



UNIVERSITY OF
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College of Public Health

MPH APE Proposal- Applied Research Track

It is essential that you save your own copy of this proposal, in order to return to it multiple times and to share with others. Once completed, you will be required to share with multiple parties for signature approval.

Prior to completing this proposal, please make sure you have reviewed the APE-ILE Manual and understand the appropriate steps for identifying the site and obtaining prior authorization for the content you will detail in this document.

It is also recommended that you review, draft, and share the initial drafts of this document **BEFORE** sending your final proposal to your faculty reviewer for signatures, to ensure you accurately and succinctly cover all aspects of your proposed experience. Sections include; the student profile, manuscript profile, MPH-Foundational Competency mapping, Concentration Competency mapping, and the required authorizations and signatures.

If you have difficulty completing, saving, or sharing this fillable PDF, an alternative WORD version of this document can be downloaded from the APE-ILE Module on ELC CPH-GRAD.



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Please enter your student information

- Full Name:
 - Email Address:
 - UGA MyID (81x):
 - Address line 1:
 - Address line 2:
 - City:
 - State:
 - Zip Code:
-

What is your MPH Concentration?

- Biostatistics
 - Disaster Management
 - Environmental Health Science
 - Epidemiology
 - Gerontology
 - Health Policy & Management
 - Health Promotion & Behavior
-



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If you are a dual degree student, please select the appropriate program:

- Double Dawgs (BS/MPH)
 - DVM
 - JD
 - MBA
 - MD
 - MHA
 - MSW
 - PharmD
-

Semester of Completion:

- Spring
 - Summer
 - Fall
-

Year of Completion (20xx):



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Faculty Reviewer:

Preliminary Draft Submission Date:

Final Draft Submission Date:

CPH required dates for Manuscript Submission:

- 4 weeks before classes end, student submits first drafts of Manuscript and ePoster to reviewer;
 - 2 weeks before classes end, reviewer returns final edits to student for revisions;
 - Last week of classes, student submits final manuscript and ePoster to reviewer for grading;
 - Three days prior to e-Poster session, student must submit the final ePortfolio, ePoster, and manuscript. The date and dropbox will be posted on eLC CPH-GRAD at the start of next semester).
 - Reviewer must confirm manuscript completion via email, prior to the MPH Poster Session.
 - Please note: Reviewers can only approve a manuscript that is ready for submission.
-

Students must communicate these tentative submission dates, and obtain approval, at the start of the term. In the event that students cannot meet the established deadlines, written notice is required, and a revised submission schedule must be approved by the reviewer. Failure to adhere to established deadlines will result in an Incomplete or Failure of PBHL 7560.

If a student fails to meet APE requirements, including the mandatory e-Poster session, enrollment and tuition payment for a minimum of three credit hours the following semester is required, in order to complete the process at the conclusion of that semester. Additional graduation requirements and dates can be found at www.uga.edu/gradschool/academics/deadlines.html.



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Working Title or Topic:

Intended Publication:

Tentative Submission Date:

Publication's Manuscript Parameters:

Overview of the topic, target population, and scope of the public health problem (1-page):



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Additional space if needed:



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Identify the specific learning objectives that you plan on addressing in your applied research and manuscript. These learning objectives should be directly related to a minimum of FIVE MPH Foundational Competencies and ONE Concentration Competency. You may begin by listing the competency and then briefly describing how you intend to address that competency via a learning objective:

Please Identify your first MPH Competency and learning outcome:

Competency 1:

Learning Objective 1:

Please Identify your second MPH Competency and learning outcome:

Competency 2:

Learning Objective 2:



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Please Identify your third MPH Competency and learning outcome:

Competency 3:

Learning Objective 3:



Please Identify your fourth MPH Competency and learning outcome:

Competency 4:

Learning Objective 4:





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Please Identify your final MPH Competency and learning outcome:

Competency 5:

Learning Objective 5:

Please Identify your Concentration Competency and learning outcome:

Competency 1:

Learning Objective 1:



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Provide a detailed grading rubric or outline. It may be useful to use the parameters established by your publication. The sample in Appendix 3 of the APE-ILE Manual may also be used by indicating this preference below:



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FACULTY APPROVAL

The following signatures confirm that I completed this proposal with the guidance of my faculty reviewer. My signature and my reviewer's signatures are required, and the signed proposal will be routed to the MPH/DrPH Practice Coordinator, Margaret McCallister. When these three signatures are obtained, I will be cleared for the PBHL 7560 APE course, for 6-credits.

If significant changes in the manuscript details, timeline, or learning objectives occur, they must be submitted in writing to the MPH/DrPH Practice Coordinator prior to implementation. I will Email Margaret McCallister at mpmcallister@uga.edu, to confirm the process or submit revised documents.

Please complete the next section only if you have discussed this proposal with your faculty reviewer in detail, and have obtained approval to proceed:

I have received approval: YES NO

My Reviewer's Name:

My Reviewer's email Address:

Student Signature: My signature below indicates that I have discussed this proposal with my academic advisor as well as the site supervisor. The learning objectives and proposed tasks have been outlined, and I agree with the proposed learning objectives and related practice activities.

Sign:

Date:

Faculty Reviewer Signature: My signature below indicates that I have discussed the publishable manuscript with the student, and that I agree with the proposed learning objectives and will work with the student on the manuscript and all activities related to the PBHL 7560 course.

Sign:

Date:



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Practice Coordinator Signature: My signature below indicates that I have approved all APE documents. Upon receipt of the Comprehensive Site Profile, I will assign the PBHL 7560 course to the student and communicate information and deadlines to the student and supervisor throughout the APE term.

Sign:

Date:



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PBHL 7560 Course Information:

Congratulations on completing your APE Proposal for the Applied Research Track. You will be cleared to register for 6-credits of PBHL 7560, under your faculty advisor. An email confirmation containing the Course Reference Number (CRN) will be sent within 24 hours.

You must attend a check-in session 2-weeks after the start of next semester. The date and zoom link will be posted on eLC CPH-GRAD at the start of the term.

Mark your calendar! Remember to continue working on your **ePortfolio** throughout the semester, as well as your **ePoster Presentation**. Both will be due the final week of classes. The final submission date and Dropbox will be posted on eLC CPH-GRAD, at the start of next semester. An email confirming the successful completion of your **manuscript** must be emailed to Margaret McCallister, at mpmccallister@uga.edu. You may initiate the email communication by copying both your reviewer and Ms. McCallister, with confirmation of successful completion.

Mark your calendar! The **ePoster Session** takes place on Reading Day in the Fall and Spring semesters, and the first day of finals, in the summer semester.

The APE is complete once you have submitted your ePortfolio, manuscript, and ePoster, and attended the MPH ePoster Session, at the end of the semester.