

POST-BACCALAUREATE CERTIFICATE IN ENVIRONMENTAL AND OCCUPATIONAL HEALTH APPLICATION AND ELIGIBILITY REQUIREMENTS

The Post-Baccalaureate Certificate in Environmental and Occupational Health Program, which is comprised of four (4) Environmental and Occupational Health courses, admits students in fall, spring, and summer semesters.

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/>).
- 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.
- Personal statement or letter of interest (1-2 pages and express your reasons for wanting this certificate and any related job experience).
- Two (2) letters of recommendation completed by separate individuals who can speak to the candidate's academic, professional and/or public health experience. Follow SOPHAS directions for completing this section of the application online.
- A current curriculum vitae or résumé.

- Either the **TOEFL** (Test of English as a Foreign Language) or the **IELTS** (International English Language Testing System) 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	Internet based exam	COPH CODE
Certificate, MPH	80	5688

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

IELTS

Exam	Minimum Score
IELTS	7 overall score

For the IELTS, send a copy of your (TRF) Test Report Form to SOPHAS. This report will be attached to your SOPHAS application and verified.

- **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.