Introduction

The MD/MPH Program between The UT School of Medicine at San Antonio (UTSOMSA) and UTSPH San Antonio Regional Campus (SARC) in collaboration with the Brownsville Regional Campus (BRC) aims to prepare a new generation of health professionals to integrate medical and public health skills in their future professional lives as practitioners, researchers or administrators. The goal is to teach medical students the skills to improve population health while also providing excellent individual medical care.

The dual degree program provides an avenue for students to concurrently enroll in both degree programs so that duplication in course content is minimized, academic interactions are more efficient, and the time and costs incurred are reduced compared to earning the degrees independently. Students in the MD/MPH program are separately enrolled in both Universities. Shared crediting of some coursework makes it possible for students to complete both degrees in 4 years. Progress and academic standing in one program does not affect progress in the other program, although shared credit is only granted for courses satisfactorily completed. Students may choose to extend the program and take more than 4 years to complete the MPH. In some circumstances, students may take a year away from their medical studies. Alternatively, if students complete the required five core courses (typically 16 hours) and are unable to complete other program requirements, they may opt to withdraw from the MPH program and earn the Certificate in Public Health.

University Acronyms and/or Links

School of Public Health (SPH):
UTHSCH – UT Health Science Center at Houston [http://www.uthouston.edu/]
UTSPH – UT School of Public Health [http://www.sph.uth.tmc.edu/]
SPH Office of Student Affairs [http://www.sph.uth.tmc.edu/sservices/current.aspx]
SARC – San Antonio Regional Campus [http://www.sph.uth.tmc.edu/sa/]
BRC - Brownsville Regional Campus [http://www.sph.uth.tmc.edu/brownsville/]

Medical School:
UTHSCSA – UT Health Science Center at San Antonio [http://www.uthscsa.edu/]
UTSOMSA – UT School of Medicine at San Antonio [http://som.uthscsa.edu/index.asp]
RAHC – Regional Academic Health Center in Harlingen [http://www.rahc.uthscsa.edu/]
STEER – South Texas Environmental Education and Research Program [http://steer.uthscsa.edu/]
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Admissions

Admission to UTSPH and UTSOMSA

Applicants are reviewed independently by each school. Admission to one program does not guarantee admission to the other, and neither admission depends on the other. Admissions for dual degree students follow the deadlines and requirements of each school, although the actual dual degree application is completed through UTSPH. The deadline for the dual degree MD/MPH program application is March 1st.

MPH coursework begins the summer before matriculation to UTSOMSA. Registration is in April and online classes begin near the end of May. We do NOT recommend travel abroad unless you are certain you have reliable, hi-speed internet. Postponing coursework until MS1 Spring may delay the expected 4 year completion.

The UTSPH application includes a one-page goal statement. It is very important that this essay specifically address the applicant’s experience and interest in combining public health and medical training. The GRE requirement is waived for MPH applicants who are accepted to UTSOMSA. Applicants who, at the time of their UTSPH application, have not been interviewed or received an invitation for an interview at UTSOMSA must submit GRE scores in order to be considered for admission to the UTSPH. Students accepted in the MD/MPH program will receive a letter of admission from UTSPH, and a welcome letter from the SARC dean.

UTHSCSA admits one class per year. Medical School (MS) admissions decisions are made as the applicants are interviewed from early August through mid-December. Alternates are admitted up to the first day of medical school classes.

Admission of Current Students

MS1 or MS2 students may decide to add the dual degree option to their educational plan. Students will receive shared credits in the dual degree program as long as they begin UTSPH classes by the MS2 Spring (must apply by August 1st of the year before). In such cases, students should be advised that completion of both degrees will require a fifth year or more. It should also be noted that extending
medical school training over five years may adversely affect financial aid opportunities. MS3 or MS4 students can be admitted to the MPH program, but will not be eligible for the integrated dual degree program and not be able to count shared credit courses toward the MPH.

Likewise, students who have begun their MPH or Certificate studies prior to UTSOMSA admission may apply for the MD/MPH Program. Students in a discipline-specific MPH, such as in Biostatistics or Health Promotion, should be aware that the SARC offers a general MPH degree plan and MPH in Epidemiology.

It should be noted that academic credits earned at other institutions prior to enrollment at the School of Public Health will not count toward the MPH.

**Key Contacts**

**UTHSC-Houston School of Public Health**  
San Antonio Regional Campus (SARC)  
One Technology Center  
7411 John Smith Drive, Suite 1100  
San Antonio, Texas 78229  
Phone: (210) 562-5500  
Fax: (210)562-5528

UTSPH-SARC Professor and Regional Dean  
Sharon Cooper, Ph.D.  
Phone: (210) 562-5508  
Sharon.P.Cooper@uth.tmc.edu

UTSPH-SARC MD/MPH Program Coordinator  
Jacqueline Peery, M.S.I.S., CHES  
Phone: (210)562-5535  
Jacqueline.D.Peery@uth.tmc.edu

UTSPH-SARC Systems and Applications Specialist (IT go-to person)  
Mark Ahles  
Phone: (210)562-5500  
Mark.A.Ahles@uth.tmc.edu

UTSPH-SARC MD/MPH Advisor  
Abul H. Alamgir, Ph.D.  
Phone: (210) 562-5500  
Abul.H.Alamgir@uth.tmc.edu

UTSPH-SARC MD/MPH Advisor  
David I. Douphrate, Ph.D.  
Phone: (210) 562-5500  
David.I.Douphrate@uth.tmc.edu
UTHSCSH Director, Financial Services
Wanda Williams, B.A.
Phone: (713) 500-3871
Wanda.K.Williams@uth.tmc.edu

The University of Texas Health Science Center at San Antonio
University of Texas School of Medicine at San Antonio
(Please contact individual for current mail box number when sending postal mail)
7703 Floyd Curl Drive
San Antonio, TX 78229-3900

UTSOMSA MD/MPH Program Coordinator
Tatjana Walker, R.D., M.P.H.
Phone: (210) 567-7407
Fax: (210) 567-7457
walkert2@uthscsa.edu

UTSOMSA Professor and Assistant Dean MD/MPH Program
Director, South Texas Environmental Education and Research (STEER) Program
Claudia S. Miller, M.D., M.P.H.
Phone: (210) 567-7407
Fax: (210) 567-7457
millercs@uthscsa.edu

UTHSCSA Director, Veteran Services and Financial Aid
Robert Lawson, M.B.A.
Phone: (210) 567-2635
lawsonrt@uthscsa.edu

UTHSCSA Associate Director, Financial Aid
Ellen Nystrom
Phone: (210)-567-2635
nystrom@uthscsa.edu

UTSOMSA MD Degree

General Information for the UTSOMSA MD Degree: http://som.uthscsa.edu/index.asp
UTSOMSA 4-Year MD/MPH website: http://som.uthscsa.edu/AcademicAffairs/MDMPH.asp
Frequently Asked Questions: http://som.uthscsa.edu/Admissions/MDMPH.asp

Regional Academic Health Center – Lower Rio Grande Valley
The RAHC Medical Education Division offers UTSOMSA medical students the opportunity to take all or part of the 3rd and 4th year clinical training in the Lower Rio Grande Valley. To learn more, please see: Regional Academic Health Center.
Laredo Extension Campus
The UTHSCSA Laredo Extension Campus offers a variety of educational programs, including STEER-Laredo. For more information about the Laredo campus, please visit: Laredo Regional Campus Extension.

MPH Studies

General Information

The MPH portion of the MD/MPH program consists of 33-36 semester credit hours from UTSPH plus an additional 12 hours of specified shared course credits from UTSOMSA. Students must complete one core course in each of the five public health disciplines in addition to seminars, electives, practicum, and culminating experience. To find out more about resources available from UTSPH San Antonio Regional Campus (SARC), visit Learn More About the San Antonio Regional Campus. Note: The SARC website and the main UTSPH Houston website contain some general information that DOES NOT apply to the MD/MPH student.

MPH Coursework: requirement summary, schedule and shared credits

MPH coursework begins the summer before matriculation to UTSOMSA. Registration is in April and online classes begin near the end of May. We do NOT recommend travel abroad unless you are certain you have reliable, hi-speed internet. Postponing coursework until MS1 Spring may put a student at risk of not graduating in 4 years.

MPH courses are offered at the SARC campus, via ITV, and online. Students electing to complete all or part of their 3rd and 4th year of medical school at the Lower Rio Grande Valley RAHC can take MPH courses at the BRC.

MPH Requirement Summary for MD/MPH Dual degree:

UTSPH (33-36 hours)

• 45 semester credit hrs (9-12 shared credits UTHSCSA)
• 5 Core classes* (16 hrs) + 2 required seminar classes (2 hrs)
• Practicum experience (3 hrs)
• Culminating experience (3 hrs)
• Electives (10-12 hrs)

*Biostatistics; Environmental/Occupational Health (E/OH); Epidemiology; Health Promotion/Behavioral Sciences (HP/BS); Management, Policy & Community Health (MPACH). Students should refer to the SPH Catalog in effect at the time of matriculation for a listing of core courses and other graduation requirements. See: Catalogues.
### Schedule:

<table>
<thead>
<tr>
<th>Time Frame in MS Calendar</th>
<th>UTSPH SARC Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer before MS 1</td>
<td>7 hours Core (Online Epidemiology &amp; Biostatistics)</td>
</tr>
<tr>
<td>MS 1 Fall</td>
<td>No SPH classes</td>
</tr>
<tr>
<td>MS 1 Spring</td>
<td>3 hours Core (Online MPACH) + MD/MPH Seminar (1 hr)</td>
</tr>
<tr>
<td>MS 1 Summer</td>
<td>6 hours Core (Online HP/BS, &amp; E/OH) + 3 hours Practicum*</td>
</tr>
<tr>
<td>MS 2 Fall</td>
<td>3 hours Electives + MPH Ethics Seminar (1hr)</td>
</tr>
<tr>
<td>MS 2 Spring</td>
<td>3 hours Culminating experience (Capstone Course OR Written Paper)</td>
</tr>
</tbody>
</table>

**Student may elect to transfer to Harlingen/Brownsville**

| MS 3 Fall & Spring          | 3-6 hours (online Elective courses OR possible leave of absence) |
| MS 4 Fall & Spring          | Any remaining Elective hours OR CE completion to reach 33 hrs (up to 36 depending on MS electives) |

*STEER: The South Texas Environmental Education and Research (STEER) Program is a Senior medical elective that counts for 4 of the 18 required senior year (MS4) credits. Only MD/MPH students have the option to take STEER as their public health practicum between MS1 and MS2 for 3 semester credit hours in UTSPH while also earning “forward credit” toward the senior elective requirement.

### Shared Credit Hours:

Admission to MD/MPH program confers eligibility for shared credits. UTSPH will count up to 12 semester credit hours in approved shared credit courses taken in the MS curriculum. Nine of the twelve hours occur during the normal course of the MS curriculum and three credit hours come from the approved medical school electives. The following courses have been approved as shared credit courses; additional courses may be added to the list in the future after careful review and approval:

<table>
<thead>
<tr>
<th>Title</th>
<th>Semester Hr.</th>
<th>MS Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>MS courses credited to the SPH (up to 12 hrs)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Micro &amp; Immunology</td>
<td>3.0</td>
<td>MS 1 fall</td>
</tr>
<tr>
<td>Virology &amp; Bacteriology</td>
<td>3.0</td>
<td>MS 1 spring</td>
</tr>
<tr>
<td>Respiratory/Infectious Diseases</td>
<td>3.0</td>
<td>MS 2 fall</td>
</tr>
<tr>
<td>Electives (approved by SPH)</td>
<td>Up to 3.0</td>
<td>MS 4</td>
</tr>
</tbody>
</table>

#### Integrated Courses

<table>
<thead>
<tr>
<th>Title</th>
<th>Semester Hr.</th>
<th>MS Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>STEER/Practicum</td>
<td>4.0 for MS</td>
<td>→credit for MS 4</td>
</tr>
<tr>
<td></td>
<td>3.0 for SPH</td>
<td></td>
</tr>
</tbody>
</table>
Shared Credit Hours Cont’d:

SPH Courses credited toward Medical School Coursework

<table>
<thead>
<tr>
<th>Biostatistics *</th>
<th>Pathology</th>
<th>MS 2 spring</th>
</tr>
</thead>
</table>

* The medical school short course in biostatistics (part of Pathology in MS2) does not satisfy the MPH biostatistics requirement. Students enrolling in the MD/MPH program prior to starting their first year of medical school are strongly encouraged to take online biostatistics and epidemiology during the summer (classes begin in May, before beginning medical school). If the UTSPH biostatistics class is satisfactorily completed, the biostatistics portion of the pathology class may be waived. Note: If you have travel plans for the summer, you must have reliable hi-speed internet to take the online coursework.

† Electives Approved for 4th Year Shared Credits:

<table>
<thead>
<tr>
<th>Course</th>
<th>Contact Hours</th>
<th>Suggested Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FAPR 4101</td>
<td>PH/GH</td>
<td>9</td>
</tr>
<tr>
<td>FAPR 4103</td>
<td>PH</td>
<td>8</td>
</tr>
<tr>
<td>FAPR 4106</td>
<td>PH</td>
<td>8</td>
</tr>
<tr>
<td>FAPR 4151</td>
<td>PH/GH</td>
<td>8</td>
</tr>
<tr>
<td>INTD 4030</td>
<td>GH</td>
<td>80</td>
</tr>
<tr>
<td>FAPR 4205</td>
<td>PH/GH</td>
<td>-</td>
</tr>
<tr>
<td>MEDI 4153</td>
<td>PH</td>
<td>-</td>
</tr>
</tbody>
</table>

† Elective offerings may change over time. New courses may be added to the list upon thorough review and approval.

Practicum

Students should review practicum requirements (http://www.sph.uth.tmc.edu/practicum/) soon after matriculation. The practicum requires an online practicum orientation, identification of a faculty sponsor/advisor, and completion of a learning contract signed by the faculty sponsor and the site preceptor. Students registering for practicum hours should manually enter 3 hours because the registration program defaults to 9 hours, resulting in incorrect registration and increased tuition.

The South Texas Environmental Education and Research (STEER) Program may be taken as a 3 hour UTSPH Practicum, and it is also Senior Year (MS4) elective in the School of Medicine. STEER can be taken during the MS4 year for shared credit, but many MD/MPH opt to take STEER during the break between MS1 and MS2 for 3 semester credit hours in UTSPH while also earning “forward credit” toward their Senior Year elective requirements. Information on STEER is provided to MD/MPH students during their MS1 year. Students can find more information on STEER, including an application form, at: South Texas Environmental Education and Research Program. A waiver for the online practicum seminar required by the Office of Public Health Practice is granted for STEER students.
The culminating experience may also be built upon the practicum experience or a similar practice-based experience. For information on using the practicum as the culminating experience, view: Practice-Based Culminating Experience Option.

Culminating Experience (Written Paper or Capstone Course)

Students are required to complete a culminating experience as part of the requirements for graduation. MD/MPH students at have two options for their culminating experience: 1) a written paper that presents an inquiry into a public health issue or problem OR 2) the capstone course.

The Capstone course will be offered each fall, spring and summer semester. It is strongly recommended for MD/MPH students pursuing the Capstone course to take it during MS 2 Spring as it will be offered online. The fall and summer Capstone course is offered ITV (onsite). For students interested in a written paper, it is strongly recommended to begin the proposal process during the MS 2 Spring. Please see the CE Guide for detailed instructions.

For the thesis option, students in the MD/MPH program must have three (3) committee members – two (2) from UTSPH and one (1) from UTHSCSA.

View information on the Culminating Experience at: The UTSPH MPH Culminating Experience web-page.

Global Health Concentration

Students interested in issues related to Global Health Studies (i.e. access to health care, malnutrition in children, infectious diseases, HIV/AIDS, malaria, TB; vaccinations, disease eradication programs, health and politics, refugee health, poverty, globalization, energy security, etc) and students interested in understanding the ways global health affects everyone, are encouraged to join the concentration. Please check the following UTSPH website for general Global Health updates as well as course and faculty information: Global Health

GH admissions policy

Students at any SPH campus (Houston, Dallas, Brownsville, San Antonio, El Paso or Austin) may elect to add the concentration to their degree plan.

Election of the concentration requires the following:

(1) Admission Request for Global Health Concentration form which stipulates approval of the student’s advisor and a member of the Global Health Concentration faculty (see “Faculty & Staff” link). This form should completed and submitted early in the degree program.
(2) The Global Health Concentration Directors review request for consideration and approval;
(3) A copy of the signed admissions request document is forwarded to the Office of Student Affairs. Copy is available on student records.

GH requirements

To successfully complete the Global Health Concentration, students must:
(a) Complete a minimum of 12 credits in qualified courses:
- 4 credits come from required Global Health courses and
- the remaining 8 planned with global health advisor in conjunction with student main degree program. (The PH Seminar class taught in the spring of MS1 counts as a 1 hour elective)
(b) Carry out a practicum dealing with issues commonly seen within different global setting.
Note - you do not need to travel abroad to fulfill these requirement, but the program does offer opportunities outside the United States.
(c) Take the Capstone Course (CCE) option, or construct a thesis or dissertation topic revolving around a relevant global health issue of interest to the student and guided by the global health concentration advisor (see “Faculty & Staff” link). If the Capstone Course option is chosen, concentration students will have a separate additional assignment to fulfill to complete the Global Health Concentration.

Note: The students’ advisory committee, and in particular the faculty representing the Global Health Concentration, will determine if the student has met the requirements. Your Global Health concentration advisor can also approve courses not on this list to count toward the requirement. Please refer to "Courses link" to view a list of preapproved courses.

GH Concentration Graduation Requirements

When you are planning to graduate, make sure that you have completed the GHC Graduation Checklist.

Additional Concentrations Available to Students

Three additional concentrations beyond the Global Health Concentration are available to MPH students who wish to pursue a particular focus of study across several disciplinary fields of public health. It is important to note that due to class scheduling, these additional concentrations have been difficult to complete within the framework of required medical school class work. They are mentioned here, nonetheless, so that students are aware they exist.

Each concentration requires a specific curriculum and completion of between 9 and 14 credit hours of coursework that may be integrated into MPH electives. The specific concentration is noted on a student’s transcripts but not on their final diploma and should be chosen as early as possible in the dual degree program to maximize efficiency of course selection.

More information may be found on each the Health Disparities, Leadership Studies and Maternal and Child concentration links on the UTSPH website.

MPH Academic Advising

Newly admitted students to the dual degree program are assigned an advisor from UTSPH SARC. The role of the advisor is to help the student select coursework, a practicum site, and a culminating experience option. The advisor also works with students in pursuit of a concentration and assists students in getting the most out of their MPH experience.
If the student plans to write a thesis, a student advisory committee is created by adding 2 additional members - one member from the UTSPH faculty and one member from the UTHSCSA faculty. Note that students pursuing a concentration must select one member of the UTSPH concentration faculty to be a part of their advisory committee. Selection of the UTHSCSA committee member is coordinated by the Office of the UTSOMSA Assistant Dean for the MD/MPH Program and communicated to the SARC Dean, who works with the SPH Office of Student Affairs to ensure that the UTHSCSA faculty member is officially added to the student’s committee. If the UTSOMSA committee member does not hold an adjunct appointment at UTSPH, then a current CV is submitted to the Office of Student Affairs at the time of the committee appointment.

Student Evaluations

A mandatory student evaluation meeting is held at the end of each fall and spring semesters. All students will be advised in a group setting to ensure optimal communication and to coordinate with the medical school schedule. In preparation for the evaluation meeting, students will track academic progress by adding to the MPH Competencies Form and updating the goal statement. Students must keep a copy of the updated form and provide a copy to the advisor for review and placement in the student file. The MPH Competencies Form can be downloaded from [MPH Competencies Form](#).

Leave of Absence

Students must complete the MPH within five years of matriculation. Students may, however, apply for a leave of absence from the MPH program for one year, and, in exceptional cases, a second year of leave may be granted. Students continue to earn shared credits toward the MPH for their satisfactorily completed MD coursework, but extend the amount of time to complete the MPH. This may allow some students to “take a break” from the MPH if their medical school coursework or schedule is too demanding. Planning ahead is crucial because the SPH does not grant retroactive Leave of Absences. To take a leave of absence, you will need to:

- Notify Jacqueline Peery at Jacqueline.D.Peery@uth.tmc.edu
- Email her the completed [MD/MPH Leave of Absence Form](#).

Graduation

Graduation is separate for each school. Students who are within one semester of graduation (preferably sooner) should refer to [http://www.sph.uth.tmc.edu/planningtograduate/](http://www.sph.uth.tmc.edu/planningtograduate/) for important deadlines and step-by-step instructions. Contact Jacqueline Peery at Jacqueline.D.Peery@uth.tmc.edu for questions concerning graduation.

Financial Aid and Scholarships

Financial Aid Overview

Students enrolled in the MPH program prior to matriculation in the UTHSCSA medical program are eligible for financial aid at UTHSC-Houston. However, students should be advised to consider an
outside loan or emergency loan from UTSPH since financial aid has an annual limit. That is, any financial aid that would be obtained through UTHSC-Houston, including scholarships, will be subtracted from the aid that would be available at UTHSCSA depending on the type of aid received. Message from the UTHSCSA Director of Financial Aid: “The first summer of this program is problematic since you are not yet a student at UTHSCSA. The best way, and the one I recommend, is to receive a short term loan from UTHSCH SPH and bring us your tuition and fee bill. We will incorporate those costs into your cost of attendance for the Medical year term and you will be reimbursed for the short term loan in that regard. In subsequent years when you are dual enrolled you need to bring us copies of your tuition and fee bill, as well as any book expense you need reimbursement for and we will process that in the aid year it is associated with."

The emergency loan is short term and must be paid back within 90 days. For additional information, please visit UTHealth Student Financial Services. UTHSCSA financial aid for medical school arrives near the end of July and may be used to pay off the emergency loan from UTHSC-Houston; however, students should visit the financial aid office at UTHSCSA to confirm.

Once the student begins medical school, financial aid is simplified. After registering for their SPH classes, the student should bring their bill to the UTHSCSA financial aid office. The office will apply for additional funds to cover the MPH expenses and in most cases, if the student has registered early, they will receive those funds before the bill is due.

Financial aid availability to cover MPH expenses while not attending UTHSCSA should be discussed with Student Financial Services at UTHSC- Houston. The eligibility requirements for Student Financial Aid must be met. These requirements include at least half time enrollment status (3 hours summer, 5 hours both fall and spring each); must be a US citizen or eligible non-citizen; must be in good academic standing; must maintain satisfactory progress as defined by UTHSC-Houston SPH; and must not be in default on a student loan or owe a refund on a federal grant. Applications will be processed on a first come first serve basis as determined by the federal compute date of the FAFSA.

**Detailed Reimbursement Information**

**NOTE: If you received in-state scholarship for tuition, you also qualify for in-state tuition at UTSPH!**

To be reimbursed for your UTSPH tuition and fees from UTHSCSA, you will need to submit your bill to Amy Miller in the Financial Aid office. This amount will then be added to your budget. You will then need to log into the portal and accept the additional funds being offered. In addition to this, to receive any financial aid you will need to have done the following; 1) complete your FAFSA and have your financial aid processed, 2) complete the Master Promissory Note and entrance counseling for any loans you are accepting before the disbursement of your funds. Bills submitted less than 7 days prior to a fall or spring disbursement date may not be added until the following semester’s disbursement date. Your bill can be mailed, faxed or scanned and emailed as well as delivered in person to

UTHSCSA
Financial Aid Office – MSC 7708
7703 Floyd Curl Drive
San Antonio, Texas  78229-3900
Fax 210-567-6643
Email: millera3@uthscsa.edu
If you have any questions about these procedures, please contact Amy Miller in the financial aid office at millera3@uthscsa.edu or at 210-567-2635.

**Reimbursement Schedule**

**Summer MS0:**
Summer UTSPH registration is usually the 3rd week of April. To avoid late fees, your tuition and fees at UTSPH are usually due the 3rd week in May. After having submitted your UTSPH bill to UTHSCSA for reimbursement, your UTHSCSA financial aid will disburse on the third week of July (MS1) or the first week of July (MS2) provided you’ve met the aforementioned requirements. **Note:** Due to federal regulations on the disbursement of financial aid, reimbursement for summer and fall classes will be split between the fall and spring disbursements.

**Fall MS1:** We do not recommend fall SPH classes in MS1.

**Spring MS1:**
Your UTSPH tuition and fees are usually due the first week of January. You will receive reimbursement from UTHSCSA for your spring classes a few days after submitting your UTSPH bill, but not before the UTHSCSA spring disbursement date the first week of January. You can submit this bill anytime up to May 1st.

**Summer MS1:**
Summer UTSPH registration is usually the 3rd week of April. To receive reimbursement from UTHSCSA for this bill in the spring, you will need to submit this bill before the first week of May. Otherwise you will not be reimbursed until the fall of 2011. Your tuition and fees at UTSPH are usually due the 3rd week of May.

**Fall MS2:**
You will be reimbursed a few days after submitting your bill, but not before the UTHSCSA fall disbursement date. Bills submitted after December 1st will be added to your spring disbursement. The cycle repeats after this, starting at Spring MS1.

**Scholarships**

Students with outstanding academic credentials will automatically compete for a limited number of scholarships during UTSPH admissions process. The applicant does not need to do anything beyond the MD/MPH application to be considered for this scholarship. Scholarship recipients are notified of the award along with the letter of admission. Scholarship funds ($3000) may be used to offset tuition and fees through the summer following the first year of medical school. The Office of Student Affairs receives the list of scholarship recipients and applies tuition and fees charges to the scholarship account.

**Financial Aid Contacts**

Robert Lawson (UTHSCSA)
UTSOMSA Director, Financial Aid
MD/MPH Program Administration

Coordinating Committee

The Coordinating Committee consists of two faculty representatives from each institution and the respective Associate Deans of Academic Affairs as ex officio members. The Committee has been expanded to include student representatives and key faculty and program coordinators from each of the participating campuses as consulting (non-voting) members.

The Coordinating Committee ensures that policies for the MD/MPH Program retain the academic integrity of both degrees and promote a variety of inter-institutional exchanges, including adjunct faculty appointments, shared teaching, collaborative research, and faculty enrichment. The Committee carries out an annual evaluation and prepares a report for each school. The evaluation of the MD/MPH program is completed and submitted in November of each year and includes the following:

- Review of shared credit courses for any changes in course numbers, credit hours, etc.
- Table of students in the program (name, matriculation data (mo, yr), progress (# of MPH cr hrs, other milestones), graduation date (mo/yr), title of culminating experience)
- Issues that have arisen during the year and an explanation of the resolution or plan
- Review of the Guide (attach revised guide for website posting)

Coordinating Committee

Voting Members:
Sharon Cooper, PhD
  Professor and San Antonio Regional Dean, UTSPH
Joseph McCormick, MD
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Ex officio Members:
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   Assistant Professor and Associate Dean for Student Affairs, UTSPH
Nan Clare, MD
   Professor and Senior Associate Dean and Associate Dean for Academic Affairs, UTSOMSA

Consulting Members:
Rachel Sosland and Bryan Lublin
   Student Representatives (MD/MPH Class of 2014)
Dana Brown
   Student Representative (MD/MPH Class of 2013)
Kirsten Newhams
   Student Representative (MD/MPH Class of 2012)
Ximena Urrutia-Rojas
   Associate Professor, San Antonio Regional Campus, UTSPH
Tatjana Walker, RD, CDE
   MD/MPH Program Coordinator, UTSOMSA
Adela Valdez, MD
   Clinical Associate Professor and Regional Assistant Dean – Lower Rio Grande Valley RAHC

Student Representative
There are up to two student representatives per class; new appointments are in the spring semester of the MS1 year. Each spring the UTSOMSA MD/MPH Coordinator will call for applications. Interested students should submit an application paragraph of no more than 150 words or their endorsement of another student directly to the UTSOMSA MD/MPH Program Coordinator by the due date stated on the call for applications.

The selection and appointment is made by the voting members of the Coordinating Committee. Applicants must be in good academic standing. Recommendations of fellow students and program staff will be considered in making the appointment decision. The term of the appointment is through graduation from UTSOMSA. Appointment to the class Student Representative precludes the student from election as a class officer in the School of Medicine. Student Representatives may resign at any time or may be removed from this position by the voting members of the Coordinating Committee for failure to remain in good academic standing or other reasons relevant to the student’s performance.

Position Description:

Duties of student representatives will include the following:
   • Work with class officers to assign “big sibs” to incoming MD/MPH students.
   • Serve as official liaison from the MD/MPH program to the School of Medicine Class Officers.
   • Attend MD/MPH Coordinating Committee meetings (as scheduling permits).
   • Facilitate students’ communication with program staff and faculty.
   • Assist in planning and scheduling MD/MPH activities.
   • Volunteer or recruit other MD/MPH students to assist at various official meetings and events.
   • Assume other duties as appropriate and as the student’s time permits.
UTSPH Dual Degree Application

The dual degree application process will change for the 2012-2013 academic year. The application deadline is March 1st. Effective November 1, 2011, MD/MPH applicants will utilize the online application for the Schools of Public Health Application Service (SOPHAS).

Checklist

☐ Contact the UTSOMSA MD/MPH Program Coordinator: Tatjana Walker at mdmph@uthscsa.edu or 210-567-7463 to let her know you plan to apply.

☐ Notify the SARC MD/MPH Program Coordinator: Jacqueline (Jac) Peery at: sanantonioregionalcampus@uth.tmc.edu to receive an update about the new application instructions.

☐ Required supporting documents include: original transcripts, 2 letters of recommendation, and an application fee.

Notification of Summer Admissions Decisions

The timeline between receipt of the letter of acceptance to the MD/MPH program and registration for summer classes may be very short. Students who have not registered in time for the summer session (begins mid-May) may not be able to complete their SPH coursework prior to graduating from the School of Medicine. Therefore, it is important to send all of the required materials (see registration checklist) to UTSPH as soon as possible. It is important that the applicant’s correct email addresses are provided as well as home and cell phone numbers.

MPH Registration and New Student Information

When you enroll at the UT School of Public Health, be sure to complete all of the forms in the New Student Checklist below and return them to the appropriate offices. Specific instructions for each item are listed following the checklist.

For questions, please visit the Newly Admitted Students page of the UPSPH website or contact one of the following:

Jacqueline Peery
210-562-5535
Jacqueline.D.Peery@uth.tmc.edu

UTSPH Office of Student Affairs
713-500-9032
saffairs@uth.tmc.edu

UT Health Science Center at Houston
Office of the Registrar
Tel: 713-500-3361
Fax: 713-500-3356
Note: The Newly Admitted Students webpage will contain some general information that DOES NOT apply to the MD/MPH student.

New Student Checklist: see instruction for each item under the checklist
- Complete and Submit Response Form and email SPH MD/MPH Coordinator
- Criminal Background Check
- International student check-in (only applies to students on Visa)
- Immunization Form
- Residency Status Form (you are automatically considered a non-resident until you submit form)
- Verification of health insurance status (you are automatically billed for insurance unless you submit form)
- Register for classes
- Pay tuition and fees (UTLINK)
- Activate UTSPH email address
- Access classes on Blackboard

Response Form
The UTSPH response form lets UTSPH know whether or not you wish to enroll in the School of Public Health for the MD/MPH program. This is separate from and unrelated to your School of Medicine application and acceptance. The response form is included along with the letter of admissions and verifies that the student will enroll in the school. Submit the response form to ensure your place in the degree program. Be sure to indicate when you intend to begin your MPH program coursework, so that you can receive updated information from the San Antonio Regional Campus.

Criminal Background Check
UTSPH requires that a criminal background screening process be completed by all new students admitted to a degree program prior to enrollment for their first term of study. The SOM and SPH have agreed that students will complete only one successful background check for enrollment into the MD/MPH dual degree program. Accordingly, students should submit only one application and payment for the background check to the commercial company identified by the SOM. The information provided by the students on this background check is protected by privacy rights, but students are hereby informed that information will be reviewed by each institution and may be shared between institutions as necessary. If a student unnecessarily applies for a background check at both universities, no refund will be made unless there is an error on the part of the University.

Immunization Form
Immunization records must be on file in the registrar’s office at both schools prior to matriculation. All students must complete the UT-Houston Medical School Health Service Immunization Form prior to MPH registration and fax it to UT Health Student Services at (713) 500-0605. You will also have to complete the immunization record for the MD program (different form – the UT Health Science Center San Antonio Student Immunization Record), so completing both forms at the same time will reduce your trips to the doctor’s office. Note: Immunization requirements for the two schools may differ.

MPH form (Houston): http://registrar.uth.tmc.edu/Services/Student_Forms.html#immunization
MD form (San Antonio): http://studentservices.uthscsa.edu/pdf/ImmunizationRecord.pdf
Residency Status Form

All students must complete the residency questionnaire prior to registration and fax it to UTHSCH Registrar at (713) 500-3356. Residency status at UTSOMSA and UTSPH must be the same. Note: Going to school in the state of Texas for one year does not change residency status. You must show intent to live here, i.e. buy a house, etc.

Students may waive the out-of-state tuition if they have a qualifying scholarship. This waiver is only good for one year at which time they must present another letter from UTHSCSA showing they received the scholarship again. To obtain this letter, email Dr. Robert Estrel and cc his assistant, Rochelle Aguilar.

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ESTERL@UTHSCSA.EDU

Rochelle Aguilar, Academic Coordinator
Aguilarr3@uthscsa.edu

Verification of Health Insurance Status

Health insurance is required of all Health Science Center students. The Board of Regents has authorized the assessment of a health insurance fee for each semester to each student who cannot provide evidence of continuing coverage under another approved plan. The waiver form may be obtained from the Registrar’s Office, Auxiliary Enterprises, or by clicking on this link: Health Insurance Waiver form. You can obtain details on the insurance plan in the Auxiliary Enterprises office. Their phone number is 713-500-8400.

PLEASE NOTE: The form must be submitted no later than the 12th class day of the Spring and Fall term, and the 4th class day of the Summer term. If you do not take action by the deadline, you MUST pay the insurance assessed to you. For more information on student insurance see the Auxiliary Enterprises website.

After enrolling in UTSOMSA, students will have health insurance through the medical school and will not need insurance through UTSPH. Students enrolled for SPH classes in the spring of MS1 will not need to provide the insurance confirmation form for the summer classes. However, students will still need to complete the insurance confirmation form for other semesters.
Register for Classes

- Plan to register as early as possible – courses fill up quickly and this will allow you time to address any holds on registration that you may have. Do NOT wait until the last day to register!
- View academic calendar and registration schedule: UTLINK Calendar Information and UTLINK Registration Schedule
- For course selection, go to Office of the Registrar Course Search. Under “Course Search” choose School of Public Health, choose the correct term (fall, spring, summer), and choose the “All Courses-San Antonio Regional Campus.”
- Classes with a "Y" before the call number require faculty approval for registration. Students registering for a class that requires approval must contact the primary instructor of the class and obtain an approval code.
- View course descriptions for detailed information about course content.
- To register, students must use the UTLINK website. For step-by-step registration instructions: UTLINK Registration Instructions

Note: If the Add/Drop option is not under the “courses” tab in UTLINK, there may be a hold on the account. Check with Jacqueline Peery to find out if you have holds on your account.

Pay Tuition and Fees

MPH tuition varies with the number of hours taken in each semester. As stated in the agreement, some fees are waived (recreation, shuttle fee, health, counseling and government) after the student matriculates into both degree programs. However, it should be noted that no fees are waived for students taking courses at UTSPH prior to matriculation to the School of Medicine. Note: There is an alternative instruction delivery fee associated with each credit hour for online courses.

For the tuition and fees schedule for UTSPH, please see: Tuition and Fee Information.

Note: Tuition and fees may be paid online by credit card at UT-Link OR by check at the Bursar’s office (UCT 2240, UT Houston HSC, PO Box 20036, Houston, TX 77225).

Note: Payment must reach the Bursar’s Office before deadline. Registration will be cancelled for all students who have not paid by the 12th day of class. For fee payment deadlines and installment payment plans, see: Fee Payment.

Activate UTSPH Email Address

Although UTSOMSA will provide an email account, you will also receive a UTSPH email account and will be responsible for maintaining both. Email addresses at UTSPH consist of first name, middle initial, followed by the last name, e.g., Julie Elizabeth Doe – julie.e.doe@uth.tmc.edu.

After a student pays tuition, 48 hours is needed to set up the UTSPH username and password. Call the Houston IT help desk at 713-500-4848 to ask for your username and password. For assistance with problems, contact Mark Ahles at Mark.A.Ahles@uth.tmc.edu or the Houston IT Help Desk.
Accessing Classes on Blackboard

After registration for an online class and after an email UTSPH address has been obtained, students can access course information via Blackboard (BB) within 24-48 hours. In order for the student to see the classes in BB, the instructor has to make the class “viewable.” Students shouldn’t worry about not seeing a class in BB until the first official day of class. Further, instructors don’t normally make their classes available until the 1st day of class. If you have any questions, contact the professor to see if your name is showing on the BB roster for that course.

Blackboard login at Welcome to the UTHSC-H Blackboard requires a UTSPH email username and password. Students should explore this website and become familiar with its links before the class begins.

UTSPH New Student Orientation

Because many MD/MPH students are not in San Antonio prior to the start of summer coursework, a special New Student SPH Orientation is held for students matriculating in the summer semester. The mandatory orientation is presented by UTSPH MD/MPH faculty and program coordinators in collaboration with the Director of the Office of Student Affairs and is generally held the Friday before the medical school orientation.

MS1 or MS2 students who enroll in the SPH after starting medical school are required to attend one of the regularly scheduled UTSPH orientations before registering for classes.

The Big Sib/ Lil Sib program

The Big Sib/Lil Sib program is designed to help all incoming MS1s with their transition into medical school at UTHSCSA. Students enrolled in the MD/MPH face unique challenges, so every new incoming MD/MPH student is paired with current MD/MPH students to ease the transition into this exciting endeavor. The goal of this program is to establish a friendship and mentoring relationship between the new MS1s and the MS2s who are just finishing the first year of medical school and can offer insight and advice regarding academics and student life.