FREQUENTLY ASKED QUESTIONS (FAQs)
Division of Health Promotion and Behavioral Sciences

I. INFORMATION FOR PROSPECTIVE STUDENTS

1. How do I get information about UTSPH?

For more information on UTSPH, you can visit the school website http://www.sph.uth.tmc.edu/. The site contains links to a variety of sources of information. You can also contact the Student Affairs Office at 713-500-9032/9037 to request a packet of information about the school.

2. How do I get information about the Division of Health Promotion and Behavioral Sciences?

For more information on HPBS, you can visit the Division website at https://sph.uth.edu/divisions/health-promotion-behavioral-sciences. You may also contact Kimberly Stein, the Coordinator of Admissions at 713-500-9985 or Kimberly.G.Stein@uth.tmc.edu.

3. How long does it usually take to complete the MPH degree? DrPH/PhD?

Typically, full time students complete the MS program in 2 years (36 Hours). Students in the MPH program typically complete the program in 1 ½ to 2 years (45 hours). Students in the DrPH/PhD program require at least two additional years beyond the master level and must complete a minimum of 48 hours. The time required varies, depending on individual goals, background, and course load, progress on the thesis, outside activities and responsibilities, and other factors.

For more information, visit the Health Promotion and Behavioral Sciences “Academics” page: https://sph.uth.edu/divisions/health-promotion-behavioral-sciences/

II. INFORMATION FOR NEW STUDENTS

1. How do I contact my adviser?

Your acceptance letter should contain your adviser’s contact information. You can also find the complete list of HPBS faculty and their contact information on the Division’s website by clicking on the “Faculty” link: https://sph.uth.edu/faculty/?division=HPBS&division=HPBS

2. How do I contact staff/faculty?

Contact information for faculty and staff can be found at the School of Public Health main page. http://www.sph.uth.tmc.edu/
3. **How can I find research interests of faculty members?**

   You can find a list of HPBS faculty’s research and teaching interests under the “Orientation Fall 2013” tab on the HPBS website: [https://sph.uth.edu/divisions/health-promotion-behavioral-sciences/](https://sph.uth.edu/divisions/health-promotion-behavioral-sciences/)

4. **How do I get a school email address?**

   During orientation, you will be given a school email address and an initial password. You will need to change your initial password for security reasons. You can access school email online. [https://webmail.uth.tmc.edu/](https://webmail.uth.tmc.edu/)

5. **How do I find the SPH schedule of classes or course information?**

   The schedule and course information are available from the Office of Student Affairs. You can find the Schedule of Classes and course information on the Registrar link at [http://www.sph.uth.tmc.edu/academics/course-information/](http://www.sph.uth.tmc.edu/academics/course-information/).

6. **When/how do I select my courses?**

   During Orientation, your academic adviser will help you to select courses for your first semester. Ask your adviser about the courses suggested for the module as well as core courses in other disciplines. Consider your interests and capabilities and select your courses accordingly.

   Course registration is completed using **MyUTH** at [https://my.uth.tmc.edu](https://my.uth.tmc.edu). For a step by step guide, please see the Course Registration document on the HPBS website.

7. **What are the deadlines for registration and adds/drops of courses?**

   Deadlines for registration, payments, and last dates for adds/drops are listed in the Schedule of Classes. You can do adds/drops by going online through The Registrar’s office [http://registrar.uth.tmc.edu/Registration/Add-Drop-WInstr.html](http://registrar.uth.tmc.edu/Registration/Add-Drop-WInstr.html)

8. **Where is the Student Affairs Office?**

   The Student Affairs Office is located on the second floor of the SPH building (The Reuel A. Stallones building or RAS) on the east side. The telephone number is 713-500-9032.
9.  Where is the Computer lab?

The computer lab is in the basement of the SPH on the east side. You will need your school ID to enter the computer lab. (At orientation, you will be told how to obtain your ID.) Microsoft Office classes are available free in the computer lab every semester. You can get a list of classes and a schedule by calling 713-500-9061.

10. Where is the SPH library?

The school library is on first floor of SPH on the east side. Visit the school library website http://www.sph.uth.tmc.edu/library/. From this site, you can access the library catalog, electronic journals, online databases, other libraries, and many other resources. For more information you may contact Helena Vonville at Helena.M.VonVille@uth.tmc.edu or 713-500-9131.

11. How can I find a list of helpful phone numbers?

<table>
<thead>
<tr>
<th>Service</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>UT Nursing/SPH Bookstore</td>
<td>713-500-9561</td>
</tr>
<tr>
<td>UT Shuttle services</td>
<td>713-500-3405</td>
</tr>
<tr>
<td>UT Student Health Services</td>
<td>713-500-5171</td>
</tr>
<tr>
<td>University Housing</td>
<td>713-500-8444</td>
</tr>
<tr>
<td>University Travel</td>
<td>866-366-1142</td>
</tr>
<tr>
<td>International Affairs</td>
<td>713-500-3176</td>
</tr>
<tr>
<td>UT Police (Emergency)</td>
<td>911</td>
</tr>
<tr>
<td>(Non-Emergency)</td>
<td>713-792-2890</td>
</tr>
<tr>
<td>(Police Dispatch)</td>
<td>713-792-2890</td>
</tr>
<tr>
<td>Registrar</td>
<td>713-500-3361</td>
</tr>
<tr>
<td>Student Counseling</td>
<td>713-500-3113</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>713-500-3860</td>
</tr>
</tbody>
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The UT-Houston Health Science Center Telephone Directory http://peopledirectory.uth.tmc.edu/peopledirectory/index.jsp

12. How can I find information about student shuttles and other bus services available?

You can find information online at the UT-Houston shuttles webpage http://ae.uth.tmc.edu/parking/index.html. For questions about the UT-Houston shuttle, call (713) 500-3405.

METRO, the Metropolitan Transit Authority of Harris County, provides bus service to Houstonians. If you plan to use METRO for transportation to and from school, check their website at for route, schedule, and fare information. http://www.hou-metro.harris.tx.us/
13. How can I find information about parking in the Medical Center?

Contract parking is available from TMC. You can obtain an application from their contract parking office.
TMC Parking Customer Relations: 713-791-6161, M-F 7am – 11 pm.

14. How to find financial assistance as a domestic and international student?

For graduate students who are looking for financial aid for both domestic and international students, you can visit our school’s website:
http://www.sph.uth.tmc.edu/current-students/financial-assistance/

15. How do I search for an internship?

All MPH and DrPH student are required to complete a practicum or internship as part of the requirements for the degree.

You can find internship opportunities through the Office of Public Health Practice’s website: http://www.sph.uth.tmc.edu/academics/practicum/

16. How to find graduate research assistant position or other job opportunities?

Graduate students can search for training or career opportunities by visiting our school’s career service website http://www.sph.uth.tmc.edu/current-students/career-services/.
You can also contact with Ms. Pantheia Evans pantheia.evans@uth.tmc.edu to get your resume ready and other advices on how to find a job.