This booklet is an introduction for students to the policies & academic requirements of the MPH program.

For more information on MPH Policies and Procedures, visit:
FHS Home Page >> Student Services >> Current Students >> MPH Policies and Procedures

“Now is the accepted time, not tomorrow, not some more convenient season.

It is today that our best work can be done and not some future day or future year.

It is today that we fit ourselves for the greater usefulness of tomorrow.

Today is the seed time, now are the hours of work,

and tomorrow comes the harvest and the playtime.”

W.E.B. Du Bois
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About FHS

A. Historical Background

The Faculty of Health Sciences (FHS) was first established in 1954 as an independent School of Public Health, the first of its kind in the region. The name of the school was changed to the Faculty of Health Sciences in 1978 to accommodate programs in allied health.

FHS serves to educate and train professionals and competent leaders to help meet the health needs of Lebanon and the region. Currently, FHS hosts four departments: Epidemiology and Population Health (EPH), Environmental Health (EH), Health Promotion and Community Health (HPCH), Health Management and Policy (HMP), and a Medical Laboratory Sciences Program in collaboration with the Faculty of Medicine.

FHS offers two BS degrees (major: Environmental Health and Medical Laboratory Sciences); a Master’s degree in Public Health (MPH) (concentrating in EPBS–Epidemiology and Biostatistics, HPCH, or HMP); an MS in Epidemiology; an MS in Population Health; and an MS in Environmental Sciences (concentrating in EH). FHS also provides courses in public health to students in the Faculty of Medicine.
B. Vision

The vision of FHS is to contribute to the promotion of the health and well-being of populations through the provision of quality higher education in public health and related disciplines. This is accomplished through state-of-the-art research that addresses public health problems particularly relevant to Lebanon, the region, and the developing world, as well as through transfer of that knowledge to policy makers, program managers, and other practitioners in relevant organizations and fields.
About GPHP

A. Mission

The Graduate Public Health Program (GPHP) at FHS provides advanced training in public health to prepare professionals, both practitioners and academicians, to competently assess, research, and respond to the health needs and public health issues in Lebanon and the region. The program applies multidisciplinary and community-based research as well as community service to improve instruction, to advance knowledge, and to address the public health issues and needs of the population served.

B. Value Statement

Our teaching, research, and service are guided by core values. These values derive from our context as a school of public health in a developing world setting and from basic principles of professional conduct and human rights:

- We are committed to cultivating critical thinking that allows us and our graduates to question reality and tackle the root causes of health problems.
- We believe in equality among people and act to enhance health equity by focusing on underserved communities, and working for social justice.
- We believe that each of us has a role to play in advancing knowledge and improving health, and we work to instill a sense of civic responsibility.
- We focus our efforts on our region of the world to bring to light local/regional health issues and to enhance our relevance.
- Our work is reinforced by our commitment to integrity and professional ethics.
- Recognizing the complexity of health, we value teamwork, interdisciplinary engagement, and partnerships with stakeholders.
- We believe in integrating our instruction, research, and service to bring theory and practice together for maximum impact.
- We believe that diversity in our Faculty and students and in our practice sites enhances our ability to understand the perspectives and the circumstances that influence health, and thus create change.
- We are committed to excellence in all that we do, and believe our Faculty and alumni provide leadership and vision to improve the health of people and communities.

C. Accreditation

In October 2006, the Graduate Public Health Program at FHS became accredited by the Council on Education for Public Health (CEPH). The GPHP was re-accredited by CEPH in July 2012. CEPH is an independent agency in the United States that accredits schools and programs of public health. The GPHP at FHS is the first graduate public health program to be accredited by CEPH outside the Americas.
About MPH

A. Background

The Master of Public Health (MPH) is a professional degree that provides students with interdisciplinary educational experiences combining the biological, epidemiological, environmental, sociological, behavioral and managerial dimensions of public health. Students then choose specialized training in an area of concentration and engage in relevant community-based experiences in public health practice.

Our students come from all over the world from a variety of previous degrees and graduate from the program to work in leading organizations and diverse settings of public health.

B. Mission

The mission of the MPH program is to prepare professionals who are able to investigate critical public health issues and who can develop and evaluate programs and policies aiming to promote and advocate for the health of populations in Lebanon and countries of the region.

C. Core Learning Outcomes

1. Analyze biological, physical, social, economic & political determinants of health issues
2. Apply basic statistical methods to analyze data
3. Demonstrate knowledge of basic epidemiological designs
4. Identify the basic elements of a healthy environment
5. List the behavioral factors influencing health status of populations
6. Demonstrate knowledge of managerial functioning
7. Analyze health care systems and policies
8. Design and conduct a research project
9. Identify implications of research and intervention for public health policy
10. Communicate health information to diverse audiences
11. Apply ethical principles in public health practice
12. Adopt a multidisciplinary approach in assessing, researching, and responding to public health issues and needs
13. Apply relevant theory leaned in course work to real-life situations
14. Critically assess the interplay of theory and practice in public health

D. Job Opportunities

Graduating students may assume positions in a variety of professional settings including but not limited to: community-based organizations; local, regional, governmental, non-governmental, and international organizations; schools; universities; health care institutions; and consulting agencies.
**MPH Curriculum Requirements**

The MPH degree is a 42-credit hour program with 19-credit hours of core courses, 12-13 credit hours of concentration courses including a 0-credit departmental seminar course taken at least once, 4-6 credit hours of public health practice, and 4-5 credit hours of electives.

All students enrolled in the MPH program must take the required core courses and concentration courses in their concentration area indicated in the table on the following pages.

In general, completion of the MPH curriculum requires three semesters of study for full-time students (starting in the fall and not including the summer). Part-time students must finish the program within four years. In order to accommodate the work schedule of the part-time students, at least one section of the core courses is usually offered in the late afternoon and at least half of the concentration courses are usually offered in the late afternoon on a rotating basis.

All core courses are offered in the fall semester. Two of the core courses (ENHL 300 and HPCH 315) are offered in the fall and spring semesters. All concentration courses are offered in the spring semester. Students can only register for concentration courses upon completion of the core course in their concentration area. The public health practice courses can only be taken after completing all the core and concentration courses.

In exceptional cases and upon the recommendation of the department, students will be allowed to register for the Public Health Practice courses in the same semester with only core and/or one concentration course(s), along with the seminar course of their concentration, as long as the courses not yet taken do not consist of material needed to effectively undertake the activities of the practicum or research project. All students concentrating in HMP must complete an undergraduate course in health care economics (HMPD 251 – 3 credits or its equivalent), which may be taken during the first semester of enrollment in the MPH program.
A. MPH CURRICULUM

Students are required to take the following core courses:

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>COURSE NUMBER</th>
<th>COURSE TITLE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Courses</td>
<td></td>
<td>Social and Behavioral Foundations of Public Health</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>ENHL 300</td>
<td>Introduction to Environmental Health</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>PBHL 310</td>
<td>Research Design</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>EPHD 300</td>
<td>Principle of Epidemiology</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>EPHD 310</td>
<td>Basic Biostatistics</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>HMPD 300</td>
<td>Health Care Systems</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>HPCH 315</td>
<td>Communication Skills for Health Professionals</td>
<td>2</td>
</tr>
<tr>
<td>TOTAL CREDITS</td>
<td></td>
<td></td>
<td>19</td>
</tr>
</tbody>
</table>

All students must take the appropriate concentration courses as listed below:

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>COURSE NUMBER</th>
<th>COURSE TITLE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>HMPD 311</td>
<td>Health Information Systems</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>HMPD 315</td>
<td>Performance Improvement</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>HMPD 318</td>
<td>Policy and Decision Making in Health Care</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>HMPD 342</td>
<td>Financial Management and Accounting</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>HMPD 351</td>
<td>Healthcare Economics and Finance</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>HMPD 340</td>
<td>Seminar</td>
<td>0</td>
</tr>
<tr>
<td>TOTAL CONCENTRATION CREDITS</td>
<td></td>
<td></td>
<td>13</td>
</tr>
</tbody>
</table>

|          | EPHD 312      | Analysis of Continuous Data                        | 3       |
|          | EPHD 313      | Analysis of Categorical Data                       | 3       |
|          | EPHD 320      | Design and Analysis of Epidemiological Studies     | 3       |
|          | EPHD 323      | Epidemiology of Communicable and Non-Communicable Diseases | 3       |
|          | EPHD 340      | Seminar                                            | 0       |
| TOTAL CONCENTRATION CREDITS |               |                                                   | 12      |

1 Students in this group must take at least 4 credits of electives to complete their credit requirements
2 Students in this group must take at least 5 credits of electives to complete their credit requirements
### Health Promotion and Community Health

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>COURSE NUMBER</th>
<th>COURSE TITLE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health Promotion and Community Health</td>
<td>HPCH 331</td>
<td>Theory and Practice in Health Promotion</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>HPCH 332</td>
<td>Community Health and Development</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>HPCH 333</td>
<td>Health Communication</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>HPCH 334</td>
<td>Qualitative Health Research</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>HPCH 335</td>
<td>Evaluation of Health Programs</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>HPCH 336</td>
<td>Advocacy for Health</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>HPCH 344</td>
<td>Workshop Development</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>HPCH 340</td>
<td>Seminar</td>
<td>0</td>
</tr>
<tr>
<td><strong>TOTAL CONCENTRATION CREDITS</strong></td>
<td></td>
<td></td>
<td><strong>13</strong></td>
</tr>
</tbody>
</table>

Note: Students in this group must take at least 4 credits of electives to complete their credit requirements.

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All MPH students are required to complete a minimum of six credit hours in the public health experience category unless exempted from the practicum.

### B. Elective Courses

In order to complete the minimum hours for graduation, MPH should complete 4 to 7 credits of electives. The number of electives depends on MPH concentration and practicum exemption.

Students may choose from a pre-approved list of electives. This list includes both courses offered by FHS and those offered by other faculties at AUB that are relevant to the program. The list is approved by departments, and subsequently the Graduate Studies Committee (GSC). For more information on the electives list, visit:

FHS Home Page >> Student Services >> Current Students >> Academic Resources >> List of Approved Electives

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>COURSE NUMBER</th>
<th>COURSE TITLE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Health Experience</td>
<td>HMPD 345</td>
<td>Research Project</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>PBHL 355</td>
<td>Orientation to the Practicum site</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>HMPD 365</td>
<td>Practicum</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>PBHL 398</td>
<td>Culminating Experience</td>
<td>2</td>
</tr>
<tr>
<td>Epidemiology and Biostatistics</td>
<td>EPHD 345</td>
<td>Research Project</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>PBHL 355</td>
<td>Orientation to the Practicum site</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>EPHD 365</td>
<td>Practicum</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>PBHL 398</td>
<td>Culminating Experience</td>
<td>2</td>
</tr>
</tbody>
</table>
C. Practicum Exemption

In cases where a student is judged to have public health experience which is both relevant to and sufficient for the chosen area of concentration, the student may be exempted from the Practicum. In cases of Practicum exemption, this student is still required to complete a total of 42 credit hours of course work. The Practicum exemption must be in the student’s file prior to registering for the Culminating Experience course (CE).

A student seeking exemption must submit a Practicum Exemption Form by November 15th of the academic year preceding the practicum – together with a two-page report describing the applicant’s previous work experience (responsibilities & duties) in fulfillment of departmental practicum competencies. Actual documentation of tasks accomplished is encouraged. The student must discuss the Practicum exemption application with the Academic Advisor and obtain the advisor’s approval on the form. The completed form must be submitted to the Practicum Coordinator. Forms can be obtained from the FHS website:

FHS Home Page >> Student Services >> Current Students >> Academic Resources >> Practicum Manual >> Appendix III

D. Course Exemption

Exemption from a required course may only be considered when a student submits official documentation that she/he has satisfactorily completed a comparable course in a recognized University, Faculty, or Program, normally with a minimum grade of 80 or equivalent. The requirement of this particular course may be waived but not its credits (i.e., the candidate will have to replace the exempted course credits by another course with the same number of credits). The course instructor may require that the petitioning student take an exam in order to demonstrate proficiency in the subject prior to the official registration period for the required course.

Request for course exemption is only possible if the student completed the course in which exemption is sought within 5 years from the date of exemption request. An MPH student is allowed to be exempted from a maximum of 6 graduate credits. In cases where a student wants to take a course in another Faculty and equate it with a required course in the MPH program, the course instructor (or relevant department

<table>
<thead>
<tr>
<th>Health Promotion and Community Health</th>
<th>HPCH 345 Research Project</th>
<th>2</th>
</tr>
</thead>
<tbody>
<tr>
<td>PBHL 355* Orientation to the Practicum Site</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>HPCH 365 Practicum</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>PBHL 398 Culminating Experience</td>
<td>2</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL PUBLIC HEALTH PRACTICE CREDITS 4 to 6

4 Students in all concentrations have to complete a practicum, a research project, and a culminating experience

* Usually not required for students exempted from the Practicum
chairperson) must approve the petition for equating courses prior to the student registering in the course.

**E. Transfer of Credits**

A transfer of credits may be considered when a course is satisfactorily completed with a minimum grade of 80, or equivalent, at a recognized University, Faculty, or Program. This is accepted in lieu of credits earned in a comparable course in FHS. For courses taken at FHS, a transfer of credits may be considered for all passed courses.

The number of credits that can be transferred cannot exceed 12 credits of comparable courses at FHS. Request for transfer of credits is only possible if the student completed the course(s) in which transfer is sought within 5 years from the date of their request.
General Academic Information

A. Attendance

Classes and Laboratories
- Students are expected to attend all classes, laboratories, or required fieldwork. All missed laboratory or fieldwork must be made up. A student is responsible for the work that is done, and for any announcements that are made during his/her absence.
- Students who, during a semester, miss more than one-third of the number of sessions of any course without an excuse may be dropped by the instructor of the course.
- Students who withdraw or are forced to drop a course receive a grade of W.
- A student cannot withdraw, or be withdrawn, from a course after the announced deadline unless approved by the appropriate Faculty committee.

Examinations and Quizzes
- Students who miss an announced examination or quiz must present an excuse considered valid by the instructor of the course. The course instructor should then require the student to take a make-up examination.
- Medical reports and/or qualified professional opinions issued by an AUB employee, AUBMC doctor, or by the University Health Services are accepted. Should there be a question about the validity of any excuse presented by the student, the matter should be referred to the appropriate Faculty committee.

B. Deferred Enrollment

Accepted applicants are eligible to defer/postpone their enrollment for one semester pending availability of places. Refer to the AUB Catalogue for more information (Policy on Deferred Registration of Admitted Students).

Applicants who want to defer their enrollment must submit their deferred enrollment requests to the Admission Office at least one month prior to the beginning of the semester to which deferred enrollment is sought.

C. Leave of Absence

All graduate students are expected to make steady and satisfactory progress toward the completion of degrees. Students who are not enrolled for a period of more than 12 months will be considered to have withdrawn from the program unless they apply for a leave of absence and secure approval of the department, Faculty Graduate Studies Committee, and Graduate Council. The leave of absence application can be up to one year at a time. The maximum period of approved leave of absence is for two years. An approved leave of absence does not count towards maximum residency. Non-enrollment by the student for one semester without securing leave of absence will
count towards maximum residency. The student will then be required to submit a request of reactivation of enrolment to the Faculty Graduate Studies Committee.

Students who seek to return without having secured leave of absence approval after a non-enrolment period of 12 months must reapply and will be considered for readmission following regular AUB application/admission procedures. If re-admitted into the same graduate program then their earlier status as graduate student will count towards maximum residency.

D. Credit Load

A full-time student must carry a minimum load of 12 credits per semester. Students can register for up to 18 credits per semester. Students who wish to register for more than 18 credits must petition the Graduate Studies Committee for approval.

A part-time student must carry a minimum load of 5 credits per semester. Students who wish to register for fewer than 5 credits must petition the Graduate Studies Committee for approval.

E. Residency Requirements

The duration of the MPH program varies between full and part-timers. Students enrolled on a full-time basis can finish in 18 months. Students enrolled on a part-time basis are allowed up to four years to complete their degree.

Scholarship students are usually required to complete the MPH degree requirements within a maximum of 12 months.

F. Graduate Level Courses

- Graduate level courses are normally numbered 300 or above.
- The minimum passing grade for a graduate course is 70. The same applies for pre-requisite courses.
- MPH students are required to maintain a minimum cumulative average or its equivalent (10 credit hours for part-time students) of 80 in graduate courses.
- Students who, during a semester, miss more than one-third of the number of sessions of any course without an excuse, or fail to sit for scheduled examinations, or fails to fulfill required written or oral work, are given the minimum grade for graduate courses, which is 55. Results of tutorial courses, projects, or theses are reported as Pass (P) or Fail (F).

G. Performance Evaluation

Evaluation of student performance is conducted twice per semester, in the middle and at the end of the semester.
Mid-term Evaluation
The midterm assessment usually consists of at least 35% of the grade. Critical cases are reported to the Registration and Academic Advisors.

End of Term Evaluation
At the end of every regular semester, the averages and individual grades of courses are checked for potential removal of probation, placement on probation, or dismissal from the program.

To remain in satisfactory academic standing, a student working for an MPH degree must obtain:

- a minimum grade of 70 in each course; and
- a minimum cumulative average of 80 in graduate courses

Part-timers are first evaluated after completion of at least 10 credits. Their cumulative average is evaluated every semester thereafter.

A student will be placed on probation if he/she fails to meet these requirements. The decision to place students on probation is taken by the Graduate Studies Committee (GSC). For continued provision of scholarship funding, scholarship students should achieve a semester average of 80.

H. Removal of Probation

If admitted on probation, a student will be removed from probation at the end of a cumulative or its equivalent for part-timers (10 credit hours) if he/she has passed all courses and has attained a semester average of 80. The decision to remove students from probation is taken by the Graduate Studies Committee (GSC).

If placed on probation because of average, a student will be removed from probation by the end of the following regular semester by attaining a cumulative average of at least 80%.

I. Dismissal from the Program

A student on probation may be dismissed from the program upon the recommendation of the GSC if he/she:

- fails to remove probation after one semester or its equivalent for part-timers (10 credit hours); or
- in the judgment of the GSC, is not making satisfactory academic progress, or has behaved in contempt of the norms and values upheld by the Faculty; or
- is placed on probation more than once (not counting the probation at time of admission).

J. Graduation Requirements

To be eligible for graduation from the MPH program, a student must have fulfilled all the following graduation requirements:
• completed a minimum of 42 credit hours; and
• passed each course with a minimum grade of 70; and
• earned a cumulative average of at least 80.

K. Graduate Awards

Graduate Academic Achievement Award
A non-cash honorary award in recognition of excellence in academic performance, awarded to one student in the MPH program and one student in the MS programs.

Public Health Leadership Award
A non-cash honorary award presented to a graduate MPH or MS student or a group of students who exhibits the “spirit” of public health and in recognition of demonstrated leadership in public health practice while upholding the values of the Graduate Public Health Program.

Membership in the Delta Omega Chapter
The Delta Omega is the honorary society of public health. Founded in 1924, it aims to encourage and recognize excellence in practice, research, education and academic achievement in the field of public health.

The Faculty of Health Sciences chapter, named Gamma Delta, was established in October 2010. Each year, FHS inducts students into its honorary society chapter. Membership criteria include academic achievement and leadership, teamwork and public health spirit.

L. Academic Integrity

• The AUB Student Code of Conduct outlines the policies related to the academic misconduct of cheating, plagiarism, in-class disruption, dishonesty, and to a variety of non-academic forms of misconduct.
• If a Faculty member has good reason to believe that a student has violated academic standards, the Faculty member must give a grade of zero on the exam or assignment where the violation occurred.

M. Correct Use of Language

Facility in clear, correct, and responsible use of language is a basic requirement for graduation. Papers (term papers, essays, or examinations) that are ill-written, no matter what the course, may receive a lower grade for the quality of the writing alone.

The final grade in any course may be lowered for consistently substandard written or oral expression; in extreme cases a failing grade may be given for this reason alone.

N. Plagiarism

Students who fail to credit properly ideas or materials taken from another commit plagiarism. Putting your name on a piece of work - any part of which is not yours - constitutes plagiarism, unless that piece is clearly marked and the work
from which you have borrowed is fully identified. Plagiarism is a violation of the University’s academic regulations and is subject to disciplinary action.

All AUB students are required to complete a plagiarism tutorial and pass a plagiarism test during the first semester they join the University. You can reach the “Plagiarism Tutorial” and “Plagiarism Practice and Test” by visiting the following link:

AUB Homepage >> A-Z >> Information Technology >> IT Academic Core Processes & Systems (ACPS) >> Services >> Plagiarism Prevention >> The Plagiarism Test

You can take the test as many times as necessary. When you achieve 100 percent on the test, a notification will be generated and saved in your files in the Office of the Registrar. This notification will become part of your permanent record as evidence of your understanding of plagiarism and how to recognize it. Failure to pass the plagiarism test will prevent your registration for the next semester at AUB.

O. Advising

Advising at FHS is intended to help students recognize program requirements, select courses, understand and follow University rules and regulations, and set career goals. Each MPH student will have two advisors: a Registration Advisor and an Academic Advisor. The Academic Advisor will be from the department the student has chosen as a concentration. He/she will meet with students at least three times during the course of each semester: at the beginning, towards mid semester, and towards the end of the semester. The Registration Advisor will meet with students during the advising period of each semester.

Key Activities of Registration Advisor

General Advising
- Inform student of University policies and procedures
- Explain academic and administrative processes of the University as well as the expected standards of achievement
- Discuss program requirements, policies and procedures with student

Registration
- Plan coursework schedule with student in coordination with the academic advisor
- Follow up on student registration

Monitoring Student Performance
- Maintain student’s records
- Follow up on student’s academic performance (petitions, probation, other issues)
- Coordinate and inform academic advisor of the academic standing of the student
- Check that student has met all requirements for graduation
- Offer help and encouragement to the student
- Be protective of student’s privacy of information
- Be available for consultation
Key Activities of the Academic Advisor

- Help student set educational goals
- Help student set career plans
- Advise student on academic matters (electives, practicum, culminating experience)
- Guide student, in coordination with the Student Services Office (SSO), to available University educational resources, student employment, financial aid, and scholarships
- Follow up on student’s academic performance and other issues in coordination with the registration advisor
- Update registration advisor on student-related issues as they arise
- Reinforce student’s self-reliance and decision making skills
- Offer help and encouragement to the student
- Protect student’s privacy of information
- Be available for consultation

P. Graduate Assistantships

Graduate Assistantships (GA) at FHS are granted each term based on academic performance and not on financial need.

Eligibility

To be eligible for a graduate assistantship, applicants must satisfy the following criteria:

- Be currently enrolled in the MPH program
- Have a minimum average of 80% in the last regular semester
- Be a full-time student (minimum credit load of 12 credits), with the exception of students completing their last credits
- Not be a student taking his/her practicum course
- Not be a recipient of other form of AUB financial aid
- Not be in violation of AUB’s Student Code of Conduct

Scope of Coverage

GA applications are submitted to the SSO on a semester basis. The graduate assistantships cover partial or full tuition (50, 75%, and 100%) and a monthly stipend. The percentages granted are 100, 75, and 50, for which a GA is expected to work at FHS for 20, 15, and 10 hours respectively. Scope of coverage depends on grade point average, enrollment status in the previous semester (part-time vs. full-time), evaluation of the GA supervisor, and availability of funds.

New students who apply for a GA and who received their previous degree with high distinction and/or are holders of distinctive award(s) might be eligible for more than 50% coverage in their first term of enrollment.

Departmental Allocation

GAs are assigned to departments in light of the following:

- The lines requested by departments
- The student’s concentration
- The ranking/priority of departments as listed by the student on the GA application form
• Prior GA placement of the student (for continuity purposes)
• Evaluation and comments of the GA supervisor
• Evaluation and comments of the student
• The undergraduate background of the student (mainly for allocation in the MLS and EH departments)

For more information on GA criteria, please go to:

FHS Home Page >> Student Services >> Current Students >> MPH Policies and Procedures >> Financial Assistance Policy
Appendix

i. Acronyms

ACC Academic and Curriculum Committee
CE Culminating Experience
CRPH Center for Research on Population and Health
EH Environmental Health
EPBS Epidemiology and Biostatistics
EPH Epidemiology and Population Health
FHS Faculty of Health Sciences
GA Graduate Assistantship
GPHP Graduate Public Health Program
GSC Graduate Studies Committee
HMP Health Management and Policy
HPCH Health Promotion and Community Health
MPH Master of Public Health
MS Master of Science
RP Research Project
SSO Student Services Office

ii. MPH Coordinating Team

Rima Afifi; PhD, MPH
GPHP Coordinator
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Nida Helou, MS
Practicum Coordinator
Career Counselor
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Mitra Tauk; JD, MPH
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Students Services Office (SSO)

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Student Services Officer
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Zeinab Rahhal, BS
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Dima Arabi, BS
Assistant for Student Services
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iii. Faculty List by Discipline (fall semester 2013-14)

Environmental Health Department

Dr. Iman Nuwayhid  
Professor & Dean (Acting Chair) / Occupational Health

Dr. Mey Jurdi  
Professor / Environmental Health

Dr. Rima Habib  
Associate Professor / Occupational Epidemiology

Dr. May Massoud  
Associate Professor / Environmental Sciences

Ms. Joumana Nasr  
Instructor / Environmental Sciences

Medical Laboratory Sciences Program

Dr. Sami Ramia  
Professor & Coordinator / Microbiology - Virology

Dr. Nada Melhem  
Assistant Professor / Infectious Diseases

Dr. Soha Yazbeck  
Assistant Professor / Geneticist/ Molecular Biology

Ms. Rolla Khatib  
Instructor / Hematology

Epidemiology and Population Health Department

Dr. Monique Chaaya  
Professor and Chair / Epidemiology/Survey Research

Dr. Jocelyn DeLong  
Professor / Health Policy in Developing Countries

Dr. Abla Sibai  
Professor / Epidemiology/Biostatistics

Dr. Huda Zurayk  
Professor / Biostatistics/ Population

Dr. Carla Makhlof Obermeyer  
Research Professor & CRPH Director / Anthropology

Dr. Cynthia Myntti  
Professor of Public Health Practice / Anthropology - Architecture

Dr. Omar Dewachi  
Assistant Professor / Medical Anthropology

Dr. Lilian Ghandour  
Assistant Professor / Mental Health

Dr. Miran Jaffa  
Assistant Professor / Biostatistics

Dr. Fouad Fouad  
Assistant Professor of Public Health Practice / Tobacco Control

Mr. Khalil El Asmar  
Instructor / Epidemiology/Biostatistics

Health Promotion & Community Health Department

Dr. Sawsan Abdulrahim  
Associate Professor and Chair / Health Behavior & Education

Dr. Rima Afifi  
Professor & Associate Dean / Health Behavior & Education

Dr. Judy Makhoul  
Professor / Public Health/Development

Dr. Tamar Kabakian  
Associate Professor / Public Health/Maternal Health

Dr. Rima Nakkash  
Assistant Professor / Health Policy

Dr. Maha Damaj  
Assistant Professor of Public Health Practice / Social Policy & Community Development

Dr. Faysal El Kak  
Senior Lecturer / Obstetrics - Gynecology

Dr. Michael El Khoury  
Lecturer / Medicine - Clinical Psychology
Ms. Mayada Kanj  
Instructor / Health Behavior & Education

*Health Management and Policy Department*

**Dr. Shadi Saleh**  
Associate Professor and Chair / Health Policy & Financing

**Dr. Fadi El Jardali**  
Associate Professor (Acting Chair for fall 2013-14) / Public Policy

**Dr. Kassem Kassak**  
Associate Professor of Public Health Practice / Health Management & Policy

**Dr. Mohamad Alameddine**  
Assistant Professor / Health Administration & Policy

**Dr. Vito Tanzi**  
Assistant Professor / Health Finance and Economics

**Dr. Nasser Yassin**  
Associate Professor / Urban Development & Pop Studies

*Outreach and Practice Unit*

**Ms. Aline Germani**  
Instructor, Coordinator / Health Management and Policy

**Ms. Joumana Kalot**  
Instructor of Public Health Practice / Capacity Development and Training

**Ms. Martine Najem**  
Instructor of Public Health Practice / Health Promotion and Development

*Dean’s Office*

**Ms. Nida El Helou**  
Instructor, Practicum Coordinator/Career Counselor

**Ms. Ruba Ismail**  
Instructor (CRPH/DO) / Grants Administrator

**Ms. Mitra Tauk**  
Instructor (DO/SSO) / GPHP Administrative Coordinator

**Ms. Hala Dimechkie**  
Instructor of Public Health Practice (DO) / Communications Coordinator

**Mr. Rabih El Khodor**  
Instructor of Public Health Practice (DO) / Associate Communications Coordinator

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### iv. Important Contacts

**Admission’s Office**  
2585 / 2590 / 2596

**Comptroller’s Office**  
Nizar Younes  
Senior Accountant / 2477

Bilal Naamani  
Accountant / 2473

**Counseling Center**  
Antoine Khabbaz  
Director, Clinical Psychologist / 3178

Nay Khatcherian  
Psychologist / 3158

Chahla Kiblawi  
Psychologist / 3196

**Graduate Council**  
Dr. Rabih Talhouk  
Chair / 4386

**Dean’s Office**  
Hana Anouti  
Graduate Admission/Student Services Coordinator / 4193

Kamal Abou Mikhael  
Graduate Academic and Financial Aid Coordinator / 4194

Sahar Al Khalidy Wehbe  
Administrative Officer / 4386

**Graduate Programs Office**  
Katherine Yngve  
Director / 3176

Basma Zeidan  
Associate Director / 3146

Dania Dabbousi  
Administrative Coordinator / 3147

**Registrar’s Office**  
3570/2571