

# **UCLA School of Public Health Department of Epidemiology**

## **Graduate Student Handbook 2010-2011**

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# Introduction

Epidemiology is a methodology, philosophy, and strategy of elucidating disease/health characteristics and mechanisms. It is not a body of information to be memorized.

Epidemiology has been defined as the study of the distribution and determinants of disease and injury in human populations. Epidemiologists study the variation of disease in relation to age, sex, race, occupational and social characteristics, place of residence, susceptibility, exposure to specific agents or other pertinent characteristics. Also of concern are the temporal distribution of disease, the examination of trends, cyclical patterns and intervals between exposure to causative factors and onset of disease. The scope of the field ranges from study of the causes of disease to the control of prevention of disease and distribution of health resources. Epidemiology focuses on health problems in population groups rather than in an individual. Epidemiology is an exciting field with constantly expanding boundaries. The range of epidemiology includes investigation and control of disease outbreaks, study of environmental and industrial hazards, evaluation of new, preventive or curative clinical treatment, determination of the health needs of the populations, and evaluation of effectiveness of prevention strategies and health services. Many of the tools of epidemiology are borrowed from other fields such as microbiology, immunology, medicine, sociology, statistics, demography and medical geography.

There is a growing core of purely epidemiologic methodology. This methodologic core includes not only statistical methodology and principles of study design but unique ways of thinking beyond the rote memorization of rules. The contribution of epidemiology to any study involving groups of people is increasingly being recognized and demanded.

An epidemiologist may work in a wide variety of settings, including international health agencies, state and local health departments, federal government agencies and health programs, health maintenance organizations, colleges and universities, and numerous research institutions, both privately and publicly sponsored.

# Mission & Objectives of the Department of Epidemiology

The objectives of the Department of Epidemiology fall into three broad categories: research, teaching, and community services.

## Research

The faculty of the Department of Epidemiology 1) advances the field of knowledge of disease causation, transmission, pathopoiesis, and prevention through studies of the distribution of diseases in human populations, through laboratory studies and through incorporation of techniques derived from other disciplines; and 2) provides a technical base for development of the optimal use and distribution of health resources for the promotion of community health.

## Teaching

The academic objectives of this department are:

- 1 To prepare students for careers in research, teaching and community services.
- 2 To provide a stimulating academic environment which will challenge students to expand their field of knowledge, develop their understanding of epidemiologic methodologies, and their ability to conceptualize problems and to apply these to a wide range of health problems.
- 3 To provide students in the other programs in the School of Public Health with an understanding of the basic principles of epidemiology and of their application to the resolution of health problems in the community.
- 4 To join with other departments in the School of Public Health to conduct multidisciplinary educational programs for the training of more broadly qualified health professionals (e.g. environmental epidemiologist).
- 5 To improve the quality of epidemiology practice in developing countries, particularly in Asia through training in-country and at UCLA.

## Community Service

The faculty of the department strives to provide service to the community by giving technical advice and assistance to other programs in the School of Public Health, to other academic institutions, to local, state, national and international health agencies, to other individuals or groups in the community, and by carrying out research which is relevant to community needs.

# Degree Program Requirements

## Master of Science Degree (M.S.)

Please refer to the School of Public Health Announcement, the UCLA General Catalog, and the Graduate Division publication entitled, "Program Requirements for UCLA Graduate Degrees" for more detailed information regarding the degree requirements for the M.S. in Epidemiology.

The Master of Science (M.S.) Degree is a research-oriented degree within the general field of epidemiology. It includes the preparation of a thesis or comprehensive examination and is appropriate for persons intending to go into a research career.

Students in the M.S. program should take Epidemiology 200A and Biostatistics 100A in their first quarter, Epidemiology 200B and Biostatistics 100B in their second quarter, and Epidemiology 200C in their third quarter. They may also take additional courses in each of those quarters.

Students are encouraged to consult their academic advisors for suggestions and recommendations. Students who plan to take their epidemiology first year core courses (Epi 200A, Epi 200B and Epi 200C) in a different sequence must have approval from their advisors.

**ALL Students in the MS Program: Courses taken with S/U grading cannot count towards your MS Degree. ALL 56 units must be taken for a letter grade.**

Minimum Units Required:	38	units Required Core Courses
	18	units Electives

At least 20 units must be in the 200 or 500 series. A maximum of one 596 (4 units) may be applied toward the total course requirements.

### Department Requirements:

BIOSTAT 100A	4	Introduction to Biostatistics
BIOSTAT 100B	4	Introduction to Biostatistics
EPIDEM 200A	6	Epidemiology Methods I
EPIDEM 200B	6	Epidemiologic Methods II
EPIDEM 200C	6	Epidemiologic Methods III
EPIDEM XXX	2	Approved Seminar in Epidemiology
EPIDEM XXX	4	Approved course in disease mechanisms
XXXXX	2	Approved Data Management course
	4	Approved multi-regression statistics course

At least 18 additional units selected from the following areas:

- Infectious and Tropical Disease: EPIDEM 220,222,223,224,M226,227,228,229,230,  
231,232,280,293
- Quantitative Methods: EPIDEM 203,M204,M211,M212
- Cancer Epidemiology: EPIDEM 242,243,244,295
- Chronic Disease: EPIDEM 240, 249
- Problems of Developing Countries: EPIDEM 266,273,415,M418,420
- Injuries: EPIDEM 251,252,253,M255
- Aging: EPIDEM 246,247
- Occupational/Environmental: EPIDEM 260, 261, 262, 263, 265,267,294,402
- Nutrition Epidemiology: EPIDEM M254,257,M258,297
- Global Epidemiology: EPIDEM M226, 266,273,293,420
- Other Topics: EPIDEM M218,M225,M225L,248,259,268,270,271,M272,M403,M406,  
410,411,412,413

If you take a waiver examination or Blue Petition out of a School and /or Departmental Core Course you must make up the units with an elective course.

**A thesis or comprehensive examination must be completed before graduation.**

Thesis, Plan I:

If the thesis option is approved, a thesis committee of three member faculty is appointed by the Dean of the Graduate Division on recommendation of the Department. The Chair of the committee and at least one other member must hold academic appointments in the Department of Epidemiology. The committee approves the thesis prospectus before the student files for advancement to candidacy. The thesis must be acceptable to the thesis committee.

Thesis Title: \_\_\_\_\_

Comprehensive Examination, Plan II:

If the comprehensive examination option is chosen, a guidance committee of three Department of Epidemiology faculty is appointed. A comprehensive examination on the major area of study must be passed. If failed, the examination may be repeated once.

Title of Publishable Paper: \_\_\_\_\_

Date Nominated Committee: \_\_\_\_\_

Date of Comprehensive Examination: \_\_\_\_\_

## **Master of Public Health Degree (M.P.H.)**

The Department of Epidemiology has established two different degree programs for the M.P.H. - specialization in Epidemiology. They are: 1) the MPH for students with no prior clinical doctorate (M.D., D.D.S., D.V.M., D.N.Sc.) and 2) the MPH for students with a clinical doctorate or enrolled in the MD/MPH program.

The Master of Public Health (M.P.H.) is a professional degree in the field of Public Health. The student is expected to focus on public health practice and to acquire broad knowledge related to professional skills.

Please refer to the School of Public Health Announcement, the UCLA General Catalogue, and the Graduate Division publication entitled, "Program Requirements for UCLA Graduate Degrees" for more detailed information regarding the degree requirements for the M.P.H. with a specialization in Epidemiology.

**All MPH degree** enrolled students must submit a report demonstrating competence in epidemiologic methodology. The report may not be submitted prior to the completion of Epidemiology 400: Field Studies in Epidemiology. Epidem 400 must be taken after completion of Epidem 200C.

### ***M.P.H. Comprehensive Exam***

The M.P.H. Comprehensive Examination is given once in Fall and once in Spring. Notices are posted asking qualified students to sign up. The Comprehensive Examination may only be repeated once.

The M.P.H. Comprehensive Examination is administered by the Epidemiology Department Examinations Committee. This examination may only be taken after the student has successfully completed Department Requirements.

Students must successfully complete the entire Epidem 200ABC series to be eligible to take the Comprehensive Examination. Only MPH students with a clinical doctorate may take the MPH exam while enrolled in Epidem 200C.

### ***Sequence of Courses***

Incoming Epidemiology majors must take Epidem 200A, Biostat 100A and Env Hlt 100 in their initial fall quarter.

First year students should plan on taking Epidem 200B, Biostatistics 100B and Com Hlth 100 in the winter quarter. They should plan on completing their first year in the spring quarter by taking Epidemiology 200C; Hlt Serv 100 and an Epidemiology elective.

Students are encouraged to consult their academic advisors for suggestions and recommendations on which electives to take. Students who plan to take their epidemiology first year core courses (Epi 200A, Epi 200B and Epi 200C) in a different sequence must have prior approval from their advisors.

Masters of Public Health – Specialization in Epidemiology

**Students with no prior clinical doctorate**

Student Name: \_\_\_\_\_

Advisor's Name: \_\_\_\_\_

Quarter of Advancement of Candidacy: \_\_\_\_\_

**ALL Students in the MPH Program: Courses taken with S/U grading cannot count towards your MPH Degree. ALL 68 units must be taken for a letter grade.**

Minimum Units Required:            22                    units (School-wide required classes)  
   26                    units (Departmentally required classes)  
   20\*                   units Electives

\*8 of these can be taken outside the Epidemiology department with the consent of the advisor and by blue petition

**Waiver exams?** BIOSTAT 100, COM HLT 100, ENV HLT 100, HLT SER100  
If you waive out of a school core course you will have to make up the units in electives.

School Requirements:

BIOSTAT 100A	4	Introduction to Biostatistics
COM HLT 100	4	Behavioral Science & Health Education
ENV HLT 100	4	Introduction to Environmental Health
EPIDEM 200A	6	Epidemiology I
HLT SER 100	4	Health Services Organization

Department Requirements:

BIOSTAT 100B	4	Introduction to Biostatistics
EPIDEM 200B	6	Epidemiologic Methods II
EPIDEM 200C	6	Epidemiologic Methods III
EPIDEM 400	4	Field Studies in Epidemiology
EPIDEM XXX	4	Approved course in disease mechanisms
XXXXX	2	Data Management course featuring SAS

In addition, the student then needs to choose at least 20 units of electives in Epidemiology. Eight (8) of these units can be taken outside of the Epidemiology department with the consent of the advisor and by blue petition. Students must attach a course description or syllabus to the petition request.

- Infectious and Tropical Disease: EPIDEM 220,222,223,224,M226,227,228,229,230,  
231,232,280,293
- Quantitative Methods: EPIDEM 203,M204,M211,M212
- Cancer Epidemiology: EPIDEM 242,243,244,295
- Chronic Disease: EPIDEM 240, 249
- Problems of Developing Countries: EPIDEM 266,273,415,M418,420
- Injuries: EPIDEM 251,252,253,M255
- Aging: EPIDEM 246,247
- Occupational/Environmental: EPIDEM 260, 261, 262, 263, 265,267,294,402
- Nutrition Epidemiology: EPIDEM M254,257,M258,297
- Global Epidemiology: EPIDEM M226, 266,273,293,420
- Other Topics: EPIDEM M218,M225,M225L,248,259,268,270,271,M272,M403,M406,  
410,411,412,413

**If you take a waiver examination or Blue Petition out of a School and/or Departmental Core Course you must make up the units with an elective course.**

**Remember to satisfy the School Requirements of taking at least 8 units at the 400-level. You may use Epidem 400 field study in Epidemiology (4 units) to count towards the 8 units in the 400-level.**



In addition, the student then needs to choose at least 8 units from the list of electives:

- Infectious and Tropical Disease: EPIDEM 220,222,223,224,M226,227,228,229,230,  
231,232,280,293
- Quantitative Methods: EPIDEM 203,M204,M211,M212
- Cancer Epidemiology: EPIDEM 242,243,244,295
- Chronic Disease: EPIDEM 240, 249
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410,411,412,413

**If you take a waiver examination or Blue Petition out of a School and/or Departmental Core Course you must make up the units with an elective course.**

**Remember to satisfy the School Requirements of taking at least 8 units at the 400-level. You may use Epidem 400 field study in Epidemiology (4 units) to count towards the 8 units in the 400-level.**

## ***M.P.H. Report Guidelines***

The M.P.H. report should demonstrate (1) understanding of an epidemiologic topic and (2) analytic competence of candidates in either infectious or general epidemiology. Select one option as listed below.

### **Analyze and write up existing data:**

The student can define a research problem and, using existing data, carry out the necessary data analysis to answer or illuminate the problem. The report based on a project of this type should follow usual research paper format.

### **Carry out an original research project:**

The student can define a research problem and design and carry out the research necessary to answer or illuminate the problem posed. This can be a laboratory or other type of study (e.g., medical records, vital records, interview, etc.). The report based on a project of this type should follow the usual research paper format.

### **Literature review of a disease (health problem) and development of a proposal for relevant epidemiologic study:**

This should consist of an in-depth analysis of existing literature leading to the development of a research proposal. The proposal should include objectives, rationale, methods (clearly and explicitly developed) and an appropriate discussion of projected analyses. The project should also be feasible, particularly with respect to human subjects review.

### **After working in a community health program, write up the experience:**

This should be a detailed description/analytic report of the student's participation in a field experience. This report would logically be based on the Epidem 400 experience and be a thorough discussion of the objectives and results of this experience.

**A special departmental form must be completed by the student, signed by faculty advisor. This contract must be approved and submitted to the Department by the 2<sup>nd</sup> Friday of the term in which you enroll in the course. The final copy of the M.P.H. report must be filed there also.**

# Requirements for the Ph.D. and Dr.P.H. Degrees

**The Ph.D.** degree is intended for students who wish to pursue a career in research and teaching.

## ***Admission***

In addition to the University minimum requirements, the department requires (1) satisfactory performance on the Graduate Record Examination (GRE); (2) at least a 3.0 junior/senior grade-point average and at least a 3.5 grade-point average in graduate studies; and (3) approval by the department admissions committee, an academic adviser, and the department chair.

## ***Advising***

An academic adviser is assigned to each new student by the department chair. Student and adviser together agree upon a study list for each academic quarter; any subsequent alterations must be approved by the doctoral adviser. Courses to be taken must be approved by the adviser.

## ***Course Requirements***

The student must fulfill training equivalent to the course requirements for the M.S. degree in epidemiology with an combined GPA of no less than 3.56 in Epidem 200A, 200B, and 200C with no less than a 3.30 in a single course. The minimum GPA qualifies a student for consideration of admission into the doctoral program but does not guarantee admission. Admission is decided by a vote of the faculty and is subject to approval by the School and Graduate Division.

The student must also take Epidem M204 (4 units), an additional statistics course beyond the M.S. requirements (4 units), one course on pathobiology (4 units), and at least three quarters of Epidem 292 (2 units per quarter). The statistics and pathobiology courses must be approved by the doctoral adviser.

In addition, the student must take at least 12 units of graduate-level courses (excluding 500 level courses) outside the Department of Epidemiology. The 12 units must be selected with the approval of the doctoral advisor. Students with prior post-baccalaureate coursework may petition for substitution of part or the entire 12-unit requirement. Recommendation for the degree is based on the attainments of the candidate rather than on the completion of specific courses.

### ***Teaching Experience***

Teaching experience is recommended but not required for the doctoral degree.

### ***Written and Oral Qualifying Examinations***

Before advancement to candidacy, students must pass the departmental written doctoral examination and the University Oral Qualifying Examination. Normally for the written doctoral examination no more than one re-examination is allowed. A doctoral committee, consisting of at least four faculty members who hold professorial appointments at UCLA, is nominated and submitted to the Graduate Division and, if approved, administers the oral qualifying examination after successful completion of the written examination. Two of the faculty must be tenured. Three of the four must hold appointments in the department; at least one must hold an appointment in another department at UCLA.

After completing the course requirements and passing both the written doctoral examination and the oral qualifying examination, the student may be advanced to candidacy and complete work on a dissertation in the principal field of study.

### ***Advancement to Candidacy***

Students are advanced to candidacy upon completion of the written and oral qualifying examinations.

### ***Final Oral Examination (Defense of the Dissertation)***

Required of all students in the program.

### ***Time-to-Degree***

Maximum allowable time for the attainment of the degree is 24 quarters of enrollment or eight years. This limitation includes quarters enrolled in previous graduate study at a UC campus prior to admission to the doctoral degree program and leaves of absence. However, the approved normative time-to-degree is 18 quarters (six years).

**The Dr.P.H.** program is intended for students who wish to work in public health agencies as epidemiologists.

### ***Admission***

In addition to the University minimum requirements, for admission to the Dr.P.H. degree program, the school requires(1) Satisfactory performance on the Graduate Record Examination (GRE); (2) Completion of the M.P.H. or a master's degree in an appropriately related field. If the master's degree is in a field other than public health, applicants must have taken the equivalent of the core mandatory M.P.H. courses or include them in the course of study after admission; (3) At least a 3.0 junior-senior grade-point average, at least a 3.5 GPA in graduate studies or demonstrated superiority in graduate work, and at least a B+ in each of the mandatory core courses; (4) A positive recommendation by a department in the School of Public Health; (5) Approval by the doctoral admissions committee and the Associate Dean for Student Affairs.

Students interested in applying to the DrPH program already registered at UCLA and enrolled in Public Health should take the following steps: (1) request a Blue Petition from the Student Services Office - 16-071 CHS; (2) Attach a clear statement of purpose, outlining goals and career objectives as they relate to the focus of the doctoral program and (3) it is recommended that applicants to the Department of Epidemiology contact one or more members of the faculty whom they are considering as advisers in order to ensure acceptance by a faculty mentor as the initial advisor. The faculty member should be prepared to write a letter of support for the applicant and submit to the Student Affairs Officer in the Department - 71-254A.

### ***Advising***

An academic adviser is assigned to each new student by the chair of the respective department. Student and adviser together agree upon a study list for each academic quarter; any subsequent alterations must be approved both by the student's adviser. Students may change advisers after the first quarter as long as the student and the new adviser agree. This is done by filing a blue petition countersigned by the area head/department chair and the Associate Dean of Student Affairs.

Within the first three quarters of study, students file Doctoral Form 1, Petition for Establishment of Three-Member Guidance Committee and Study in Major and Minor Fields for the Dr.P.H. The guidance committee comprises three members including the student's adviser in the major field and the student's adviser in the minor field. On this form, students list the courses to be taken for the minor which must be approved by the student's adviser and the department chair.

## ***Program Requirements***

Students must complete a minimum of 50 units beyond the requirements of the M.P.H. degree in Epidemiology. Epidemiology M204 (four units) and either four units for a course in statistics beyond Biostatistics 100B/110B or four units in methodology from a list approved by the department are required. The requirements are equivalent for all students, regardless of whether they hold a prior doctoral degree. Students must take at least five full courses (20 units) of the 50 units within the Department of Epidemiology, and a minimum of six full courses (24 units) in at least two School of Public Health departments other than Epidemiology. At least four of the six non-Epidemiology courses must be at the 200 or 400 level. Students must also take three quarters of Epidemiology 292 for a total of six units, thereby fulfilling the 50-unit minimum requirement.

A field experience is required, chosen in consultation with the adviser, for a duration of at least eight months, and is composed of full-time field training at no more than two sites, with at least one being outside of the School of Public Health. During the field experience, students enroll in eight units of Epidemiology 596 in each quarter of the academic year. These 596 units are in addition to the 50-unit minimum requirement. It is recommended that the field work take place after the student has passed the written qualifying examination. The chosen field site may be with a government or non-government health agency, a private foundation, the military, or with a business in the private sector. The selected site should have public health relevance and offer exposure to creative epidemiologic practices and experiences. The intent is to provide experience in recognizing and describing health problems, determining causative factors, developing intervention or prevention strategies, and evaluating the effect or impact of health programs or policies.

## ***Teaching Experience***

Teaching experience is recommended but not required for the doctoral degree.

## ***Written and Oral Qualifying Examination***

Before advancement to candidacy, students must pass written examinations in the major prepared and administered by the guidance committee or by the faculty of the department. Normally no more than one reexamination after failure is allowed. The doctoral committee is nominated after the student has made a tentative decision on a dissertation topic. The doctoral committee consists of at least four faculty members who hold professorial appointments. Two of the faculty must be tenured. For students specializing in Epidemiology, the chair of the committee and one additional member must be from Epidemiology. Three of the four must hold appointments in Public Health; one must be an outside member who holds no appointment in Public Health; one of the four must be from the minor field. The doctoral committee administers the University Oral Qualifying Examination after the written examinations have been successfully completed.

### ***Advancement to Candidacy***

Students are advanced to candidacy upon completion of the written and oral qualifying examinations.

### ***Final Oral Examination (Defense of the Dissertation)***

Required for all students in the program.

### ***Time-to-Degree***

Maximum allowable time for the attainment of the degree is 24 quarters of enrollment or eight years. This limitation includes quarters enrolled in previous graduate study at a UC campus prior to admission to the doctoral degree program and leaves of absence. However, the approved normative time-to-degree is 18 quarters (six years).

It is expected that students will normally complete coursework by the end of the third year in residence (nine quarters); complete written and oral examinations and advance to candidacy by the middle of the fourth year in residence (11 quarters); and complete the dissertation and defense by the end of the sixth year (18 quarters).

# Regulations Governing the Nomination of Doctoral Committees

1. Doctoral committees are appointed by the Dean of the Graduate Division acting for the Graduate Council, upon nomination by the Chair of the Department or Interdepartmental Program, after consultation with the student.
2. Doctoral committees consist of a minimum of four faculty members from UCLA of the following academic ranks:
  - A. Professor (any rank)
  - B. Professor or Associate Professor Emeritus
  - C. Professor-in-Residence (any rank)
  - D. Acting Professor or Acting Associate Professor
3. On *professional* (non-Ph.D.) doctoral committees, Adjunct Professors (any rank) and Professors of Clinical X (any rank) may serve as one of the four regular members and/or Co-chair.
4. Three of the four doctoral committee members must hold an appointment at UCLA in the student's major department.
5. One of the four doctoral committee members must hold an appointment at UCLA in a department "outside" the student's major department. (Note: Faculty who hold multiple appointments count as "inside" if one of those appointments is in the student's department.)
6. Two of the four doctoral committee members must hold the rank of Professor or Associate Professor (regular or in-Residence series).
7. The Chair of the doctoral committee must hold a UCLA appointment in the student's major department or interdepartmental degree program as Professor (any rank, regular or in-Residence series), or Professor or Associate Professor Emeritus.
8. Additional members (above the minimum number of four) may be nominated and, if appointed, have the same voting rights and responsibilities as the other committee members.
9. Those holding the titles indicated in 2. above, as well as Adjunct Professor and Adjunct Associate Professor, Professor of Clinical X, and Visiting Professor or Visiting Associate Professor may serve as additional members (above the minimum of four) and may also serve as Co-chair of the Committee.
10. By petition, one of the minimum four members may be a faculty member from another UC campus who holds an appropriate appointment as listed above.

# Epidemiology Graduate Course Descriptions

## **200A.** Methods I: Basic Concepts and Study Designs (6)

Lecture, six hours; discussion, four hours. Enforced requisite or corequisite: Biostatistics 100A. Introduction to basic concepts, principles, and methods of chronic and infectious disease epidemiology. Letter grading.

## **200B.** Methods II: Prediction and Validity (6)

Lecture, six hours; discussion, four hours. Enforced requisites: course 200A, Biostatistics 100A, 100B. Introduction to basic concepts, principles, and methods of chronic and infectious disease epidemiology. Letter grading.

## **200C.** Methods III: Analysis (6)

Lecture, four hours; laboratory, two hours. Enforced requisites: courses 200A, 200B. Introduction to basic concepts, principles, and methods of epidemiologic data analysis. Letter grading.

## **203.** Topics in Theoretical Epidemiology (2)

Lecture, two hours. Selected topics from current research areas in epidemiologic theory and quantitative methods. Topics selected from biologic models, epidemiologic models, problems in inference, model specification problems, design issues, analysis issues, and confounding. May be repeated for credit with consent of instructor. S/U grading.

## **M204.** Logic, Causation, and Probability (4)

(Same as Statistics M243.) Lecture, four hours. Preparation: two terms of statistics or probability and statistics. Recommended requisite: course 200C. Principles of deductive logic and causal logic using counterfactuals. Principles of probability logic and probabilistic induction. Causal probability logic using directed acyclic graphs. S/U or letter grading.

## **M211.** Statistical Methods for Epidemiology (4)

(Same as Biostatistics M211 and Statistics M250.) Lecture, four hours. Preparation: two terms of statistics (such as Biostatistics 100A, 100B). Requisites: courses 200B, 200C. Concepts and methods tailored for analysis of epidemiologic data, with emphasis on tabular and graphical techniques. Expansion of topics introduced in courses 200B and 200C and introduction of new topics, including principles of epidemiologic analysis, trend analysis, smoothing and sensitivity analysis. S/U or letter grading.

## **M212.** Statistical Modeling in Epidemiology (4)

(Same as Biostatistics M209.) Lecture, four hours. Preparation: two terms of statistics (three terms recommended). Recommended: course M204 or M211. Principles of modeling, including meanings of models, a priori model specification, translation of models into explicit population assumptions, model selection, model diagnostics, hierarchical (multilevel) modeling. S/U or letter grading.

**M218. Questionnaire Design and Administration (4)**

(Same as Community Health Sciences M218.) Lecture, four hours. Requisites: courses 200B and 200C, or Community Health Sciences 211A and 211B. Design, testing, field use, and administration of data collection instruments, with particular emphasis on questionnaires. Letter grading.

**220. Principles of Infectious Disease Epidemiology (4)**

Lecture, three hours. Requisite: course 100 or 200A. Ascertainment of infection, transmission, and epidemiological parameters rather than clinical and pathological aspects. Specific diseases discussed in depth to illustrate epidemiologic principles. S/U or letter grading.

**222. Arthropods as Vectors of Human Diseases (4)**

Lecture, four hours. Requisites: courses 200A, 200B, and 200C (or 100), 220. Comprehensive overview of morphology, systematics, natural history, host/vector/pathogen relationships, and spectrum of diseases carried by arthropods for graduate students, public health professionals, and medical doctors seeking information on global prevalence of arthropod-borne diseases. Letter grading.

**223. Biology and Ecology of Human Parasitic Diseases (4)**

Lecture, four hours. Information on all aspects of parasitic organisms causing human disease, including their morphology, biology, means of diagnosis, and diseases they cause. From epidemiological perspective, special emphasis on way in which parasites maintain themselves in nature and manner in which organisms are transmitted to people. Letter grading.

**224. Zoonotic Diseases and Public's Health (4)**

Lecture, four hours. Examination of wide variety of infectious disease agents (viruses, bacteria, and protozoan and helminth parasites) causing diseases in individuals and populations. Emphasis on how these diseases exist in natural environment, how they are transmitted from animals to humans, and methods for their prevention and control. Letter grading.

**M225. Public Health Microbiology (4)**

(Formerly numbered 225.) (Same as Environmental Health Sciences M220.) Lecture, four hours. Preparation: introductory microbiology. Requisites: courses 200A, 200B, and 200C (or 100). Corequisite: course M225L. Role of public health laboratory is to support testing needs of programs. To successfully fulfill this role, laboratory must provide information based on most sensitive and specific technologies available. Coverage of common infectious disease agents of public health importance and definition of impact of molecular biology on disease detection and epidemiology in modern public health laboratory. S/U or letter grading.

**M225L. Public Health Laboratory (4)**

(Formerly numbered 225L.) (Same as Environmental Health Sciences M220L.) Laboratory, five hours. Preparation: introductory microbiology. Corequisite: course M225. Public health laboratory techniques for detection and identification of pathogenic microorganisms. S/U or letter grading.

**M226. Global Health Measures for Biological Emergencies (4)**

(Formerly numbered 226.) (Same as Ecology and Evolutionary Biology M226.) Lecture, four hours. Requisite: course 220. Mitigation of bioterrorism falls outside traditional public health programs and public health graduate education. Because of seriousness of such threats, it is important that individuals trained in public health understand problems and responses. Letter grading.

**227. AIDS: Major Public Health Challenge (4)**

Lecture, four hours. Requisites: courses 200A, 200B, (or 100), Biostatistics 100A or 110A. Presentation of epidemiologic, biologic, psychological, and clinical characteristics of AIDS and HIV-1 infection. Discussion of policy implications and intervention strategies. S/U or letter grading.

**228. Biology of HIV (4)**

Lecture, three hours. Preparation: two biology courses. Requisites: course 100, Biostatistics 100A. Overview of virologic and immunologic aspects of HIV disease for epidemiology or other health disciplines. Brief discussion of clinical manifestations and biosafety in laboratory. Letter grading.

**229. Epidemiology of Foodborne Illnesses (2)**

Lecture, two hours. Requisites: courses 200A, 200B, and 200C (or 100), Biostatistics 100A. Food poisoning is significant cause of morbidity and mortality in both developing and developed world. Examination of etiologic agents of food poisoning and factors specific to foods that allow them to become agents of disease transmission. S/U or letter grading.

**230. Epidemiology of Sexually Transmitted Diseases (4)**

Lecture, four hours. Requisites: courses 200A, 200B, and 200C (or 100). Sexually transmitted diseases; medical/biological aspects, epidemiology and control in developed and developing countries. S/U or letter grading.

**231. Principles of Control of Infectious Diseases (2)**

Lecture, two hours. Requisites: courses 200A, 200B, 200C, 220. Comprehensive study of tools for control of infectious diseases and application of these tools in public health programs to achieve epidemiologic impact on disease reduction, elimination, or eradication. Letter grading.

**232. Methods in STI/HIV Epidemiology (2)**

Lecture, two hours. Requisites: courses 200A, 200B, and 200C (or 100). Introduction to range of different methodologies used to collect data and conduct analysis on reproductive epidemiology topics, including methods that produce quantitative data and methods that produce qualitative data, with emphasis on use of methods appropriate for challenging and sensitive research topics such as sexual behavior, abortion use, and sexual abuse. Letter grading.

**240. Cardiovascular Epidemiology (2)**

Lecture, two hours. Topics include definition, pathogenesis, descriptive epidemiology, magnitude of risk factors, strategies for prevention, lipoprotein metabolism, and epidemiology of diabetes, hypertension, and chronic lung disease. Letter grading.

**242. Cancer Epidemiology (4)**

Lecture, four hours. Requisites: courses 200A, 200B, and 200C (or 100). Introduction to basic concepts of cancer and molecular and genetic epidemiology. Review of current epidemiologic research in cancer in recent medical and epidemiological literature. Research proposal on cancer-related topic required. S/U or letter grading.

**243. Molecular Epidemiology of Cancer (4)**

Lecture, four hours. Requisite: course 242 or 295. Introduction to basic concepts and methodology of molecular epidemiology of cancer and review of current molecular epidemiologic research of cancer in recent medical and epidemiological literature. S/U or letter grading.

**244. Research Methods in Cancer Epidemiology (2)**

Lecture, two hours. Requisites: courses 200A, 200B, and 200C (or 100), Biostatistics 100A. Biologic, quantitative, philosophical, and administrative considerations in epidemiologic cancer research. Hypothesis specification and choice of study design. Uses of descriptive epidemiology, cohort studies, case control studies. Clustering, screening, and cancer control. Means of identifying subjects and controls. Design of instruments. Sources of bias and confounding. S/U or letter grading.

**246. Epidemiology of Aging (2)**

Lecture, two hours. Requisites: courses 200A, 200B, and 200C (or 100). Epidemiologic methods of estimating present and future burdens of aging: morbidity, disability, and dependency. Epidemiology of major disabling conditions affecting elderly. Evaluation of possible intervention strategies. Methodologic issues in geriatric epidemiology. S/U or letter grading.

**247. Epidemiology of Injuries in Elderly (2)**

Lecture, two hours. Requisite: course 100. Description of frequency of, risk factors for, and possibilities of preventing injuries in elderly populations. Comparison of injury outcomes (morbidity and mortality) in younger versus older populations. Emphasis on methodologic issues of studying elderly people. S/U or letter grading.

**248. Psychiatric Epidemiology (2)**

Lecture, two hours. Requisites: courses 200A, 200B, and 200C (or 100). Introduction to basic concepts and research methods in psychiatric epidemiology. Topics include case definition, study design, instrumentation, and epidemiology of selected psychiatric disorders. Letter grading.

**249. Genetic Epidemiology I (2)**

Lecture, two hours. Preparation: at least one course in epidemiology, biostatistics, and genetics. Basic concepts in emerging field of genetic epidemiology, with principal focus on genetic study of complex diseases, determining genetic contributions to disease, identifying genes, and characterizing their main effects and interactions with environmental factors. Letter grading.

**251. Epidemiology of Nonintentional Injuries (4)**

Lecture, four hours. Requisites: courses 200A, 200B, and 200C (or 100), Biostatistics 100A. Pertinent epidemiology methods for study of nonintentional trauma, including that from motor vehicle crashes, occupational exposures, falls, and other major external causes, that focus on research approaches, data sources, analytical techniques. Substantive findings on related subproblem areas presented for critical review. Letter grading.

**252. Epidemiologic Methods in Violent Injury (4)**

Lecture, four hours. Requisites: courses 200A, 200B, and 200C (or 100). Description and critical evaluation of epidemiologic methods in approaches to understanding incidence risk factors and prevention strategies of violence and violence-related injury. Letter grading.

**253. Acute Traumatic and Chronic Repetitive Injuries from Work-Related Exposures (2)**

Lecture, two hours; discussion, one hour. Requisites: course 100, Biostatistics 100A. Lectures and discussions on magnitude, scope, research approaches, and intervention strategies for work-related acute traumatic and chronic repetitive (musculoskeletal) injuries. Emphasis on injury research methods for all external causes of injury, utilizing epidemiology for high-risk group and risk-factor identification and injury prevention. S/U or letter grading.

**M254. Nutritional Epidemiology I (4)**

Lecture, two hours; discussion/laboratory exercise, one hour. Preparation: introductory biostatistics and epidemiology courses. Review of all aspects of contemporary nutrition sciences that require application of epidemiologic principles and methods, ranging from food-borne outbreak investigation to evidence-based regulatory assessment of health claims for foods. Experience in actual world of collecting, analyzing, and interpreting data related to nutrition and health or disease outcomes. S/U or letter grading.

**M255. Keeping Children Safe: Causes and Prevention of Pediatric Injuries (2)**

(Same as Community Health Sciences M255.) Lecture, two hours. Injuries have been leading killer of children in U.S. for decades. Children have specific risk factors for injuries, many of which are preventable. Presentation of approaches to research and prevention of pediatric injuries. Letter grading.

**257. Advanced Nutritional Epidemiology (2)**

Lecture, one hour; discussion, one hour. Preparation: introductory biostatistics and epidemiology courses. Requisite: course 254. Intended primarily for doctoral students interested in doing epidemiologic research. Methodological aspects of research in nutritional epidemiology. Topics include why and how to conduct validation studies, adjustment for energy intake, correction of measurement error. Methods related to genetic polymorphism, biochemical markers, gene-nutrient interaction in chronic diseases. Theoretical as well as practical aspects. S/U or letter grading.

**M258. Epidemiology of Obesity, Diabetes, and Related Disorders (4)**

Lecture, two hours; laboratory, two hours. Preparation: basic biochemistry, epidemiology, molecular biology, physiology, and statistics courses. Survey of entire landscape of nutritional, biochemical, and genetic aspects of obesity and diabetes and their microvascular and macrovascular complications. Review of descriptive and analytical epidemiology of these seemingly distinct yet clearly clustered disorders, including so-called metabolic syndrome. Study of distributions and determinants of these disorders in Westernized populations to appreciate how and why these epidemics occurred. Through case studies students learn process of generating etiologic hypotheses that can be tested using modern molecular epidemiologic methods. Techniques and principals of molecular genetics relevant to epidemiologic studies. Analysis of real data sets that include both genotype and phenotype information, with emphasis on examination of various gene/environment interactions. S/U or letter grading.

**259. Disaster Epidemiology (2)**

Lecture, two hours. Requisites: courses 200A, 200B, and 200C (or 100), Community Health Sciences 295. Introduction to epidemiologic methodology to study disasters and their health outcomes, including surveillance, loss estimation, risk factor assessment, intervention, and evaluation. Letter grading.

**260. Environmental Epidemiology (2 or 4)**

Lecture, three hours. Requisites: courses 200A, 200B, and 200C (or 100). Epidemiologic methods applied to evaluation of human health consequences of environmental hazards. Topics include air pollution, pesticides, drinking water contaminants, use of GIS. Review of recently completed environmental studies published in peer-reviewed literature. S/U or letter grading.

**261. Occupational Epidemiology (4)**

Lecture, two hours; discussion, two hours. Requisites: courses 200A, 200B, and 200C (or 100). Methodological considerations, approaches, and limitations in epidemiological studies of occupational groups and environments. S/U or letter grading.

**262. Seminar: Environmental and Occupational Cancer Epidemiology (2)**

Seminar, two hours. Requisites: courses 200A, 200B, and 200C (or 100). Discussion of examples of recent epidemiologic studies, with focus on environmental and occupational exposures, especially in areas where controversies have arisen such as for electromagnetic fields and childhood leukemia, and bladder cancer and trihalomethanes levels of drinking water. S/U or letter grading.

**263. Exposure Assessment in Occupational and Environmental Epidemiology (2)**

Lecture, two hours. Requisites: courses 200A, 200B, and 200C (or 100). Exposure assessment is often most challenging aspect of epidemiologic studies of occupational and environmental hazards. Focus on integration of industrial hygiene principles and epidemiologic methods to improve exposure assessment protocols and exposure analyses for occupational/environmental health studies. S/U or letter grading.

**265. Epidemiology Methods in Occupational and Environmental Health (2)**

Lecture, two hours. Introduction to epidemiology methods applied to evaluation of human health consequences of occupational and environmental hazards, including study design, exposure assessment, and statistical techniques commonly encountered in research focused on assessing adverse health effects resulting from occupational and environmental exposures. Topics include clusters, meta-analysis, risk assessment, and policy development. Illustrated by case studies, with focus on techniques to critically evaluate and interpret current literature. Letter grading.

**266. Global Health and Tropical Medicine (2)**

Lecture, two hours. Introduction to tropical diseases and global health. How humanitarian health issues, maternal-child health, research in tropics, World Health Organizations, and political/medical constraints all are related with respect to health on worldwide scale. Letter grading.

**267. Methodologic Issues in Reproductive Epidemiology (2)**

Seminar, two hours. General discussion of methodologic issues important to epidemiologic studies of reproductive outcomes, including fertility, low birth weight, prematurity, birth defects, pregnancy loss, and perinatal mortality. Approaches to study design and exposure assessment and identification of potential sources of bias illustrated through review of recent studies published in literature and with particular focus on occupational and environmental exposures and birth cohorts. S/U or letter grading.

**268. Introduction to Pharmacoepidemiology (2)**

Lecture, two hours. Requisites: courses 200A, 200B, 200C. Pharmacoepidemiology is application of epidemiologic knowledge, reasoning, and methods to study of effects and uses of drugs. Survey of contemporary roles of pharmacoepidemiology in drug development and public health, with historical background of its evolution and projections of future prospects. S/U or letter grading.

**270. Behavioral Epidemiology (2)**

Lecture, two hours. Requisite: course 100 or 200A. Introduction to range of different methodologies used to collect data and conduct analyses on behaviors studied in epidemiology research. How to collect, analyze, and interpret data on behaviors that can be associated with disease outcomes, including methods to collect survey data (i.e., design of questionnaires, interviewing techniques, use of technology to collect data) and methods to collect and analyze qualitative data (e.g., ethnographic interviews, focus groups, systematic observations). Overview information on epidemiology of key behavioral factors affecting human health, including sexual risk behaviors, substance use, physical activity, and healthcare utilization. S/U or letter grading.

**271. Assessing Validity of Complementary and Alternative Healthcare Procedures (2)**

Lecture, two hours. Exploration of validity of alternative and complementary healthcare procedures, with special emphasis on disorders in field of neurology. Focus on methods of analyzing clinical and experimental research published in journals that provide support or refute claims made by practitioners of these procedures. Primary procedures include acupuncture, chiropractic, manipulation, massage, and herbal remedies. Letter grading.

**M272. Social Epidemiology (4)**

(Same as Community Health Sciences M272.) Lecture, two hours; discussion, one hour. Requisite: course 100. Relationship between sociological, cultural, and psychosocial factors in etiology, occurrence, and distribution of morbidity and mortality. Emphasis on lifestyles and other socioenvironmental factors associated with general susceptibility to disease and subsequent mortality. Letter grading.

**273. Responsible Conduct of Research in Global Health (2)**

Lecture, one hour; discussion, one hour. Requisite: Community Health Sciences 200. Introduction to fundamental principles of public health ethics, current ethical procedures, guidelines, and requirements, and ethical issues facing public health

professionals working in developing countries. History of public health issues, unique ethical issues of research in developing countries, analysis of ethical implications of informed consent, responsibility to study community, mechanisms of study approval, role of funders, and role and responsibilities of review boards. S/U or letter grading.

**280. Connecting Epidemiological, Medical, and Mathematical Aspects of Infectious Diseases (4)**

Lecture, four hours. Requisites: courses 200A, 200B, 200C, 220. To deepen and further integrate knowledge on infectious diseases, focus on small number of them to enable in-depth study. Each to be presented and discussed from three viewpoints that facilitate greater understanding: epidemiology, immunology and molecular basis, and epidemiologic and mathematical analysis. Letter grading.

**291. Seminar: Special Topics in Epidemiology (2)**

Seminar, two hours. Requisites: courses 200A, 200B, and 200C (or 100). Review of current epidemiologic research contained in recent medical literature. May be repeated for credit. S/U or letter grading.

**292. Advanced Seminar: Epidemiology (2)**

Seminar, two hours. Requisites: courses 200A, 200B, 200C. Current research in epidemiology. May be repeated for credit. S/U grading.

**293. International HIV/AIDS Seminar (2)**

Seminar, two hours. Ongoing discussion of worldwide pandemic of HIV/AIDS, with emphasis on problems of surveillance, reporting, and intervention. Discussion of recent literature. Presentations by fellows from other countries. S/U grading.

**294. Epidemiology and Policy of Occupational and Environmental Health Issues (2)**

Seminar, two hours. Requisites: courses 200A, 200B, and 200C (or 100) and/or 260. Introduction to demands that go beyond pure science, with focus on issues such as risk communication, potential influence (and ethics) of oversight panels and external review groups on presenting results and conclusions, and interest of government agencies. S/U or letter grading.

**295. Seminar: Epidemiology -- Cancer (2)**

Seminar, two hours. Requisites: courses 200A, 200B, and 200C (or 100). Introduction of basic concepts of cancer epidemiology and review of current epidemiological research in cancer in recent medical and epidemiological literature. May be repeated for credit. S/U or letter grading.

**297. Advanced Seminar: Population Genetics and Nutrition (2)**

Seminar, three hours. Preparation: basic courses in biochemistry, epidemiology, molecular biology, physiology, and statistics. Designed for second-year master's and doctoral students. Lectures, student presentations, and discussion of key topics of current interest in field of nutrition and gene-nutrient interaction. Assessment of significant area of study in nutrition and genomics in student group projects.

Applications cover cancer, cardiovascular disease, diabetes, and obesity. S/U or letter grading.

**375. Teaching Apprentice Practicum (1 to 4)**

Seminar, to be arranged. Preparation: apprentice personnel employment as teaching assistant, associate, or fellow. Teaching apprenticeship under active guidance and supervision of regular faculty member responsible for curriculum and instruction at UCLA. May be repeated for credit. S/U grading.

**400. Field Studies in Epidemiology (2 to 4)**

Fieldwork, to be arranged. Field observation and studies in selected community organizations for health promotion or medical care. Students must file field placement and program training documentation on form available from Student Affairs Office. May not be applied toward M.S. minimum course requirement; 4 units may be applied toward 44-unit minimum total required for M.P.H. degree. Letter grading.

**402. Advanced Data Analysis in Occupational and Environmental Epidemiology (4)**

Lecture, four hours. Preparation: one data management course. Requisites: courses 200B and 200C, or 200B and 261. Development of strategies for analyzing data in occupational and environmental settings. Use of multivariate data analysis techniques typically used in occupational cohort studies, nested case-control studies, and ecologic studies in environmental epidemiology. S/U or letter grading.

**M403. Computer Management and Analysis of Health Data Using SAS (4)**

(Same as Biostatistics M403B.) Lecture, two hours; laboratory, two hours. Requisites: Biostatistics 100A, 100B (100B may be taken concurrently). Introduction to practical issues in management and analysis of health data using SAS programming language. Cross-sectional and longitudinal population-based data sets to be used throughout to illustrate principles of data management and analysis for addressing biomedical and health-related hypotheses. Letter grading.

**M406. Preparing for Smallpox or Other Bioterrorist Events (2)**

(Same as Community Health Sciences M406.) Lecture, two hours. Major current public health issue is massive effort to prepare for possible bioterrorist events. Practical application of principles of epidemiology and public health in preparing for smallpox or other bioterrorist events. Letter grading.

**410. Management of Epidemiologic Data (2)**

Lecture, two hours. Data management for various epidemiologic study designs, confidentiality concerns; data management systems; introduction to mainframe computer. S/U or letter grading.

**411. Research Resources in Epidemiology (2)**

Lecture, one hour; discussion, one hour. Instruction and practical experience in use of varied bibliographic aids and sources of information, building of reference files, and presentation of research findings for publication. Letter grading.

**412. Public Health Surveillance (2)**

Lecture, two hours. Requisites: courses 200A, 200B, and 200C (or 100), Biostatistics 100A. Overview of public health surveillance methodology, including (1) design, implementation, and evaluation of surveillance systems, (2) analysis and interpretation of surveillance data, and (3) application of surveillance methods to specific health-related outcomes. Letter grading.

**413. Methods of Scientific Communication (2)**

Lecture, two hours. Requisites: courses 200A, 200B, and 200C (or 100). Principles of scientific writing and communication. Approaches to developing effective written, oral, and visual presentations of epidemiologic research findings. Communication issues arising in conduct of research, including informed consent process. S/U or letter grading.

**415. Epidemiology for Developing Countries (4)**

Lecture, four hours. Requisites: courses 200A, 200B, and 200C (and/or 100), Biostatistics 100A. Practical use of epidemiology, microcomputers, and spreadsheet models for estimating morbidity and mortality, developing intervention or prevention strategies, and setting program priorities in Third World settings. Letter grading.

**417. Injury Prevention Strategies and Countermeasures (2)**

Lecture, two hours. Requisite: course 100. Lectures with discussion on injury prevention strategies and countermeasures, including critical review of effectiveness in public health context. Emphasis on major public health injury problems from assaultive, self-inflicted, or unintentional causes. S/U or letter grading.

**M418. Rapid Epidemiologic Surveys in Developing Countries (4)**

(Same as Community Health Sciences M418.) Lecture, four hours. Requisites: courses 200A, 200B, and 200C (and/or 100), Biostatistics 100A. Presentation of how to do health surveys in Third World countries. Practical assistance for planning and organizing surveys, including use of microcomputers to develop and test questionnaire, select sample, process and analyze data, and prepare final report. Letter grading.

**420. Field Trials in Developing Countries (4)**

Lecture, four hours. Requisite: course 100 or 200A or 200B. Introduction to practical concepts and issues in conducting epidemiologic field research in developing countries, including formulating research questions, study site selection, ethical considerations, and logistics of data and specimen collection. S/U or letter grading.

**495. Teacher Preparation in Epidemiology (2)**

Seminar, two hours. Preparation: 18 units of cognate courses in area of specialization. May not be applied toward master's degree minimum total course requirement. May be repeated for credit. S/U grading.

**501. Cooperative Program (2 to 8)**

Tutorial, to be arranged. Preparation: consent of UCLA graduate adviser and graduate dean, and host campus instructor, department chair, and graduate dean. Used to record enrollment of UCLA students in courses taken under cooperative arrangements with USC. No more than 8 units may be applied toward master's degree minimum total course requirement; may not be applied toward minimum graduate course requirement. S/U grading.

**596. Directed Individual Study or Research (2 to 8)**

Tutorial, to be arranged. Limited to graduate students. Individual guided studies under direct faculty supervision. Only 4 units may be applied toward M.P.H. and M.S. minimum total course requirement. May be repeated for credit. S/U or letter grading.

**597. Preparation for Master's Comprehensive or Doctoral Qualifying Exams (2 to 12)**

Tutorial, to be arranged. Limited to graduate students. May not be applied toward any degree course requirements. May be repeated for credit. S/U grading.

**598. Master's Thesis Research (2 to 8)**

Tutorial, to be arranged. Only 4 units may be applied toward M.P.H. and M.S. minimum total course requirement; may not be applied toward minimum graduate course requirement. May be repeated for credit. S/U grading.

**599. Doctoral Dissertation Research (2 to 12)**

Tutorial, to be arranged. May not be applied toward any degree course requirements. May be repeated for credit. S/U grading.

# Email list of Faculty in the Department of Epidemiology

Please access information on Faculty Research Interests and Publications at <http://www.ph.ucla.edu/epi/faculty.html>

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Zuo-Feng	Zhang	<a href="mailto:zfzhang@ucla.edu">zfzhang@ucla.edu</a>

# Important Academic Information

## Official Materials from the University

You will receive many documents from the University stating deadlines, offering opportunities, etc. It is your responsibility to observe the deadlines, and take any action that is required. This is especially important for work-study, financial aid, traineeships, filing deadlines, etc. For the most current deadlines, go to the online schedule and calendar at <http://www.registrar.ucla.edu/calendar/>.

## Student Services

### Epidemiology

Joy Miller, Room 71-254A CHS, is the Academic Affairs Officer for the Department of Epidemiology. Her office hours are M-F 2:00 – 5:00 pm. You can reach Joy at [jdmiller@ph.ucla.edu](mailto:jdmiller@ph.ucla.edu).

### School of Public Health

The Student Affairs Office provides oversight and guidance of school-wide and departmental graduate program affairs, including admissions processing, degree processing, class scheduling, funding, orientation and graduation preparations, and general counseling to prospective, new and continuing students. Hours and location: Monday, Tuesday, Thursday and Friday 9:30 am – 3:30 pm (closed Weds). Room A1-269 CHS. Their phone number is (310) 825-5524

### Academic Advisor

Students are assigned a faculty advisor prior to the beginning of their academic program. An attempt is made to match the student with an advisor on the basis of similar academic interests. Occasionally, a student may wish to change advisors. A blue student petition should be used for this request. Approval of both faculty members involved should be obtained by the student before she/he submits the petition to the Academic Affairs Officer, who will submit the request for departmental approval. An approved petition is then recorded with the School's Student Affairs Office.

## Advancement to Candidacy

### Master's Degree

Advancing to candidacy is a requirement for all M.S. and M.P.H. degree candidates. Petitions to advance to candidacy are picked up in the Student Affairs Office (Room A1-269) forms are to be returned to the Student Services Office completed - that is, filled in by the student as per the directions of the form itself and any special instructions given by the Student Affairs Office Staff, signed by your advisor and reviewed by Joy Miller, Student Affairs Officer of the Department of Epidemiology.

*Please note: Those students wishing to graduate in spring quarter must petition to advance to candidacy by February of that same year. The deadline for Advancement to Candidacy for fall and winter quarters is generally the first week of that given quarter. The Student Affairs Office regularly posts the specific due dates. It is fully the individual student's responsibility to meet all deadlines.*

### Doctoral Degree

Advancing to candidacy is also a requirement for those in the Ph.D. and Dr.P.H. programs. All doctoral students must fill out forms 1, 2 and 3 (forms can be obtained in the Student Affairs Office or in the Dept of Epidemiology) before officially nominating their doctoral committees. Doctoral students should not schedule a date for the proposal until the official doctoral committee has been approved by Graduate Division (it takes 5 to 10 working days for approval once the nomination is submitted).

Please check with the staff in the Student Affairs Office for more information regarding this process.

## Sequence of Courses

Incoming Epidemiology majors must take Epidem 200A, Biostat 100A and Env Hlt 100 in the fall quarter for which they are enrolled. Permission to take Epidem 200A at another time requires approval of your advisor. First year students should plan on taking Epidemiology 200B, Biostatistics 100B and Com Hlt 100 in the winter quarter. They should plan on completing their first year by taking Epidemiology 200C, Health Services 100 and an elective of their choice within epidemiology. Students are encouraged to consult their academic advisors for suggestions and recommendations.

## Course Substitutions and Waivers

Prior to the beginning of the fall quarter, arrangements for the Biostat 100A, EnvHlt 100, HltSer 100, or ComHlt 100 waiver examinations are made with the respective department. Except for ComHlt 100, examinations are usually given at the beginning of fall quarter with signups made with the appropriate department at least one week before the start of the quarter.

Students with extensive math background may take Biostat 110A-B instead of Biostat 100A-B. Check with Biostatistics Department for details. Also, you will need to discuss this with your faculty advisor.

## Blue Petitions

A “Blue Petition” is a form submitted to explain a student’s need or desire to be exempted from any rule or regulation of the University. It is the only way to obtain formal approval from the department, the school, the Registrar or whoever has authority over the particular request. Ascertain and complete petitions as soon as possible in your academic career.

## Grading

UCLA grades for graduate students, are A, B, C, F, and I. Grade point averages are computed on the basis of 4 points for an “A”, 3 points for a “B”, 2 points for a “C”, and 0 points for an “F”. You must maintain at least a 3.0 average to avoid probation. You must also have a 3.0 average in the required courses. If you are on probation for two consecutive quarters, you are subject to dismissal from the University.

The grade “I” (Incomplete) may be assigned if you did not complete all of the course material and the material completed was of passing quality. The “I” must be arranged before the end of the course with the instructor. You should have a written agreement with the instructor detailing what is needed to complete the course. A passing grade is added to the transcript provided students satisfactorily complete the course work by the end of the next full term in academic residence. If the work is not completed by the next full term in residence the “I” grade automatically lapses to an “F” or “U” (unsatisfactory) as appropriate.

## English as a Second Language

All non-native speakers of English new to UCLA are required to take the English as a Second Language Placement Exam (ESLPE). Students may be exempt from this requirement if they did their undergraduate course work in the USA. For more information on such exemption, contact Ms. Sara Hosegera at [shosegera@summer.ucla.edu](mailto:shosegera@summer.ucla.edu). Otherwise students may be required to take up to three courses of the English 33 series according to their performance on this examination. Please do not delay. If needed, ESL course(s) are designed and intended to facilitate your studies here at UCLA. If you do not fulfill your ESL requirement, you will not be permitted to graduate. Students may only take the exam once! Retakes will not be recognized by the Department. Please look at <http://www.humnet.ucla.edu/humnet/al/frames/eslpe.htm> for more information.

## Financial Assistance

As a major center for graduate study, UCLA offers a percentage of its qualified graduate student's substantial support through several types of financial assistance. Awards are based on either academic merit or financial need, but the two types are not mutually exclusive. Students interested in applying for financial assistance should read carefully the information contained in the School of Public Health Announcement. It cannot be emphasized enough the importance of carefully reading the publications provided and meeting the stated deadlines.

In addition to the information contained in the School of Public Health Announcement, the Department of Epidemiology has a limited number of special-purpose traineeships which provide fee and stipend support. These traineeships are available for doctoral students who are committed to doing research in cancer epidemiology.

# General Student Information

## Student Photo-ID Cards

The Bruin Card, a versatile identification system not only provides a photo-student ID, but can also be coded as a debit card (by making a deposit in your Bruin Card account), good for transactions at local and UCLA shops and businesses. It will also function as a library card, a special events card, and other convenient options as well. These will be issued as part of the orientation event, and you will receive more details at that time about how to obtain your Bruin Card (please wait until orientation or after your registration fees are paid for fall quarter). If you have not obtained your Bruin Card by the first week of class you may go to 123 Kerckhoff Hall to request one.

## Access to Computer Facilities

The School of Public Health operates a microcomputer lab for student use. There are two microcomputer rooms for students to access Email, to search library databases, or to surf the Internet. The lab assistant assigns account numbers to interested students holding a student identification card, and will assist in using the software.

The computer lab is located in CHS A1-241 and the hours are 8.00am to 8.00pm Monday through Thursday and 8.00am to 6.00pm Friday. The computer lab is closed on Saturday and Sunday. In addition, there is a classroom-size lab often used to supplement lectures with hands-on experience. The lab is available only at a time that there is not a class in session. The lab hours are 8:00am to 5:00pm Monday through Friday and are closed on weekends.

Students conducting special research projects for specific faculty can obtain access to the University "backbone" computer for more powerful operations. Students who own a personal computer should purchase the Bruin On-Line software at the Ackerman Union student store. This will enable them to access Email, the Internet, and on-line library databases from home. You should have a modem that is at least 28,800 baud for optimum performance.

## Email Account

To set up your Bruin Online account go to a designated “new user terminal” on campus with your UCLA ID number and date of birth. The terminals are located in the OAC Commons computer lab in 4328 Mathematics Science Annex, CLICC Lab in Powell Library, or the Student Technology Center by Delta Terrace (in Sunset Village). You can also establish an account by telnetting to the machine *access.ucla.edu* and logging in as new user. For more information on account establishment, see the BOL Accounts page at <http://www.bol.ucla.edu/>

Bruin Online is available for PC/Windows or Macintosh computers via dial-up, campus work stations, or from dorm rooms. To use Bruin Online from home you may purchase software from The UCLA Store or the Student Technology Center for a nominal fee. If you already have Internet software, you may obtain configuration instructions from OAC Consulting or the BOL home page at <http://www.bol.ucla.edu/>.

Bruin Online also provides every Bruin Online user five megabytes of space to create a personal web page. We can provide a link to your personal web page on the Biostatistics current student web page.

## Library

There are four main libraries you need to know about: the Young Research Library at the north end of campus, the College Library in Powell, the Biomedical Library in the Center for the Health Sciences, and the SEL/Engineering & Mathematics Library in the Math Sciences building. These libraries have all of the journals you should need in your program. There are Xerox machines available in the Biomedical Library for your use.

## Photocopies

There are several copy machines on level 3 of the Biomedical Library which are available for students to use during library hours. A debit card can be purchased from dispensing machines located in the entry area of the library.

The Epidemiology Department has a copy machine located on the 7<sup>th</sup> floor, 6<sup>th</sup> corridor of the CHS building, which is available for administrative personnel and faculty. Students in the Department of Epidemiology are also allowed to use this facility on a limited basis. A fee is charged (ask for the reimbursement log in the Epi office, Room 71-254 CHS). Please note the rules and procedures regarding machine use which are posted in the copy room.

## Student Mail Folders

Epidemiology students have mail folders in the Department office, Room 71-254 CHS. All school mail and telephone messages will be put into these folders. Students should check their mail folders regularly. Please have journals and personal mail sent to your home address.

## Health, Safety & Security

Student Health Services (SHS) is an outpatient clinic designed especially for UCLA students. Current registration card and photo ID is required for service since the service is supported by registration fees. Students may be seen by appointment or on a walk-in basis. Please note that most services are pre-paid by registration fees, but not all. Please contact SHS more detail and for the most up-to-date information visit their web site is <http://www.studenthealth.ucla.edu>. For an appointment call (310)825-4073 (option 1) or via our online Appointment Request (<https://www.studenthealth.ucla.edu/webappt/request.asp>). SHS is located at the Arthur Ashe Student Health and Wellness Center, formerly the Plaza Building, immediately adjacent to the Wooden Center.

The UCLA Police Department provides **free escort service** every day of the year from dusk until 1:00 a.m. Uniformed escorts - specially trained UCLA students employed by the UCLA Police Department - are available to walk students, faculty and staff members between campus buildings and local living areas or Westwood Village. To obtain an escort, call 794-WALK about 10 minutes before you need one.

Free Evening Van Service is provided for a safe and convenient mode of transportation around campus at night Monday through Thursday from 6 p.m. to midnight. For more information or a free brochure, call (310) 825-9800.

### **Phone Numbers:**

EMERGENCY	911
Campus Emergency Information	(800) 900-UCLA
UCLA Police Department (24 hours)	(310) 825-1491
UCLA Emergency Room	(310) 825-2111
Campus Escort Service (dusk to 1am)	(310) 794-WALK or 825-1493
Peer Helpline (Mon-Thurs 5pm to midnight & Fri-Sun 8pm to midnight)	(310) 825-HELP

For more information please see to the UCLA General Catalog 2003-2005 or the UCLA web site at <http://www.ucla.edu>

## Lockers

For lockers within the School of Public Health, please go to the Dean's Office Room 16-035 CHS. Lockers are assigned on a first come basis. Lockers must be renewed once a year at the beginning of Fall quarter.

## Student Parking

To obtain quarterly deadline dates and information on how to apply for a parking permit, go to <http://www.parking.ucla.edu> or phone Parking & Commuter Service at (310) 825-9871, or in person at 555 Westwood Plaza.

## Student Life

There are lots of ways to enrich your time at UCLA. There are many different cultures represented on campus, in the School, and in the Department. Explore these. The School has an active student association, the Public Health Student Association (PHSA). This is a good way of learning about other Departments, and that they have many of the same concerns that we do.

The Graduate Students Association of UCLA is the graduate student government for the nearly 10,000 graduate and professional students at the University of California, Los Angeles. GSA provides services and programs for UCLA graduate and professional students, and represents those students in administrative, campus, and statewide affairs. Every graduate or professional student at UCLA is automatically a member of the Graduate Students Association. In part, this means that \$30.00 of each graduate or professional student's quarterly fees goes to GSA. These funds are used to provide programs and services for graduate and professional students at UCLA. There are many opportunities for participating in GSA-related activity, including departmental graduate representation, councils, forum, or running for one of the three GSA officer positions elected every Spring Quarter. Some representative appointments include stipends. For more information go to <http://gsa.asucla.ucla.edu> or call (310) 206-8512.

The Guide to Life at UCLA web site: <http://www.studentlife.ucla.edu/>

## WEB SITES

Department of Epidemiology

<http://www.ph.ucla.edu/epi/>

UCLA Home Page

<http://www.ucla.edu>

Registrar's Office

<http://www.registrar.ucla.edu/>

Graduate Division

<http://www.gdnet.ucla.edu/>

Program Requirements

<http://www.gdnet.ucla.edu/departments.html>

Schedule of Classes

<http://www.registrar.ucla.edu/schedule>

Financial Aid

<http://www.fao.ucla.edu>

Dashew Center for International Students and Scholars

<http://www.internationalcenter.ucla.edu/>

Graduate Student Resource Center

<http://gsa.asucla.ucla.edu/gsrc/>

Graduate Student Association

<http://gsa.asucla.ucla.edu/>

URSA

<https://www.ursa.ucla.edu/>

Bruin OnLine

<http://www.bol.ucla.edu/>

College of Letters of Science

<http://www.college.ucla.edu>

UCLA Financial Statement & Tax Fellowship Forms:

<http://www.gdnet.ucla.edu/gss/library/taxintro.htm>

CA Residency

<http://www.registrar.ucla.edu/FAQ/residence.htm>