



## Capstone Course Semester Deadlines for MPH Students

### *EPH 680—Field Experience deadlines for submissions*

EPH 680 Document	Faculty Advisor Approval	Preceptor Signature	Due Date <i>May be turned in up to this date. Reports turned in after this deadline will receive an Incomplete grade (I on transcript)</i>
1. CITI Certification report			Prior to registration and logging hours
2. Field Experience Proposal	Required	Required	Prior to registration and logging hours
3. Community Partner Agreement	Required	Required	Prior to registration and logging hours
4. Log of Hours		Required	Upon completion
5. Evaluation from Community Partner		Required	Upon completion
6. Evaluation from Student			Upon completion
7. Field Experience Final Report <i>(completed editable first draft)</i>	Required		To Capstone Faculty Advisor 3 weeks before CLASSES END** according to UM Academic Calendar

### *EPH 681—Capstone Project deadlines for submissions*

EPH 681 Document	Faculty Advisor Approval	Preceptor Signature	Due Date <i>May be turned in up to this date. Reports turned in after this deadline will receive an Incomplete grade (I on transcript)</i>
1. Project Proposal	Required	Required	Prior to registration and logging hours
2. Project Proposal Form	Required	Required	Prior to registration and logging hours
3. Project Final Report <i>(completed editable first draft)</i>	Required		To Capstone 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) in EPH 680 or EPH 681 have 1 calendar year (12 months) to finish the work and receive a passing grade of (S). If the work is not completed within this calendar year, the grade becomes “Unsatisfactory” (U) and remains on the transcript. EPH 680 and EPH 681 are required for the MPH degree, so a student who receives a “U” in EPH 680 or EPH 681 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>