

MASTER OF HEALTH ADMINISTRATION (MHA) APPLICATION AND ELIGIBILITY REQUIREMENTS

The curriculum of the Master of Health Administration (MHA) program begins in the fall semester; however, spring admission is considered for US citizens or permanent resident aliens only.

Application Requirements

- Completed application form available at SOPHAS (www.sophas.org), an online application service for CEPH-accredited schools of public health.
- Official transcripts of all academic work sent directly from every institution attended to SOPHAS regardless of degree awarded or transfer credits shown on subsequent transcripts. Applicants must input every course on each transcript into their SOPHAS application online.
 - All transcripts from foreign countries must be translated and evaluated by World Education Services (<http://www.wes.org/sophas/>); through this link applicants will receive a discounted rate. An official copy of the evaluation must be submitted to SOPHAS.
 - Applicants must possess the minimum of a U.S. baccalaureate degree equivalent to be considered for admission. Applicants who anticipate completion of their undergraduate degree soon after the admissions deadline may apply for conditional admission. If granted conditional admission, a final transcript from the student's baccalaureate institution must be received by the Office of Student Affairs prior to the date of registration of the admitted semester.
 - If you are an international applicant, please also see Requirements for International Students for more information (<http://publichealth.uams.edu/students/prospective-students/how-to-apply/>). Please note the MHA Program admits international applicants for the Fall semester only with a completed application packet deadline of March 1st.
- In addition to the SOPHAS application and fee, a supplemental online application must be completed and a non-refundable application processing fee must be paid to the COPH.
 - Go to <https://oaa.uams.edu> to access the supplemental application. You will need to create a new account through this online application system and complete the necessary fields. You will be prompted to pay the application fee and complete the supplemental application at this time.
 - Check the current fee amount due at <http://publichealth.uams.edu/students/prospective-students/tuition-and-fees/>. Students who are currently enrolled and taking classes full-time in another UAMS college are not required to submit the application fee, but must submit all other required materials.
- Official Graduate Record Examination (GRE) or Graduate Management Admission Test (GMAT) scores. The test must have been taken within the five (5) years immediately preceding the application deadline of the requested semester of admission. Official scores must be received directly from the testing agency (www.ets.org.) **The GRE university code for COPH is 6512, and the department code is 0616. The GMAT code is OSF-3L-74.**
 - Minimum scores for the GRE are 50th % for the verbal section and 36th% for the quantitative section or a combined verbal and quantitative score of 1000 for test scores from tests taken prior to August 2011. The minimum score for the GMAT is 550.
- For the MHA Program, the cumulative grade point average must be at least 2.75 (4.0 scale) overall or 3.0 (4.0 scale) in the last 60 hours to be considered for admission.
- Personal statement or letter of interest (500 to 700 words) detailing reasons for seeking this degree including previous work experience, career goals, and objectives

- Two recommendations from people who can attest to the applicant’s ability to do graduate level work, i.e. academic and professional references
- A current or résumé
- The **TOEFL** (Test of English as a Foreign Language) must be taken by international applicants unless they have an undergraduate degree from an accredited US institution. The minimum scores for specific programs are listed below. **Applicants who do not meet the minimum scores will not be considered for admission.** Either test must have been taken within the two (2) years immediately preceding the application deadline of the requested semester for admission.

TOEFL

Program	Paper based exam	Internet based exam	COPH CODE
MHA	580	90	R6901

For the TOEFL, send an official test score sent directly from the testing agency (www.ets.org) to SOPHAS.

- **For international students only:** The COPH, not SOPHAS, must receive an official letter on bank letterhead from the student’s financial institution proving sufficient funds for the program of study prior to the application deadline. See Requirements for International Students for amounts and mailing instructions (<http://publichealth.uams.edu/students/prospective-students/how-to-apply/>).

Application Deadlines

All required materials must be received by SOPHAS by 4:30 p.m. on the deadline dates for each semester. If the date falls on a weekend or UAMS holiday, the deadline will be the next business day to be considered for admission. Deadlines for US and Permanent Resident Aliens differ from International Student deadlines. Please check the Application Deadlines at the following link: <http://publichealth.uams.edu/students/prospective-students/application-deadlines/>.

It is the applicant’s responsibility to make sure the application is complete and received by SOPHAS as required by the deadline. All applicants who have turned in a completed application packet by the deadline will be contacted for a phone interview and notified in writing of the admission decision.

Applicants who are accepted may defer admission for a maximum of one calendar year.