

# Application and Admission

## The Summer Session for Public Health Studies

The application for the Summer Session is enclosed. All information regarding the application process is included. Please read the instructions carefully. Incomplete applications, those without an application fee, or applications lacking supporting documents or signatures will not be reviewed.

**Application deadline: March 31, 2000.**

In most cases, applicants will be notified of their admission status in writing.

**Please Note:** Admission to, or academic performance in, the Summer Session does not guarantee admission to the School's other full- and part-time academic degree programs, which require a separate application and admissions process. **Current** degree candidates at HSPH and individuals who have applied to a degree program at the School this admissions season (for the fall of 2000) must complete and sign page one of the application but are not required to submit the application fee.

### Housing

Students are responsible for their own housing. There are a variety of accommodation options available in the area including apartments, dorms, guest houses, bed and breakfast establishments and hotel rooms. For information about housing for summer students in the Boston area please contact: Carol LaFleur, Student Services Coordinator, by phone: 617-432-1034 or by e-mail: [clafleur@hsph.harvard.edu](mailto:clafleur@hsph.harvard.edu)

### Tuition and Fee Schedules

#### Tuition

In Summer Session 1999 tuition for each 2.5 credit course was \$1435. Tuition rates for the summer of 2000 are not yet available. In the recent past, tuition rates have changed by approximately 5%. There is a registration fee of \$125.

These fees do not include certain course materials (i.e., texts estimated at \$60 per course). In addition, participants are



responsible for all other expenses associated with attending courses and/or living in Boston (i.e., food, housing, transportation, health insurance coverage).

*Note: Financial assistance is not available for the 2000 Summer Session.*

#### Fee Schedule

A deposit of \$500 is due by April 28, 2000 *or by the date specified in letter of admission*. Balance of tuition due May 26, 2000.

### Cancellation Policies

#### Students

Admitted students who withdraw from the program on or before June 23 for Session 's' and July 21 for Session 't' may have 90% of the tuition returned if the written withdrawal is received on/or before those dates. **Withdrawal after those dates corresponds to a pro-rated schedule.** Please contact Hildi Keary in the HSPH Registrar's Office at 617-432-1052 for more information.

#### Course Cancellation Policy

*We reserve the right to cancel courses with insufficient enrollment.*

## Program Administration

### **Roberta Gianfortoni, MA**

Director, Summer Session  
Director for Professional Education, MPH Program

### **Hildi Keary, AB**

Administrative Assistant for Summer Programs  
Registrar and Admissions Offices

### **Laurel Landers, BA**

Program Manager  
Office for Professional Education

### **Richard R. Monson, MD, ScD**

Associate Dean for Professional Education

*Please visit our website at:*

<http://www.hsph.harvard.edu/summer/brochure>

## For Further Information

For questions regarding Summer Session admission procedures contact Hildi Keary: phone: 617-432-1052, fax: 617-432-2009, email: [summer@hsph.harvard.edu](mailto:summer@hsph.harvard.edu)

For questions regarding the Summer Session academic program or Master of Public Health Program contact Roberta Gianfortoni: phone: 617-432-0090, fax: 617-432-3365, email: [rgianfor@hsph.harvard.edu](mailto:rgianfor@hsph.harvard.edu)

To receive a Harvard School of Public Health catalogue and application for any of our degree programs, please request by phone: 617-432-1031, fax: 617-432-2009, or email: [admisofc@hsph.harvard.edu](mailto:admisofc@hsph.harvard.edu)

## For Future Consideration

The 2001 Summer Session plans to repeat courses offered in 2000 and to offer additional courses.

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## Important Information on Completing the Application for Admission to the HSPH Summer Session, 2000

### Application Deadline

All applications and supporting documents must be received by **March 31, 2000**. Applications submitted and/or completed after this date will not be considered for admission to the Summer Session.

### Application Fee

A non-refundable application fee of \$60.00 is required. A check drawn on a bank in the United States, a U.S. postal money order, or an international money order in U.S. currency, made payable to the Harvard School of Public Health *must accompany* your application. Please indicate your name on the check or money order. Currently enrolled HSPH students or individuals who have applied to a degree program at HSPH for the fall, 2000 and have paid a \$60 application fee are not required to submit another application fee. *All other applications without the fee will not be processed.*

### Please Note

Admission to and participation in the Summer Session does not guarantee admission to a degree-granting program. If you are interested in applying to a degree-granting program either before or after attending the Summer Session, contact the Admissions Office at 617-432-1031 to request application materials. The Admissions Office can be reached by e-mail at [admisofc@sph.harvard.edu](mailto:admisofc@sph.harvard.edu).

Similarly, admission to a degree-granting program at the School of Public Health does not guarantee admission to the Summer Session. Because the Summer Session courses are intensive, and because space is limited, current and entering HSPH students may not, in some instances, be admitted to Summer Session courses.

## Instructions for Completing the Application Form

The application form should be completed in full. Please type, if possible, or print in black ink.

Each segment of information corresponds to the Roman Numeral on the application for admission.

### I. Biographical Information

#### **Name**

Please provide your legal name in the spaces provided. If you have been affiliated with Harvard University under any other name, please indicate. If your name legally changes during the application process, you must submit appropriate legal documents supporting the name change.

#### **Identification Numbers**

Please note that your U.S. Social Security number will be used only temporarily to identify your application in a local computer data base until a nine-digit Harvard University ID number is assigned to you if your admission is accepted and confirmed. If you do not hold a U.S. Social Security card, a random nine-digit identification number will be assigned to you. After acceptance into the Summer Session and confirmation of enrollment, each student is assigned a Harvard University student ID number. If you already have a Harvard ID Number, whether as a student or a staff member, please indicate your previous affiliation and ID number in the space provided.

#### **Address**

Please provide a current address and day and evening telephone numbers. If your address or telephone numbers change during the admissions process please inform the Summer Session of such changes.

### II. Course Selection

Please indicate on the application form the courses to which you are applying for admission. Please note course times and credit limits for each session. If courses meet at the same time, indicate which is your first choice. Refer to the program brochure for descriptions of course content and requirements.

### III. How Did You Hear About the Summer Session?

Please indicate how you heard about the Summer Session, using the appropriate code from the following choices:

#### **Code/Source**

- 51 I attended a previous Summer Session
- 52 HSPH community (word of mouth)
- 53 Colleague
- 54 HSPH Admissions Office
- 55 Summer Session flyer in the mail
- 56 Summer Session brochure in the mail
- 57 APHA annual meeting
- 58 Nation's Health ad
- 59 NEJM ad
- 60 Epi Monitor ad
- 61 MPH Office at HSPH
- 62 HSPH Web site
- 63 Other Web site (please specify)

### IV. Release of Application Materials Previously Submitted to HSPH

If you have applied for degree candidacy at the Harvard School of Public Health for the 2000-2001 academic year, you may authorize the Admissions Office to release your application materials to the Summer Session by signing in the space indicated. All materials submitted in support of your application for admission to degree candidacy will be released to the Summer Session reviewers. If you are a current degree candidate, you may sign here to release your application materials from the Registrar's Office to the Summer Session.

### V. Citizenship

Indicate your citizenship by checking the appropriate category and provide the additional information requested. Note that if you are a permanent resident of the United States (Green Card holders only) you must submit a photocopy of the front and back of your permanent resident card.

### VI. Optional Questions

Answers to questions in this section are optional. The answers are requested for statistical reporting only. Choosing not to provide answers to some or all of these questions will in no way influence the decision regarding your application for admission.



**Ross C. Brownson, PhD**  
 Summer Session '99  
 Chair, Department of Community Health; Professor of Community Health in Epidemiology, Saint Louis University

Participating in the HSPH Summer Session has been an enjoyable and rewarding experi-

ence. Unlike many other health-related professions, there is not a standard credential in public health and often no requirement for continuing education, making programs like that at Harvard even more essential. The courses are fast-paced, addressing a range of key issues in the rapidly changing sciences of public health. There are many other rewards from the program—among these, the most important may be the productive relationships that are developed with faculty and students.

## VII. Professional Experience

Please indicate your most recent occupation by using the appropriate code listed below. Also indicate the length of time (in years) you have been in this occupation. **Please enclose your current resume or curriculum vitae.**

### Code/Occupation

02	administrator	38	pharmacist
08	biostatistician	40	physician
12	dentist	44	psychologist
14	economist	45	rehabilitationist
15	educator	47	social worker
16	engineer	48	sociologist
18	environ'l scientist	49	statistician
19	epidemiologist	54	bachelor's degree student
20	health educator	55	master's degree student
22	health service administrator	56	doctoral degree student
24	hospital administrator	57	other (please specify)
27	journalist	58	medical resident
28	laboratory scientist	59	research assistant
29	lawyer	98	dental degree student
33	nurse	99	medical degree student
34	nutritionist		

## VIII. Education

List all colleges and professional schools you have attended, starting with the most recent, whether or not you received relevant academic credit from that institution. Please submit transcripts from each institution from which you received a degree. You may either ask the institution to send a copy of the transcript directly to the Summer Session, or you may forward it to us yourself. If your academic institution does not provide transcripts, you may have the Registrar submit remarks, rank in class, position in examinations, course curriculum, etc., in place of the transcripts. If the institution does not keep records in English, the transcript must be translated into English.

## IX. Standardized Tests

### *The Test of English as a Foreign Language (TOEFL)*

All students applying from countries where English is not the language of instruction and all U.S. permanent residents and U.S. citizens who were granted permanent resident status or citizenship after January 1, 1999 must submit an official score (minimum score of 560 required or a score of 220 on the computerized test) for the Test of English as a Foreign Language (TOEFL) to the Summer Session before their applications will be considered. You may submit a photocopy of your score report.

### *Admissions Tests: "Do I have to submit a GRE score report?"*

The Summer Session strongly encourages you to submit a score report from the GRE (or an appropriate substitute as outlined below) along with your application. Scores from such standardized tests can provide important information about your quantitative aptitude in particular. If the transcript you submit from a baccalaureate or post-baccalaureate program does not include a grade for a college-level mathematics course, you must submit a standardized test score report.

### *Scores from the following examinations are acceptable under the following circumstances:*

Dentists and current dental students may submit scores from the Dental Admission Test (DAT)

Applicants holding an MBA or DBA, or current MBA or DBA students, may submit scores from the Graduate Management Admission Test (GMAT)

Physicians and current medical students may submit scores from the Medical College Admission Test (MCAT)

Attorneys and current law school students may submit scores from the Law School Admission Test (LSAT)



**Arese Carrington, MD**  
Summer Session '99  
Current Student: Master of  
Public Health in International  
Health

One of the most daunting chal-  
lenges of the new millennium  
will be to raise the standard

of public health in the developing world and to lower the  
unacceptably high rates of morbidity and mortality among  
the poor. As a naturalized American of Nigerian origin, I will  
inevitably find myself involved in both worlds. I started my  
MPH Program in the summer and that really gave me a good  
head start on my classes at HSPH.

## X. Statement of Intent

On a separate sheet of paper, please describe your areas of interest in public health, your reason for wanting to attend the Summer Session, and your career plans. Your statement should be typed, double-spaced, and no more than 500 words long.

## XI. Signature

You must sign and date the completed application. Your signature certifies that the information provided by you on all sections of the application and any supplementary sections is complete and accurate in every respect, and that you understand that any misrepresentation or omission may be cause for denial of admission or revocation of academic record. Your signature also certifies that you understand that any materials submitted with your application become the property of the Harvard University School of Public Health. Even if you have signed the release authorization at Roman Numeral IV, you must sign and date the application here.

Unsigned applications will be returned to the applicant with a request for signature. Applications without a signature will not be processed.

## XII. Mail Completed Application and Fee to:

Hildi Keary, Summer Programs, Admissions Office-HSPH,  
677 Huntington Ave., Rm G-4, Boston, MA 02115

*As a matter of policy, law and commitment, the Harvard School of Public Health does not discriminate against any person on the basis of race, color, sex, sexual orientation, religion, age, national or ethnic origin, political beliefs, veteran status, or handicap in admission to, access to, treatment in, or employment in its programs and activities.*

For more information regarding Summer Session admissions procedures, contact:

Hildi Keary, Administrative Assistant for Summer Programs

Phone: 617-432-1052

Fax: 617-432-2009

email: [summer@hsph.harvard.edu](mailto:summer@hsph.harvard.edu)

For questions regarding Summer Session academic programs and the Master of Public Health Program, contact:

Roberta Gianfortoni, Director, Summer Session

Phone: 617-432-0090

Fax: 617-432-3365

email: [rgianfor@hsph.harvard.edu](mailto:rgianfor@hsph.harvard.edu)

# Application for Admission - Harvard School of Public Health Summer Session for Public Health Studies, 2000

## I. Biographical Information

### A. Name

Prefix: \_\_\_\_\_ Name: \_\_\_\_\_  
Ms., Mr., Dr., etc. Last (Family) First Middle

Suffix: \_\_\_\_\_ Maiden Name: \_\_\_\_\_  
Jr., M.D., R.N., etc.

Have you applied to or attended another school or taken a standardized test that you are submitting with this application under another name?

yes  no If yes, under what name: \_\_\_\_\_

### B. Identification Numbers

U.S. Social Security Number: \_\_\_\_\_

Please list the dates of any previous attendance or employment at Harvard University, and your Harvard ID Number:

From \_\_\_\_\_ to \_\_\_\_\_ Harvard ID Number: \_\_\_\_\_  
(MM/YY) (MM/YY)

### C. Address and Telephone

Number and Street \_\_\_\_\_

City, State and Zip Code \_\_\_\_\_ Country \_\_\_\_\_ Email Address \_\_\_\_\_

Telephone (Daytime) \_\_\_\_\_ Telephone (Evening) \_\_\_\_\_ Fax Number \_\_\_\_\_

A B C

## II. Course Selection

Please check the courses to which you are applying for admission. If you are applying to more than one course in the same time slot, please indicate your first and second choice. Please note: students may register for a maximum of 5 credits per session. All courses are 2.5 credits except EPI236s which is 5.0 credits.

### Session s: July 5-28, 2000

- BIO113s, Introduction to SAS (3:30-5:30)
- BIO200s, Principles of Biostatistics, Part I (8:30-10:15)
- EPI200s, Principles of Epidemiology (10:30-12:15)
- HPM510s, Management of Health Care Organizations (10:30-12:15)
- HSB201s, Society and Health (1:30-3:15)

### Session s: Limited enrollment only

- EPI236s, Analytic Issues of Clinical Epidemiology (8:30-12:15)
- HSE282s, Developing Questionnaires to Measure Outcomes of Health Care (1:30-3:15)
- HPM277s, Current Issues in Health Policy (1:30-3:15)
- HPM286s, Decision Analysis in Clinical Research (1:30-3:15)

### Session t: July 31-August 18, 2000

- BIO200t, Principles of Biostatistics, Part II (8:30-10:15)
- EPI202t, Elements of Epidemiologic Research (10:30-12:15)
- HPM209t, Economics of Health Policy (10:30-12:15)
- EHE215t, Environmental & Occupational Epidemiology (1:30-3:15)
- EPI233t, Research Synthesis/Meta-Analysis (3:30-5:15)

### Session t: Limited enrollment only

- BIO224t, Survival Methods in Clinical Research (8:30-10:15)
- BIO214t, Principles of Clinical Trials (10:30-12:15)
- HPM253t, Quality Improvement in Health Care (1:30-3:15)
- HPMxxxt, Medical Informatics (1:30-3:15)
- ID251t, Ethical Basis of the Practice of Public Health (3:30-5:15)

## III. How did you hear about the Summer Session? Please place a code in the space provided. See page 12.

How did you learn about the Summer Session? \_\_\_\_\_ / \_\_\_\_\_  
Code Description

## IV. Release of Application Materials Previously Submitted to HSPH

If you have applied for degree candidacy at the Harvard School of Public Health for the 2000-2001 academic year or are a current degree candidate, you may authorize the Admissions and Registrar's Offices to release your application materials to the Summer Session by signing below. I hereby authorize the Admissions Office of the Harvard School of Public Health to release the contents of my application for admission to degree candidacy to the Harvard School of Public Health Summer Session for Public Health Studies.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**V. Citizenship**

My country of citizenship is \_\_\_\_\_ My place of birth is \_\_\_\_\_  
City Country

I am a U.S. Permanent Resident (Green Card holders only – a copy of front and back of Green Card must be enclosed).

To be completed by those who are not U.S. citizens or by those who do not hold U.S. Permanent Resident status (Green Card):

I currently hold a:  F-1 visa for the U.S.A. Its expiration date is \_\_\_\_\_  
 J-1 (MM/DD/YY)

**VI. Optional Questions**

Sex:  Male  Female Date of Birth: \_\_\_\_\_  
(MM/DD/YY)

**Ethnic Background:**

For U.S. citizens only (please check the appropriate box)

African American  Chicano/Mexican American  Other Hispanic  
 Asian American or Pacific Islander  Puerto Rican  White  
 Other, please describe: \_\_\_\_\_  
 American Indian or Alaskan Native Tribal Affiliation: \_\_\_\_\_  
more information will be requested at a later date

**VII. Professional Experience**

What has been your most recent occupation? See instructions, page 13, for code number. Please include a resumé or c.v. with your application.

Code/Description Years in this position

**VIII. Education**

School: \_\_\_\_\_ Location Dates Attended Degree Received Date Awarded  
School: \_\_\_\_\_ Location Dates Attended Degree Received Date Awarded  
School: \_\_\_\_\_ Location Dates Attended Degree Received Date Awarded

**IX. Admission Tests** (See application instructions in booklet, pages 12, 13 and 14.)

Type of Test: \_\_\_\_\_ Date: \_\_\_\_\_ Score(s): \_\_\_\_\_  
Type of Test: \_\_\_\_\_ Date: \_\_\_\_\_ Score(s): \_\_\_\_\_

**X. Statement of Intention**

On a separate sheet of paper, please describe your areas of interest in public health, your reason for wanting to attend the Summer Session, and your career plans.

**XI. Signature** (Please note that your application will not be processed without it.)

I hereby certify that the information given by me on the various sections of this application and any supplementary materials submitted are complete and accurate in every respect, and I understand that any misrepresentation or omission may be cause for denial of admission or revocation of academic credit. I also understand that my application and any materials submitted with my application become the property of the Harvard School of Public Health.

Signature Date

**XII. Mail Completed Application and Fee to:**

Hildi Keary, Summer Programs, Admissions Office, Harvard School of Public Health, 677 Huntington Ave., G-4, Boston, MA 02115

## **At a Glance:**

### **Curriculum and Program Information**

- Limit of two, 2.5 credit courses for a total of 5 credits per each summer session
- Maximum of 10 credits per summer
- Students enrolled in the summer-only degree programs should speak with the summer session director.

### **Application and Admissions**

- Deadline for application: March 31, 2000
- \$60.00 application fee
- Sign your application!
- A minimum TOEFL score of 560 for all students from countries where English is not the language of instruction.
- GRE (or other standardized test) scores are not required but are strongly recommended
- Admission to the Summer Session does not guarantee admission to the School's degree programs

### **Tuition and Fees**

- Tuition for 1999 was \$1,435 for a 2.5 credit course. Rates for 1999 have not been established. Rates have changed by approximately 5% in the past.
- Registration fee: \$125.00
- Deposit of \$500 is due by April 28, 2000
- Balance of tuition is due by May 26, 2000

## **Important Contacts**

### **Summer Session Admissions**

Hildi Keary, Administrative Assistant for Summer Programs  
617-432-1052  
hkeary@hsph.harvard.edu

### **General HSPH Admissions**

Margaret Watson, Assistant Director of Admissions  
617-432-1031  
admisofc@hsph.harvard.edu

### **Advising for Summer and Master of Public Health Programs**

Roberta Gianfortoni, Director for Professional Education  
617-432-0090  
rgianfor@hsph.harvard.edu

### **Housing**

Carol LaFleur, Graduate Program Coordinator  
617-432-1034  
clafleur@hsph.harvard.edu

### **Non-credit, Continuing Professional Education**

617-432-1171  
contedu@hsph.harvard.edu

# Summer Session for Public Health Studies

*2000 Dates to Remember! Mark Your Calendar!*

**March 31: Application Deadline**

**(Late applications will be reviewed on a space available basis.)**

**April 28: (or later date specified in admission letter) \$500 deposit due**

**May 26: Balance of tuition due**

**July 5-28: Session 's'**

**July 31-August 18: Session 't'**



## Harvard School of Public Health

Summer Session for Public Health Studies  
Admissions Office  
677 Huntington Avenue  
Boston, MA 02115-6023 U.S.A.

Tel: 617-432-1052

Fax: 617-432-2009

Email: [summer@hsph.harvard.edu](mailto:summer@hsph.harvard.edu)

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