

Frequently Asked Questions (FAQ)



Research in the SPH library.

Information for new students

1. HOW DO I CONTACT MY ADVISOR?

The name and telephone number of your advisor was included in your acceptance letter. Contact information for all faculty may also be found by going to [SPH Homepage >> Faculty & Staff](#). We encourage you to contact your advisor before the orientation/registration period to set-up an appointment to discuss course selection. You can also [review the Degree Planner Form](#) for your degree and major.

2. 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 web; go to SPH homepage « Academics »Course Information & Catalogs or <https://sph.uth.edu/academics/course-information/>

3. HOW DO I SELECT COURSES?

Your faculty advisor will help you select courses for your first semester. Ask your advisor about the courses suggested for the division as well as core courses for other disciplines. Consider your interests and capabilities and select your courses accordingly. You will also be assisted with course selection during orientation by a staff advisor.

4. HOW DO I REGISTER?

Course registration is completed using myUTH at <https://my.uth.tmc.edu> For a step by step guide, please see: [Class Registration - Step by Step "How To"](#) found in the Orientation tab on our website

5. WHAT ARE THE DEADLINES FOR REGISTRATION AND ADDS/DROPS OF COURSES?

Deadlines for registration, payments, and last dates for adds/drops are found by going to the [Academic Calendar](#) . You can add or drop courses by going online through myUTH services <https://my.uth.tmc.edu>

6. 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 from www.sph.uth.tmc.edu/email.

7. WHERE IS THE STUDENT AFFAIRS OFFICE?

The Student Affairs Office is located on the second floor of the SPH building (also known as the Reuel A. Stallones building or RAS) on the east side. The telephone number is 713-500-9032.

8. WHERE IS THE INTERNATIONAL AFFAIRS OFFICE?

The International Affairs Office is located in Suite 130 on the first floor of the University Center Tower building, 7000 Fannin Street. The telephone number is (713) 500-3176.

9. WHERE IS THE COMPUTER LAB?

The old computer lab that was located in the basement of the SPH on the east side was recently renovated into large training classrooms and is no longer to be used as a student lab. Workshops and classes will still be available in the training rooms in the basement each semester. Computers for student use can be found in the pump handle and in the library.

10. WHERE IS THE SPH LIBRARY?

The school library is on first floor of SPH on the east side. The library website is <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 by phone at 713-500-9131.

11. HOW DO I CONTACT STAFF/FACULTY?

Contact information for faculty and staff can be found at <http://peopledirectory.uth.tmc.edu/peopledirectory/index.jsp>

12. HOW CAN I FIND A LIST OF HELPFUL PHONE NUMBERS?

Auxiliary Enterprises.....	713-500-8400
Bookstore.....	713-500-5860
UT Shuttle services.....	713-500-3405
UT Health Services.....	713-500-3267
University Housing.....	713-500-8444
University Travel.....	713-500-5875
International Affairs.....	713-500-3176
UT Police (Emergency).....	713-500-4357
(Non-Emergency).....	713-792-2829

Registrar.....	713-500-3333
Student Counseling.....	713-500-3113
Student Financial Aid.....	713-500-3860
Bursar's Office.....	713-500-3088

The UT-Houston Health Science Center Telephone Directory is available at:
<http://peopledirectory.uth.tmc.edu/peopledirectory/index.jsp>.

13. HOW CAN I FIND INFORMATION ABOUT STUDENT SHUTTLES AND OTHER BUS SERVICES AVAILABLE?

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

The Texas Medical Center also provides free METRO shuttle service between most buildings in the Medical Center. Information about the TMC Metro shuttle can be found at http://www.ridemetro.org/SchedulesMaps/Pdfs/tmc_shuttles.pdf.

For more information about the TMC METRO Shuttle, call (713) 739-3767 or (713) 635-4000.

METRO, the Metropolitan Transit Authority of Harris County, provides bus service and a growing light rail system to Houstonians. Check their website at <http://www.hou-metro.harris.tx.us> for route, schedule, and fare information if you plan to use METRO for transportation to and from school.

14. HOW CAN I FIND INFORMATION ABOUT PARKING IN THE MEDICAL CENTER?

Parking is available in front of the SPH building; the first fifteen minutes is free. Visitor parking is also available in the South Extension Lot - also known as the "Brown Lot". The South Extension Lot is on William C. Harvin Blvd. between S. Braeswood and Old Spanish Trail. The lot is a short walk from SPH.

Contract parking is available from TMC. You can obtain an application from TMC contract parking office at 1151 W. Holcombe Blvd. (northwest corner of Holcombe and Bertner, street level). Hours: M-F 8 am - 5 pm, Sat-Sun 10 am - 2 pm. TMC Parking Customer Relations: 713-791-6161, M-F 7am -11 pm.

15. HOW CAN I FIND OUT ABOUT THE RESEARCH INTERESTS OF FACULTY MEMBERS?

For MPACH faculty, check the Faculty listings at <https://sph.uth.tmc.edu/faculty/?division=MPCH> and click on a faculty member's name; you will be redirected to their profile.

16. HOW DO I SEARCH FOR AN INTERNSHIP OR PRACTICUM?

All MPH and DrPH students are required to complete a practicum or internship as part of the requirements for the degree. You can find internship opportunities at <http://www.sph.uth.tmc.edu/practicum/>.

- 17. HOW LONG DOES IT USUALLY TAKE TO COMPLETE A DEGREE? MPH? MS? DrPH? PhD?**
Typically, full time students complete the MPH program within 2-3 years. Students typically will complete the MS program in approximately 2 years of full-time study. Students will complete the DrPH or PhD program in 3-5 years. The time required varies, depending on individual goals, course load, and progress on their thesis, outside activities and responsibilities, and other factors. A student should always work with their advisor to accomplish their specific goals.
- 18. WHERE CAN I FIND INFORMATION ABOUT ACADEMIC SCHOLARSHIPS?**
Scholarships are available for students. For details, please visit <http://www.sph.uth.tmc.edu/current-students/financial-assistance/>