



MPH In Community Health Sciences Program Handbook

Welcome

Welcome to the School of Community Health Sciences at UNLV. Our mission is to improve quality of life and to eliminate health disparities by providing quality education, research, service and leadership. The work of public health is to create conditions where people can be healthy. Because we focus on population health rather than on individual health, public health workers require unique education, skills and research opportunities. Our degree programs provide a variety of study concentrations in the Ph.D. and Master of Public Health degrees as well as the Master of Education in Health Promotion degree that will prepare students for a public health career. I am very excited to help shape the core and future of the UNLV School of Community Health Sciences. Come join us and become part of the public health community working for a better world.

Shawn Gerstenberger, Ph.D.
Dean, UNLV School of Community Health Sciences

Mission Statement(s)

The School of Community Health Sciences (SCHS), formerly known as the School of Public Health, was established in 2004 and is dedicated to improving the health and well-being of people worldwide. Our departments, programs, and research units work to provide a diverse education, practical training experience, and numerous community involvement opportunities to prepare students to become leaders and professionals in the field of Public Health.

Our vision is to be a vibrant center of excellence for public health teaching, research, and community action and to be a magnet for state, national, and international students.

The mission of the School of Community Health Sciences (SCHS) is to advance the science of public health, improve the health and quality of life of people in our communities, and work to eliminate health disparities in Nevada, the nation, and the world by providing leadership in quality education, research, and service.

Purpose

The purpose of this handbook is to provide program specific information that is not found in the UNLV Graduate Catalog. Students are responsible for understanding and following the policies and procedures delineated in this document and the UNLV Graduate Catalog, as well as the NSHE Code, UNLV Bylaws, and the UNLV Student Conduct Code. Questions about policies should be directed to the Graduate College.

Program Information

The SCHS offers undergraduate and three graduate degrees in various disciplines of public health. The graduate degrees offered are Master of Public Health (MPH), the Master of Health Care Administration (MHA) and the Ph.D. in Public Health. The MPH degree

includes four concentration options: epidemiology and biostatistics; environmental and occupational health; health care administration and policy; and, social and behavioral health. The MPH in Community Health Sciences at UNLV offers four sub-plans. Requirements for each area include a set of core classes, additional area required classes, elective options, and a capstone experience. Refer to the Graduate College Catalog for additional information.

Environmental and Occupational Health - Environmental and occupational health studies how the natural and the built environment impact our health. From the air we breathe, the water we drink, to chemicals, hazards, and pathogens, environmental and occupational health professionals work to understand and promote health and safety where we live and work. Environmental and Occupational Health emphasizes the role of air, water, the home environment, the community environment, and the workplace as critical determinants of health. The EOH sub-plan specifically addresses the environmental factors affecting human health.

Epidemiology and Biostatistics - Epidemiology is the study of the distribution and determinants of disease and injury. As the fundamental science in public health it provides the tools we need to monitor and study health problems and design effective control measures. Epidemiology relies on the analytical methods of biostatistics to describe, analyze and interpret health data. Biostatistics is the study of the methods and processes for statistical reasoning applied to public health studies including likelihood methods for inference, epidemiologic statistics, clinical trials, and survival analysis. Biostatistics is an indispensable tool in improving health and reducing illness.

Social and Behavioral Health - Social and behavioral health brings the community to the forefront of public health through the development and evaluation of community based programs that promote health and prevent disease. Health education, health communication, and study of the social determinants of health and health disparities are essential to social and behavioral health. Social and behavioral health is the aggregate of several purposeful activities including, but not limited to program planning, evaluation, and administration designed to improve personal and public health through a combination of strategies, including the competent implementation of health education, risk factor detection, behavioral change strategies, health enhancement, and health maintenance.

Health Care Administration and Policy - Health Care Administration and Policy supports leadership, management, and administration of public health systems. Finance, marketing, information management and health services management are essential aspects of building a strong public health infrastructure and shaping health policy. Students in the Department of Health Care Administration and Policy gain a broad view of the health care delivery system and develop an understanding of health and disease. They develop analytical skills through the curriculum and internships to prepare them for leadership positions in the organization, financing, and delivery of health care services.

MPH Specialty Tracks

Master of Public Health — Doctorate in Dental Medicine Track

The MPH-Doctorate in Dental Medicine Track allows student in the UNLV School of Dental Medicine to gain a deeper understanding of disease prevention, medical

delivery, and health promotion at both an individual and population level within the field of dentistry. The program enables graduates to become leaders in oral health research, education, and community dental health promotion. After completing the dual program, graduates will be eligible to apply for a position within a dental public health residency program. Students interested in applying for the DMD/MPH program should begin by applying for admissions to the UNLV School of Dental Medicine. Please see the School of Dental Medicine website for specific requirements and deadlines. Current dental students interested in the dual degree program are encouraged to submit an application for permission to enter the program to the UNLV School of Dental Medicine Assistant Dean for Admissions and Student Affairs. This request form must accompany the Graduate College application for admissions into the MPH program. Completed packets will be submitted to the Graduate College for admissions to the Master of Public Health program.

Medical Professionals MPH Track

The Medical Professionals MPH Track allows practicing clinicians with an MD, DO, DMD, or DDS degree from an accredited medical school to complete an MPH in a shortened timeframe. This is a 30 credit reduced track with no thesis or professional paper requirement. It can be completed within approximately a year and a half. The Capstone experience for the MD track is the National Certification in Public Health Exam. This link provides information about the exam: <https://www.nbphe.org> and it counts for 3 credits towards the 30 total credits.

Contact Information

<http://www.unlv.edu/publichealth>

Interim Department Chair

Dr. Mark Buttner, BHS 518, mark.buttner@unlv.edu

Graduate Coordinator

Dr. Sheniz Moonie, BHS 506, sheniz.moonie@unlv.edu

Department Main Office

BHS 507, liz.gil@unlv.edu, 702-895-4030

Program Requirements

Program requirements regarding admission, coursework and culminating experience are found in the graduate catalog.

MPH Advisory Committee

In the first semester students should become acquainted with the faculty, and before completing their core coursework, select a Committee Chair (Advisor) in their area of

interest. The Committee Chair will then help the student select the remainder of the committee. It is *the student's responsibility* to assemble their committee. Students will not be able to complete the degree program requirements without an approved graduate committee. During graduate study, students may elect to change their Chair and/or their committee. This is allowable but depending on the timing or cause for a change the student may also have to make changes to their course of study. A change of Committee Chair or any member of the committee must be approved by the Graduate College. No changes may occur during the final semester of the program.

SCHS FORMS	None
GRADUATE COLLEGE FORMS	Appointment of Advisory Committee

Advisory Committee Requirements

Every SCHS MPH student will select an Advisory Committee Chairperson who will serve as their primary advisor and three additional faculty members who will comprise the MPH Committee. The role of the MPH Committee is to guide the student through the degree program and assist with the thesis.

The Advisory Committee Chairperson (Advisor)

- The role of the Chair is to help you plan your program of study, progress through the various milestones, develop your research plan, and guide you through completion of an independent research project that will make a significant contribution to the field.
- The advisor assigned to you at the time of admission may or may not be the individual you select to serve as your Chair. It is the responsibility of the student to personally select an advisor to serve as chair of his or her advisory committee. This should be completed before completing the required core classes and prior to taking concentration area classes.
- The Committee Chair must be a full-time faculty member within the School of Community Health Sciences and be in your concentration area; further, the Committee Chair must have Full Graduate Faculty status through the Graduate College. NOTE: At any time after admission, a student may request a change of advisor and, upon departmental recommendation and Graduate College approval, the advisor will be changed.

The Advisory Committee

- SCHS Faculty Advisors. A minimum of two additional faculty members from within the School of Community Health Sciences will serve as internal support faculty for your committee. These individuals do not need to be from your sub-plan, however, these individuals should bring expertise in key topic areas relevant to your research and/or have expertise in related methodological/analytical skills. Advisory Faculty members need to have at least Associate Graduate Faculty Status.
- Graduate College Representative. The Graduate College Representative is a neutral, outside faculty member with full graduate faculty status who participates on the committee to ensure that all graduate college policies are followed, to make sure that all milestones in the student's progression are met appropriately, and to witness rigor, quality, and fairness throughout the student's culminating experience and defense. The primary role of this individual is to monitor the process to ensure the committee process adheres to all Graduate College requirements.

Degree Program

Degree Program Course Requirements

The student and the Committee Chair will agree on a final program of study for completion of sub-plan (concentration) coursework that will prepare the student for thesis research. The student will meet with their Committee Chair to develop a proposed timeline for completion of the degree program.

GRADUATE COLLEGE FORMS	DEGREE AUDIT COMPANION FORM
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Prospectus

After the student and their advisor agree on a topic and methods for the thesis research, the student will develop and formally present the proposed plan (prospectus) to the Advisory Committee orally and in writing. The written portion must be provided to the Advisory Committee no less than two weeks before the scheduled oral presentation. The oral part of the prospectus includes a succinct Power point presentation of the written document. Once the Advisory Committee approves the student's prospectus, the student may begin their research.

Written Prospectus: The written part of the prospectus should include:

Cover page: Proposed title, student's name, Department, and Advisory Committee members.

Abstract: A one-page summary of the proposal.

Chapter 1: Introduction. This section should present a detailed discussion of the problem to be addressed by the research, the objective of the research, and its significance to the field.

Chapter 2: Background and significance. This section includes a detailed review of the academic literature that provides background information and support for the proposed research. The purpose of this section is to demonstrate that the student understands what is currently known about the topic, gaps in knowledge, problems or issues requiring further study, and how the proposed study will address these gaps/problems.

Chapter 3: Methods. This section should provide, at a minimum, a step-by-step description of the research question, hypotheses, theoretical framework, research design, data sources, protection of human subjects, analytical methods, and research limitations.

References: Complete citations for all referenced works.

Oral Prospectus Presentation: The oral part of the prospectus is a public Power point presentation of the research plan that reflects the content of the three primary chapters in the written document. Students, faculty, and other interested persons are invited to attend prospectus presentations.

A 30 minute oral presentation will be followed by a question and answer session. The Advisory Committee will then deliberate privately to determine whether the student is ready to proceed. There are three possible decisions the committee can render:

Pass – The student is able to begin their research. The Committee may only have minor edits or suggestions.

Pass with Conditions – The committee may ask the student to modify the written document, address additional issues, or respond to any committee questions or concerns. The student will submit the revised written prospectus to the committee. The student does not have to repeat the oral presentation.

Fail – If the student fails the prospectus they must arrange a meeting with their Advisor to discuss options for addressing the identified problems. Students may repeat the prospectus once. If the student fails any part of the prospectus (written/oral or both) a second time they will be separated from the program.

The prospectus presentation is a public presentation. Notice must be posted two (2) weeks in advance and scheduled with the Program Administrative Assistant.

SCHS FORMS	None Required
GRADUATE COLLEGE FORMS	Prospectus Approval Form with Abstract

Written Thesis

The written thesis is the culmination of the student's research. The final manuscript should present the totality of the research plan, process, and results in a well-written, detailed manner. At a minimum, the final thesis includes final versions of the first three chapters presented for the prospectus, a fourth chapter with a detailed presentation of the results/findings from the research and a fifth chapter providing a detailed discussion of the implications of the results for the student's field of study and where appropriate, recommendations for future policy and practice.

SCHS FORMS	None Required
GRADUATE COLLEGE FORMS	None Required

Final Oral Thesis Defense

Upon completion of the thesis, the student must pass a final oral examination that involves the successful defense of their thesis study. All advisory committee members must be present for this examination and may question the student following presentation of the study. The defense will be scheduled and conducted in accordance with the Graduate College/ School's policies for thesis and completion. Similar to the prospectus, the final oral defense involves a 30-45 minute Power point presentation, followed by the student responding to questions from the committee and the audience. The committee will then deliberate in private to make the final decision.

The defense is a public presentation. Notice must be posted two (2) weeks in advance and scheduled with the Program Administrative Assistant.

SCHS FORMS	Student Exit Survey
GRADUATE COLLEGE FORMS	Culminating Experience Results Form

Graduation

Upon completion of all requirements and successful final oral defense of their thesis, the student is eligible for graduation. Students should apply for graduation the semester before they plan to graduate. Students intending to graduate must:

- Meet with the Associate Dean for Graduate Student Services for an initial format check of your thesis. The Graduate College suggests completing this step by the eighth week of the semester in which you anticipate graduating.
- Obtain permission to print thesis. Contact the associate dean for graduate student services.
- Submit final copies of thesis to the Graduate College. Complete this step at least two weeks prior to the last day of instruction in the semester in which you anticipate graduating.

SCHS FORMS	None Required
GRADUATE COLLEGE FORMS	Must apply for graduation by semester deadline

Program Timeline

The program is designed to be completed within a two year time frame if enrolled full time (3 courses per semester). You may take longer to complete the degree if attending part time (2 courses per semester) or depending on your thesis or professional paper progress.

Suggested Timeline for Key Action Steps

Semester	Steps	Forms
First Semester	<ul style="list-style-type: none"> • Attend Orientation • Select Advisor and Committee 	Appointment of Advisory Committee form
Second Semester	<ul style="list-style-type: none"> • Establish and submit proposed Plan of Study to Graduate College – before completion of 16 credit hours 	Degree Audit Companion Form
Third Semester	<ul style="list-style-type: none"> • Present prospectus and submit prospectus approval form to Graduate College • Complete Internship Experience Requirement 	Prospectus Approval form
Fourth Semester	<ul style="list-style-type: none"> • Apply for graduation early in the semester (check dates) • Complete and Defend capstone and submit completed defense form to Graduate College • Submit final copy of thesis to Graduate College • BE AWARE OF DEADLINES 	Oral Defense Results form Graduation Application (see Graduate College website)

Professional Code of Ethics/Discipline Guidelines

UNLV Graduate College policy regarding academic integrity can be found in the graduate catalog. Plagiarism throughout the program may result in program removal. Please

remember to address faculty verbally and in writing with the title of “Dr.”, and be sure to maintain respect and professionalism at all times with your classmates and professors.

Annual Review Procedures

Each spring term, graduate students are required to complete the Graduate Student Annual Review survey. This survey will be sent by the Graduate College to the student’s Rebelmail account. The review covers the prior calendar year and assesses student progress while setting goals for the year ahead. [Information regarding additional student annual review requirements and/or procedures]

The MPH in Community Health Sciences Program adheres to the academic policies outlined in the Graduate Catalog at the time of admission. All students should be thoroughly familiar with these. Any remarks indicating unsatisfactory or questionable progress must be addressed.

Satisfactory or Unsatisfactory Progress of Graduate Students in the MPH Program in Community Health Sciences

SCHS policy on evaluation of MPH Student progress and the resulting actions are as follows:

1. The SCHS MPH Advisory Committee will review each graduate student's progress at the end of each semester. All students and their Advisor will be notified individually regarding their satisfactory or unsatisfactory progress in the graduate program on an annual basis. Any remarks indicating unsatisfactory or questionable progress must be addressed.
2. Evaluation of a student's progress will be in the following areas: (A) contingencies noted at the time of matriculation; (B) filing of required forms with the Graduate College: appointment of examination committee, degree program, thesis/dissertation prospectus; (C) course grades; (D) Comprehensive exam; (E) progress and quality of work on the thesis or dissertation; and, (F) if funded, performance as a Graduate Assistant.
3. If, using the criteria listed above, a student is making unsatisfactory progress the student may be separated from the program or put on academic probation. The problems or requirements stated in the letter to the student must be corrected or fulfilled during the first semester of probation. If they are not, or if there is further unsatisfactory progress during any subsequent semester, the student will be placed on a second semester of probation during which time the student is not eligible for an assistantship or scholarship from the department or university. If, at the end of that second semester of probation, the SCHS MPH Committee still considers progress to be unsatisfactory, the student will be separated from the program.
4. If a student regards the SCHS MPH Committee's evaluation to be unjust, a request for reconsideration during a meeting of the SCHS graduate faculty may be made of one's advisor, the chair of the SCHS MPH Committee, or the graduate coordinator. The plaintiff will present the case in writing to the graduate faculty one week prior to the meeting and may choose to be present at the beginning of the meeting for discussion of the situation. The graduate faculty will deliberate the case without the student being present and, within one week, render its decision in writing. If a student remains unsatisfied with the faculty's findings, a grievance may be pursued through university channels. Please see the current graduate catalog for details.

All students enrolled in the Graduate Program in the School of Community Health Sciences

are expected to uphold high standards of academic rigor. Failure to do so will result in separation or probation. Policies regarding separation and probation are set out below.

Academic Probation

Students are expected to maintain a minimum 3.0 GPA. Any grade below a "B" will not qualify for graduate credit. A student who receives a B- or lower will be placed on academic probation. The SCHS MPH Committee will determine the criteria by which the student will be removed from academic probation on a case-by-case. Failure to fulfill the prescribed requirements will result in separation from the program. A student will be placed on academic probation if any of the following conditions apply:

- A) Any student who earns a cumulative GPA below 3.0 will be placed on academic probation. The student will have one semester to raise this average above 3.0 or be separated from the program.
- B) A student who receives one grade below a "B" (B- or lower) will be placed on probation. The SCHS MPH Committee will determine the criteria by which the student will be removed from academic probation on a case-by-case basis. Failure to fulfill the prescribed requirements will result in separation from the program.
- C) Failure to make adequate progress towards degree requirements will also result in probation. This includes failure to complete 6 credits per academic year, failure to file appropriate forms with the Graduate College in a timely manner, failure to meet with their advisor upon request, or unsatisfactory grades including withdrawal or incomplete.

Separation

A student may be separated from the program for any of the following reasons:

- A) The student who receives two or more grades below a "B-" (C+- or lower) during their degree program will be separated from the program.
- B) The student receives a grade of "B-" or lower when repeating any core course. Core courses may only be repeated once.
- C) Any student receiving two non-consecutive semester GPAs below 3.0 will be separated from the program.
- D) Any student who fails the comprehensive examination, prospectus, or final thesis defense on the second try will be separated from the program.
- E) Plagiarism on any assignment, paper, prospectus, or thesis will not be tolerated and will result in the immediate separation of the student from the program. On cases involving plagiarism, the SCHS MPH committee will be convened to evaluate the work in question and vote on whether the student should be separated from the MPH program.

NOTE: A student who has been dismissed for academic reasons is not eligible for admission or re-entry. A student must petition the Graduate College for academic reinstatement (Graduate College Handbook).

Additional Program Information

Continuous Enrollment

Once admitted to the Graduate Program, the student is required to register for a minimum of six semester hours of credit each calendar year. Students who have not registered for academic work for a period of one calendar year will be separated from the Graduate College and will need to reapply should they wish to continue work on their degree.

Leave of absence

A student may request a leave of absence for up to one academic year. While on leave, students retain their admitted student status; however, they are not registered and therefore do not have the rights and privileges of registered students. Failure to return as scheduled or to secure an extension of a prior leave of absence will result in separation from the university. A leave of absence must be approved by the student's advisor, the Department Chair, the Graduate Coordinator, and the Academic Dean and finally the Graduate College.

Appeals/grievances

A student wishing to file an appeal or a grievance pertaining to his/her graduate education must follow the following procedures:

Admissions – If the student is not admitted to the graduate program and wishes to appeal a denial of admission, he/she should first direct the appeal in written form to the department or academic unit where the admission was denied. If the issue remains unresolved the appeal should then be directed to the dean of the academic college and finally to the Graduate Dean.

Other Academic Issues - The student with an academic grievance unrelated to admission (for example, course grades) should first direct the grievance in written form to his/her faculty advisor and the graduate coordinator. If the problem remains unresolved, the student should then direct the grievance to the academic dean. If the issue remains unresolved, the student may direct the written grievance to the Graduate Dean.

Graduate Assistantships

Only students with full graduate standing are eligible for graduate assistantships. There are a limited number of assistantships available for student in the School of Community Health Sciences. Assistantships are awarded in the fall semester, usually for a one year period. Assistantships are highly competitive and are generally awarded based on academic merit to second year students. If you are interested in applying for an assistantship you must first complete and submit the application available on the graduate college website.

Public Health Student Association (PHSA)

Open to all students at the undergraduate and graduate level currently enrolled in the School of Community Health Sciences. Please email unlvpublichealth@gmail.com for information and to become a member.

Discipline Resources

Recommended Writing Style.

The School of Community Health Sciences requires APA style for all theses, professional papers and dissertations. Please talk to individual instructors about requirements for class term papers.

Public Health Professional Organizations

Nevada Public Health Association

American Public Health Association

Recommended Conferences

Nevada Public Health Association Conference

American Public Health Association Annual Meeting

School of Community Health Sciences Journals

Health Disparities Research and Practice

Journal of the Nevada Public Health Association

University Resources

Academic Success Center

The goal of the Academic Success Center is to help students do well academically and complete their studies on time. They offer or will refer you to such programs and resources as tutoring, advising, skills testing, career exploration and more. They guide students every step of the way to the many established resources created to ensure they complete their educational goals. Learn more about the programs and services the center currently offers.

Alumni Association

With an alumni base 90,000 strong, the UNLV Alumni Association offers a variety of services and opportunities in support of alumni and their families. UNLV alumni are encouraged to support the values of higher learning through advocacy, involvement, and giving.

Commencement Office

Located in the UNLV Registrar's Office, the commencement office is the last step in the graduation process. Please check with the commencement office for information on the commencement ceremony and your diploma; for all other information about graduate student degree completion and graduation, including thesis/dissertation requirements and doctoral hooding, please contact the Graduate College.

Office of Diversity Initiatives

The vision of the Office of Diversity Initiatives is to advocate, promote, and support the advancement of equity, inclusiveness, and empowerment of a continuously changing collegiate and global community. The mission of the Office of Diversity Initiatives is to provide leadership and support for UNLV's diversity mission: *to nurture equity, diversity, and inclusiveness that promotes respect, support, and empowerment*. This Office also handles UNLV Title IX questions, inquiries, and reporting.

Disability Resource Center (DRC)

The DRC is committed to supporting students with disabilities at UNLV through the appropriate use of advocacy, accommodations, and supportive services to ensure access to campus courses, services, and activities. The DRC is the university-designated office that determines and facilitates reasonable accommodations in compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973. Graduate students with disabilities must disclose to the DRC in order to receive appropriate accommodations.

Office of International Student and Scholars

International Students and Scholars (ISS) ensures compliance with both SEVIS (Student and Exchange Visitor Information System) and federal law, so that the university can continue to be authorized by the U.S. federal government to enroll international students; host and hire international scholars; assist and advise employment eligibility and authorization relating to international students and scholars, and visa, travel, and immigration issues; provide critical and specialized services to the international students and scholars of the UNLV community; and facilitate their transition to the campus and the U.S.

Jean Nidetch Women's Center

The Jean Nidetch Women's Center is committed to creating a supportive and inclusive environment for all genders through programming, services, and advocacy for the UNLV community. The Women's Center has informational resources, brochures, and flyers for a variety of on and off campus organizations to help empower and protect yourself, and learn about your options. They also provide free tampons, pads, and condoms.

UNLV Libraries

UNLV Libraries has always been more than books; they are about encouraging students and creating quality programs that elevate growth and learning. Please visit their website for important information about the services they offer to graduate students.

Graduate & Professional Student Association (GPSA)

The Graduate & Professional Student Association serves all currently enrolled University of Nevada, Las Vegas graduate and professional students. The GPSA maintains the Graduate Student Commons located in the Lied Library room 2141. The facility a working office equipped with a copier, fax, flatbed scanners, color laser printer, office supplies, and computers with printers and a small kitchen area. The GPSA is the graduate student governance body at UNLV; the GPSA Council consists of one graduate student representative from each graduate department, and they meet monthly. The GPSA also provides volunteer opportunities, sponsors social events, and supports graduate student research through the graduate research and travel grants program.

Office of Student Conduct

The Office of Student Conduct is a student-centered, service-oriented office located within the Division of Student Affairs. The Office of Student Conduct collaborates with the UNLV community to provide an inclusive system through enforcement of the *UNLV Student Code of Conduct* by:

- Promoting awareness of student rights and responsibilities;
- Establishing accountability for student choices;
- Creating opportunities for involvement in the process; and
- Striving to uphold the values and ethics that advance the common good.

Office of Veteran Services

The UNLV Office of Veteran Services is staffed with veterans and GI Bill-experienced staff to assist more than 1,000 veterans, dependents, active duty service members, National Guard members, and reservists. Their mission is to develop a welcoming, veteran-friendly campus environment that fosters academic and personal success.

The Financial Aid & Scholarships Office

The Financial Aid & Scholarships Office supports higher-education access and persistence by providing financial aid to eligible students. The office partners with student organizations, the UNLV Foundation, the Graduate College, and other external constituents to provide financial aid learning opportunities and scholarship support for graduate students.

Writing Center

This is a free service to UNLV students to help you with any writing project, from papers to creative writing, to resumes, and we can work with you at any stage of the writing process. The center can help you brainstorm, make an outline, work on your drafts, or just be a soundboard for your ideas. The center staff can assist you in person, or via the Online Writing Lab (OWL) page.

University Policies and Procedures

Graduate students are responsible for knowing and acting in accordance with UNLV Policies and Procedures. To view the most commonly referenced campus policies and procedures, you can refer to the following websites:

- [Academic Integrity](#)
- [Activation for Military Service](#)
- [Change of Address](#)
- [FERPA/Privacy Rights](#)
- [Health Insurance - Mandatory](#)
- [Jean Clery Campus Safety and Security Report](#)
- [Proof of Immunization](#)
- [Policies and Procedures on the Protection of Research Subjects](#)
- [Rebelmail Policy](#)
- [Student Conduct Code](#)
- [Student Computer Use Policy](#)
- [Title IX](#)

To ensure compliance with Graduate College policies and procedures, please review the relevant sections of the [Graduate Catalog](#):

- [Academic Calendar](#)
- [Academic Policies](#)
- [Admission and Registration Information](#)
- [Degree Progression Policies & Procedures](#)

In addition, the [Graduate College website](#) contains additional information regarding policies and procedures.

Nothing in this handbook supersedes any NSHE, UNLV, or Graduate College policy.

Handbook Information

Last revised	Revised by	Changes summary
[[Date]] 9/21/15	Sheniz Moonie	Removed outdated forms for MPH, updated old info