



NEW YORK MEDICAL COLLEGE

A M E M B E R O F T O U R O U N I V E R S I T Y

School of Health Sciences and Practice

POLICY ON CONDITIONAL ADMISSION TO THE SCHOOL OF HEALTH SCIENCES AND PRACTICE

Dated: December 11, 2018

Supersedes: July 21, 2016

Last Review: February 8, 2024

I. PURPOSE

To establish a Conditional Admission status for applicants to Master of Public Health ("MPH") programs in the School of Health Sciences and Practice.

II. POLICY

The admissions committee may recommend that a student who falls below the minimum acceptance standards be accepted as a Conditional Admission.

III. SCOPE

This policy applies to all applicants to MPH programs.

IV. PROCEDURE

- A. The faculty committee determines that while the candidate's overall record satisfies the admissions standards set by the program, he/she presents a deficiency in one or more aspects of their application.
- B. Conditional Admit must adhere to the following:
 1. The student (part-time or full-time) MUST complete a minimum of six hours (2 courses) and no more than nine credits (3 courses) as a Conditional Admittance student in the semester in which they were admitted.
 - a. For those admitted in the summer session, the student is limited to just six credits (2 courses).
 2. The student MUST register for the core/foundation course of their specialization
 - a. Health Policy & Management students must take CHSM 5001;
 - b. Behavioral Science/Health Promotion students must take CHSM 5002;
 - c. Environmental Health students must take CHSM 5003
 - d. Epidemiology students must take EPIM 5002
 - e. Biostatistics students must take BISM 5001
 3. The student MUST maintain a 3.0 better Grade Point Average for that semester
 4. The student MUST receive a minimum grade of in your core/foundation specialization course (a B- is not acceptable)
 5. The student is NOT permitted to register for CHSM 7088 Applied Practical Experience

6. Grades of Wor WF are not permitted
7. The student may be required to attend select academic support programs held by the Department, School or College
8. The student must abide by any other requirements set forth by the specializations
9. The student will not be permitted to register for subsequent semesters until grades from the current semester are posted and Conditional Status is removed or extended
10. The student MUST comply with the Code of Academic Integrity
11. The student must be familiar with the SHSP policy on Satisfactory Academic Progress

Exceptions to any of the above may be made to the Department Chair by the Division Director.

- C. The Admission Office will place a hold on the student's record to prohibit registration past the first semester.
- D. Upon completion of the first semester coursework, the Division Director/Department Chair will review the applicant file and NYMC transcript. To be considered eligible for full admission, a conditionally admitted student must meet the criteria stated in IV, 1-11. A letter will then be sent indicating that the student is fully matriculated into the program.
- E. If the student does not meet the above criteria, he/she will be prohibited from enrolling in any further coursework and will be administratively withdrawn from the school.

V. **EFFECTIVE DATE**

This policy shall be effective as of the date signed below.

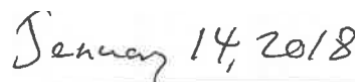
VI. **POLICY MANAGEMENT**

Responsible Executive: Dean, School of Health Sciences and Practice
Responsible Officer: Vice Dean, School of Health Sciences and Practice
Responsible Office: School of Health Sciences and Practice

APPROVED:



Robert W. Arnler, M.D., M.B.A.
F.A.A.P., F.A.C.P.M.
Dean and Professor of Public Health,
Pediatrics, and Environmental Health Science



Date