



MPH CAPSTONE PROGRAM DEADLINES

EPH 680—Field Experience submission deadlines

EPH 680 Documentation	Faculty Advisor Approval	Community Partner Approval	Due Date <i>May be turned in up to this date. Reports turned in after this deadline will receive an Incomplete grade</i>
CITI Certification Reports (4)			Prior to registration and logging hours
Field Experience Proposal	Required	Required	Prior to registration and logging hours
Community Partner Agreement Form	Required	Required	Prior to registration and logging hours
Log of Hours		Required	Upon completion
Evaluation from Community Partner		Required	Upon completion
Evaluation from Student			Upon completion
Field Experience Final Report Draft & Two Practice-Based Work Products	Required		To Faculty Advisor 3 weeks before 'CLASSES END' * according to UM Academic Calendar

EPH 682—Capstone Project submission deadlines

EPH 682 Documentation	Faculty Advisor Approval	Community Partner Approval	Due Date <i>May be turned in up to this date. Reports turned in after this deadline will receive an Incomplete grade</i>
Capstone Project Proposal	Required	Required	Prior to registration and logging hours
Community Partner Agreement Form	Required	Required	Prior to registration and logging hours
Capstone Project Final Report <i>(completed first draft)</i>	Required		To Faculty Advisor 3 weeks before 'CLASSES END' * according to UM Academic Calendar

Reminder about Timeline to Complete "Incomplete" Grades

Students who receive an “Incomplete” (I) grade in EPH 680 or EPH 682 have 1 calendar year (12 months) to finish the work and receive a passing “Satisfactory” (S) grade. If the work is not completed within this calendar year, the grade becomes “Unsatisfactory” (U) and remains on the transcript. EPH 680 and EPH 682 are required for the MPH degree, so a student who receives a “U” in EPH 680 or EPH 682 must enroll and pay for the course again to complete the degree.

*Link to UM Academic Calendars: <https://registrar.miami.edu/dates-and-deadlines/academic-calendars/index.html>