Doctor of Public Health Handbook
Policies and Procedures

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Gene Migliaccio, DrPH
DrPH Program Director
geno@gwu.edu

Jen Skillicorn, DrPH
DrPH Associate Program Director
skilli_j@gwu.edu

950 New Hampshire Avenue, NW
Washington, DC 20052
202-994-8662
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Overview

The Doctor of Public Health (DrPH) Student Handbook serves as a resource for all DrPH students in The Milken Institute School of Public Health (GWSPH). It includes information on the policies and procedures for navigating through the DrPH program.

The DrPH Student Handbook is supplementary to the GWSPH Graduate Student Handbook. While this DrPH Handbook and the GWSPH Graduate Student Handbook are updated on an annual basis and the most recent versions can be found on the GWSPH Student services page, please note that the program of study you will follow and the policies that apply to your cohort outlined in this DrPH Handbook document, will not change without specific communication/notification.

DrPH Program Overview

The mission of the school-wide, interdisciplinary DrPH program is to educate public health thought leaders and practitioners ready to shape public health policy and practice discourse to lead organizational and societal change in the U.S. and worldwide.

This is an interdisciplinary, public health leadership training program that delivers practice-based curriculum and applied research to equip public health leaders with skills for the development, implementation, and evaluation of efficient public health programs and policies and resolve complex systematic problems.

The DrPH program training utilizes health policy and global health opportunities exclusive to Washington, D.C. to prepare our students for senior-level public health leadership roles in the U.S. and globally.

Focusing on leadership and practice, we provide some curriculum flexibility to meet the diverse needs of our students through rigorous coursework in global health; environmental & occupational health; health policy & management; prevention & community health; exercise & nutrition; biostatistics; and epidemiology.

GWSPH Administrative Offices

1. Student Affairs (OSA): The Office of Student Affairs is the first stop for students needing support, assistance, and advice on any GWSPH matters. The OSA handles the following areas:
   - Student Services and advisement on GWSPH Policies and Procedures
   - GWSPH Forms and Publications
   - GWSPH International Student Forms/Requirements
   - Registration for Restricted Courses
   - Course Evaluations
• Questions regarding GWSPH Special Events, i.e. Orientations, GWSPH Multicultural Celebrations, Public Health Week, Career Fair, Commencement, and School Celebration Ceremony
• Student Organization Classroom Reservations
• GWSPH Course Schedules, Course Caps, Rooms, etc.
• GWSPH Listserv Subscriptions and Questions
• Student Organizations

2. **Admissions:** The Office of Admissions handles enrollment into the residential graduate programs for the GWSPH. This office can assist students with the following:
   • Admissions and matriculation
   • International student questions and external funding information
   • General scholarship process and external funding information
   • New student clearance for registration
   • Petitioning for readmission or changing programs

3. **Financial Student Services:** The GWSPH Student Financial Services is committed to assisting students in creating a financial plan to achieve their educational goals and in resolving emergent issues that pertain to federal student aid, institutional resources such as scholarships and assistantships, and managing their student accounts. Staff within this office serve as a liaison between GWSPH and the [GW Office of Student Financial Assistance](#) and [student accounts](#) at GW. This office can assist students with the following:
   • Counseling on Federal Student Aid eligibility and the application process.
   • Management of institutionally funded grants and scholarships
   • Identifying and applying for Graduate Assistantship and Graduate Research Assistant positions.
   • Identification of external scholarship resources
   • Assistance in managing services through the primary Office of Student Financial Assistance and Student Accounts at GW.

4. **Career Services:** GWSPH Career Services provides the tools, resources, and recommendations needed to help students and alumni confidently navigate the career management lifecycle. Students may make a career counseling appointment on the [career counseling page](#) and may schedule a meeting by phone, in person or online. Career Services can assist students and alumni with the following:
   • Immediate and Long-Term Career Goal Setting
   • Resume; Cover Letter Revisions
   • Job Search and Networking Strategies
   • Mock Interviews; Interview Preparations
   • Offer and Salary Negotiations
5. **Student Records:** The primary role of the GWSPH Office of Student Records is to provide all students and Faculty with administrative support related to their academic record. Student Records can assist with the following:

- Registering for restricted courses with a Registration Transaction Form
- Filing a Petition
- Graduation Clearance
- CITI Documentation
- Submission of documentation for Professional Enhancement Activities
- Half-time/Full-time Certification Requests
- Academic Integrity Quiz verification
- Assistance with locating academic advising
- DegreeMap

<table>
<thead>
<tr>
<th>Office Name</th>
<th>Location</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>GWSPH Student Affairs</td>
<td>950 New Hampshire Ave, 2nd Floor</td>
<td><a href="mailto:gwsphosa@gwu.edu">gwsphosa@gwu.edu</a> (202) 994-7400</td>
</tr>
<tr>
<td></td>
<td>Washington, DC 20052</td>
<td></td>
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<tr>
<td>GWSPH Admissions</td>
<td>950 New Hampshire Ave, 2nd Floor</td>
<td><a href="mailto:gwsphadmit@gwu.edu">gwsphadmit@gwu.edu</a> (202) 994-2160</td>
</tr>
<tr>
<td></td>
<td>Washington, DC 20052</td>
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<tr>
<td>GWSPH Student Financial Services</td>
<td>950 New Hampshire Ave, 2nd Floor</td>
<td><a href="mailto:gwsphfinaid@gwu.edu">gwsphfinaid@gwu.edu</a> (202) 994-3601</td>
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<tr>
<td></td>
<td>Washington, DC 20052</td>
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<tr>
<td>GWSPH Career Services</td>
<td>950 New Hampshire Ave, 2nd Floor</td>
<td><a href="mailto:gwsphcareer@gwu.edu">gwsphcareer@gwu.edu</a> (202) 994-3601</td>
</tr>
<tr>
<td></td>
<td>Washington, DC 20052</td>
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<tr>
<td>GWSPH Student Records</td>
<td>950 New Hampshire Ave, 2nd Floor</td>
<td><a href="mailto:gwsphrecords@gwu.edu">gwsphrecords@gwu.edu</a> (202) 994-0822</td>
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<td>Washington, DC 20052</td>
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6. **GWSPH Leadership**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lynn R. Goldman, MD, MS, MPH</td>
<td>Michael and Lori Milken Dean of Public Health</td>
<td><a href="mailto:goldmanl@gwu.edu">goldmanl@gwu.edu</a> (202) 994-5179</td>
</tr>
<tr>
<td>Heather Renault</td>
<td>Assistant Dean for Student Services</td>
<td><a href="mailto:hrenault@gwu.edu">hrenault@gwu.edu</a> (202) 994-0554</td>
</tr>
<tr>
<td>Jane Hyatt Thorpe, JD</td>
<td>Senior Associate Dean for Academic, Student, &amp; Faculty Affairs</td>
<td><a href="mailto:jthorpe@gwu.edu">jthorpe@gwu.edu</a> (202) 994-4183</td>
</tr>
<tr>
<td>Gene Migliaccio, DrPH</td>
<td>Associate Dean for Applied Public Health &amp; Director DrPH Program</td>
<td><a href="mailto:geno@gwu.edu">geno@gwu.edu</a> (202) 994-9412</td>
</tr>
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</table>
Program Requirements

In this 48-credit doctoral program, students will take

- 32 credits of required foundational coursework
- an additional 6 credits in choice methods courses
- a minimum of 6 credits of electives
- 2 credits of proposal development
- the additional 2 credits can be accounted for with the applied dissertation project or 2 additional elective credits can be applied

Competencies

Doctoral study is a multifaceted and complex challenge that begins with thoughtful planning and deliberate execution with the guidance of faculty members. The experience culminates with the awarding of the DrPH degree to candidates who successfully complete these requirements as outlined in this document. Progression through the DrPH degree requires commitment, persistence, and strong communication between the student and the Dissertation Committee Chair and Committee members.

Upon completion of the DrPH degree, students will demonstrate ability in the following core competencies:

Data & Analysis

1. Explain qualitative, quantitative, mixed methods and policy analysis research and evaluation methods to address health issues at multiple (individual, group, organization, community and population) levels
2. Design a qualitative, quantitative, mixed methods, policy analysis or evaluation project to address a public health issue
3. Explain the use and limitations of surveillance systems and national surveys in assessing, monitoring and evaluating policies and programs and to address a population’s health

Leadership, Management & Governance

4. Propose strategies for health improvement and elimination of health inequities by organizing stakeholders, including researchers, practitioners, community leaders and other partners
5. Communicate public health science to diverse stakeholders, including individuals at all levels of health literacy, for purposes of influencing behavior and policies
6. Integrate knowledge, approaches, methods, values and potential contributions from multiple professions and systems in addressing public health problems
7. Create a strategic plan
8. Facilitate shared decision making through negotiation and consensus-building methods
9. Create organizational change strategies
10. Propose strategies to promote inclusion and equity within public health programs, policies and systems
11. Assess one’s own strengths and weaknesses in leadership capacities, including cultural proficiency
12. Propose human, fiscal and other resources to achieve a strategic goal
13. Cultivate new resources and revenue streams to achieve a strategic goal

Policy & Programs
14. Design a system-level intervention to address a public health issue
15. Integrate knowledge of cultural values and practices in the design of public health policies and programs
16. Integrate scientific information, legal and regulatory approaches, ethical frameworks and varied stakeholder interests in policy development and analysis
17. Propose interprofessional team approaches to improving public health

Education & Workforce Development
18. Assess an audience’s knowledge and learning needs
19. Deliver training or educational experiences that promote learning in academic, organizational or community settings
20. Use best practice modalities in pedagogical practices

Registration Procedures

Upon matriculation, it is necessary to remain an active student in the DrPH program.

- DrPH students must register every fall and spring semester until successful completion of all DrPH program requirements, including defense, final approval, and submission of the dissertation. Students who do not register during each fall and spring term will be considered out of status and may not register for the following semester without first petitioning for readmission.

- DrPH students must register for specified core class(es) during summer one and summer two. Students may register for additional classes during the summer session as well. In subsequent summer semesters, students may opt to register for one or more summer classes, but it is not required.

- Students scheduled to defend their dissertation or dissertation proposal during the summer term must be registered in the summer session.

- When not enrolled in summer classes, or not scheduling the dissertation or dissertation proposal defense during the summer term (i.e. summer three and beyond), students are not required to register for any classes during the summer session.
Following the completion of required coursework, students must continue to register each fall and spring semester to maintain their active status until all program requirements are met and the student graduates. This can be met through course enrollment, dissertation credits, continuous enrollment (if eligible), or continuing research. International students and students receiving federal financial aid are responsible to ensure they maintain the necessary enrollment requirements to avoid administrative problems, which may include exclusion. Students are strongly encouraged to plan their sequencing and credit allocation well in advance.

The type of registration depends on the student’s progress in the program:

- **Applied Dissertation:** Only DrPH students who have successfully defended the dissertation proposal may register for PUBH 8703-Applied Dissertation. Students may register for one or two applied dissertation credit(s) (PUBH 8703) in a term. The DrPH curriculum allows students to choose to take extra elective coursework and count Applied Dissertation as 0 credits, or count up to 2 credits for Applied Dissertation.

- **Continuous Enrollment:** If all other program requirements have been met, and the program director approves, students may be eligible to register for continuous enrollment (UNIV 0982 - which may present with a nominal fee to the university) in the term in which the dissertation will be defended.

- **Continuing Research:** DrPH students who have met the coursework requirements but have not yet successfully defended their dissertation proposal, must register for one credit of Continuing Research (PUBH 0940), which requires a tuition payment of one full credit hour to maintain active status in a fall or spring term. Continuing Research credits cannot be used to satisfy any of the credit requirements for the DrPH.

Students have the option of taking a Leave of Absence for up to 2 semesters while enrolled in the DrPH program. Students must apply for a Leave of Absence by completing a petition during the Fall or Spring registration period; the petition must be approved by the student’s advisor and the DrPH Program Director. Each Leave of Absence for a given semester must be separately approved and can be taken sequentially or at different times while in the program. Students must officially register for Leave of Absence to stay in status. The University charges a nominal registration fee to remain enrolled during a Leave of Absence.

Students are responsible for completing and submitting all required registration materials and are advised to periodically review their registration actions (via DegreeMap) to make certain they are accurate and current. Students should always retain copies of all registration transactions submitted to the University or the GWSPH.
**Professional Enhancement Activities**

All GWSPH students are *required* to participate in a minimum of eight hours of professional enhancement activities during their program. Professional enhancement activities supplement the academic curriculum and help prepare students to participate actively in the professional community. Students can fulfill this requirement by attending workshops, seminars, or other relevant professional meetings, which are often held at the GWSPH and in the metropolitan Washington, DC area. The Professional Enhancement form is available at [http://publichealth.gwu.edu/academics/forms](http://publichealth.gwu.edu/academics/forms). **Students must** submit the required documentation upon fulfilling this requirement.

**Timeline for Completion of the Program**

DrPH students must complete all requirements of the degree program within a maximum of seven years. Students are expected to be actively engaged in their course of study throughout their time in the DrPH program. It is expected that most, if not all, students will successfully fulfill all requirements of the DrPH program in 3-5 years.

The program is designed to enable full-time students to complete all requirements and graduate within three years (8-9 terms). Part-time students are expected to complete the program in 3.5–5 years. These part-time students are expected to take a minimum of 2 courses each fall and spring semester and one course each summer for the first two years and to complete the remaining coursework in their third and fourth year.

Students must fulfill all requirements of the DrPH degree in accordance with the Program of Study (Appendix A). And, the Sequencing Guide (Appendix B), provides an outline of the expected progress through the program.

The official DrPH Program of Study and the accompanying Sequencing Guide are also found on the DrPH program page on the School website available here: [https://publichealth.gwu.edu/content/doctor-public-health-drph](https://publichealth.gwu.edu/content/doctor-public-health-drph).
DrPH Phases

Phases of the Doctor of Public Health (DrPH) Program

The DrPH Degree is divided into two phases: pre-candidacy and candidacy. Upon satisfactory completion of the requirements associated with pre-candidacy, including successfully completing the comprehensive exam, the student moves to the candidacy phase.

**PRE-CANDIDACY PHASE:**

1. DrPH Program Support

Throughout the program, students will receive support from their academic advisor, dissertation chair and committee, and the DrPH program office. Academic advisors will work with students to explore the student’s interests, goals and practice experiences. (See Role of Advisor on page 17.) A timeline for completion of coursework will be planned and agreed upon. The advisor will determine how to best help new students to anticipate/prepare a plan for fulfilling the DAPEx and Applied Dissertation requirements to help set them on the right course. Ultimately, students are responsible for their own course of action, however advisors will be supportive and assist in any ways they can. The DrPH program office provides a single point of contact for all administrative and academic matters pertaining to the DrPH journey.
2. Course of Study

DrPH students must register for classes according to the procedures received from the Office of Admissions and Registrar. DrPH students are expected to enroll in coursework each Fall, Spring, and Summer term until coursework has been completed and must maintain a 3.0 GPA to remain in good standing.

Courses are outlined below, shown for full time study, to be completed in 3 years. Some students may follow a part-time path. When planning, it is important to know that all DrPH required courses are offered one time per year. Choice methods and electives may also typically be offered one time per year. Please see the Program of Study (Appendix A) for more comprehensive information.

**DrPH Full-Time Plan of Study Outline Year-by-Year**

**Year 1**

<table>
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<tr>
<th>FALL YEAR 1</th>
<th>SPRING YEAR 1</th>
<th>SUMMER YEAR 1</th>
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<tbody>
<tr>
<td>PUBH 8700 (3 credits)</td>
<td>PUBH 8710 (3 credits)</td>
<td>PUBH 8714 (3 credits)</td>
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<tr>
<td><em>Interdisciplinary Seminar</em></td>
<td><em>PH Practice &amp; Social Entrepreneurship</em></td>
<td><em>PH &amp; Societal Leadership</em></td>
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<td>PUBH 8706 (3 credits)</td>
<td>PUBH 8712 (3 credits)</td>
<td>PUBH 8716 (2 credits)</td>
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<td><em>Foundations of PH Leadership</em></td>
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<td><em>Pedagogical Methods &amp; Practice</em></td>
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<td>PUBH 8708 (3 credits)</td>
<td><em>Choice Methods course</em> (3 credits)</td>
<td>PUBH 8701 (0 credits)</td>
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<td><em>Applied PH Methods</em></td>
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<td><em>DAPEX</em></td>
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<tr>
<td></td>
<td><em>Work on DAPEX</em></td>
<td><em>Complete DAPEX</em></td>
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Year 2

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<tr>
<td>PUBH 8718 (3 credits)</td>
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<td>PH Communications &amp; Marketing</td>
<td>Social Change &amp; Collective Impact</td>
<td>Organizational Leadership &amp; Change Mgt</td>
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<td>PUBH 8722 (3 credits)</td>
<td>PUBH 8702 (2 credits)</td>
<td>Comprehensive Exam</td>
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<td>PH Policy Analysis</td>
<td>Proposal Development</td>
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<tr>
<td>Choice Methods/Electives courses (3 credits)</td>
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Year 3

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<tr>
<td>Choice Methods/Electives courses (3-5 credits)</td>
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<td>PUBH 8703 (0-2 credits)</td>
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<td><strong>TOTAL CREDITS = 3-5</strong></td>
<td><strong>TOTAL CREDITS = 0-2</strong></td>
<td><strong>TOTAL CREDITS = 0-2</strong></td>
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The sequencing guide as found in Appendix B will help students navigate their path of study and timeline, showing possible pathways for full time (also shown above) and part time courses of study. Updates to this sequencing guide may be made and will be provided to students.

**DrPH Applied Practice Experience (DAPEx)**

The DrPH Applied Practice Experience (DAPEx) is a requirement of the Doctor of Public Health Program. The goal of the DAPEx is to advance the development of higher-level applied competencies and critical thinking relevant to student’s area(s) of specialization. The DAPEx is an opportunity to apply principles of leadership and management and public health theories and methodologies learned through the program coursework to real-life
situations. This will demonstrate mastery of evidence-based public health decision-making and strong leadership skills in practice, integration of multiple disciplines and ability to translate empirical knowledge into effective public health practice.

The DAPEx may be done in conjunction with the applied dissertation in which the knowledge gained through both experiences are integrated to produce a final product. Students planning to combine their DAPEx and applied dissertation must have their proposals **pre-approved** by both their academic advisor and DrPH Program Director or Associate Director.

Our DrPH program offers a hybrid of flexible opportunities to accommodate the DAPEx requirement. Students may begin a DAPEx project upon completion of the first three required foundational courses typically taken Fall 1 semester (PUBH 8700, 8706, and 8708). While students are expected to complete the DAPEx by the end of the first summer of the academic program, part-time students are able to complete it over an extended period of time. All students are strongly encouraged to complete their DAPEx prior to taking the comprehensive exam. Students may extend the DAPEx longer with the concurrence of the academic advisor.

The DAPEx does not have a requirement for minimum number of hours engaging with the DAPEx site. Rather, the practice plan drives the number of hours spent by the student in order to meet the agreed upon goals, deliverables, and competencies. To do so, it is generally estimated that the typical DrPH student may spend 160-240 hours on DAPEx projects.

To learn more about the DAPEx, please contact your Academic Advisor. Your advisor will share with you the current version of the DAPEx syllabus.

### 3. Comprehensive Examination

The comprehensive exam assesses the knowledge of general public health concepts and attainment of the skills outlined in the DrPH competencies. The exam challenges students to synthesize theory, concepts, research, and practice. Students become eligible to sit for the comprehensive exam after all required coursework, (preferably including the 6 credits of methods coursework, but not required), has been completed. Upon successful
completion of the exam, students officially enter the doctoral candidacy phase of the program. The exam may be repeated, up to one time, upon approval.

The timeline for each student to take the comprehensive exam will be determined in consultation with the Academic Advisor. The GWSPH will administer the comprehensive exam up to two times per year, in mid-summer and mid-December (dates to be determined).

Once students pass the comprehensive exam, they are officially admitted into the candidacy phase. Students who do not complete or fully pass the comprehensive exam will be offered the opportunity to retake the exam one additional time. Additional coursework may be recommended. The second exam must be taken within one year of the initial exam. Failure to complete or pass the comprehensive exam will be grounds for withdrawal from the DrPH program.

CANDIDACY PHASE:

The objective of the applied dissertation is to demonstrate that the candidate has synthesized the knowledge gained during the pre-candidacy phase and is able to apply this knowledge to the resolution of a concrete and substantial applied public health issue/opportunity/problem. The applied dissertation is a problem-based or issue-based inquiry that will involve applied research on a selected public health policy and practice issue as manifested in an actual community, public or private health care institution, organization, or delivery system. The applied dissertation should result in the identification or assessment of feasible solutions or recommendations to the selected problem or issue, appropriate to the context in which they occur.


Please note in terms of the trajectory of the program that students may begin working on their applied dissertation proposal prior to taking the comprehensive exam, however, they may not defend their proposal until after they have successfully passed this exam.

Students are encouraged to begin thinking about and exploring topics and methods for their applied dissertation at the beginning of the program. They should work closely with
their academic advisors and DrPH program leadership as they progress through their course of study. PUBH 8702, the Proposal Development course helps students dive into their proposal development with active instructional guidance and support. Prior to registering for PUBH 8702, students will be asked to:

- Identify a dissertation topic;
- Propose a chair for the Dissertation Committee;
- Develop a 2-page project proposal including strategy of approach – objectives, milestones, scope, and anticipated public health impact

A draft of the applied dissertation proposal is developed during PUBH 8702 and students prepare to defend this proposal orally to their Committee. The applied dissertation proposal should provide a clear, concise, and thorough plan of the proposed project/research. While enrolled in PUBH 8702, students will identify and confirm their Dissertation Committee members and submit the Dissertation Committee Approval Form to drphadmin@gwu.edu. The Dissertation Committee Approval Form can be accessed at: http://publichealth.gwu.edu/services/students.

2. Applied Dissertation

Once the proposal has been successfully defended, students will enroll in PUBH 8703-Applied Dissertation. Candidates may use up to 2 credits toward their dissertation within the 48-credit program. Alternatively, they may enroll in PUBH 8703 for 0-dissertation credits and take an additional 2 elective credits, however enrollment in PUBH 8703 (0 credits) is still required. (Note, international students must plan for their dissertation phase carefully as credit bearing enrollment may be required to maintain their visas.) Once all coursework and dissertation credit requirements are met, students may be eligible to register for Continuous Enrollment, (nominal fee/semester). (See Registration section on page 7.)
3. Dissertation Defense

Students enroll in PUBH 8703 Applied Dissertation only upon successful defense of their dissertation proposal. Students who are not eligible to enroll in PUBH 8703 must register for other course offerings or enroll in one credit of Continuing Research (PUBH 0940). (See Registration section on page 7.)

In order to schedule a defense, the members of the dissertation committee must agree that the candidate is ready to defend the dissertation. Candidates preparing for the official oral defense of their dissertation should be thinking ahead to the formatting requirements for the final document and the graduation clearance requirements for the GWSPH. The Dissertation Committee must be provided ample time to review the complete draft and the candidate time to respond to comments/make revisions, prior to scheduling the defense date. Committees often require some final revisions and will determine, together with the Candidate, the timeline and further review, if any, is necessary.

Disposition of the Dissertation

Upon successful defense of their dissertation, and time allotted to make any necessary revisions, all doctoral candidates are required to submit the FINAL dissertation (with all the approved changes) electronically to ProQuest/UMI in accordance with all requirements, including University deadlines. More information is available at: http://library.gwu.edu/etds/.

4. DrPH Degree Certification and Graduation

Requirements, policies, and procedures to apply for graduation are detailed in the University Bulletin and the GWSPH website.
Students must submit an Application for Graduation: [https://registrar.gwu.edu/online-graduation-application-instructions](https://registrar.gwu.edu/online-graduation-application-instructions)

The completed Application for Graduation is submitted to the GWSPH to the Office of Student Records ([gwsphrecords@gwu.edu](mailto:gwsphrecords@gwu.edu)).

- Deadlines for submission are noted on the Application for Graduation.
- Students planning to submit an Application for Graduation should review their DegreeMap record to ensure that all graduation requirements have been met. This includes confirming program requirements have been completed and all grades have been submitted.
- Once the Application for Graduation has been submitted, students will be contacted by GWSPH Student Records department with a checklist of items that need to be completed.

**Graduation Events**

Graduation ceremonies for GW students generally occur in May of each calendar year. Students completing degree requirements in August, January or May are invited to participate in the May graduation events which include the School Hooding Ceremony, the GWSPH Celebration, and the University Commencement (on the National Mall). Students who wish to participate in the May graduation events must notify the Office of Student Records, in accordance with their deadlines, to receive tickets/notifications of these events if you choose to participate.

**Role of the DrPH Academic Advisor**

The role of the DrPH Academic Advisor is pivotal to the student’s progression through the pre-candidacy phase. The DrPH Academic Advisor role supports the Milken Institute SPH’s commitment to student development by:

- Guiding the student in the timeline/pathway through the program of study that sequences courses, including the selection of choice methods and elective courses, and selection of professional leadership development work that enhances the dissertation research experience during the candidacy phase. The plan for methods, electives, and DAPEX site choices are based upon the student’s entry knowledge, skills, and experiences; his or her career objectives; and the expectations of the applicable field for scholarly professionals. Any variation from the established program of study requires the approval of the DrPH Academic Advisor, and possibly the DrPH Program Director.

- Mentoring the student in his or her development as a scholar and professional, including addressing interpersonal and presentation skills as necessary.
• Guiding the student to consider the focus of the applied dissertation, exploring various potential topics and questions, and weighing the feasibility, advantages, and disadvantages of each.

• Guiding the student’s development in the core competencies for doctoral students: knowledge of foundations, critical literature reviews, inquiry and research methods, clarity of written and oral thought, professional development, technological skills, and knowledge of the specialty area, if applicable.

• Setting clear expectations and guiding the student toward achieving a high level of quality in all written work.

• Guiding the student’s preparation for the comprehensive examination.

• Serving as a resource as the student selects a dissertation committee chair and committee members.

Note: The DrPH Academic Advisor advises students primarily during the first two years of the program. Students are encouraged to initiate meeting with a variety of faculty to deepen their academic experience and develop relationships with potential dissertation advisors. DrPH Academic Advisors may continue to work with the student through the applied dissertation project either in the role of committee chair or member; however, it is not presumed that the DrPH Academic Advisor will serve as an advisor for the student’s applied dissertation.

Role of the Dissertation Chair

The Dissertation Chair takes over as advisor when the student has identified their project idea and selects their Committee Chair. The initial role of a chairperson is to help students develop an outline for a focused, rigorous and manageable applied dissertation project that will meet the resource, data, and time constraints of the program. While the student is responsible for the formulation of the project, including specific aims, design, and approach, the chair is expected to provide constructive input and timely feedback to help the student develop his or her dissertation proposal. The selected Chair should have the expertise to guide the student through the candidacy phase. The Dissertation Chair will also advise and support the student/candidate in the selection of the other applied dissertation committee members.

The Dissertation Chair is expected to regularly review student progress and serve as a mentor, assuring that the project progresses in accordance with GWSPH guidelines and the DrPH program expectations.
DrPH Governance Structure

**Program Director**
To provide oversight, the DrPH Program Director works with a school-wide DrPH Committee to govern the operations of the program. The Director of the DrPH program is responsible for all administrative affairs of the Program, including administration of academic conduct, standards, requirements, and serves as the Chair of the DrPH committee. In addition, the Director is responsible for oversight and recommendations for admissions and fellowship support, matching advisors with students, approving DrPH dissertation committee chairs and members, advising dissertation committees on interpretation of policies and requirements, ruling on all petitions in accordance with SPH and Graduate School guidelines. The DrPH Program Director serves as the DrPH Committee Chair.

**Associate Program Director**
The Associate DrPH Program Director supports the Program Director in all functions as described above and addresses day-to-day administrative issues affecting students and advisors. In the absence of the DrPH Program Director, the DrPH Associate Program Director will serve as the Chair of DrPH Committee meetings.

**DrPH Governance Committee** (see Appendix C for Member Listing)
The DrPH Committee advises and provides decision-making on all aspects of the Program. The DrPH committee is comprised of the DrPH Program Director, the DrPH Associate Program Director, and Committee Members to include a representative from every department of the SPH, up to three student representatives (two students in pre-candidacy and one student in post-candidacy), and a practice-based adjunct faculty teaching in the Program.

The responsibilities of the committee members focus on advisement and decision-making in the areas of admissions; awarding of funding for students; curriculum; reviewing proposals for DrPH coursework; monitoring student progress and dismissals; doctoral applied practice experience (DAPEX); oversight of the comprehensive exam; applied dissertation oversight; and advising students within their area of expertise and/or matching students to faculty members. Sub-committees will be formed as necessary.

**Final Note:** Please note that University and School policies and procedures as outlined in the George Washington University Bulletin and the Milken Institute SPH website apply to DrPH students.
## Appendix A:

### DrPH Program of Study

<table>
<thead>
<tr>
<th>Course Distribution Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Credits = Minimum 48</td>
</tr>
<tr>
<td>Required Foundation Courses and Research Methods = 38 credits (29 credits foundational + 9 credits Methods (includes 6 credits Choice Methods)</td>
</tr>
<tr>
<td>Required Specialty Field Courses /Electives= 6-8 credits- mix and match/cross depts</td>
</tr>
<tr>
<td>Dissertation Preparation and Applied Dissertation = 2-4 credits</td>
</tr>
</tbody>
</table>

### REQUIRED FOUNDATIONAL & METHODS COURSES

32 CREDITS

*(INCLUDES 3 CREDIT METHODS COURSE)*

<table>
<thead>
<tr>
<th>Course #</th>
<th>Course Title</th>
<th>Credits</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBH 8700</td>
<td>DrPH Interdisciplinary Seminar</td>
<td>3 credits</td>
<td>Fall 1</td>
</tr>
<tr>
<td>PUBH 8706</td>
<td>Foundations of Public Health Leadership</td>
<td>3 credits</td>
<td>Fall 1</td>
</tr>
<tr>
<td>PUBH 8708</td>
<td>Applied Public Health Methods</td>
<td>3 credits</td>
<td>Fall 1</td>
</tr>
<tr>
<td>PUBH 8710</td>
<td>Public Health Practice and Social Entrepreneurship</td>
<td>3 credits</td>
<td>Spring 1</td>
</tr>
<tr>
<td>PUBH 8712</td>
<td>Public Health Program Planning, Implementation &amp; Evaluation</td>
<td>3 credits</td>
<td>Spring 1</td>
</tr>
<tr>
<td>PUBH 8714</td>
<td>Public Health &amp; Societal Leadership</td>
<td>3 credits</td>
<td>Summer 1</td>
</tr>
<tr>
<td>PUBH 8716</td>
<td>Pedagogical Methods &amp; Practice for Public Health Leaders &amp; Practitioners</td>
<td>2 credits</td>
<td>Summer 1</td>
</tr>
<tr>
<td>PUBH 8718</td>
<td>Public Health Communications and Marketing</td>
<td>3 credits</td>
<td>Fall 2</td>
</tr>
<tr>
<td>PUBH 8722</td>
<td>Public Health Policy Analysis</td>
<td>3 credits</td>
<td>Fall 2</td>
</tr>
<tr>
<td>PUBH 8720</td>
<td>Social Change and Collective Impact</td>
<td>3 credits</td>
<td>Spring 2</td>
</tr>
<tr>
<td>PUBH 8724</td>
<td>Organizational Leadership &amp; Change Management</td>
<td>3 credits</td>
<td>Summer 2</td>
</tr>
<tr>
<td>PUBH 6080</td>
<td>Pathways to Public Health*</td>
<td>0 credits</td>
<td>Year 1</td>
</tr>
</tbody>
</table>

### REQUIRED ADDITIONAL METHODS

Choice – See list of course options below the program of study chart^ (Recommend: 3 credits Spring 1; 3 credits Fall 2) 6 CREDITS MINIMUM

### SPECIALTY FIELD/ELECTIVES COURSES
CHOICE OF DEPARTMENT DOCTORAL SEMINARS (2-3 CREDITS EACH)  
AND/OR  
CHOICE OF GRADUATE ELECTIVE COURSEWORK  
(SPRING 1, FALL 2; SPRING 2, FALL 3)  
6-8+ CREDITS (MINIMUM 6 CREDITS)

COMPREHENSIVE EXAM  
UPON COMPLETION OF REQUIRED COURSEWORK (PREFERABLY INCLUDING 6 CREDITS OF METHODS BUT NOT REQUIRED) AND BEFORE CANDIDACY

### DAPEX AND APPLIED DISSERTATION  
2-4 CREDITS

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBH 8701</td>
<td>DrPH Applied Practice Experience (DAPEX)</td>
<td>0</td>
<td>Completed by Summer 1</td>
</tr>
<tr>
<td>PUBH 8702</td>
<td>Proposal Development</td>
<td>2</td>
<td>Spring 2</td>
</tr>
<tr>
<td>PUBH 8703</td>
<td>Applied Dissertation</td>
<td>0-2</td>
<td>Year 3</td>
</tr>
</tbody>
</table>

*Students may choose to take extra elective coursework and count Applied Dissertation as 0 credits, or count up to 2 credits for Applied Dissertation.*

**TOTAL PROGRAM**  
48 CREDITS

### SPH NON-ACADEMIC REQUIREMENTS

1. **PROFESSIONAL ENHANCEMENT EXPERIENCE(s)- (MINIMUM 8 HOURS)**
2. **CITI TRAINING**
3. **ACADEMIC INTEGRITY QUIZ**

*Students without a prior MPH or other public health degree from an accredited school of public health will be required to successfully pass the free, zero credit, online course (PUBH 6080) within one year of matriculation. There is no fee for this course. See information about Pathways to Public Health on the website in the Academic Advising section.*
Sample list- Recommended Methods Courses - Plan with Advisor
(Required: minimum 6 credits); Additional courses may be considered. Prerequisites apply; each student has the responsibility to coordinate.)

<table>
<thead>
<tr>
<th>Course #</th>
<th>Title</th>
<th>Credits</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBH 6144+8114</td>
<td>Environmental Health Data Development &amp; Modeling</td>
<td>2 + 1</td>
<td>Varies</td>
</tr>
<tr>
<td>PUBH 6242+8242</td>
<td>Clinical Epidemiology &amp; Public Health</td>
<td>2 + 1</td>
<td>Spring</td>
</tr>
<tr>
<td>PUBH 6247</td>
<td>Design of Health Studies</td>
<td>3</td>
<td>Fall, Spring</td>
</tr>
<tr>
<td>PUBH 6252</td>
<td>Advanced Epidemiologic Methods</td>
<td>3</td>
<td>Fall spring</td>
</tr>
<tr>
<td>PUBH 6851</td>
<td>Introduction to R for Public Health Research</td>
<td>1</td>
<td>Fall</td>
</tr>
<tr>
<td>PUBH 6852</td>
<td>Introduction to Python for Public Health Research</td>
<td>1</td>
<td>Fall</td>
</tr>
<tr>
<td>PUBH 6853</td>
<td>Use of Statistical Packages for Data Mgmt &amp; Data Analysis</td>
<td>3</td>
<td>Fall, Spring</td>
</tr>
<tr>
<td>PUBH 6854</td>
<td>Applied Computing in Health Data Science</td>
<td>3</td>
<td>Spring</td>
</tr>
<tr>
<td>PUBH 6856</td>
<td>Advanced SAS for Public Health Research</td>
<td>1</td>
<td>Summer</td>
</tr>
<tr>
<td>PUBH 6863</td>
<td>Applied Meta-Analysis</td>
<td>1</td>
<td>Fall</td>
</tr>
<tr>
<td>PUBH 6864</td>
<td>Applied Survival Analysis</td>
<td>3</td>
<td>Fall</td>
</tr>
<tr>
<td>PUBH 6866</td>
<td>Principles of Clinical Trials</td>
<td>3</td>
<td>Spring</td>
</tr>
<tr>
<td>PUBH 6868</td>
<td>Quantitative Methods</td>
<td>3</td>
<td>Spring</td>
</tr>
<tr>
<td>PUBH 6879</td>
<td>Propensity Score Methods for Causal Inference in Observational Studies</td>
<td>3</td>
<td>Spring</td>
</tr>
<tr>
<td>PUBH 6886</td>
<td>Statistical &amp; Machine Learning for Public Health Research</td>
<td>3</td>
<td>Spring</td>
</tr>
<tr>
<td>PUBH 6887</td>
<td>Applied Longitudinal Data Analysis</td>
<td>3</td>
<td>Spring</td>
</tr>
<tr>
<td>PUBH 8364</td>
<td>Quantitative Methods</td>
<td>2</td>
<td>Spring</td>
</tr>
<tr>
<td>PUBH 8416</td>
<td>Study Design &amp; Evaluation Methods</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>PUBH 8417</td>
<td>Qualitative Research Methods &amp; Analysis</td>
<td>3</td>
<td>Spring</td>
</tr>
<tr>
<td>PUBH 8418/8610</td>
<td>Applied Statistical Analysis/Stat Analysis in Health Policy</td>
<td>3</td>
<td>Fall/Spring</td>
</tr>
<tr>
<td>PUBH 8419</td>
<td>Measurement in PH &amp; Health Services Research</td>
<td>3</td>
<td>Spring (even # years only)</td>
</tr>
<tr>
<td>PUBH 8420</td>
<td>Advanced Analysis &amp; Dissemination</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>PUBH 8875</td>
<td>Linear models in Biostatistics</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>PUBH 8877</td>
<td>Generalized Linear Models in Biostatistics</td>
<td>3</td>
<td>Fall</td>
</tr>
<tr>
<td>EXNS 6204</td>
<td>Biostatistical Methods &amp; Research Design</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>EDUC 8122</td>
<td>Qualitative Research Methods</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>EDUC 8130</td>
<td>Survey Research Methods</td>
<td>3</td>
<td>Fall/Spring</td>
</tr>
<tr>
<td>EDUC 8131</td>
<td>Case Study Research Methods</td>
<td>3</td>
<td>Fall/Spring</td>
</tr>
<tr>
<td>EDUC 8140</td>
<td>Ethnographic Research Methods</td>
<td>3</td>
<td>Spring</td>
</tr>
<tr>
<td>EDUC 8142</td>
<td>Phenomenological Research Methods</td>
<td>3</td>
<td>Spring</td>
</tr>
<tr>
<td>EDUC 8171</td>
<td>Predictive Designs and Analysis</td>
<td>3</td>
<td>Fall or Spring</td>
</tr>
<tr>
<td>EDUC 8172</td>
<td>Multivariate Analysis</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>EDUC 8173</td>
<td>Structural Equation Modeling</td>
<td>3</td>
<td>Spring</td>
</tr>
<tr>
<td>PPPA 8022</td>
<td>Econometrics for Policy Research II</td>
<td>3</td>
<td>Spring</td>
</tr>
<tr>
<td>PSYC 8231</td>
<td>Development of Psychometric Instruments</td>
<td>3</td>
<td>Fall</td>
</tr>
<tr>
<td>PSYC 8256</td>
<td>Introduction to Survey Research</td>
<td>3</td>
<td>Fall</td>
</tr>
<tr>
<td>PSYC 8258</td>
<td>Qualitative Research and Analysis</td>
<td>3</td>
<td>Spring</td>
</tr>
</tbody>
</table>
GRADUATION REQUIREMENTS

1. **Credits.** Successful completion of all required coursework; minimum 48 credits total credits required.

2. **Grade point average.** A minimum overall grade point average of 3.0.

3. **Timeline.** The degree must be completed within seven years of matriculation. Degrees are awarded each semester, though formal commencement ceremonies, including the doctoral hooding ceremony, only occur in May. Students are eligible to participate in graduation activities only after they have completed all degree requirements, including a successful dissertation defense and have no financial obligations to the University.

4. **Doctoral Applied Practice Experience (DAPEX).** Successfully complete all requirements for the DAPEX.

5. **Comprehensive examination.** Students become eligible to sit for the comprehensive exam after all required coursework, (preferably including the 6 credits of methods coursework, but not required), has been completed. Upon successful completion of the exam, students officially enter the doctoral candidacy phase of the program. The exam may be repeated, up to one time, upon approval.

6. **Proposal defense.** Doctoral candidates prepare a written proposal with guidance from their applied dissertation advisor and committee. Each DrPH candidate gives an oral presentation and defense to the committee who determines the student’s readiness to commence the applied dissertation.

7. **Applied dissertation.** The successful oral defense and submission of the applied dissertation is required.

8. **Professional Enhancement.** All GWSPH students must complete a minimum of 8 hours of professional enhancement activities. This can be accomplished through participation in seminars, workshops, professional meetings and other appropriate functions. Documentation of attendance to the event should be submitted to the SPH Office of Student Records.

9. **Integrity Quiz & Plagiarism.** In the first semester as a DrPH student, all students should review the George Washington University’s Code of Academic Integrity, take the quiz and submit documentation to the School of Public Health’s Office of Student Records.

10. **CITI Training requirement.** All students are required to complete training regarding human subject protection regulation and the Health Insurance Portability and Accountability Act of 1996 (HIPAA). To fulfill this requirement, you must complete the Collaborative IRB Training Initiative (CITI) Course in The Protection of Human Research Subjects.
Appendix B:

DrPH Sequencing Guide

<table>
<thead>
<tr>
<th>Full Time (3 years)</th>
<th>Part-Time (3.5 – 4 years)</th>
<th>Part-Time (4.5 – 5 years)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(3 terms per year for 3 years)</td>
<td>Strongly prefer FT for first Fall Term as this maintains core course sequencing</td>
<td></td>
</tr>
<tr>
<td><strong>Fall Yr 1:</strong> 9 credits 8700, 8706, 8708</td>
<td>Fall Yr 1: 9 credits 8700, 8706, 8708</td>
<td>Fall Yr 1: 6 credits 8700, 8706</td>
</tr>
<tr>
<td><strong>Spring Yr 1:</strong> 8-9 credits 8710, 8712, and 1 Methods/elective choice</td>
<td>Spring Yr 1: 6 credits 8710, 8712</td>
<td>Spring Yr 1: 6 credits 8710, 8712</td>
</tr>
<tr>
<td><strong>Summer Yr 1:</strong> 5 credits 8714, 8716, 8701-DAPEX completed</td>
<td>Summer Yr 1: 5 credits 8714, 8716 8701-DAPEX start &amp; possible completion</td>
<td>Summer Yr 1: 5 credits 8714, 8716</td>
</tr>
<tr>
<td><strong>Fall Yr 2:</strong> 8-9 credits 8718, 8722 and 1 methods/elective choice</td>
<td>Fall Yr 2: 6 credits 8718, 8722</td>
<td>Fall Yr 2: 6 credits 8708, 8722</td>
</tr>
<tr>
<td><strong>Spring Yr 2:</strong> 7-8 credits 8720, 8702, and 1 methods/elective choice</td>
<td>Spring Yr 2: 6 credits 8720 and 1 methods or elective choice</td>
<td>Spring Yr 2: 5-6 credits 8720 and 1 methods/elective choice</td>
</tr>
<tr>
<td><strong>Summer Yr 2:</strong> 3 credits 8724 Comp Exam- mid summer</td>
<td>Summer Yr 2: 3 credits 8724 and 8701- DAPEX completed if not submitted yet; optional to enroll in a methods or elective course</td>
<td>Summer Yr 2: 3-6 credits 8724 and 8701- DAPEX completed if not submitted yet; optional to enroll in a methods or elective course</td>
</tr>
<tr>
<td><strong>Fall Yr 3:</strong> 0-5 credits 1-2 methods/electives remaining and 8703- begin applied dissertation</td>
<td>Fall Yr 3: 2-5 credits 8702 and 1 methods/elective choice Comp Exam-mid December</td>
<td>Fall Yr 3: 5-6 credits 8718 and 1 methods/elective choice</td>
</tr>
<tr>
<td><strong>Spring Yr 3:</strong> 0-2 credits 8703 - applied dissertation (possibly defend)</td>
<td>Spring Yr 3: 2-5 credits 1 methods/elective choice 8703- begin applied dissertation</td>
<td>Spring Yr 3: 5-6 credits 8702 and 1 methods/elective choice</td>
</tr>
<tr>
<td><strong>Summer Yr 3:</strong> 0 credits Defend dissertation</td>
<td>Summer Yr 3: 0-2 credits 8703- applied dissertation; optional to enroll in a methods or elective course</td>
<td>Summer Yr 3: 0 credits Comp Exam – mid summer; optional to enroll in a methods or elective course</td>
</tr>
<tr>
<td><strong>Fall Yr 4:</strong> 2-5 credits 1 methods/elective choice and 8703 applied dissertation (possibly defend)</td>
<td>Fall Yr 4: 2-5 credits 1 methods/elective choice 8703- begin applied dissertation</td>
<td></td>
</tr>
<tr>
<td><strong>Spring Yr 4:</strong> 0 credits Defend Dissertation</td>
<td>Spring Yr 4: 0-2 credits 8703- applied dissertation (possibly defend)</td>
<td></td>
</tr>
<tr>
<td><strong>Summer Yr 4 and Yr 5:</strong> 0-2 credits Defend Dissertation</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**IMPORTANT NOTES ABOUT SEQUENCING:**

1. Most courses are offered once each year, so students are encouraged to follow this sequencing guide as closely as possible and to plan out choice methods and electives early in their program taking into consideration when classes of interest will likely be offered.
2. There are limited methods and electives courses scheduled in the summer term, so plan accordingly.

3. Students become eligible to sit for the comprehensive exam after all required coursework, (preferably including the 6 credits of methods coursework, but not required), has been completed. The comprehensive exam will typically be administered in mid-summer and mid-December each year; specific dates to be determined annually. Students may retake the comprehensive exam up to 1 time.

4. GW students are required to be registered for coursework every fall and spring semester until they have successfully completed all program requirements to remain in active status. It is not required to be registered in the summer term to maintain active status. In the DrPH program, this requirement also pertains to the defense, final approval, and submission of the dissertation. Students must be registered in PUBH 8703 (Applied Dissertation) or continuous enrollment (may be a nominal fee) in the term in which the dissertation is defended, including the summer term, if that is when the defense is scheduled.

5. Our DrPH program offers a hybrid of flexible opportunities to accommodate the DAPEX requirement. Students may begin a DAPEX project upon completion of the first three required foundational courses typically taken Fall 1 semester (PUBH 8700, 8706, and 8708). While students are expected to complete the DAPEX by the end of the first summer of the academic program, part-time students are able to complete it over an extended period of time. All students are strongly encouraged to complete their DAPEX prior to taking the comprehensive exam. Students may extend the DAPEX longer with the concurrence of the academic adviser.

6. The DrPH program is designed for full time students to complete all requirements within 3 years (9 terms). However, all students must complete all DrPH requirements within 7 years of matriculation, (21 terms), including official leaves of absence.

**REQUIRED COURSES**

- PUBH 8700: DrPH Interdisciplinary Seminar
- PUBH 8701: DrPH Applied Practice Experience (DAPEX)
- PUBH 8702: DrPH Proposal Development
- PUBH 8703: DrPH Applied Dissertation
- PUBH 8706: Foundations of Public Health Leadership
- PUBH 8708: Applied Public Health Methods
- PUBH 8710: Public Health Practice and Social Entrepreneurship
- PUBH 8712: Public Health Planning, Implementation & Evaluation
- PUBH 8714: Public Health Leadership & Decision Making
- PUBH 8716: Pedagogical Methods & Practice for PH Leaders & Practitioners
- PUBH 8718: Public Health Communications and Marketing
- PUBH 8720: Social Change and Collective Impact
- PUBH 8722: Public Health Policy Analysis
- PUBH 8724: Organizational Leadership & Change Management

6 credits of choice METHODS
## Appendix C:

### DrPH GOVERNANCE COMMITTEE

**2021-2022**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title/Position</th>
<th>Email</th>
</tr>
</thead>
</table>
| **Gene Migliaccio, DrPH, MPH** | Associate Dean for Applied Practice  
Director, DrPH Program  
Professor, Global Health  
Email: geno@gwu.edu | Jen Skillcorn, DrPH, MPH  
Associate Director, DrPH Program  
Director of the Office of Applied Public Health  
Email: skilli_j@gwu.edu |
| **Sarah Axelson, MSW**      | Student Representative, DrPH Cohort 2020  
Instructor, Prevention and Community Health  
Email: sarah.axelson@gmail.com | Robert “Bob” Bonar, DrHA  
Director of MHA Program  
Professor, Health Policy and Management  
Email: rbonar12@gwu.edu |
| **Elisse Brunori**          | Associate Director, Academic Planning and Accreditation  
Office of Student Affairs  
Email: ebrunori@gwu.edu | George Gray, PhD, MS  
Associate Dean for MPH Programs  
Professor, Environmental and Occupational Health  
Email: gmgray@gwu.edu |
| **Janet Heinrich, DrPH, RN, FAAN** | Research Professor, Health Policy and Management  
Email: jheinrich@gwu.edu | Michael Long, SD  
Assistant Professor, Prevention and Community Health  
Email: michael_long@gwu.edu |
| **Melissa Napolitano, PhD** | Professor, Prevention and Community Health & Exercise and Nutrition Sciences  
Email: mnapolitano@gwu.edu | Nino Paichadze, MD, MPH  
Assistant Research Professor, Global Health  
Email: npaichadze1@gwu.edu |