

FMPH 495 PRE-ENROLLMENT FORM

Instructions

1. Complete this form and submit it to your committee chair for approval.
2. Submit the completed and signed form to mphinfo@health.ucsd.edu no later than the first day of the Quarter you would like to enroll in FMPH 495.
3. Once the specific section of FMPH 495 is set-up by an MPH Program Coordinator, you will receive an email notifying you that the section is available. You will then need to submit an Enrollment Request via EASy (easy.ucsd.edu). Once the EASy request is approved, it is your responsibility to enroll via WebReg.

SECTION I: Background Information

STUDENT NAME: _____ STUDENT PID: _____

THESIS/CAPSTONE COMMITTEE CHAIR NAME: _____

CONCENTRATION:

- | | | |
|--|--|--|
| <input type="checkbox"/> Epidemiology | <input type="checkbox"/> Health Behavior | <input type="checkbox"/> Public Mental Health |
| <input type="checkbox"/> Technology/Precision Health | <input type="checkbox"/> Health Policy | <input type="checkbox"/> General Public Health |

QUARTER YOU PLAN TO ENROLL IN FMPH 495:

- Fall Winter Spring Summer

TYPE OF PROJECT YOU PLAN TO COMPLETE:

- Thesis Capstone

SECTION II: Thesis/Capstone Plans

A. Brief description of your planned thesis or capstone project (1-2 paragraphs):

B. Plan for communication with thesis/capstone committee chair (e.g. weekly/bi-weekly meetings, email check-ins):

C. Please list names of other committee members:

2nd Thesis/Capstone Committee Member _____

3rd Thesis Committee Member _____

SECTION III: Committee Chair Attestation

My signature verifies that I:

- (1) received and reviewed the MPH Thesis Capstone Handbook,
- (2) support all of the plans detailed above,
- (3) will provide constructive feedback to the student at the midpoint of this quarter, and
- (4) will submit a grade based on the student’s performance at the conclusion of this quarter.

Thesis/Capstone Committee Chair

Signature

Date

Thesis Committee Requirements

Per Graduate Division guidelines, the MPH thesis committees will consist of three faculty members, at least two of whom must be from the Herbert Wertheim School of Public Health and Human Longevity Science (HWSPH). Additional committee members may be added up to a total of five and may include approved “outside” members. All rules set forth by the Graduate Division will be adhered to regarding the composition of the thesis committee.

Thesis committee chairs must hold one of the following titles:

- Professor Emeritus
- Distinguished Professor
- Professor
- Associate Professor
- Assistant Professor
- Adjunct Professor (Full time, Salaried)

Note: Some adjunct professors are also eligible to serve as thesis committee chairs. If you would like to have a specific adjunct professor be your thesis chair, please discuss this with the MPH Program Coordinators.

Two thesis committee members must be from the HWSPH. The third committee member can be from any UC San Diego department.

For detailed information about acceptable academic title, visit the Graduate Division’s website:

<https://grad.ucsd.edu/academics/progress-to-degree/committees.html#Appointment-of-the-Master's-The>

Capstone Committee Requirements

MPH capstone committees consist of two faculty members, at least one of whom must be from the HWSPH. One will serve as the chair and the second will serve as the second reviewer. The capstone committee chair must be a UC San Diego faculty member and must have one of the following titles: Professor Emeritus, Distinguished Professor, Professor, Associate Professor, Assistant Professor, or Adjunct (with conditions). If you would like an adjunct faculty member to serve on your committee, please consult with the MPH program coordinators. The second committee member may be a community public health professional with approval from the MPH program. In addition, with permission of the committee chair, non-faculty academic members, including project scientists, research scientists, and post-doctoral researchers from within and outside the HWSPH can serve as committee members.