graduate Division of those students who have been chosen to receive awards for the next academic year, and the Graduate Division sends offers of support to those recipients. Fee and nonresident tuition fellowships are credited directly to students' BAR accounts, and fellowship living allowances (stipends) are issued as direct deposits.

How does a student apply for extramural fellowships?
Extramural funding originates from non-UCLA sources, such as federal agencies and private organizations. Most extramural fellowships require an application submitted directly to the sponsoring organization. Applications for some extramural fellowships are available in the Office of Graduate Outreach, Diversity, & Fellowships in 1252 Murphy Hall.

The Graduate Division publishes an online guide called Graduate and Postdoctoral Extramural Support (GRAPES), which lists the more commonly sought fellowships that are available from non-UCLA sources. In addition, the Office of Graduate Outreach, Diversity, & Fellowships maintains a small library of reference materials on extramural funding.

For information, contact the Office of Graduate Outreach, Diversity, & Fellowships at (310) 825-3521.

Does getting extramural funding affect a student’s support from UCLA?
Students may not hold two major awards at the same time. When a student receives extramural funding, the amount of supplementary UCLA support is usually subject to limits. Contact the Office of Graduate Outreach, Diversity, & Fellowships in 1252 Murphy Hall, (310) 825-3521, for details.

Is funding available for conference travel and research expenses?
Special funds are available for registered and enrolled students for partial support of dissertation research and travel to scholarly conferences. Consult the departmental Student Affairs Officer and the FSPH Central Student Affairs Office for more information.

Is there a limit on the total amount of support a graduate student may receive?
Yes, the Graduate Council has established a policy of Maximum Limit on the total amount of support a graduate student may receive. It includes special fellowships, stipends, and ASE/GSR earning. The maximum limit will vary for each student (i.e. spouse, number of dependents, professional school enrollment, tuition support). Summer funding is also included in the calculations of total funding received. For details, visit Graduate Division Funding page: https://grad.ucla.edu/funding/financial-aid/maximum-limit-of-merit-based-support/.

Award Disbursement

How and when do students get their fellowship money?
Fee and tuition awards will automatically apply toward registration and tuition fees. Fellowship payments are sent to students' local mailing addresses, held for pickup, or direct-deposited several weeks before the start of the Fall term. Winter funds are disbursed approximately one week after January 1, and Spring funds are released several weeks before the start of the Spring Quarter. Monthly payments should arrive by the first day of the month. Questions regarding fellowship check disbursement/direct deposit may be directed to the Graduate Student Support Office, 1228 Murphy Hall, (310) 825-1025.

Where should students go with questions regarding BAR statements and graduate award payments?
The Graduate Student Support Office at 1228 Murphy Hall will answer questions relating to BAR and disbursement of graduate award payments. BAR questions regarding Financial Aid awards (e.g., need-based grants) should be directed to the Financial Aid Office at A129 Murphy Hall, and questions regarding loans should be directed to the Student Loan Office at A227 Murphy Hall.

Can I view my financial information, scheduled payments, and direct deposits online?
Yes. Using MyUCLA, you can review your BAR statement activity; your scheduled financial aid, fellowships, remissions, and other awards; and the actual dates and amounts of your checks and direct deposits. In addition, you can check to see if you have holds on your account that are preventing the disbursement of funds, and you can ensure that all required financial documents have been completed for the Financial Aid Office and the Graduate Student Support Office.

Do students have to pay taxes on fellowships?
Fellowship stipend income is taxed differently than most other types of income you may have encountered in the past. Amounts spent on fees, tuition, or required course expenses are not taxable. However, the portion of fellowship stipend income you spend on items other than fees, tuition, and required course expenses will likely be considered taxable by the IRS. U.S. citizens and permanent residents who are California residents (for tax purposes) do not have taxes withheld from
their fellowship stipend checks. Nonetheless, these individuals may be required to make estimated quarterly tax payments and to report the income on their tax returns.

Foreign students and those who live outside of California and file tax returns as California nonresidents will have state and/or federal taxes withheld directly from their checks. Information about fellowship taxation is available in IRS Publication 520, "Scholarships and Fellowships," available for download from the IRS website. Another IRS publication available from the same website offers information on paying estimated tax when your residency status does not permit the tax to be withheld directly from your check: Publication 505, "Tax Withholding and Estimated Tax."

Who can answer tax questions concerning fellowships?
Students are advised to retain "Offer of Graduate Student Support" agreements, fellowship and traineeship offer letters, BAR monthly statements, payroll wage stubs, and other documents and receipts related to fellowship stipends and course expenses. View Tax Information and Forms for UCLA Award Recipients information about UCLA fellowship tax withholding and reporting.

Academic Apprentice Personnel

What are the responsibilities of a teaching assistant, special reader or graduate student researcher?
Teaching Assistant and Special Readers provide course and/or grading support for instructors. GSRs assist faculty members with scholarly research and may or may not collaborate in the publication of research results. For more information view the Academic Apprentice Personnel Manual.

Are academic apprentice appointees eligible for benefits?
Academic apprentice appointees are eligible for fee deferrals, medical insurance, and fee remissions. For details on these benefits consult the Academic Apprentice Personnel Manual.

What are the requirements apprentices must meet to receive fee remissions?
The following standards must be met in order for students to receive apprentice fee remissions: (1) Students must register and enroll by the third week of the quarter (registration and enrollment must also be maintained throughout the quarter); (2) appointment(s) must total 25% time or more for the quarter; (3) students must work hours equivalent to 25% time in apprentice titles in a given quarter (usually 106-110 hours); (4) students must be enrolled in at least 12 units to receive health insurance and fee remissions. In addition, students must maintain a 3.0 GPA to be appointed as an apprentice and may not work more than 12 quarters as a TA or more than 18 quarters in all apprentice titles combined.

What is the maximum appointment percentage that I am allowed to work on any given quarter?
Graduate Students are allowed have a maximum of a 50% appointment on any given quarter. Students receiving Special Graduate Division Fellowship Funding may have different restrictions. Please check your award letter for restrictions.

Can I work over 50%?
Graduate Students may be allowed to have an appointment over 50% by obtaining an official exception from Graduate Division. Students will need to coordinate with the Department Graduate Student Affairs Officer in 31-236A CHS so that the exception can be submitted to Graduate Division. Students will need to obtain permission from the Department Chair in order to request to work over 50%.

I am appointed as a Teaching Assistant. How do I receive training on teaching?
Graduate Students who are or will be appointed as teaching assistant will need to take 375 and 495 courses. Students will enroll in HLT POL 375 for units that commensurate with the percent time of their employment. Students will receive guidance in preparing lessons, discussing teaching strategies, and best practices for examination, under the guidance of a faculty member. This practicum course does not count toward the minimum number of units of graduate courses required for masters’ degrees. Students must have an active TA appointment to enroll and must enroll each quarter they TA.

Students will enroll in PUB HLT 495 or equivalent once in their time at UCLA to prepare for teaching and provide professional development. This course discusses practical and theoretical issues about teaching in a specific discipline. 495
courses do not apply toward minimum graduate course requirements, and are usually approved for 2 units, S/U grading only.

Those who are interested in TA positions for the first time or in learning about teaching pedagogy of Public Health are welcome to enroll in 495 as well.

**Where can I find more information on academic apprentice opportunities?**
Anticipated student employee openings for academic year are available online on the Academic Student Employees (ASE) Appointment Opportunities page.

**Academic Standards**

**What are the requirements for graduate degrees?**
Degree requirements are outlined in Program Requirements for Graduate Degrees at UCLA. While most of these requirements are quite specific and students are usually held to them, in some instances there may be room to accommodate special academic needs via petition. For specific details, students should consult the department or program.

**How do students determine if they are performing work at the level required by their degree program(s)?**
A University minimum cumulative grade point average of 3.0 is required to remain in good academic standing and a 3.0 average is required in all courses to be applied toward a graduate degree. Some departments have more stringent requirements, and the student should consult the department regarding academic standards. Also, departments and programs often list specific timeline expectations for completion of degree requirements under "Time to Degree" in Program Requirements for Graduate Degrees at UCLA.

**Student Life**

**How do I get my UCLA ID card?**
The BruinCard is your University ID card. In addition, this card will serve as your library card (when activated at the UCLA Library), your recreation facilities card, your debit card for purchases at UCLA food facilities and ASUCLA stores, and even as an AT&T calling and discount card. To obtain your BruinCard, you'll need to take a valid form of identification (driver's license, passport, etc.) to one of the three BruinCard Centers located at 123 Kerckhoff Hall, 100A Sproul Hall, and Suite 107 in the Wilshire Center Building. The Centers are open Monday through Friday from 9:00 am to 4:00 pm.

**How do students get access to library and computer facilities?**
Once registration fees and tuition are paid, access to the library resources can be obtained at any campus library. Library privileges are free to all registered students. Computer facilities are also free to registered students who can establish an account by using a new user terminal at the CLICC Lab in the College Library or the Student Technology Center by Delta Terrace.

**How do students get parking on campus?**
On-campus parking is limited, and applications for permits must be submitted annually to UCLA Parking Services, 555 Westwood Plaza, (310) 825-9871. Daily parking permits are also available at parking information booths found at various locations on campus. Information about student parking is available online at the Transportation and Parking website.

**What other means of transportation are available?**
Options include vanpools, carpools, buspools, public transit, bicycles, scooters, and motorcycles. The BruinGo! program allows members of the UCLA community to ride the Santa Monica Big Blue Bus and Culver City Bus at a reduced fare by using their BruinCard. Go Metro program offers discounted quarterly transit passes for Metro bus and rail lines. For more information, view Getting to UCLA on the Transportation and Parking website.

**What housing options are available to graduate students?**
Information on campus housing is available at the Housing Office, 270 De Neve Drive, (310) 825-4271. Other apartments are available at the following numbers: Gayley Apartments, (310) 794-8600; Barrington/Manor, Sawtelle/Sepulveda,
University Village, or Rose Avenue, (310) 398-4692; Keystone/Mentone, (310) 837-1373; and Venice/Barry, (310) 397-3517. The UCLA Community Housing Office offers listings of private off-campus housing, including rental vacancies and posted roommate notices.

**What recreational activities are offered at UCLA?**
UCLA Recreation offers state-of-the-art fitness workouts, masters swim workouts, intramural and club sports, dozens of recreation classes, water sports at the Marina Aquatic Center, and open recreation at most campus facilities. For information, contact Cultural and Recreational Affairs at 2131 John Wooden Center, (310) 825-3701.

**What discounts are available to me as a student?**
The Central Ticket Office, (310) 825-2101, sells tickets for all campus athletic and entertainment events. In order to obtain discounts for which students are eligible, you must present your BruinCard at the time of purchase so that your status may be validated. CTO also sells bus passes and tickets to movies and other off campus athletic, cultural, and entertainment events. In addition, most Westwood Village merchants and local movie theaters offer student discounts. For those seeking to purchase personal computers and software, the ASUCLA Computer Store offers educational discounts computers, equipment, and name-brand software.

**How can a student find employment on campus?**
On-campus jobs are listed on BruinView in the UCLA Career Center, (310) 825-2981. Positions are also available with ASUCLA; for more information, contact the ASUCLA Personnel Office at 3519 Ackerman Union, (310) 825-7055. Academic apprentice appointments are handled at the department or program level. Please note that graduate students, by University policy, are permitted to work on campus no more than 50% time while registered and enrolled, and most foreign students on F1 and J1 visas are prohibited from working in excess of 50% time.

**How can a student obtain lockers?**
For lockers, within the Fielding School of Public Health, please contact the Dean’s Office by phone at (310) 825-6381. Lockers are assigned on a first come basis. Lockers must be renewed once a year at the beginning of Fall quarter.

**Other Questions**

**Where are the accessible Libraries?**

<table>
<thead>
<tr>
<th>Library</th>
<th>Location</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td>Louis M. Darling Biomedical Library</td>
<td>12-077 Center for Health Sciences</td>
<td><a href="http://www.library.ucla.edu/biomed">http://www.library.ucla.edu/biomed</a></td>
</tr>
<tr>
<td>Rosenfeld Library</td>
<td>110 Westwood Plaza, E-301</td>
<td><a href="http://www.anderson.ucla.edu/library.xml">http://www.anderson.ucla.edu/library.xml</a></td>
</tr>
<tr>
<td>Charles E. Young Research Library</td>
<td>Charles E. Young Research Library Building</td>
<td><a href="http://www.library.ucla.edu/yrl">http://www.library.ucla.edu/yrl</a></td>
</tr>
<tr>
<td>Powell Library</td>
<td>Powell Library Building, Room 220</td>
<td><a href="http://www.library.ucla.edu/powell">http://www.library.ucla.edu/powell</a></td>
</tr>
</tbody>
</table>

**How do you reserve the Health Policy & Management Roemer Library?**
The Roemer Library is located in 31-262 CHS. You can reserve the department’s library by emailing Madeline Nguyen at mnguyen@ph.ucla.edu or Maria Porras at mporras@ph.ucla.edu. You will receive an email confirmation if the library is available.

**How do you reserve the Dean’s Conference Rooms?**

*Policy* – These rooms are available for use by Fielding School of Public Health faculty, staff and students. These rooms are not to be used for recurring classes, except for our executive programs. Otherwise, the rooms are to be used expressly for meetings, conferences and any other academic or administrative events.

*Process* – Sign up using online form: [https://docs.google.com/forms/d/e/1FAlpQLSekks69AMbYDzzZzghsRjXuwnwaP68sSt5uAAHiKMQ_wqUnQ/viewform](https://docs.google.com/forms/d/e/1FAlpQLSekks69AMbYDzzZzghsRjXuwnwaP68sSt5uAAHiKMQ_wqUnQ/viewform). You will receive email confirmation in couple of days.
WEBSITES

Department of Health Policy & Management
http://hpm.ph.ucla.edu/

UCLA Home Page
http://www.ucla.edu

Registrar’s Office
http://www.registrar.ucla.edu/

Graduate Division
http://www.gdnet.ucla.edu

Program Requirements
https://grad.ucla.edu/academics/graduate-study/program-requirements-for-ucla-graduate-degrees/

Schedule of Classes
https://sa.ucla.edu/ro/public/soc

Financial Aid
http://www.financialaid.ucla.edu

Dashew Center for International Students and Scholars
http://www.internationalcenter.ucla.edu/

Graduate Student Resource Center
http://gsrc.ucla.edu/

Graduate Student Association
http://gsa.asucla.ucla.edu/

MyUCLA
http://my.ucla.edu

Bruin OnLine
http://www.bol.ucla.edu/

UCLA Financial Statement & Tax Fellowship Forms
http://www.gdnet.ucla.edu/gss/library/taxintro.htm

CA Residency
http://www.registrar.ucla.edu/Fees-Residence/Residence-Requirements
# Appendix 1: AY 2020-2021 Course Schedules

## 2020-2021 Course Schedules - Department of Health Policy and Management

### FALL 2020

<table>
<thead>
<tr>
<th>Course #</th>
<th>Title</th>
<th>Day/Time</th>
<th>Instructor/(SR or TA)</th>
</tr>
</thead>
<tbody>
<tr>
<td>200A</td>
<td>HS Organization &amp; Financing</td>
<td>M, 1-3:50</td>
<td>Vargas Bustamante</td>
</tr>
<tr>
<td>200A</td>
<td>HS Organization &amp; Financing (NCSP)</td>
<td>MW, 1:30-2:50</td>
<td>Escarce/Brook</td>
</tr>
<tr>
<td>M201</td>
<td>Topics in Theoretical Epidemiology</td>
<td>R, 10-11:50</td>
<td>Arah/Kuo, T/ Inkelas</td>
</tr>
<tr>
<td>M203A</td>
<td>Applied Microeconomics</td>
<td>TR, 6:30-7:45</td>
<td>Comanor</td>
</tr>
<tr>
<td>225A</td>
<td>HS Research Design Lab</td>
<td>TR, 10:00-11:50, F, 10-11:50</td>
<td>Macinko</td>
</tr>
<tr>
<td>226A</td>
<td>Readings in Health Services Research</td>
<td>R, 1-2:50</td>
<td>Vargas Bustamante</td>
</tr>
<tr>
<td>239A</td>
<td>Decision Analysis &amp; Cost Effectiveness</td>
<td>MW, 10-11:50</td>
<td>Anderson/Keller</td>
</tr>
<tr>
<td>M242</td>
<td>Determinants of Health</td>
<td>MW, 1-2:50</td>
<td>Zimmerman</td>
</tr>
<tr>
<td>243</td>
<td>Population Health Approach to Autism</td>
<td>F, 8-11:50</td>
<td>Kuo</td>
</tr>
<tr>
<td>249</td>
<td>Global Public Health and Social Policy Research Amidst the COVID Pandemic</td>
<td>TR, 3-4:50</td>
<td>Heymann</td>
</tr>
<tr>
<td>M255</td>
<td>Sem Obesity, Phys Act &amp; Nutrition</td>
<td>R, 2-4:50</td>
<td>McCarthy</td>
</tr>
<tr>
<td>266A</td>
<td>Community-Based Partnership Health</td>
<td>W, 1-2:50</td>
<td>Wells/Mahajan</td>
</tr>
<tr>
<td>286</td>
<td>American Pol Inst &amp; Health Policy</td>
<td>MW, 10-11:50</td>
<td>Cowgill</td>
</tr>
<tr>
<td>400</td>
<td>Field Studies</td>
<td>W, 3:000-4:50</td>
<td>Erskine</td>
</tr>
<tr>
<td>403</td>
<td>Financial Accounting</td>
<td>MW, 8-9:50</td>
<td>Galper</td>
</tr>
<tr>
<td>M420</td>
<td>Children with Special Healthcare Needs</td>
<td>R, 1-3:50</td>
<td>Kuo</td>
</tr>
<tr>
<td>439</td>
<td>Data Software for Public Health Professionals</td>
<td>M, 1-3:50pm</td>
<td>Moucheraud</td>
</tr>
<tr>
<td>440A</td>
<td>Healthcare Information Systems and Technology</td>
<td>F, 8-11:50</td>
<td>Balgrosky</td>
</tr>
<tr>
<td>445</td>
<td>Healthcare Marketing Technology</td>
<td>MW, 10-11:50</td>
<td>Elginer</td>
</tr>
<tr>
<td>BIOS201A</td>
<td>Applied Regression</td>
<td>MWF, 9-9:50, F 8-8:50 + Lab</td>
<td>Belin</td>
</tr>
<tr>
<td>PUB HLT 200A</td>
<td>Foundations in Public Health</td>
<td>TR, 10-11:50, 1-2:50</td>
<td>Various (Zimmerman)</td>
</tr>
<tr>
<td>PUB HLT 495</td>
<td>Preparations for Teaching Public Health</td>
<td>W 10-11:50</td>
<td>Yzquierdo</td>
</tr>
</tbody>
</table>
# Winter 2021 (Tentative)

<table>
<thead>
<tr>
<th>Course #</th>
<th>Title</th>
<th>Day/Time</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>140</td>
<td>Foundations of Maternal &amp; Child Health</td>
<td>TR, 2:00-3:20</td>
<td>Kuo</td>
</tr>
<tr>
<td>203B</td>
<td>Microeconomics</td>
<td>TR, 6:30-7:45</td>
<td>Comanor</td>
</tr>
<tr>
<td>205</td>
<td>Seminar in Pharm Policy</td>
<td>W, 1-3:50</td>
<td>Comanor</td>
</tr>
<tr>
<td>214</td>
<td>Measurements of Effectiveness</td>
<td>M, 9-11:50</td>
<td>Hays</td>
</tr>
<tr>
<td>215B</td>
<td>Healthcare Quality and Performance Management</td>
<td>W, 9-11:50 (10-12:50)</td>
<td>Inkelas</td>
</tr>
<tr>
<td>225B</td>
<td>HS Research Design</td>
<td>MW, 1-2:50</td>
<td>Needleman</td>
</tr>
<tr>
<td>226B</td>
<td>Readings in Health Services Research</td>
<td>M, 2-3:50</td>
<td>Vargas Bustamante</td>
</tr>
<tr>
<td>227A</td>
<td>Journal Club</td>
<td>R, 12-1:30</td>
<td>Rice</td>
</tr>
<tr>
<td>230A</td>
<td>Global Health Economics: LMIC Perspective</td>
<td>R, 4-5:50</td>
<td>Ponce</td>
</tr>
<tr>
<td>232</td>
<td>Leadership Capstone</td>
<td>T, 9:00-11:50</td>
<td>Erskine</td>
</tr>
<tr>
<td>M233</td>
<td>Health Policy Analysis</td>
<td>MW, 10-11:50</td>
<td>Needleman</td>
</tr>
<tr>
<td>M236</td>
<td>Microeconomic Theory of Health Sector</td>
<td>TR 3-4:50PM</td>
<td>Rice</td>
</tr>
<tr>
<td>M259</td>
<td>Smoking, Drinking, Shooting and Driving: Understanding Public Health Policy in the United States</td>
<td>M 9-11:50</td>
<td>Macinko</td>
</tr>
<tr>
<td>266B</td>
<td>Community-Based Participatory Health Research (Clinical Scholars)</td>
<td>F, 3:00-4:50</td>
<td>Wells / Mahajan</td>
</tr>
<tr>
<td>M274</td>
<td>Health Status &amp; Hlth Beh of Rac &amp; Eth Minority Pop</td>
<td>M, 2-4:50</td>
<td>Mays</td>
</tr>
<tr>
<td>284</td>
<td>Social Policy and Health: The Case for Gender</td>
<td>TR, 3-4:50</td>
<td>Heymann</td>
</tr>
<tr>
<td>401</td>
<td>Public Health Informatics</td>
<td>WF, 2-3:20</td>
<td>Fu / Tomines</td>
</tr>
<tr>
<td>436</td>
<td>Healthcare Financial Management</td>
<td>MW, 10-11:50</td>
<td>Elginer</td>
</tr>
<tr>
<td>437</td>
<td>Health Law</td>
<td>M, 5-6:50</td>
<td>Pelliccioni</td>
</tr>
<tr>
<td>441</td>
<td>Data Analytics</td>
<td>TR, 10-11:50</td>
<td>Moucheraud</td>
</tr>
<tr>
<td>M449A</td>
<td>Child Health Programs &amp; Policy</td>
<td>F 9-11:50AM</td>
<td>Halfon / Kuo</td>
</tr>
<tr>
<td>BIOS100B</td>
<td>Intro to Biostatistics</td>
<td>MWF, 1-2:50</td>
<td>Gjertson</td>
</tr>
<tr>
<td>BIOS201B</td>
<td>Topics in Applied Regression</td>
<td>MWF, 9-9:50</td>
<td>Sugar</td>
</tr>
<tr>
<td>EPI 100</td>
<td>Intro to Epidemiology</td>
<td>TR, 1:00-3:00</td>
<td>Hsu</td>
</tr>
<tr>
<td>Course #</td>
<td>Title</td>
<td>Day/Time</td>
<td>Instructor</td>
</tr>
<tr>
<td>---------</td>
<td>------------------------------------------------------------</td>
<td>--------------------------------------------------------------</td>
<td>--------------------</td>
</tr>
<tr>
<td>100</td>
<td>Intro to HPM</td>
<td>MW, 2-3:50&lt;br&gt;R, 12-12:50 - disc&lt;br&gt;R, 4-4:50 - disc</td>
<td>Cowgill</td>
</tr>
<tr>
<td>200B</td>
<td>HS Organization &amp; Financing</td>
<td>MW, 9-10:50</td>
<td>Ahluwalia / Keller</td>
</tr>
<tr>
<td>M204C</td>
<td>Pharmaceutical Economics &amp; Policy</td>
<td>R, 4:30-6:20</td>
<td>Comanor</td>
</tr>
<tr>
<td>215A</td>
<td>Healthcare Qual &amp; Performance Mgmt</td>
<td>TR, 1-2:50</td>
<td>Inkelas</td>
</tr>
<tr>
<td>216</td>
<td>Special Topics in Health Services: Quality Assessment and Assurance</td>
<td></td>
<td>Brook</td>
</tr>
<tr>
<td>217</td>
<td>Evidence Based Medicine &amp; Org Change</td>
<td>W, 9-11:50</td>
<td>Ganz</td>
</tr>
<tr>
<td>225C</td>
<td>Research Methods for Improvement/Implementation Science</td>
<td>R, 9-11:50</td>
<td>Inkelas</td>
</tr>
<tr>
<td>227B</td>
<td>Journal Club- Current Research Issues</td>
<td>R, 12-1:30</td>
<td>Rice</td>
</tr>
<tr>
<td>230B</td>
<td>Global Health Economics: LMIC Perspective</td>
<td>R, 4-5:50</td>
<td>Ponce</td>
</tr>
<tr>
<td>234</td>
<td>Health Services Organization and Management Theory</td>
<td>TR, 10-11:50</td>
<td>Erskine</td>
</tr>
<tr>
<td>237C</td>
<td>Issues in HS Research Methodology</td>
<td>TR, 1-2:50&lt;br&gt;TR, 3-3:50</td>
<td>Comulada</td>
</tr>
<tr>
<td>249-1</td>
<td>Transformation of US Health Care</td>
<td>F, 9-00-11:50</td>
<td>Halfon/Long</td>
</tr>
<tr>
<td>249-2</td>
<td>Telehealth &amp; Technology</td>
<td>R 1-2:50</td>
<td>Tanouye</td>
</tr>
<tr>
<td>260</td>
<td>World Health</td>
<td>Consult Instructor</td>
<td>Erskine</td>
</tr>
<tr>
<td>M287</td>
<td>Politics of Health Policy</td>
<td>W, 3-5:50</td>
<td>Rosenstock</td>
</tr>
<tr>
<td>M290</td>
<td>Evolving Paradigms of Prevention: Interventions in Early Childhood</td>
<td>W, 3-5:50</td>
<td>Kuo</td>
</tr>
<tr>
<td>400</td>
<td>Field Studies in Health Services</td>
<td>Consult Instructor</td>
<td>Galper</td>
</tr>
<tr>
<td>415</td>
<td>Organizational Analysis</td>
<td>TBD</td>
<td></td>
</tr>
<tr>
<td>M422</td>
<td>Evaluations –Health Services</td>
<td>TR, 8-9:50</td>
<td>Mlake Lye</td>
</tr>
<tr>
<td>423</td>
<td>Advanced Evaluation Theory and Methods in HS (doc, postdoc, MS students)</td>
<td>TR, 10-11:50, T, 9-9:50</td>
<td>Glenn</td>
</tr>
<tr>
<td>424</td>
<td>Proposal Writing for HS Research</td>
<td>W, 1-3:50</td>
<td>Bastani</td>
</tr>
<tr>
<td>M428</td>
<td>Child and Family Health Program Community Leadership Seminar</td>
<td>F, 9-10:50</td>
<td>Kuo/Halfon</td>
</tr>
<tr>
<td>430</td>
<td>Healthcare Innovations and E-Health</td>
<td>R, 2:00-4:50</td>
<td>Fu</td>
</tr>
<tr>
<td>433</td>
<td>Healthcare Strategy</td>
<td>MW, 1-2:50</td>
<td>Vriesman</td>
</tr>
<tr>
<td>M434</td>
<td>Advocacy Skills: Reproductive Health Focus</td>
<td>W, 9:00-11:50</td>
<td>Elginer</td>
</tr>
<tr>
<td>446</td>
<td>Health Care Operations</td>
<td>MW 10-11:50</td>
<td>Galper</td>
</tr>
<tr>
<td>EPI 100</td>
<td>Intro to Epidemiology</td>
<td>TR, 9-10:50&lt;br&gt;R, 11-11:50</td>
<td>Mayeda/Chen</td>
</tr>
<tr>
<td>CHS 100</td>
<td>Intro to Community Health</td>
<td>TR, 3-4:50</td>
<td>Von Ehrenstein</td>
</tr>
<tr>
<td>EHS 100</td>
<td>Intro to Environmental Health</td>
<td>TR, 1-2:50</td>
<td>Cole</td>
</tr>
</tbody>
</table>
Appendix 2A: MPH 2-Year Program Curriculum

2-Year MPH Degree Requirements

Students must complete the following:

18 COURSES/78 units

REQUIRED COURSES (9 courses/42 units)

- PUB HLT 200A  Foundations in Public Health (8 units)
- PUB HLT 200B  Foundations in Public Health (8 units)
- PUB HLT 401  Public Health as a Profession (4 units)
- HLT POL 200B  Health Systems Organization and Financing, II (4 units)
- HLT POL M236  Microeconomic Theory of the Health Sector (4 units)
- OR HLT POL 230A/B  Health Economics: LMIC Perspectives (4 units)
- HLT POL 400  Internship and Consulting Report (4 units)
- HLT POL M422  Practices of Evaluation in Health Services (4 units)
- HLT POL 439*  Data Software for Public Health Professionals (2 units)
- HLT POL 441  Data Analytics (4 units)

REQUIRED TRACK COURSES

Management (16 units): HPM 234, HPM 403, HPM 433, HPM 436
Policy (12 units): HPM M233, HPM 286, HPM M287
Management & Policy (28 units): HPM M233, HPM 234, HPM 286, HPM M287, HPM 403, HPM 433, HPM 436

ELECTIVE COURSES

Management: 5 courses/20 units
Policy: 6 courses/24 units
Management & Policy: 2 courses/8 units

SUMMER INTERNSHIP  - To supplement the classroom experience, students must complete a 400-hour summer internship (10 weeks) with a health care organization. During the summer internship students prepare a proposal with a literature review and in the fall quarter following, the students prepare a problem solving consulting report with managerial recommendations.

- Courses that apply toward the degree MUST be taken on a letter-graded basis.
- Some of these required courses may be waived upon review and approval from the program director. However, no unit credit is awarded for waived classes. Students must take an elective course (200-level or above for a grade) to fulfill unit requirement.

* HLT POL 439 may be waived via Blue Petition if the student passes the waiver examination administered during Orientation. These units do not need to be replaced by elective units. For students who waive out of HLT POL 439, they will be required to take 17 courses for a total of 76 units to confer the MPH degree.
# 2-Year MPH – Management Emphasis
## Cohort entering Fall 2020

### YEAR 1*

<table>
<thead>
<tr>
<th>FALL 2020</th>
<th>WINTER 2021</th>
<th>SPRING 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUB HLT 200A</td>
<td>PUB HLT 200B</td>
<td>HLT POL 200B</td>
</tr>
<tr>
<td>HLT POL 403</td>
<td>HLT POL 436</td>
<td>HLT POL 234</td>
</tr>
<tr>
<td>HLT POL 439 **</td>
<td>HLT POL 441</td>
<td>HLT POL 433</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Elective</td>
</tr>
<tr>
<td><strong>UNITS: 14</strong></td>
<td><strong>UNITS: 16</strong></td>
<td><strong>UNITS: 16</strong></td>
</tr>
</tbody>
</table>

### YEAR 2*

<table>
<thead>
<tr>
<th>FALL 2021</th>
<th>WINTER 2022</th>
<th>SPRING 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>HLT POL 400</td>
<td>HLT POL M236 ***</td>
<td>HLT POL M422</td>
</tr>
<tr>
<td>Pub HLT 401</td>
<td>Elective</td>
<td>Elective</td>
</tr>
<tr>
<td>Elective</td>
<td>Elective</td>
<td>[Elective]</td>
</tr>
<tr>
<td><strong>UNITS: 12</strong></td>
<td><strong>UNITS: 12</strong></td>
<td><strong>UNITS: 8 [12]</strong></td>
</tr>
</tbody>
</table>

* Schedule of classes subject to change

** HLT POL 439 may be waived if the student passes the waiver exam administered during Orientation. Units do not need to be replaced by elective units.

*** HLT POL M236 may be replaced with HLT POL 230A (Winter) & HLT POL 230B (Spring).

**Recommended electives:**
- **Fall:** HLT POL 204A, HLT POL 239A, HLT POL 243, HLT POL M255, HLT POL 286, HLT POL M420, HLT POL 435, HLT POL 440A, HLT POL 445
- **Winter:** HLT POL 204B, HLT POL 205, HLT POL 214, HLT POL 232, HLT POL M233, HLT POL 251, HLT POL M274, HLT POL M285, HLT POL 437, HLT POL 449A
- **Spring:** HLT POL 204C, HLT POL 215A, HLT POL 240, HLT POL M287, HLT POL M428, HLT POL 430, HLT POL M434, HLT POL 446
# 2-Year MPH – Policy Emphasis
## Cohort entering Fall 2020

### YEAR 1

<table>
<thead>
<tr>
<th>FALL 2020</th>
<th>WINTER 2021</th>
<th>SPRING 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUB HLT 200A</td>
<td>PUB HLT 200B</td>
<td>HLT POL 200B</td>
</tr>
<tr>
<td>HLT POL 286</td>
<td>HTL POL M233</td>
<td>HLT POL M287</td>
</tr>
<tr>
<td>HLT POL 439 **</td>
<td>HLT POL 441</td>
<td>Elective</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Elective</td>
</tr>
<tr>
<td><strong>UNITS: 14</strong></td>
<td><strong>UNITS: 16</strong></td>
<td><strong>UNITS: 16</strong></td>
</tr>
</tbody>
</table>

### YEAR 2

<table>
<thead>
<tr>
<th>FALL 2021</th>
<th>WINTER 2022</th>
<th>SPRING 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>HLT POL 400</td>
<td>HLT POL M236 ***</td>
<td>HLT POL M422</td>
</tr>
<tr>
<td>PUB HLT 401</td>
<td>Elective</td>
<td>Elective</td>
</tr>
<tr>
<td>Elective</td>
<td>[Elective]</td>
<td>[Elective]</td>
</tr>
<tr>
<td><strong>UNITS: 12</strong></td>
<td><strong>UNITS: 8 [12]</strong></td>
<td><strong>UNITS: 8 [12]</strong></td>
</tr>
</tbody>
</table>

* Schedule of classes subject to change  
** HLT POL 439 may be waived if the student passes the waiver exam administered during Orientation. Units do not need to be replaced by elective units.  
*** HLT POL M236 may be replaced with HLT POL 230A (Winter) & HLT POL 230B (Spring).

**Recommended electives:**
- **Fall:** HLT POL 204A, HLT POL 239A, HLT POL 243, HLT POL M255, HLT POL 403, HLT POL M420, HLT POL 435, HLT POL 440A, HLT POL 445
- **Winter:** HLT POL 204B, HLT POL M205, HLT POL 214, HLT POL 232, HLT POL 251, HLT POL M274, HLT POL M285, HLT POL 401, HLT POL 436, HLT POL 437, HLT POL 449A
- **Spring:** HLT POL 204C, HLT POL 206, HLT POL 215A, HLT POL 240, HLT POL M428, HLT POL 430, HLT POL 433, HLT POL M434
# 2-Year MPH – Management & Policy Emphasis
## Cohort entering Fall 2020

### YEAR 1

<table>
<thead>
<tr>
<th>FALL 2020</th>
<th>WINTER 2021</th>
<th>SPRING 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUB HLT 200A</td>
<td>PUB HLT 200B</td>
<td>HLT POL 200B</td>
</tr>
<tr>
<td>HLT POL 403</td>
<td>HLT POL 436</td>
<td>HLT POL 234</td>
</tr>
<tr>
<td>HLT POL 439 **</td>
<td>HLT POL 441</td>
<td>HLT POL 433</td>
</tr>
<tr>
<td><strong>UNITS: 14</strong></td>
<td><strong>UNITS: 16</strong></td>
<td><strong>UNITS: 12</strong></td>
</tr>
</tbody>
</table>

### YEAR 2

<table>
<thead>
<tr>
<th>FALL 2021</th>
<th>WINTER 2022</th>
<th>SPRING 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>HLT POL 400</td>
<td>HLT POL M236 ***</td>
<td>HLT POL M422</td>
</tr>
<tr>
<td>HLT POL 286</td>
<td>HLT POL M233</td>
<td>HLT POL M287</td>
</tr>
<tr>
<td>PUB HLT 401</td>
<td>Elective</td>
<td>Elective</td>
</tr>
<tr>
<td><strong>UNITS: 12</strong></td>
<td><strong>UNITS: 12</strong></td>
<td><strong>UNITS: 12</strong></td>
</tr>
</tbody>
</table>

* Schedule of classes subject to change.

** HLT POL 439 may be waived if the student passes the waiver exam administered during Orientation. Units do not need to be replaced by elective units.

*** HLT POL M236 may be replaced with HLT POL 230A (Winter) & HLT POL 230B (Spring).

### Recommended electives:
- **Fall:** HLT POL 204A, HLT POL 239A, HLT POL M255, HLT POL 435, HLT POL 440A, HLT POL 445
- **Winter:** HLT POL 204B, HLT POL 205, HLT POL 214, HLT POL 232, HLT POL 251, HLT POL M274, HLT POL M285, HLT POL 437, HLT POL 449A
- **Spring:** HLT POL 204C, HLT POL 215A, HLT POL 240, HLT POL M242, HLT POL 430
Appendix 2B: MPH 1-Year Program Curriculum

1 Year MPH
Health Services Organization (Postdoctoral)

Students must complete the following:

13 COURSES/58 units

REQUIRED COURSES (9 courses/42 units)

☐ PUB HLT 200A  Foundations in Public Health (8 units)
☐ PUB HLT 200B  Foundations in Public Health (8 units)
☐ PUB HLT 401  Public Health as a Profession (4 units)+
☐ HLT POL 200B  Health Systems Organization and Financing, II (4 units)
☐ HLT POL M236  Microeconomic Theory of the Health Sector (4 units)
or HLT POL 230A/B  Health Economics: LMIC Perspectives (4 units)
☐ HLT POL 4001  Internship and Consulting Report (4 units)
☐ HLT POL 403  Financial Accounting (4 units)
☐ HLT POL 439*  Data Software for Public Health Professionals (2 units)

☐ SELECTIVE (Select one of the below four courses):
   HLT POL M422/423  Practices of Evaluation in Health Services**
   HLT POL 215A   Healthcare Quality & Performance Management
   HLT POL M233  Health Policy Analysis
   HLT POL 441  Data Analytics

± PUB HLT 401 may be waived via Blue Petition if the student received a degree from CEPH Accredited Institution.
* HLT POL 439 may be waived via Blue Petition if the student passes the waiver examination administered during Orientation. These units do not need to be replaced by elective units. For students who waive out of HLT POL 439, they will be required to take 12 courses for a total of 56 units to confer the MPH degree.
** You may choose one or the other depending on your interests. HLT POL M422 is more applied, while HLT POL 423 is more research focused.

RECOMMENDED ELECTIVE TRACKS (4 courses/16 units)

Management: HPM 232, HPM 433, HPM 441
Policy: HPM M233^, HPM 286, HPM 287, HPM 441
Clinical Research: HPM 214, HPM 215B^, HPM 423^
Health Informatics: HPM 401, HPM 430, HPM 440A, HPM 441^, HPM Telehealth (Course # TBD)
Quality: HPM 214, HPM 215A^, HPM 215B^, HPM 441^

^ Course cannot be used as both a Selective and an Elective.

INTERNSHIP - To supplement the classroom experience, students must complete a 400-hour internship (10 weeks) with a health care organization. During the internship and during the following quarter students prepare a written applied report including a proposal with literature review culminating in managerial, policy or quality implications.

➢ Courses that apply toward the degree MUST be taken on a letter-graded basis.

---

1The internship may be waived if the candidate has six months of full time work experience in the Health Policy and Management field and prior approval from the Program Director. However, the student must still enroll in HLT POL 400 and complete an applied consulting report.
Appendix 2C: MPH Joint Degrees Curricula

3 Year MPH/MBA
Master of Public Health/
Master of Business Administration
Cohort entering Fall 2020

Students must complete the following:

13 COURSES/58 units in the School of Public Health

REQUIRED COURSES (8 courses/38 units)

- PUB HLT 200A  Foundations in Public Health (8 units)
- PUB HLT 200B  Foundations in Public Health (8 units)
- PUB HLT 401  Public Health as a Profession (4 units)
- HLT POL 200B  Health Systems Organization and Financing, II (4 units)
- HLT POL M236  Microeconomic Theory of the Health Sector (4 units)
- HLT POL 400  Internship and Consulting Report (4 units)
- HLT POL M422  Practices of Evaluation in Health Services (4 units)
- HLT POL 439\(^1\)  Data Software for Public Health Professionals (2 units)

ELECTIVE COURSES (5 Health Policy and Management courses/20 units or more)

INTERNSHIP - To supplement the classroom experience, students must complete a 400-hour summer internship (10 weeks) with a health care organization. During the summer internship students prepare a proposal with a literature review and in the fall quarter following, the students prepare a problem solving consulting report with managerial recommendations.

- Courses that apply toward the degree MUST be taken on a letter-graded basis.
- Some of these required courses may be waived upon review and approval from the program director. However, no unit credit is awarded for waived classes. Students must take an elective course (200-level or above for a grade) to fulfill unit requirement.

84 units required in the Anderson Graduate School of Management: Contact Anderson for a summary of required courses.

\(^1\) HLT POL 439 may be waived via Blue Petition if the student passes the waiver examination administered during Orientation. These units do not need to be replaced by elective units. For students who waive out of HLT POL 439, they will be required to take 11 courses for a total of 52 units to confer the MPH degree.
5 Year MPH/MD
Master of Public Health/ Doctor of Medicine

Students must complete the following:

13 COURSES/58 units

REQUIRED COURSES (8 courses/38 units)

- PUB HLT 200A  Foundations in Public Health (8 units)
- PUB HLT 200B  Foundations in Public Health (8 units)
- PUB HLT 401  Public Health as a Profession (4 units)
- HLT POL 200B  Health Systems Organization and Financing, II (4 units)
- HLT POL M236  Microeconomic Theory of the Health Sector (4 units)
  OR
- HLT POL 230A&B  Health Economics: LMIC Perspectives (4 units)
- HLT POL 400  Internship and Consulting Report (4 units)
- HLT POL 403  Financial Accounting (4 units)
- HLT POL 439*  Data Software for Public Health Professionals (2 units)

ELECTIVE COURSES (5 courses/20 units)

INTERNSHIP – To supplement the classroom experience, students must complete a 400 hour internship with a health care organization. During the internship and in the quarter following, students prepare a written consulting report, proposal, literature review, and recommendations (HLT POL 400).

- Courses that apply toward the degree MUST be taken on a letter-graded basis.
- ^ You can waive out of this course and replace with an elective using a Blue Petition. Inquire with SAO regarding this requirement.
- * HLT POL 439 may be waived via Blue Petition if the student passes the waiver examination administered during Orientation. These units do not need to be replaced by elective units. For students who waive out of HLT POL 439, they will be required to take 11 courses for a total of 52 units to confer the MPH degree.

Elective Tracks:

**Management:** HPM 232, HPM 234, HPM 433, HPM 441
**Policy:** HPM 233, HPM 286, HPM 287, HPM 441
**Clinical Research:** BIOS 100B, HPM 214, HPM 215B, HPM 423
**Health Informatics:** HPM 401, HPM 430, HPM 440A, HPM 441
**Quality:** HPM 214, HPM 215A, HPM 215B, HPM 441
3 Year MPH/MPP
Master of Public Health/Master of Public Policy

Students must complete the following:

13 COURSES/58 units

REQUIRED COURSES (8 courses/38 units)

- PUB HLT 200A Foundations in Public Health (8 units)
- PUB HLT 200B Foundations in Public Health (8 units)
- PUB HLT 401 Public Health as a Profession (4 units)
- HLT POL 200B Health Systems Organization and Financing, II (4 units)
- HLT POL M287 Politics in Health Policy (4 units)
- HLT POL 400 Internship and Consulting Report (4 units)
- HLT POL M422 Practices of Evaluation in Health Services (4 units)
- HLT POL 439* Data Software for Public Health Professionals (2 units)

ELECTIVE COURSES (5 courses/20 units)

INTERNSHIPS – STUDENTS IN THE MPH/MPP PROGRAM ARE REQUIRED TO DO TWO INTERNSHIPS—ONE IN HEALTH POLICY AND MANAGEMENT AND ANOTHER IN PUBLIC POLICY. THE HEALTH POLICY AND MANAGEMENT INTERNSHIP IS 400 HOURS (10 WEEKS) AND WILL BE COMPLETED IN A HEALTH CARE ORGANIZATION DURING THE SECOND SUMMER. IT IS LINKED TO THE HLT POL 400 FIELD STUDIES COURSE IN THE SUBSEQUENT FALL QUARTER WHERE STUDENTS PREPARE A PROBLEM-SOLVING CONSULTING REPORT WITH MANAGERIAL RECOMMENDATIONS.

- Courses that apply toward the degree MUST be taken on a letter-graded basis.
- Some of these required courses may be waived upon review and approval from the program director. However, no unit credit is awarded for waived classes. Students must take an elective course (200-level or above for a grade) to fulfill unit requirements.

* HLT POL 439 may be waived via Blue Petition if the student passes the waiver examination administered during Orientation. These units do not need to be replaced by elective units. For students who waive out of HLT POL 439, they will be required to take 16 courses for total of 72 units to confer the MPH degree.

68 units required for the Luskin School of Public Affairs: contact Luskin for a summary of their MPP degree requirements.
4 Year MPH/JD  
Master of Public Health/  
Juris Doctor

Students must complete the following: **TOTAL FSPH REQUIRED UNITS (58 units)**

**REQUIRED COURSES (10 courses/46 units)**

- PUB HLT 200A Foundations in Public Health (8 units)
- PUB HLT 200B Foundations in Public Health (8 units)
- PUB HLT 401 Public Health as a Profession (4 units)
- HLT POL 200B Health Systems Organization and Financing, II (4 units)
- HLT POL M236 Microeconomic Theory of the Health Sector (4 units)
- HLT POL M287 Politics of Health Policy (4 units)
- HLT POL 400 Internship and Consulting Report (4 units)
- HLT POL 439* Data Software for Public Health Professionals (2 units)
- Select two of the three courses below:
  - HLT POL 286 American Political Institutions and Health Policy (4 units)
  - HLT POL 403 Financial Accounting (4 units)
  - HLT POL M422 Practices of Evaluation in Health Services (4 units)

**ELECTIVE COURSES in FSPH (12 units)**

**ELECTIVE COURSES in FSPH or LAW**  
(equivalent to 14-16 quarter units)

- Law school classes taken on a semester basis are not equivalent to public health classes taken on a quarter basis. For example, a 4-unit law school class is converted to 6 public health units.

**SUMMER INTERNSHIP** - To supplement the classroom experience, students must complete a summer internship (400 hours) with a health care organization. During the summer internship and in the fall quarter following, students prepare a written consulting report, proposal, literature review, and recommendations (HTL POL 400).

Courses that apply toward the degree **MUST be taken on a letter-graded basis.**  
* HLT POL 439 may be waived via Blue Petition if the student passes the waiver examination administered during Orientation. These units do not need to be replaced by elective units. For students who waive out of HLT POL 439, they will be required to take 12 courses/ 56 units.
Appendix 3A: MS 2-Year Program Curriculum

4 Year MPH/JD
Master of Public Health/ Juris Doctor

Students must complete the following: TOTAL FSPH REQUIRED UNITS (58 units)

REQUIRED COURSES (10 courses/46 units)

- PUB HLT 200A Foundations in Public Health (8 units)
- PUB HLT 200B Foundations in Public Health (8 units)
- PUB HLT 401 Public Health as a Profession (4 units)
- HLT POL 200B Health Systems Organization and Financing, II (4 units)
- HLT POL M236 Microeconomic Theory of the Health Sector (4 units)
- HLT POL M287 Politics of Health Policy (4 units)
- HLT POL 400 Internship and Consulting Report (4 units)
- HLT POL 439* Data Software for Public Health Professionals (2 units)
- Select two of the three courses below:
  - HLT POL 286 American Political Institutions and Health Policy (4 units)
  - HLT POL 403 Financial Accounting (4 units)
  - HLT POL M422 Practices of Evaluation in Health Services (4 units)

ELECTIVE COURSES in FSPH (12 units)

ELECTIVE COURSES in FSPH or LAW (equivalent to 14-16 quarter units)

- Law school classes taken on a semester basis are not equivalent to public health classes taken on a quarter basis. For example, a 4-unit law school class is converted to 6 public health units.

SUMMER INTERNSHIP - To supplement the classroom experience, students must complete a summer internship (400 hours) with a health care organization. During the summer internship and in the fall quarter following, students prepare a written consulting report, proposal, literature review, and recommendations (HTL POL 400).

Courses that apply toward the degree MUST be taken on a letter-graded basis. * HLT POL 439 may be waived via Blue Petition if the student passes the waiver examination administered during Orientation. These units do not need to be replaced by elective units. For students who waive out of HLT POL 439, they will be required to take 12 courses/ 56 units.
Appendix 3B: MS 1-Year Program Curriculum

1 Year MS – Health Services Research (Postdoctoral)

Students must complete the following:

13 COURSES/58 units

REQUIRED COURSES (8 courses/38 units)

- PUB HLT C201 Fundamentals of Public Health (4 units)
- HLT POL 200A Health Systems Organization and Financing, I (4 units)
- BIOSTATS 201A Applied Regression (4 units)
- BIOSTATS 201B Applied Regression (4 units)
- HLT POL 225A Health Services Research Design (6 units)
- HLT POL 225B Health Services Research Design (6 units)
- HLT POL 237C Health Services Research Methodology (6 units)
- Epidemiology 100 Intro to Epidemiology (4 units)

Implementation Science Track: Replace BIOSTATS 201B and HLT POL 237C with HLT POL 215B and HLT POL 225C. Complete a Blue Petition to substitute the required coursework.

ELECTIVE COURSES (5 courses/20 units)

SUGGESTED ELECTIVE COURSES

Students select 5 electives in the department of Health Policy & Management. Elective courses are taken with the thesis / report objective in mind. Suggested elective courses for this degree include HLT POL 227A-B and Epidemiology 201A-B and courses in other disciplines such as Economics, History, or Political Science. Students should not take more than two 400-level courses to count towards their degree—most of the courses should be taken at a 200-level.

THESIS REPORT

The report consists of an extensive written research in the major area of study. Students are required to establish a 3-member guidance committee which will supervise the preparation of the report and certify the successful completion of all degree requirements. See the master’s student handbook for more information.

- Courses that apply toward the degree MUST be taken on a letter-graded basis.
- HLT POL 226A & 226B Reading Courses do not count towards your degree as they are taken for S/U grading basis.
- Epidemiology 100 may be waived by providing evidence of sufficient coursework from prior graduate degree. Consult with SAO regarding this process. Note that no unit credit is awarded for waived classes. Students must take an elective course (200-level or above for a grade) to fulfill unit requirements.