

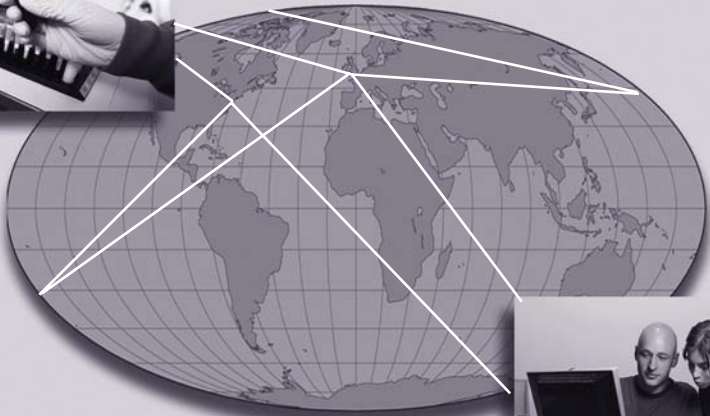


it's all  
about

# Choices...

**S | H | R | P**

School of Health Related Professions  
**MS in Health Sciences**



**Education: Anytime Any Place**



**UMDNJ**  
UNIVERSITY OF MEDICINE &  
DENTISTRY OF NEW JERSEY

# Choices...

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*Students who choose UMDNJ's School of Health Related Professions want a University that is exclusively dedicated to health care, with state-of-the-art equipment, rigorous coursework, and faculty who care. All our resources go toward supporting a health care educational environment that attracts and nurtures the very best faculty and students.*

It's all about choices ... choosing the best master's degree program to help you achieve your career goals. The Master of Science in Health Sciences (MSHS) is an excellent choice if you are a highly motivated health professional who wants to develop a more sophisticated approach to accessing, evaluating, synthesizing, and communicating health-related information. The MSHS program is designed to enhance your current knowledge and skills so you can become a more effective contributor and assume a greater leadership role in your chosen health-related focus area.

To help you incorporate the program's rigorous educational demands into your life as a busy health professional with many responsibilities, the online MSHS degree program offers maximum choice in both content and delivery. Of the 30 credits required for the degree, only forty percent represent Core Courses required by all program participants. The majority of program credits are in your chosen specialization/focus area; and you have wide-ranging flexibility in your choice of Specialization Courses. The program culminates in a faculty-guided, student-directed Graduate Project designed to address a particular health science issue or problem chosen by you in consultation with your advisor. The program's online delivery system gives you significant personal choice and control over when and where your learning takes place. The MSHS program also provides an opportunity for you to interact on a one-to-one basis with faculty and student colleagues in many health-related disciplines from all over the country and, often, internationally.

## Frequently Asked Questions

Q

Who offers the Master of Science in Health Sciences (MSHS)?

A

The program is offered through the Department of Interdisciplinary Studies (IDST) in the School of Health Related Professions (SHRP) of the University of Medicine and Dentistry of New Jersey (UMDNJ).

Q

What is the University of Medicine and Dentistry of New Jersey (UMDNJ)?

A

UMDNJ is the nation's largest health sciences University. Founded in 1970 to consolidate New Jersey's health professions education into one public university, UMDNJ now boasts: more than 5,000 students who together create one of the most diverse student bodies in the nation; more than 11,000 full-time faculty and staff; approximately 2 million patient visits every year; and an annual operating budget of almost one billion dollars. The National Science Foundation ranks UMDNJ among the top 100 research universities in federally funded expenditures. With eight schools, five campuses, and a network of more than 200 affiliated healthcare and educational partners spanning the state, UMDNJ touches the lives of almost every New Jerseyan every day. UMDNJ's mission is both simple and inspiring - to enhance health through broad-based educational, research, healthcare delivery, and community service programs covering every aspect of the health sciences.

UMDNJ is accredited by the Middle States Association of Colleges and Schools Commission on Higher Education (CHE-MSA). In addition, all specialized educational programs of the University have been approved by the academic, governmental, and professional agencies with specific responsibilities in that specialization area. The primary and affiliated teaching hospitals of the University are accredited by the Joint Commission of Accreditation of Healthcare Organizations (JCAHO). For more information about UMDNJ, please visit [www.umdj.edu](http://www.umdj.edu).

Q

## What is the UMDNJ School of Health Related Professions (SHRP)?

A

SHRP is the largest of UMDNJ's eight schools with almost 1,200 students enrolled in more than 35 degree programs ranging from post high school through doctoral level education. SHRP's vision is to offer cutting edge educational programs that utilize participative, collaborative, and applied problem solving strategies to advance the academic preparation and professional experience of students so that they can better meet the challenges of a dynamic healthcare environment. For more information about SHRP, please visit <http://shrp.umdj.edu>.

Q

## What is the Master of Science in Health Sciences (MSHS)?

A

Health Sciences is the discipline that uses scientific knowledge to produce solutions in the problem domain of human health. Health Sciences is interdisciplinary, because it builds upon and integrates knowledge from the many disciplines relevant to an understanding of health; a definition of mechanisms that can create health; and the development of strategies that ensure effective problem solution. The Master of Science is an academic degree that focuses on the development of skills necessary both to implement the scientific method as well as evaluate and apply knowledge developed using this method. The Master of Science in Health Sciences (MSHS) is, therefore, a degree program that develops an individual's ability to systematically evaluate and apply scientific knowledge to produce solutions in the problem domain of human health.

The MSHS program promotes the general outcomes established for master's prepared graduates of UMDNJ-SHRP. In addition, a graduate of the MSHS program will be able to:

- Critically review, appraise and synthesize the health sciences literature;
- Identify and systematically investigate research questions pertinent to an individually chosen health sciences focus area;

- Synthesize new concepts, models and theories through the appropriate application of empirical knowledge and the scientific method to help resolve health sciences issues or problems;
- Apply the advanced knowledge and technical skills needed to serve as active contributors and/or leaders in an individually chosen health-related focus area;
- Apply current knowledge to evaluate or design more effective ways to deliver health-related services;
- Use a variety of information technologies to address both theoretical and practical problems, enhance communication, and disseminate knowledge to applicable audiences and interest groups;
- Demonstrate proficiency in both oral and written communication, using both scholarly and technical formats;
- Work collaboratively with others to advance the scientific bases of knowledge in the health-related professions via ongoing scholarship;
- Integrate basic principles of ethics and cultural sensitivity within all interpersonal and professional activities.

Q

Who can apply to the Master of Science in Health Sciences (MSHS) program?

A

Applicants must be health-related professionals with training or experience in the application of scientific principles to health sciences issues. Such issues include, but are not limited to: communication disorders sciences; community health services; dentistry and allied dental services; dietetic services and nutrition science; diagnostic imaging; emergency medical and acute care/life support technologies; epidemiology; healthcare informatics; health services and health research management and administration; health and medical assisting; medical laboratory technologies; medicine; mental health services; nursing; optometry; pharmacy; public health; physical, vocational and psychosocial rehabilitation therapies; and speech language pathology (adapted from U.S. Department of Education, definition of health professions and related sciences, *Digest of Educational Statistics*, 1996 and Association of Schools of Allied Health, *Definition of Allied Health*).

“Training or experience in the application of scientific principles to health sciences issues” should include *at least one* of the following:

- Education and, where applicable, credentialing in a recognized healthcare profession (e.g., medical technologist, physical therapist);
- Education and/or experience in a health-related social science (e.g., medical social work/sociology; medical anthropology; medical economics; psychosocial rehabilitation, clinical psychology);
- Education and/or experience in the collection, analysis, and reporting of health-related data (e.g., medical/health informatics; epidemiology, clinical research management);
- Education and/or experience in managing or administering healthcare delivery or health-related services/research (e.g., certified medical representative, hospital administrator)

In addition, applicants must have earned at least a bachelor’s degree with an overall cumulative GPA of 3.0 or higher and, where applicable, be licensed or certified to practice in their health-related field. *Students completing any UMDNJ-SHRP sponsored baccalaureate program are guaranteed admission to the MSHS program if their application is supported by SHRP faculty recommendations.* UMDNJ places no restrictions on prospective applicants because of their color, creed, race, sex, age, marital status, or national origin. The University recognizes the value of diversity and is committed to providing appropriate support to its student body. The Disability Compliance Coordinator may be reached at 973-972-8594.

Q

Are there additional prerequisites?

A

Because the Master of Science in Health Sciences (MSHS) is an online degree program, all students must possess good basic computer skills, including those needed for successful Internet browsing and searching, emailing and word processing. For a complete list of these skills, please visit “Requirements for Success in an Online Course” at [www.umdnj.edu/webctweb/skills.html](http://www.umdnj.edu/webctweb/skills.html). In addition, each student must have reliable access to Internet services that include

at least Internet browsing capability and email. For specific information regarding current technical requirements, please visit “Minimum Hardware/Software Requirements” at [www.umdnc.edu/webctweb/browser.html](http://www.umdnc.edu/webctweb/browser.html).

Q

**How is the Master of Science in Health Sciences (MSHS) curriculum designed?**

A

The MSHS curriculum is designed to be all about choices. The curriculum provides flexible, creative, and diverse opportunities to earn a master’s degree. All courses are offered online via the Internet. Most course projects allow students to select activities related to their job role, investigate trends relevant to their particular work environment or profession, and develop personally or professionally meaningful solutions to the issues and problems under study.

Q

**How are the online courses designed?**

A

The online courses also are designed to be all about choices. There are no class meetings when all course participants are expected to log on at the same time. Each course is accessible 24/7 during the semester (with the possible occasional exception of time needed to complete upgrades or maintenance). You can, therefore, log on whenever it is convenient for you, giving you significant personal choice and control over when and where your learning takes place. It is recommended, however, that you log on to any online course at least twice a week. The most important ingredient in any online course is *your participation*. The program’s courses have been designed to provide a high level of interaction between you, your course instructor(s), and fellow students. An ongoing interaction between faculty and students is required. Regular assignments and feedback from the course instructor(s), and opportunities to participate in group discussions are built into the program. The online delivery system also provides an opportunity for you to interact on a one-to-one basis with faculty and student colleagues in many health-related disciplines from all over the country and, often, internationally.

**Q**

I have never taken an online course, what do I do?

**A**

UMDNJ-School of Health Related Professions (SHRP) uses WebCT technology to deliver online courses (e-learning). All first time students are required to complete a 2-3 hour online WebCT orientation before the start of their first online course. The orientation is designed to introduce the first-time-online-learner to the WebCT environment and provides practice in using some of WebCT's most commonly used features. Each online course also provides additional information about WebCT. Most students find that navigating through a UMDNJ-SHRP online course is fairly easy after completing the orientation. For more information about WebCT, please visit: [www.webct.com](http://www.webct.com). For more information about WebCT at UMDNJ, please visit the "UMDNJ Distance Learning Gateway" at [www.umdny.edu/webctweb](http://www.umdny.edu/webctweb), the "SHRP Online Courses" site at [http://shrp.umdny.edu/online\\_courses/index.htm](http://shrp.umdny.edu/online_courses/index.htm), and the "SHRP Starting WebCT" site at <http://shrp.umdny.edu/startingwebct>.

**Q**

When are the courses offered?

**A**

Courses are offered on a three semester academic schedule in the fall, spring and summer. Fall and spring offerings normally last 15-16 weeks, while summer courses are typically 10 weeks long or less. Academic calendar information can be found at [http://shrp.umdny.edu/registrar/reg-ist\\_02\\_reg\\_dates.htm](http://shrp.umdny.edu/registrar/reg-ist_02_reg_dates.htm).

What are the course requirements?

**A**

The Master of Science in Health Sciences (MSHS) requires 30 credits beyond the bachelor's degree. The curriculum consists of a 9-credit core, 18 credits of specialization coursework, and a 3 credit graduate project. You develop your program plan in consultation with your academic advisor, applying the following course and distribution requirements.

## Core Courses (9 credits)

The core courses provide essential knowledge and skills in: managing and communicating information effectively (e.g., statistics, presentation skills, literature search strategies); health-related issues, trends, and policies; and research methods (e.g., implementing the scientific method). These courses include:

IDST5110: Health Services Issues and Trends	3 credits
IDST6000: Research Methods for the Health Sciences	3 credits
IDST6400: Evidence-Based Literature Review	3 credits

For more information about these core courses, please visit the SHRP catalog at [http://shrp.umdny.edu/shrp\\_catalog/index.htm](http://shrp.umdny.edu/shrp_catalog/index.htm), specifically the course descriptions section at <http://coursecatalog.umdny.edu/shrp/>.

## Specialization Courses (18 credits)

The Specialization Requirement for the MSHS is truly all about choices. Upon consultation with your academic advisor and with approval from the Program Director, you choose those individual courses as your Specialization Courses that best advance your individual needs and interests. You enroll in courses that best: 1) enhance your ability to systematically evaluate and apply scientific knowledge to your chosen health sciences problem; and 2) help you become a more effective contributor and assume a greater leadership role in your chosen health-related focus area.

Options for these Specialization Courses include both online and in-person courses offered by UMDNJ-SHRP or one of the other UMDNJ schools. For more information about courses at UMDNJ-SHRP, please visit the SHRP catalog at [http://shrp.umdny.edu/shrp\\_catalog/index.htm](http://shrp.umdny.edu/shrp_catalog/index.htm), specifically the course descriptions section at <http://coursecatalog.umdny.edu/shrp/>. You may also apply up to 6 credits of Independent Study (IDST6500) to fulfill this requirement. The Independent Study is a faculty-guided, student-directed inquiry into a topic, problem or issue of practical or theoretical importance to your chosen health sciences focus area. Findings from the Independent Study are usually presented to faculty at the end of the semester via an in-person or teleconferenced presentation.

When a large number of students show continuing interest in focusing on a specific health sciences area, MSHS program faculty develop a “Specialization Courses Group Focus” specifically designed to meet their educational needs as a group. For this reason, BS-prepared clinical laboratory professionals who hold national certification in Clinical Laboratory Science, Medical Technology, or one of its disciplines, and want to develop or advance their knowledge and skills in clinical laboratory science have an 18-credit Specialization Requirement designed especially for them. For more information, please request the brochure entitled “Online Master of Science in Health Sciences - Clinical Laboratory Sciences” from the UMDNJ-SHRP Office of Enrollment Services by calling 972-973-5454 or sending an e-mail to [shrpadm@umdnj.edu](mailto:shrpadm@umdnj.edu).

The MSHS program is also offered to graduates of the UMDNJ-SHRP Nurse-Midwifery Certificate Program as a Masters Completion Option. Up to 18 credits from the completed Nurse-Midwifery Program can be used to fulfill the MSHS Specialization Requirement. For more information, please request the brochure entitled “Nurse-Midwifery Program” from the UMDNJ-SHRP Office of Enrollment Services by calling 972-973-5454 or sending an e-mail to [shrpadm@umdnj.edu](mailto:shrpadm@umdnj.edu). The brochure can also be accessed online at [http://shrp.umdnj.edu/shrp\\_admissions/brochures\\_pdf/10244nursemidwifery.pdf](http://shrp.umdnj.edu/shrp_admissions/brochures_pdf/10244nursemidwifery.pdf).

Because of a unique educational partnership between UMDNJ and the Certified Medical Representative Institute (CMRI), individuals who hold the CMRI Disease Management certificate can apply up to 15 credits of American Council on Education (ACE) recommended CMRI Disease Management coursework to the MSHS Specialization Requirement. For more information, please request the brochure entitled “Online Master’s Programs Exclusively for CMR(r) Certified Healthcare Representatives and Managers” from the UMDNJ-SHRP Office of Enrollment Services by calling 972-973-5454 or sending an e-mail to [shrpadm@umdnj.edu](mailto:shrpadm@umdnj.edu). The brochure can also be accessed online at [https://www.cmrinstitute.org/imagesstudents/shrp\\_cmri\\_final.pdf](https://www.cmrinstitute.org/imagesstudents/shrp_cmri_final.pdf) or [http://shrp.umdnj.edu/shrp\\_admissions/brochures\\_pdf/SHRP\\_MSHS\\_PMS1861.pdf](http://shrp.umdnj.edu/shrp_admissions/brochures_pdf/SHRP_MSHS_PMS1861.pdf). For additional information, please visit: CMR®

Institute Graduate Degree Opportunities at [https://www.cmrinstitute.org/degree\\_students\\_page.php#UMDNJ](https://www.cmrinstitute.org/degree_students_page.php#UMDNJ) and CMR® Institute American Council on Education (ACE) Graduate Credit Approval at [https://www.cmrinstitute.org/ACE\\_page.php](https://www.cmrinstitute.org/ACE_page.php)

### Graduate Project (3 credits)

The MSHS program culminates in a faculty-guided, student-directed Graduate Project (IDST6980 or IDST6989) that addresses a particular health sciences issue or problem chosen by you in consultation with your advisor. The Graduate Project is a prospectively planned and approved research, educational, administrative, community service, or clinical activity designed to support and enhance your ability to apply your graduate experience and achieve tangible outcomes. Findings from the Graduate Project are usually presented to faculty at the end of the semester via an in-person or teleconferenced presentation.

**Q** How can I conduct research if I do not live near the University's library?

**A** UMDNJ Libraries provide online access to a number of commercial and private resources. These resources, which include databases and electronic journals, are not available free to the general public, but are available to registered students. After registering for an online course, you will be provided with instructions to set up a proxy service that will give you access to restricted library resources. For more information, please visit the “UMDNJ Virtual Library for Distance Learning” site at [www.umdj.edu/delibweb](http://www.umdj.edu/delibweb).

**Q** Are there other methods I can use to obtain course credit?

**A** Yes, the UMDNJ-School of Health Related Professions (SHRP) allows students to obtain, in accordance with program guidelines, course credit through portfolio assessment, credit by examination, and enrollment in courses at other accredited institutions of higher education. You must secure your advisor's approval before pursuing any of these alternative methods. For more information about these options,

please visit the SHRP Catalog at [http://shrp.umdj.edu/shrp\\_catalog/index.htm](http://shrp.umdj.edu/shrp_catalog/index.htm).

**Q** What is portfolio assessment?

**A** Through portfolio assessment, you may be granted credit for significant non-collegiate learning experiences. After providing the required documentation, your learning experiences will be evaluated by the appropriate faculty. More information about portfolio assessment can be found in the SHRP Catalog at [http://shrp.umdj.edu/shrp\\_catalog/catalog\\_docs/SHRP\\_CAT\\_2002.pdf](http://shrp.umdj.edu/shrp_catalog/catalog_docs/SHRP_CAT_2002.pdf).

**Q** Can I receive transfer credit if I have taken graduate courses at other institutions?

**A** Yes, you may receive up to 9 transfer credits upon faculty approval. Normally, only graduate courses in which you received a “B” or higher are considered for transfer. After acceptance into the program, you will complete a “Transfer Evaluation Form” and SHRP faculty will evaluate your graduate courses completed at other institutions. For more information, please visit the SHRP Catalog at [http://shrp.umdj.edu/shrp\\_catalog/index.htm](http://shrp.umdj.edu/shrp_catalog/index.htm).

**Q** Are there any residency requirements for the Master of Science in Health Sciences (MSHS) program?

**A** No, there are no academic residency requirements for the MSHS program.

**Q** How long does it take to complete the Master of Science in Health Sciences (MSHS) program? Is there a time limit?

**A** Although you can complete the MSHS program in 12-15 months by attending full-time, you have up to 5 years to finish your degree requirements. Most students pursue the degree part-time over 2-3 years.

**Q**

Can you describe what a typical day or week might look like?

**A**

Your daily or weekly workload will vary with the number of courses you take. In general, you can expect to spend a minimum of 9-12 hours per week per 3-credit online course. For structured courses, this typically involves logging on daily to check for new announcements and participating with your fellow students in the posted discussions topics, working on regular unit readings or assignments (usually offline), and completing major term project activities. Time spent on the Independent Study or Graduate Project courses varies with the scope of the project and the credits taken, but generally involves between 50-80 hours per credit spread over the full semester.

**Q**

What are the tuition and fees for the Master of Science in Health Sciences (MSHS) program?

**A**

The UMDNJ Board of Trustees approves tuition and fees on an annual basis. Students taking UMDNJ graduate level, online courses pay the New Jersey in-state graduate rate, regardless of where a student resides, as well as the posted fees. For more information, please visit the SHRP Department of Enrollment Services/Registrar site at <http://shrp.umdnj.edu/registrar/index.htm> and click on the “Tuition and Fees” link.

**Q**

How much will I pay for other program costs?

**A**

The cost for books, supplies, Internet access, duplication/printing, and health insurance (unless waived) will vary, but averages \$3,000 - \$4,000 over the length of the program. If you need to purchase computer hardware, software, and/or a printer, your costs will increase.

**Q**

Is financial aid available for students in the Master of Science in Health Sciences (MSHS) program?

**A**

The best source of information on available financial aid is the UMDNJ Student Financial Aid Office. This office is dedi-

cated to providing students with sufficient resources to satisfy their financial need, in conjunction with legislative and regulatory requirements, and providing the best funding sources while utilizing the most advanced technology. For more information, please visit [http://www.umdny.edu/studentfinancialaid/index\\_new\\_brow.htm](http://www.umdny.edu/studentfinancialaid/index_new_brow.htm) or call the Office at 973-972-4376. You may also be eligible for scholarships through your professional association.

Q

**Are there academic criteria or standardized test requirements for admission?**

A

Applicants must have earned at least a bachelor's degree with an overall GPA of 3.0 or higher. If your undergraduate record does not achieve this standard, you may still be considered if you can show evidence of subsequent high-level achievement in graduate courses. You are not required to take any standardized test (e.g., GRE, MAT) for admission. *Students completing any UMDNJ-SHRP sponsored baccalaureate program are guaranteed admission to the MSHS program if their application is supported by SHRP faculty recommendations.*

Q

**Is an interview required for admission to the MSHS program?**

A

No, an interview is not required for admission to the MSHS program. The Program Director, however, welcomes the opportunity to discuss the program with any applicant. The Program Director can be reached at [MS-PhD-HS@umdny.edu](mailto:MS-PhD-HS@umdny.edu).

Q

**What is the admissions selection process?**

A

Selection is a competitive process that is the responsibility of the program faculty. Decisions are based upon a composite of the applicant's overall academic ability (as documented in academic transcripts) and professional aptitude and work experiences (as described in the resume and letters of recommendation). UMDNJ places no restrictions on prospective applicants because of their color, creed, race, sex, age, marital status, or national origin. The University recognizes the value

of diversity and is committed to providing appropriate support to its student body. The Disability Compliance Coordinator may be reached at 973-972-8594.

Q

**How do I apply to the Master of Science in Health Sciences (MSHS) program?**

A

You may apply online or you may complete a printed application form. Regardless of which method you choose, you are required to submit the following:

1. A completed application and all applicable fees;
2. A personal statement discussing the relationship between your participation in the MSHS degree program and your career goals (how you expect to apply the MSHS degree to your professional career goals);
3. A current copy of your resume or curriculum vita;
4. A copy of your current health professional state license and/or professional certification, if you hold such a license or certification;
5. Two letters of recommendation, preferably from your professional colleagues/supervisors or course instructors;
6. An official transcript of your undergraduate work from the Institution where you received your bachelor's degree;
7. An official transcript of any post-baccalaureate work (including work completed for any post-baccalaureate health-related professional certificate) from the institution(s) where you completed this work. Applicants who plan to apply the CMRI Disease Management Certificate to the Specialization Requirement must also submit the official American Council on Education (ACE) Graduate Credit Transcript Evaluation for this certificate ([https://www.cmrinstitute.org/ACE\\_page.php](https://www.cmrinstitute.org/ACE_page.php)).

## The Application

If you choose to apply online, please go to the UMDNJ “Web for Students” at <https://banweb.umdnj.edu:8090/> and click on the “Apply for Admission” link. After you complete the University’s generic online application found at this link, you will be asked to download, complete and mail a *supplemental* application that asks for additional information required by UMDNJ-School of Health Related Professions (SHRP).

If you prefer to use a printed form, there are two ways to obtain one. You can download the application from the UMDNJ-SHRP Office of Enrollment Services - Admissions website at [http://shrp.umdnj.edu/shrp\\_admissions/index.htm](http://shrp.umdnj.edu/shrp_admissions/index.htm), specifically [http://shrp.umdnj.edu/shrp\\_admissions/brochures\\_pdf/11478\\_app\\_ad\\_min.pdf](http://shrp.umdnj.edu/shrp_admissions/brochures_pdf/11478_app_ad_min.pdf). You can also request to have an application mailed to you as part of a complete application packet available from the UMDNJ-SHRP Office of Enrollment Services. To have an application packet mailed to you, please call, write, fax or email the SHRP Office of Enrollment Services with your request. Their contact information is:

University of Medicine and Dentistry of New Jersey (UMDNJ)  
School of Health Related Professions (SHRP)  
Office of Enrollment Services  
Stanley S. Bergen Building, Room 149  
65 Bergen Street, P.O. Box 1709  
Newark, New Jersey 07107-1709  
Phone: 973-972-5454  
Fax: 973-972-7463  
E-mail: [shrpadm@umdnj.edu](mailto:shrpadm@umdnj.edu)

## The Letters of Recommendation

Applicants are encouraged to ask those writing a letter of recommendation to use the UMDNJ-SHRP Department of Interdisciplinary Studies “Applicant Recommendation” form which can be found at [www.umdnj.edu/idsweb/documents/recommendation\\_form.pdf](http://www.umdnj.edu/idsweb/documents/recommendation_form.pdf). Copies of this form are also included in the complete application packet mailed to an applicant by the UMDNJ-SHRP Office of Enrollment Services upon the applicant’s request. There are two

ways to submit the letters of recommendation. The letters can be sent directly by the recommender to the UMDNJ-SHRP Office of Enrollment Services at the address listed above OR you can submit the letters along with your application. However, in the latter case, each of the letters must be in a sealed envelope with the signature of the recommender across the envelope seal.

## Submitting the Application Material

Mail your completed application (or the completed supplemental application if you applied online) along with the applicable fees, your personal statement, your current resume/curriculum vita, and a copy of any health professional license or certification that you hold to the SHRP Office of Enrollment Services using the address shown above. Remember to include your letters of recommendation if they are not being sent directly to the Office of Enrollment Services by your recommenders. Request an OFFICIAL transcript for all relevant coursework and have the transcript(s) sent to the Office of Enrollment services at the same address used to submit the rest of your application material.

If you have any questions regarding the application process, please contact the UMDNJ-SHRP Office of Enrollment Services using the contact information listed above.



**My degree is from outside the United States. Are there additional documents I must provide?**



If you were educated outside of the United States, you must follow the steps listed above AND submit the following additional documents:

1. An evaluation of your foreign transcript. You may obtain an evaluation by contacting World Education Services, Inc. (WES) at [www.wes.org](http://www.wes.org) or by email at [info@wes.org](mailto:info@wes.org). Additional contact information for WES can be found on the last page of the SHRP application form at

[http://shrp.umdny.edu/shrp\\_admissions/brochures\\_pdf/11478\\_app\\_admin.pdf](http://shrp.umdny.edu/shrp_admissions/brochures_pdf/11478_app_admin.pdf)

2. Test of English as a Foreign Language (TOEFL) scores. You are required to achieve a minimum score of 79/80. You can register to take the TOEFL at [www.ets.org/toefl/](http://www.ets.org/toefl/). Additional contact information can be found on the last page of the SHRP application form at [http://shrp.umdny.edu/shrp\\_admissions/brochures\\_pdf/11478\\_app\\_admin.pdf](http://shrp.umdny.edu/shrp_admissions/brochures_pdf/11478_app_admin.pdf)

Q

When is the application deadline?

A

New students can begin the Master of Science in Health Sciences (MSHS) degree program in either the Fall or the Spring semester. Students are admitted to the program on a rolling admissions basis throughout the year. Priority is given to applications received by April 1 for the Fall term and October 1 for the Spring term. Applicants are notified of the admissions decision by mail.

Q

Can I take courses in the Master of Science in Health Sciences (MSHS) program without applying or while waiting for my admissions decision?

A

Yes, you can take up to 12 credits of coursework at as a non-matriculated student without applying or while waiting for your admissions decision. All courses with a grade of “C” or greater taken within three years of acceptance into the MSHS may be applied to the degree program. However, taking courses as a non-matriculated student does not guarantee acceptance into the program.

Q

How do I register for courses as a non-matriculated student?

A

All non-matriculated students register for courses through the UMDNJ Center for Advanced and Continuing Education (CACE). You may register online or by mail or fax. For more information on registering for courses as a non-matricu-

lated student, please visit CACE at <http://ccoe.umdj.edu/caceweb/overview.htm>, the SHRP “Online Courses Registration” site at [http://shrp.umdj.edu/online\\_courses/online03\\_registration.htm#nonmatric](http://shrp.umdj.edu/online_courses/online03_registration.htm#nonmatric), and the SHRP “Registration Procedures” site at [http://shrp.umdj.edu/registrar/regist\\_03\\_reg\\_procedures.htm](http://shrp.umdj.edu/registrar/regist_03_reg_procedures.htm)

The online registration form for non-matriculated students for online (web-based) courses can be found at <https://registration.umdj.edu/%7Ereg/appcsm/appcsm.html>.

Q

**How do I register for courses as a matriculated student?**

A

Once an applicant is accepted into the Master of Science in Health Sciences (MSHS) program (and submits the necessary paperwork and fees), that accepted applicant is considered a matriculated student. Matriculated students register for courses online. For more information, please visit the SHRP Office of Enrollment Services “Registration Procedures” site at [http://shrp.umdj.edu/registrar/regist\\_03\\_reg\\_procedures.htm](http://shrp.umdj.edu/registrar/regist_03_reg_procedures.htm) and “Online Course Registration via the Web” at <http://www.umdj.edu/idsweb/register/>.

Q

**When do I register for courses?**

A

Prior to the beginning of each semester, SHRP holds a registration period. These dates change each semester. Registration deadlines are available by going to the SHRP Office of Enrollment Services “Matriculated Students Registration Dates” site at [http://shrp.umdj.edu/registrar/regist\\_02\\_reg\\_dates.htm](http://shrp.umdj.edu/registrar/regist_02_reg_dates.htm). A “Course Schedule” can be found at [http://shrp.umdj.edu/course\\_schedule/index.htm](http://shrp.umdj.edu/course_schedule/index.htm). “Online Courses” can be found at [http://shrp.umdj.edu/online\\_courses/index.htm](http://shrp.umdj.edu/online_courses/index.htm).

Q

How can I learn more?

A

To learn more about the MSHS Program, call the Program Office at 973-972-8576 or send an e-mail to: [MS-PhD-HS@umdnj.edu](mailto:MS-PhD-HS@umdnj.edu). To learn more about other programs offered by SHRP, you can contact the Office of Enrollment Services at 973-972-5454 or send an e-mail to [shrpadm@umdnj.edu](mailto:shrpadm@umdnj.edu). Alternatively, visit the UMDNJ-SHRP website at <http://shrp.umdnj.edu/>

# NOTES

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