

2019–2020 ACADEMIC YEAR



**MASTER OF PUBLIC HEALTH PROGRAM
MASTER OF SCIENCE IN BIostatISTICS
STUDENT HANDBOOK**

/ School of Public Health

Robert C. Byrd Health Sciences Center
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WELCOME FROM THE ASSOCIATE DEAN FOR ACADEMIC AFFAIRS



Greetings MS and MPH Students.

We are delighted that you have chosen to continue your professional preparation at our institution. In addition to a global and national footprint, we are uniquely poised to understand health priorities in rural settings and embrace the beauty of Appalachian culture. Our program will prepare you with the necessary skills to understand, evaluate, and improve public health outcomes, empower communities to create healthy and safe spaces for generations to come, and manage change toward the elimination of health

disparities. We invite you to take immediate advantage of numerous educational, social, and professional opportunities in the school, in the broader university setting, and in the community. Be the first person to sign up for a school-sponsored visit to the states only accredited health department in Charleston, a tour with CDC's National Institute for Occupational Safety and Health, or a social justice rally on campus. Make sure you are at the meeting place to work over to the Monongalia County Health Department or to join the Office of Student Affairs at the Mountainlair to promote public health the first week in April. Sign up to be a leader for our student organizations, ambassador program, or the spot reserved for students on University committees. Make sure you take a front seat to your educational experience, stay curious, fulfill goals, and plan your career as a graduate of our program. My wish is that you have a rewarding first year as your journey to be a part of the public health workforce begins. Welcome to the WVUSPH academic family!

Sincerely,

A handwritten signature in blue ink that reads "Linda A. Alexander".

Dr. Linda Alexander
Senior Associate Dean for Academic, Student and Faculty Affairs
Interim Director, MPH Program

HOW TO USE THIS HANDBOOK

The School of Public Health (SPH) sits within the West Virginia University (WVU) Robert C. Byrd Health Sciences Center (HSC), which has five schools - Dentistry, Medicine, Nursing, Pharmacy, and Public Health. Graduate education in these schools are governed by [HSC POLICIES](#), as well as those of the [UNIVERSITY](#). The SPH policies pertaining to the MPH/MS Programs are contained in this Student Handbook. The Handbook is meant to compliment the [GRADUATE CATALOG](#) and provide additional administrative details about the program.

This Handbook was developed to help students successfully navigate the complex and rewarding process of achieving a public health degree. At the beginning of each academic year, a new Handbook is published and the prior year's Handbook is placed on the SPH website <http://publichealth.wvu.edu/students/student-resources/student-handbooks/>. It is the student's responsibility to become familiar with the policies and procedures of the School of Public Health contained in this Handbook, and those found in the University Graduate Catalog, as it pertains to your MPH/MS program.

Questions regarding the MPH/MS Program should be sent to:



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ACADEMIC CALENDAR

ACADEMIC CALENDAR
West Virginia University
2019-20 Calendar

Incorporating Common Key Dates Across All Campuses

FIRST SEMESTER

Fall Term August 16 Faculty Contract (9 month Start date)
 August 21.....Classes Start
 September 2.....Labor Day (University Closed)
 October 10.....Mid Check Grades Due
 October 10-11.....Fall Break
 October 14.....2nd half course start
 November 23-Dec 1.....Thanksgiving Break
 December 12.....Last Day of Classes
 December 13.....Prep Day
 December 16-20.....Finals
 December 21.....Commencement

Spring Term

January 13.....Classes Start
 January 20.....Martin Luther King Day
 March 6.....Mid –Check Grades Due
 March 9.....2nd half course start
 March 14-22.....Spring Break
 April 10.....Spring Holiday
 May 1.....Last Day of Classes
 May 4-8.....Finals
 May 12.....Primary Election (University Closed)
 May 15.....Faculty Contract (9 month End date)
 May 15-17.....Commencement

Summer Term

May 18.....Classes Start
 May 25.....Memorial Day Recess
 June 29.....2nd Part of Term
 July 3.....Independence Day (celebrated)
 August 7.....Last Day of Classes

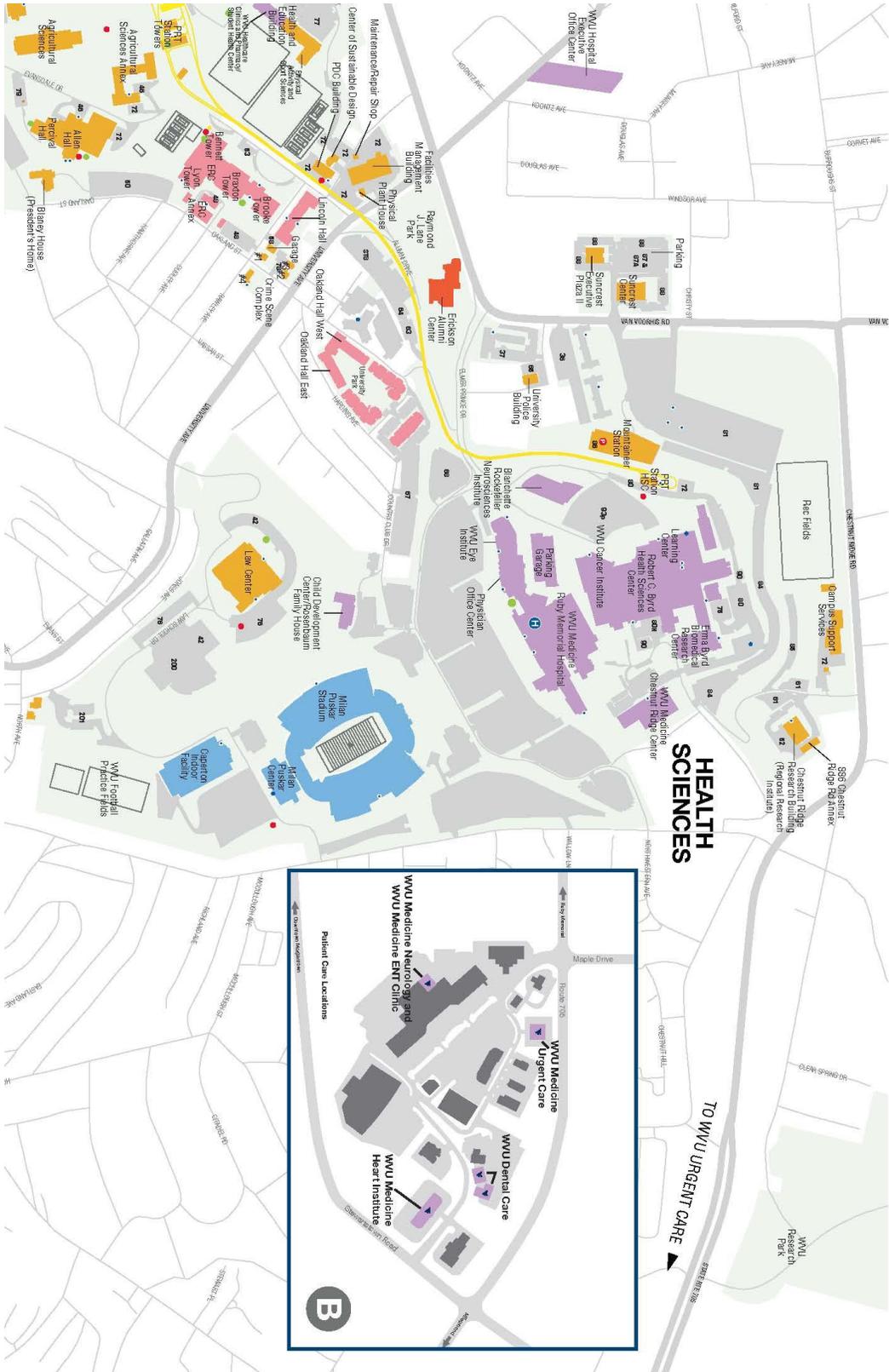
- August 27, 2019 Last Day to Register, Add, Make Section Changes, P/F or Audit.
- November 19, 2019 Last day to drop a class or withdraw from the University.
- January 17, 2020 Last Day to Register, Add, Make Section Changes, P/F or Audit.
- April 17, 2020 Last day to drop a class or withdraw from the University.

HEALTH SCIENCES CENTER MAP

WEST VIRGINIA UNIVERSITY CAMPUUS MAP

Morgantown Campus Map Legend

- WVU Campus Property
- WVU Building
- WVU Proposed Building
- WVU Student Living
- WVU Health Sciences
- WVU Athletic Facility
- Boyce Rock Locations
- Public Parking
- WVU Leased Facility
- WVU PRT Station
- Motorcycle Parking Locations
- Ziplin Locations
- Rail Trail
- Hospital Emergency Room
- Emergency Phones
- Accessible Entrance



About the WVU School of Public Health

Mission

The *mission* of the West Virginia University School of Public Health is to improve the quality of life for West Virginians and all who call Appalachia home. We achieve this by:

- Implementing educational programs that produce highly qualified practitioners, educators, and researchers
- Promoting interdisciplinary research to understand and solve complex health problems with local impact and global significance
- Engaging communities, businesses and government partners in accomplishing our shared mission

Vision

The vision of the School of Public Health is to attain healthy people in thriving communities.

Values

The School of Public Health is guided by the following values:

- **Community Engagement:** we are proud of the communities we serve, and recognize the importance of bidirectional participatory activities.
- **Collaboration:** we collaborate with partners who join us in improving the public's health.
- **Equity:** we promote equity and social justice in defining health and eliminating health disparities.
- **Integrity:** we adhere to the highest ethical standards of honesty and fairness and we recognize that integrity and ethical behavior are essential elements of our professions.
- **Respect:** we respect diverse points of view and the cultural heritage and traditions of all people.
- **Accountability:** we hold ourselves accountable to one another, and to the many stakeholders who support the School of Public Health.

If you are interested in learning more about the School, as well as our accreditation, please see <http://publichealth.hsc.wvu.edu/About/>.

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Curriculum Overview

Master in Public Health (MPH) Program Overview

MPH Students from throughout the world who choose West Virginia University begin making a difference even before graduation. We truly believe in learning by doing. The MPH curriculum is organized around the five core disciplines of public health: Biostatistics (BIOS), Epidemiology (EPID), Health Policy, Management and Leadership (HPML), Occupational and Environmental Health Sciences (OEHS), and Social and Behavioral Sciences (SBHS). MPH Core courses provide students with a basic understanding of the breadth of public health, departmental courses in a student's major allow students to apply various principles of public health to specific public health disciplines. All MPH students have a practice-based experience and either a capstone or thesis (SBHS only) for their culminating experience.

MPH Core Courses—All Disciplines

COURSE #	TITLE	CREDITS	SEMESTER OFFERED
PUBH 610	Contemporary Foundations of Public Health Practice	2	Fall
PUBH 611	Epidemiology for Public Health Practice	2	Fall
PUBH 612	Research Translation and Evaluation in Public Health Practice	4	Fall
PUBH 620	Building and Sustaining Public Health Capacity	2	Spring
PUBH 621	Prevention and Intervention in Public Health Practice	3	Spring
PUBH 630	MPH Field Practicum	3	Summer * (SBHS only Spring 2 nd year)
PUBH 640	Leadership and Collaboration in Public Health	3	Fall 2 nd year
PUBH 641	Systems Thinking in Public Health Practice	2	Fall 2 nd year
PUBH 696	Graduate Seminar	1	Spring 2 nd year
Total School required Course credit hours		22	

***NOTE: BIOS, EPID, HPML, and OEHS with approval from the MPH Program Advisor and the Director of Practice-Based Learning, PUBH 630: MPH Field Practicum can be taken anytime during Year 2.**

Department Major Competencies

All degree programs in the School of Public Health are based on competencies, which outline what students should know and be able to do when they graduate. The competencies guide the curriculum, course content, and learning objectives. At the end of MPH Core and discipline specific core courses, the faculty assess each student on the stated competencies. Course syllabi will contain competencies and how your instructor plans to assess these during each semester. A new SPH Competency Handbook is being developed.

MPH Field Practicum

All MPH students complete a minimum of 180 contact hours in the MPH Field Practicum with a public-health related agency or organization, supervised by an approved preceptor. This applied practice experience is an opportunity for students to explore public health careers, clarify their professional goals, and develop contacts for employment (networking). It allows them to apply their academic knowledge to situations, projects or tasks in the “real world” and make meaningful contributions to the agency or organization. The preceptor provides a professional role model; their experience and mentoring is vitally important to a successful student field rotation. The MPH Field Practicum is a required course for all MPH students.

Electives

Student who have elective hours must consult with the MPH program advisor, Leah Adkins, to select electives appropriate for their professional goals. Students may choose pre-approved electives for their major, those offered in other SPH department or those offered in other programs and schools. They may also elect to complete an independent study with a faculty member of their choice for a maximum of three credit hours.

MPH Department Majors w/Required Courses and Suggested Plans of Study MPH IN BIOSTATISTICS

Required Courses	MPH Foundational Courses		
	PUBH 610	Contemporary Foundations of Public Health Practice	2
	PUBH 611	Epidemiology for Public Health Practice	2
	PUBH 612	Research Translation and Evaluation in Public Health Practice	4
	PUBH 620	Building and Sustaining Public Health Capacity	2
	PUBH 621	Prevention and Intervention in Public Health Practice	3
	PUBH 630	MPH Field Practicum	3
	PUBH 640	Leadership and Advocacy in Public Health Practice	3
	PUBH 641	Systems Thinking in Public Health Practice	2
	PUBH 696	Seminar	1
	Required Concentration-Major Courses		
	BIOS 603	Applied Biostatistics 2	3
	BIOS 604	Applied Biostatistics 3	3
	BIOS 611	Data Management and Reporting	3
	BIOS 623	Biostatistical Consulting	2
	BIOS 629	Application of Biostatistics to Public Health Data	2
	BIOS 663	Introduction to Meta-Analysis	3
	Required Electives		
	Electives	As Approved by Program Advisor	6
	Total Hours Required		44

Suggested Plan of Study			Fall		Spring		Summer		
	Year 1	PUBH 610	2	PUBH 620	2	PUBH 630	3		
		PUBH 611	2	PUBH 621	3				
		PUBH 612	4	BIOS 603	3				
		BIOS 611	3	Elective	3				
			11			11			3
	Year 2	PUBH 640	3	PUBH 696	1				
		PUBH 641	2	BIOS 629	2				
		BIOS 604	3	BIOS 663	3				
		BIOS 623	2	Elective	3				
				10			9	Total Hours	
	<i>Note: With approval from the MPH Program Advisor and the Director of Practice-Based Learning, PUBH 630: MPH Practice-Based Experience can be taken anytime during Year 2.</i>								

MPH IN EPIDEMIOLOGY

Required Courses	MPH Foundational Courses		
	PUBH 610	Contemporary Foundations of Public Health Practice	2
	PUBH 611	Epidemiology for Public Health Practice	2
	PUBH 612	Research Translation and Evaluation in Public Health Practice	4
	PUBH 620	Building and Sustaining Public Health Capacity	2
	PUBH 621	Public Health Prevention and Intervention	3
	PUBH 630	MPH Field Practicum	3
	PUBH 640	Leadership and Advocacy in Public Health Practice	3
	PUBH 641	Systems Thinking in Public Health Practice	2
	PUBH 696	Seminar	1
	Required Concentration-Major Courses		
	BIOS 611	Data Management and Reporting	3
	EPID 611	Concepts and Methods of Epidemiology	3
	EPID 612	Applied Epidemiology of Public Health	3
	EPID 629	Epidemiology Capstone	2
	EPID 696	Seminar	2
	Required Electives		
	Electives	As Approved by Program Advisor	9
	Total Hours Required		44

Suggested Plan of Study			Fall		Spring		Summer		
	Year 1	PUBH 610	2	PUBH 620	2	PUBH 630	3		
		PUBH 611	2	PUBH 621	3				
		PUBH 612	4	EPID 611	3				
		BIOS 611	3	Elective	3				
			11		11			3	
	Year 2	PUBH 640	3	PUBH 696	1				
		PUBH 641	2	EPID 629	2				
		EPID 612	3	EPID 696	2				
		Elective	3	Elective	3				
			11		8			Total Hours 44	
	<p><i>Note: With approval from the MPH Program Advisor and the Director of Practice-Based Learning, PUBH 630: MPH Field Practicum can be taken anytime during Year 2.</i></p>								

MPH IN HEALTH POLICY, MANAGEMENT AND LEADERSHIP

Required Courses	MPH Foundational Courses		
	PUBH 610	Contemporary Foundations of Public Health Practice	2
	PUBH 611	Epidemiology for Public Health Practice	2
	PUBH 612	Research Translation and Evaluation in Public Health Practice	4
	PUBH 620	Building and Sustaining Public Health Capacity	2
	PUBH 621	Prevention and Intervention in Public Health Practice	3
	PUBH 630	MPH Practice-Based Experience	3
	PUBH 640	Leadership and Advocacy in Public Health Practice	3
	PUBH 641	Systems Thinking in Public Health Practice	2
	PUBH 696	Seminar	1
	Required Concentration-Major Courses		
	HPML 601	Foundations of Health Policy	3
	HPML 610	Health Economics for Population Health	3
	HPML 620	Managing Robust Organizations	3
	HPML 622	Analytic Methods for HPML	3
	HPML 623	Healthcare Finance	3
	HPML 624	Advanced Issue Analysis for Health Policy	3
	HPML 629	Tools for Policy and Management Communication	2
	Required Electives		
	Electives	As Approved by Program Advisor	2
	Total Hours Required		44

Suggested Plan of Study	Fall		Spring		Summer		
	Year 1	PUBH 610	2	PUBH 620	2	PUBH 630	3
		PUBH 611	2	PUBH 621	3		
		PUBH 612	4	HPML 610	3		
		HPML 601	3	HPML 620	3		
			11		11		3
	Year 2	PUBH 640	3	PUBH 696	1		
		PUBH 641	2	HPML 624	3		
		HPML 622	3	HPML 629	2		
		HPML 623	3	Electives	1		
		Electives	1				
			12		7	Total Hours 44	
	<p><i>Note: With approval from the MPH Program Advisor and the Director of Practice-Based Learning, PUBH 630: MPH Practice-Based Experience can be taken anytime during Year 2.</i></p>						

MPH IN OCCUPATIONAL AND ENVIRONMENTAL HEALTH SCIENCES

MPH Required Courses	MPH Foundational Courses		
	PUBH 610	Contemporary Foundations of Public Health Practice	2
	PUBH 611	Epidemiology for Public Health Practice	2
	PUBH 612	Research Translation and Evaluation in Public Health Practice	4
	PUBH 620	Building and Sustaining Public Health Capacity	2
	PUBH 621	Public Health Prevention and Intervention	3
	PUBH 630	MPH Field Practicum	3
	PUBH 640	Leadership and Advocacy in Public Health Practice	3
	PUBH 641	Systems Thinking in Public Health Practice	2
	PUBH 696	Seminar	1
	Required Concentration-Major Courses		
	OEHS 610	Environmental Practice	3
	OEHS 620	Occupational and Environmental Hazard Assessment	4
	OEHS 622	Public Health Toxicology	3
	OEHS 623	Understanding and Preventing Occupational Injury	3
	OEHS 629	Capstone	2
	Required Electives		
	OEHS Electives	As Approved by Program Advisor (May include additional hours of PUBH 630: MPH Field Practicum)	4
	Other Electives	As Approved by Program Advisor	3
	Total Hours Required		44
Suggested Electives			
OEHS 630	Public Health Biology	3	
OEHS 665	Worksite Evaluation	2	
OEHS 691	Advanced Topics	var.	

Suggested Plan of Study	Fall		Spring		Summer		
	Year 1	PUBH 610	2	PUBH 620	2	PUBH 630	3-5
		PUBH 611	2	PUBH 621	3	(Optional Elective)	
		PUBH 612	4	OEHS 610	3		
		OEHS 620	4	OEHS 622	3		
			12		11		3-5
	Year 2	PUBH 640	3	PUBH 696	1	Total Hours 44	
		PUBH 641	2	OEHS 629	2		
		OEHS 623	3	Electives	5		
		Electives	0-2				
			8-10		8		
	<i>Note: With approval from the MPH Program Advisor and the Director of Practice-Based Learning, PUBH 630: MPH Field Practicum can be taken anytime during Year 2.</i>						

**MPH IN OCCUPATIONAL AND ENVIRONMENTAL HEALTH SCIENCES
(OCCUPATIONAL MEDICINE STUDENTS ONLY)**

MPH/OCCMED Required Courses	MPH Foundational Courses		
	PUBH 610	Contemporary Foundations of Public Health Practice	2
	PUBH 611	Epidemiology for Public Health Practice	2
	PUBH 612	Research Translation and Evaluation in Public Health Practice	4
	PUBH 620	Building and Sustaining Public Health Capacity	2
	PUBH 621	Public Health Prevention and Intervention	3
	PUBH 630	MPH Field Practicum	3
	PUBH 640	Leadership and Advocacy in Public Health Practice	3
	PUBH 641	Systems Thinking in Public Health Practice	2
	PUBH 696	Seminar	1
	Required Concentration-Major Courses		
	OEHS 610	Environmental Practice	3
	OEHS 620	Occupational and Environmental Hazard Assessment	4
	OEHS 622	Public Health Toxicology	3
	IENG 461	System Safety Engineering	3
	OEHS 629	Capstone	2
	Electives		
	PUBH 605	Introduction to Global Public Health	4
	OEHS 665	Worksite Evaluation	2
	OEHS 695	Independent Study	1
Total Hours Required		44	

Suggested Plan of Study	Fall		Spring		Summer		
	Year 1	PUBH 610	2	PUBH 620	2	OEHS 665	2
		PUBH 611	2	PUBH 621	3	PUBH 605	4
		PUBH 612	4	OEHS 610	3		
		OEHS 620	4	OEHS 622	3		
		IENG 461	3	OEHS 695	1		
		PUBH 641	2				
		17		12		6	
	Year 2	PUBH 640	3	PUBH 696	1		
				PUBH 630	3		
				OEHS 629	2		
			3		6	Total Hours	44

MPH IN EPIDEMIOLOGY
(PUBLIC HEALTH-GENERAL PREVENTIVE MEDICINE STUDENTS ONLY)

MPH/PH-GPM Required Courses	MPH Foundational Courses		
	PUBH 610	Contemporary Foundations of Public Health Practice	2
	PUBH 611	Epidemiology for Public Health Practice	2
	PUBH 612	Research Translation and Evaluation in Public Health Practice	4
	PUBH 620	Building and Sustaining Public Health Capacity	2
	PUBH 621	Public Health Prevention and Intervention	3
	PUBH 630	MPH Field Practicum	3
	PUBH 640	Leadership and Advocacy in Public Health Practice	3
	PUBH 641	Systems Thinking in Public Health Practice	2
	PUBH 696	Seminar	1
	Required Concentration-Major Courses		
	BIOS 611	Data Management and Reporting	3
	EPID 696	Graduate Seminar	2
	EPID 612	Applied Epidemiology for Public Health	3
	EPID 629	Epidemiology Capstone	2
	Electives		
	PUBH 605	Introduction to Global Public Health	4
	PUBH 586	Public Mental Health	3
	EPID 695	Independent Study	2
	RESM 540	Geospatial Modeling	3
Total Hours Required		44	

Suggested Plan of Study	Fall		Spring		Summer		
	Year 1	PUBH 610	2	PUBH 620	2	PUBH 630	3
		PUBH 640	3	PUBH 621	3	PUBH 605	4
		PUBH 612	4	EPID 611	3	PUBH 586	3
		PUBH 641	2	PUBH 696	1		
		PUBH 611	2	EPID 696	2		
		BIOS 611	3				
			16		11		10
	Year 2	EPID 612	3	EPID 629	2		
		RESM 540	3				
		EPID 695	2				
				8		2	

MPH IN SOCIAL AND BEHAVIORAL SCIENCES

Required Courses	MPH Foundational Courses		
	PUBH 610	Contemporary Foundations of Public Health Practice	2
	PUBH 611	Epidemiology for Public Health Practice	2
	PUBH 612	Research Translation and Evaluation in Public Health Practice	4
	PUBH 620	Building and Sustaining Public Health Capacity	2
	PUBH 621	Public Health Prevention and Intervention	3
	PUBH 630	MPH Practice-Based Experience	3
	PUBH 640	Leadership and Advocacy in Public Health Practice	3
	PUBH 641	Systems Thinking in Public Health Practice	2
	PUBH 696	Seminar	1
	SBHS Major Courses		
	SBHS 616	Introduction to Public Health Interventions for Social and Behavioral Scientists	4
	SBHS 617	Community Engagement and Advocacy in Public Health	2
	SBHS 611	Community Assessment	3
	SBHS 615	Intervention Design	3
	SBHS 620	Implementing and Managing Public Health Programs	3
	SBHS 613	Public Health Program Evaluation	3
	SBHS 629	Capstone	2
	SBHS 693	Special Topics	2
	Required Electives		
Electives		0	
Total Hours Required		44	

Suggested Plan of Study			Fall		Spring		Summer	
	Year 1	PUBH 610	2	PUBH 620	2			
		PUBH 611	2	PUBH 621	3			
		PUBH 612	4	SBHS 617	2			
		SBHS 616	4	SBHS 611	3			
				SBHS 693	1			
		12		11				
	Year 2	PUBH 640	3	PUBH 696	1			
		PUBH 641	2	PUBH 630	3			
		SBHS 615	3	SBHS 613	3			
		SBHS 620	3	SBHS 629	2			
		SBHS 693	1					
			12		9			Total Hours 44

MPH Student Advising & Program Progression

Student Advising Guidelines

MPH Program Advisor

All students in the MPH program share the same advisor, Leah Adkins (leadkins@hsc.wvu.edu; 304-293-1097). Ms. Adkins will provide support, knowledge, and guidance throughout your academic program. She will help you develop an individualized plan of study, address problems or concerns related to your plan of study, and answer questions about courses and electives, including your practice-based experience.

You will be required to meet with the MPH Program Advisor to develop an individualized plan of study that is completed and approved during your first semester in the program. Additionally, you are required to meet with MPH Program Advisor each semester to review your progress prior to signing up for the next semester's courses. Additionally, the MPH Program Advisor will guide you through the process of applying for graduation and confirm your eligibility for your MPH degree.

Adequate Student Progress and Key Milestones

Graduate study requires students to be self-directed and independent learners. Using the suggested Plan of Study in the Graduate Catalog, the following guidance outlines key milestones to help students successfully navigate their journeys to graduation. Please note that each program is different and that this is intended as general guidance to be clarified with your advisor.

First Semester:

- *Orientation:* All students attend SPH Orientation and receive student handbooks, program competencies, and general information. You will meet with your Academic Department at Orientation or at a specified date to meet your faculty and learn more about your department.
- *Advising:* Meet with the MPH Program Advisor and review the suggested Plan of Study for your degree program.
- *Applied Practice-Based Experience and Career Services Initial Meeting:* Schedule and attend an initial introductory meeting with both the Practice-Based Experience Director and Director of Career Services and Student Success. Attend an Applied Practice Experience Orientation session scheduled near the end of your first semester.
- *Plan of Study:* Work with your advisor to individualize/finalize your Plan of Study in DegreeWorks. Familiarize yourself with the Academic Calendar.
- *Transfer Credits:* If you are transferring any credits from previous academic courses, this must be approved by the end of your first semester. Work with the MPH Program Advisor to begin this process as early in the semester as possible.
- *Prepare for next semester:* Schedule appointments with your advisor for advisement for the Spring Semester. Start thinking about your Applied Practice Experience.

Semesters between the First and Last:

- *Returning MPH Student Meetings:* At the beginning of each semester, a meeting is held to assist returning students. It is usually held within three days prior to the start of the semester, but no later than the first week of classes. Please plan to attend these all MPH student meetings.
- *Advising:* Check your DegreeWorks record and make sure all information is listed correctly. Meet with your advisor each semester prior to registration.

Master of Science in Biostatistics Program Overview

The Master of Science in Biostatistics program focuses on training students to design studies, and to model and interpret data arising from research in health and medicine. MS Biostatisticians collaborate with researchers through the application of statistical and computational methods to clinical studies, electronic medical records, chart reviews and other health-related data sources.

The MS in Biostatistics program is for students who want to merge their interest in analytics and programming with their interest in health research. Students should have a background in a quantitative field (e.g., mathematics, statistics, computer science), an interest in programming, and a desire to apply their skills in the areas of medicine or public health.

MS Required Courses

COURSE #	TITLE	CREDITS
BIOS 610	Biostatistical Theory and Methods 1	4
BIOS 611	Data Management and Reporting	3
BIOS 612	Biostatistical Theory and Methods 2	3
BIOS 620	Applied Linear Models HS	3
BIOS 621	Categorical Data Analysis HS	3
BIOS 623	Biostatistics Careers and Skills	2
PUBH 659	Public Health Foundations	3
	Electives	9
	Thesis Option:	
BIOS 628	Biostatistics Practicum	3
BIOS 697	Research	3
	Non-Thesis Option:	
BIOS 628	Biostatistics Practicum	3
	<i>Approved Elective</i>	3
Total Hours		36

Biostatistics Major Competencies

All degree programs in the School of Public Health are based on competencies, which outline what students should know and be able to do when they graduate. The competencies guide the curriculum, course content, and learning objectives. Faculty assess each student on the stated competencies. Course syllabi will contain competencies and how your instructor plans to assess these during each semester. MS Biostatistics competencies can be found in the WVU Graduate Catalog at <http://catalog.wvu.edu/graduate/publichealth/biostatistics/>.

Electives

Students consult with the MS program advisor, Leah Adkins, to select electives appropriate for their professional goals. Students may choose pre-approved electives for their major or identify others as approved by their advisor.

MS in Biostatistics with Required Courses, Approved Electives and Suggested Plan of Study (Thesis/Non-Thesis)

MS IN BIOSTATISTICS

Required Courses	MS Required Courses		
	BIOS 610	Biostatistical Theory and Methods 1	4
	BIOS 611	Data Management and Reporting	3
	BIOS 612	Biostatistical Theory and Methods 2	3
	BIOS 620	Applied Linear Models HS	3
	BIOS 621	Categorical Data Analysis HS	3
	BIOS 623	Biostatistics Careers and Skills	2
	PUBH 659	Public Health Foundations	3
		Total Hours:	21
	Choice of Thesis or Non-Thesis Option		
		<i>Thesis Option:</i>	
	BIOS 628	Biostatistics Practicum	3
	BIOS 697	Research	3
		<i>Non-Thesis Option:</i>	
	BIOS 628	Biostatistics Practicum	3
		<i>Approved Elective</i>	3
		Total Hours:	6
	Electives		
	BIOS 622	Analysis of Time-to-Event Data	
	BIOS 662	Statistics in Clinical Trials	
	BIOS 663	Introduction to Meta-Analysis	
	STAT 513	Design of Experiments	
	EPID 601	Public Health Epidemiology	
	EPID 611	Concepts and Methods of Epidemiology	
	EPID 612	Applied Epidemiology for Public Health	
	STAT 521	Statistical Analysis System Programming	
	STAT 522	Advanced Statistical Analysis System Programming	
	STAT 523	Statistical Computing	
	STAT 531	Sampling Theory and Methods	
	STAT 540	Introduction to Exploratory Data Analysis	
STAT 541	Applied Multivariate Analysis		
STAT 543	Bioinformatics Data Analysis		
STAT 551	Nonparametric Statistics		
	<i>Or other approved electives by program advisor</i>		
	Total Hours:	9	
	Total MS Program Hours	36	

Suggested Plan of Study (Thesis Option)	Fall		Spring		Summer	
	Year 1	BIOS 610	4	BIOS 620	3	
BIOS 611		3	BIOS 621	3		
BIOS 623		2	BIOS 612	3		
PUBH 659		3				
		12		9		
Year 2	BIOS 628	3	BIOS 697	3		
	Elective	3	Elective	3		
	Elective	3				
		9		6		

Suggested Plan of Study (Non-Thesis Option)	Fall		Spring		Summer	
	Year 1	BIOS 610	4	BIOS 612	3	
BIOS 611		3	BIOS 620	3		
BIOS 623		2	BIOS 621	3		
PUBH 659		3				
		12		9		
Year 2	BIOS 628	3	Elective	3		
	Elective	3	Elective	3		
	Elective	3				
		9		6		

Students completing the MS Biostatistics degree will be mentored in their first year by the Program Director, Dr. Erik Carlton. By the end of their second semester, students will be connected with a faculty member within the department who will mentor the student through graduation. Questions about curriculum, plans of study, electives, transfer credits and etc, should be directed to Leah Adkins, MS Biostatistics Program Advisor.

Other Degrees in the SPH

Doctoral Degrees

The Doctor of Philosophy (PhD) in Public Health Sciences trains students in a research intensive curriculum that emphasizes both evidence-based primary prevention of disease and injury, and health promotion research and practice.

The program offers three majors in distinct areas of public health:

- PhD in Epidemiology
- PhD in Occupational and Environmental Health Sciences
- PhD in Social and Behavioral Sciences

For general information on the PhD program see <http://publichealth.wvu.edu/students/graduate-programs/phd-in-public-health-sciences/>

Applied Biostatistics Certificate

The Applied Biostatistics Certificate is designed to develop a basic understanding of standard statistical techniques, study design, data modeling and inference. This program is especially useful for clinical and translational researcher as well as public health practitioners.

The Applied Biostatistics Certificate program is offered in two formats:

- In person/on-campus
- Online, synchronous

For general information on the Applied Biostatistics Certificate program see <http://publichealth.wvu.edu/students/applied-biostatistics-certificate/>

ACADEMIC POLICIES

WVU School of Public Health: Key Academic Policies

Plan of Study

Each discipline has a Suggested Plan of Study (POS) in this document and the WVU Graduate Catalog 2019-20. If you follow the suggested POS, you can complete your degree in two years. The amount of time for individual students varies depending on a variety of factors related to course credit that may be transferred in to other time demands and overall career goals. Regardless of your discipline, WVU requires all degrees to be complete within eight calendar years http://catalog.wvu.edu/graduate/advisingcoursesdegrees/degree_regulations/#timelimitstext. All students must complete an individual plan of study with the help of the MPH/MS program advisor that is approved by the MPH/MS Program Director no later than their first semester of study.

Grade and Grade Point Average (GPA)

All SPH candidates must maintain a minimum 3.0 GPA each semester to be in good academic standing. Students whose cumulative GPA fall below 3.0 may be subject to probation, academic suspension, and/or expulsion. MPH/MS Core and department major courses for which a student receives a D or F must be retaken (the original grade remains on the student's record and is used to calculate the student's overall GPA). No program requirements can be fulfilled by a course for which the student receives an F. A grade of D in an elective will count toward degree requirements. ALL courses taken while a graduate student (including both undergraduate and graduate level courses) are calculated toward your graduate GPA, regardless of whether they are applied to your plan of study. For more information, please see <http://publichealth.wvu.edu/students/student-resources/policies-forms/>

Dropping or Withdrawing from a Course

Each semester you may drop a course with no consequences before the published drop date on the academic calendar, usually during the first week of fall and spring semesters or the first days of summer semesters. You may also withdraw from a course before the published withdraw date on the academic calendar, usually about 2/3 through the semester, however, you will receive a "W" on your transcript. This "W" will not affect your grade-point average, but does remain on your transcripts. For more information about dropping or withdrawing from courses, please see <http://registrar.wvu.edu/registration/withdrawal-policies>. For WVU's full academic calendar with exact drop and withdraw dates, please see <http://catalog.wvu.edu/graduate/westvirginiauniversitycalendar/>.

Leave of Absence

The academic **leave of absence** is designed for the student who must be away from his or her academic endeavors at WVU for one or more semesters, but intends to return to complete the degree. Leave of absence status must be requested before the beginning of the semester for which the leave is desired. For more information, please see http://catalog.wvu.edu/graduate/advisingcoursesdegrees/advising_and_evaluation/#enrollmenttext

Course Grade of Incomplete

The grade of I (Incomplete) is to be given only when the instructor believes that the course work is unavoidably incomplete. Student must discuss this with their professors and develop a written plan for completing all outstanding work within one semester. For more information, please see <http://publichealth.wvu.edu/students/student-resources/policies-forms/graduate-incomplete-grading-policy/>

Appealing a Grade

Students have the right to appeal final course grades that they believe reflect a capricious, arbitrary, or prejudiced academic evaluation, or reflect discrimination based on race, sex, age, handicap, veteran status, religion or creed, sexual orientation, color, or national origin.

For more information, please see the Health Science Center catalog on

<http://catalog.wvu.edu/graduate/enrollmentandregistration/#academicrightspenaltiesappealtext>.

Course Transfer

The School of Public Health has specific criteria for approving courses that students wish to transfer (from other WVU graduate programs, another graduate school or those taken as a non-degree student) toward MPH/MS requirements. Requests for course transfer credits must be made during the first semester of the student's program. For more information, please see

<http://publichealth.wvu.edu/students/student-resources/policies-forms/graduate-course-transfer-policy/>

SPH Independent Study Process and Policy

No more than three credit hours of independent study will count toward MPH/MS degree requirements. The student and School of Public Health faculty member who directs the Independent Study must complete the Independent Study form prior to registering for it. For more information, please see <http://publichealth.wvu.edu/students/student-resources/policies-forms/graduate-independent-study-policy/>

Changing Your Department Major

Students wishing to change from one program to another, within the School of Public Health, must complete the graduate change of program form, <http://publichealth.wvu.edu/media/1095/change-of-program-advisor-form.pdf> and submit it to Leah Adkins, MPH/MS Program Advisor. Students must meet all entry guidelines for the new major and the transfer must be approved by the chair of the department the student wishes to transfer into. Students should seek advising assistance while making this decision as soon as possible as changing majors may delay graduation.

Student Code of Academic and Professional Integrity

This code applies to students enrolled in the degree programs at the West Virginia University School of Public Health. It was approved by the Academic Standards Committee on May 3, 2012, and approved on May 9, 2012, by the School of Public Health faculty.

This Student Code of Academic and Professional Integrity for the WVU School of Public Health governs student behavior in lectures, examinations, laboratories, and other academic spaces and settings within the School of Public Health and the University, and all other settings which reflect upon the integrity and suitability of the student to train in public health-related disciplines and to become practitioners, educators, or researchers in public health. Successful progression through the curriculum and graduation are contingent upon the student's compliance with this code. This code follows the procedures established in the Policy on Academic Standards Governing Graduate Degree Programs at the West Virginia University School of Public Health.

Public health disciplines are based on reverence for life, compassion and respect for persons and for healthy living, professional and cultural competence, and integrity. At the core of the student's repertoire are skills leading to assessment, intervention, and measurements of effectiveness of contributions to improved health among populations. Hence, the School of Public Health expects students to exhibit compassion, empathy, and concern for suffering where it exists; to be considerate and respectful toward individuals, communities, populations, instructors, staff, and each other; to grow in knowledge and skills; and to act professionally at all times. The complete policy and list of specific expectations can be found at

<http://publichealth.wvu.edu/students/student-resources/policies-forms/student-code-of-conduct-policy/>

The WVU School of Public Health is continually working to improve its policy and practice. Please consult the WVU School of Public Health website for a list of the most current academic and student policies. Please know there may be additional policies pertinent to any given individual situation. <http://publichealth.wvu.edu/students/student-resources/policies-forms/>

West Virginia University: Key Academic Policies and Resources

Family Educational Right and Privacy Act (FERPA)

This act was designed to protect the privacy of education records, to establish the right of students to inspect and review their education records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. For more information on WVU's FERPA policy, please see, <http://ferpa.wvu.edu/>.

Non-Discrimination Policy

West Virginia University is committed to maintaining a diverse and equitable community, free from discrimination. To accomplish this goal, the University draws on a number of acts, laws, and policies that shape its core values. For more information, please see <http://diversity.wvu.edu/equity-assurance/policies>.

Sexual Harassment

WVU Board of Governor's Rule 1.6 provides details regarding our commitment to preventing and responding to discrimination, harassment, sexual harassment, sexual and domestic misconduct, as well as stalking and retaliation. For more information, please see <http://diversity.wvu.edu/equity-assurance/policies>.

Information and Assistance for International Students

International Students & Scholars Services (ISSS) is committed to service for all members of the international community who participate or will participate in international experiences at WVU. We strive to strengthen, enrich and advocate for international education and cultural exchange by anticipating and responding to specific needs and concerns of this international community.

WVU's International Students and Scholars Services, located in Purinton House on the downtown campus, is within the Office of Global Affairs and is a link to students and research scholars from over 100 countries around the world. With the diversity in these students' and scholars' cultural backgrounds and values, they have one thing in common: the challenge and adventure of living in a new culture. Leaving family and lifetime friends, as well as coping with a new language, social and physical environment, and daily customs, can add to the pressure of study or work. International students' adjustment to life in the US can be greatly eased by meeting people who would like to share friendships and exchange ideas and information about the world. For More information about international student policies and procedures, please see <http://oiss.wvu.edu/>.

Research Compliance and Training

If you are assisting a professor with research, please review the information on the WVU Research Integrity and Compliance website. <http://oric.research.wvu.edu/>

Student Resources

Helpful Electronic Academic Resources

DegreeWorks

DegreeWorks is an online resource that provides a check sheet for students and advisors to review and monitor progress toward degree completion. It organizes academic coursework into blocks of requirements to help you easily identify courses you have completed and what courses you still need in order to complete your degree. You access DegreeWorks through your MIX account, under STAR. For more information and a student guide, please see <http://registrar.wvu.edu/academic-records/degreeworks>.

SOLE

SOLE (Study Observe Learn Engage) is the WVU Health Sciences Center's portal for online education and information. It is a web-based tool for students to access courses and for instructors to build and maintain those courses. To access SOLE use the following URL <https://sole.hsc.wvu.edu/>.

Academic Calendar

The academic calendar provides dates for all important deadlines, including drop dates, dates to withdraw from the university, fall and spring breaks, holidays, midterm and finals, etc.). Graduate Student should access the calendar through <http://catalog.wvu.edu/graduate/westvirginiauniversitycalendar/>.

MIX and STAR

The Registrar's Office maintains the STAR Information System, where students can register for classes, pay tuition, check final grades, review financial aid information, request transcripts and verify enrollment. **Visit the STAR system at <https://star.wvu.edu>**. You will need your WVU ID and personal identification number (PIN) to access STAR. Your STAR login information is the same as it is for MIX. For more information on the Registrar's Office, please see <http://registrar.wvu.edu/>. The Registrar also has a satellite office on the first floor of Health Sciences Center, North near the elevators: Room 1168E.

Web Registration Instructions

For complete, step-by-step instructions to register for courses, please see <http://registrar.wvu.edu/registration>.

WVU Financial Resources

Financial Aid

For your convenience, there is a satellite office for financial aid located at the Health Sciences Center. [View Health Sciences Center Campus on Map](#)
1 Medical Center Drive; Robert C. Byrd Health Sciences Center North, Suite 1170
PO Box 9810; Morgantown, WV 26506-9810
Phone: (304) 293-3706
Email: hscfinaid@mail.wvu.edu

To be eligible for financial aid students **must**:

- A) Maintain a 2.75 GPA at the conclusion of each term and
- B) Successfully complete 80% of all attempted credit hours

The satisfactory progress toward your degree can affect your financial aid eligibility. For more information, please see <http://financialaid.wvu.edu/home/maintain>.

For information on SPH tuition and fees, please see <http://tuition.wvu.edu/>.

Tuition Waivers and Graduate Assistantships

Although the SPH observes the policies set forth by West Virginia University Board of Governors and the Office of Graduate Education and Life, the SPH has its own process for approving graduate assistantships. ***Currently, the SPH offers or recognizes few – and sometimes no - graduate assistantships within and/or outside of the SPH (GA, GTAs and GRAs).*** If you are interested in a graduate assistantship of any kind, please seek and receive approval from the MPH/MS Program Director before applying. Since we recognize so few graduate assistantships, this step may prevent you from engaging in a lengthy application process that can't be recognized.

Professional Development Opportunities for Students

Graduate Education and Life

Graduate Education and Life offers a variety of development classes (career and professional) to help enhance a student's potential while in graduate school. The programs help graduate and professional students complete their degrees, teach and research effectively, and plan for their careers. For more information, please see <http://graduate.wvu.edu/>.

Career Services: SPH

A successful job search should begin long before graduation! In today's competitive job market, students should begin working on a career/professional development plan the moment they begin their studies. In addition to the University Career Center on the Downtown Campus, WVU SPH students can now schedule one-on-one appointments with the school's new Director of Career Development. These one-on-one appointments can be used to work on resumes, CVs, job offer negotiation techniques, mock interviews, and many other topics. The Director of Career Development will also work on providing professional development programming and events for the entire student body. To schedule an appointment, please e-mail Mr. Scot McIntosh at scot.mcintosh@hsc.wvu.edu.

Career Services: WVU

The WVU Career Services Center is a University-wide student resource serving undergraduate and graduate students as well as alumni. The center offers services such as:

- Career counseling and career development
- Career fairs
- Mock interviews
- Workshops (i.e. resume writing, job search techniques)
- Other programs and events

For more information, please see <http://careerservices.wvu.edu/students>.

SPH Student Organizations

SAPH

The Student Association of Public Health (SAPH) is a group of students, faculty, and staff members in the WVU School of Public Health who are dedicated to promoting public health issues throughout WVU and the community. SAPH meets regularly and organizes social events, community health outreach and education, community service and civic engagement opportunities, professional development, and advocates for social justice. SAPH also offers an opportunity for students to discuss all aspects of student life and serves as a liaison between faculty, staff, and students. For more information, please see <http://publichealth.wvu.edu/saph/>.

Delta Omega Honorary Society in Public Health - Gamma Mu

Students are eligible for induction into the honorary society after participating in 50% of SAPH events and 100% in Gamma Mu chapter events. Induction occurs at a ceremony prior to

graduation and a student can only be inducted upon being approved to graduate. Membership in Delta Omega reflects the dedication of an individual to increase the quality of the field of public health to all people. Inductees must be in the top 25% of their class academically. For more information, please see <http://publichealth.wvu.edu/delta-omega/>

West Virginia Public Health Association: Student Affiliate

The West Virginia Public Health Association: Student Affiliate is a state-wide organization that works to promote a better understanding of the concepts of community health. Our membership includes students from other universities and from different disciplines but with a unifying interest in engaging in the practice of public health or the advancement of public health. For more information, contact the Students Affiliate's co-chairs, Krystal Capers krcapers@mix.wvu.edu and Megan Tuscano matuscano@mix.wvu.edu.

Dean's Ambassador Program

The Dean's Ambassador Program accepts a select group of 10 students (maximum), each year who will attend functions and activities representing the Dean and the School of Public Health. This group will also participate in special events with the Dean, at his request, to help promote the School within the state and in other communities beyond the campus of the Health Sciences Center and the University. Members of the Program must be representative of the highest quality and ability of the School of Public Health and are required to meet and maintain high standards of eligibility. Please see the website for eligibility requirements. <http://publichealth.wvu.edu/students/student-resources/scholarships-awards/>

Additional Student Resources

WVU Graduate Resources

Please see <http://welcomegrad.wvu.edu/> for a compilation of resources for new and current graduate students.

Student ID/ Mountaineer Card

The Mountaineer Card is the official photo identification card for students. It provides access to WVU services, buildings, events, and more. Please read the following website for detailed information on the many uses of the Mountaineer Card. <http://wvucard.wvu.edu/>

Bookstore and Books

Barnes and Noble is the official campus bookstore to buy new and used books, rent and return textbooks, purchase eBooks, and get cash back from old textbooks. The bookstore is located on the downtown campus next to the Mountainlair. There is a small bookstore on the ground floor of the HSC. For more information, you can email sm586@bncollege.com

Student Technology Resources

Information Technology Services is here to help you succeed at WVU! They provide and support a wide array of technology from the wireless networks to eCampus and STAR. Got a question? Contact them at (304) 293-4444 or visit it.wvu.edu/students.

Parking Permits

To apply for a parking permit, go to the Mountaineer Station in the HSC parking garage, first floor, 304-293-5502. For more information, please go to: <http://transportation.wvu.edu/>

Personal Rapid Transit (PRT)

It is an easy-to-use transportation solution for WVU students, faculty, staff, and the Morgantown community. There are five stations at which an electric powered, computer-driven car arrives to gather passengers. For more information please see <http://transportation.wvu.edu/>

WVU Libraries

WVU has four libraries that are open to students: Downtown Campus Library, Evansdale Library, Health Sciences Library, and the Law Library. Their services include:

- Research assistance (i.e. borrowing and renewing, interlibrary loan)
- Research tools (i.e. mobile web, databases)
- Teaching support (i.e. course reserves, term paper clinics)
- Facilities and Equipment (i.e. multimedia and small group study rooms)

For more information please see <https://lib.wvu.edu/>.

WVU Office of Accessibility Services

This office is dedicated to enhancing the educational opportunities for students with temporary or permanent disabilities at West Virginia University and all of its campuses. To ensure access to University programs, specialists work individually with students to help them achieve academic success. For more information, visit the OAS website at accessibilityservices.wvu.edu.

Well WVU

There are several services offered for students through Well WVU:

- Medical
- Mental Health
- Health Promotion

For more information and directions please see <http://well.wvu.edu/>.

Student Healthcare Services

We know your health is important during the semester, and you want a doctor's office that you can trust with your healthcare needs. You'll be glad to know that WVU Medicine is the provider of medical health services for WVU students. Walk-ins are welcome, but appointments are requested for some services. For more information, visit <http://bit.ly/2f95Kc5>.

WELLWVU Carruth Center for Psychological & Psychiatric Services

Whether you are an undergraduate, graduate, or professional student, full-time or part-time, this office wants to help you complete your education. Your time at WVU may be filled with transitions, self-exploration, and change. The Carruth Center offers services and programs that are designated to support you through these experiences, help you succeed in college, and guide you toward a more fulfilling life. They strive to provide these services in an atmosphere that is welcoming, comfortable, and multi-culturally sensitive for all students, faculty, and staff. For more information about services and to see their hours of operation, be sure to visit carruth.wvu.edu/services.

Student Recreation Center

The Student Recreation Center is located on the Evansdale campus. For more information please see <http://studentreccenter.wvu.edu/>.

WVU Alert

Students are able to sign up for the WVU Alert system, which will send urgent news to their cell phone (i.e. weather alert, crime alert, and emergency alert). Students will also receive alerts via the official WVU email address. For more information, please see <http://emergency.wvu.edu/alert>