

## **Cf xkupi 'O kguqpguht 'O J C'Uwf gvu**

### **Before the Start of the First Semester:**

\_\_\_ Student: Attend the MHA Orientation held the week before the semester begins

### **First Semester:**

\_\_\_ Student: Sign **MHA Handbook Acknowledgement (return to PD)**

\_\_\_ Advisor: Complete **SPH Advisor Contact Form** (every semester)

### **Second Semester:**

\_\_\_ Advisor: Complete **SPH Advisor Contact Form** (every semester)

\_\_\_ Student: Contact SPH Internship Coordinator for Site Visit Schedule

\_\_\_ Student: **Appointment of Advisory Committee Form** (Thesis or Professional Paper ONLY – Grad Rebel Gateway)

### **Third Semester:**

\_\_\_ Advisor: Complete **SPH Advisor Contact Form** (every semester)

\_\_\_ Student: Complete **Plan of Study Form** (Grad Rebel Gateway – forms tab)

\_\_\_ Student: **Prospectus Approval Form** (Thesis or Professional Paper ONLY – Grad Rebel Gateway)

### **Fourth Semester:**

\_\_\_ Advisor: Complete **SPH Advisor Contact Form** (every semester)

\_\_\_ Student: Complete **Graduation Application** – (Grad Rebel Gateway)

\_\_\_ Student: **Capstone/Thesis/Professional Paper Presentation**

\_\_\_ Student: **Culminating Experience Form** (Grad Rebel Gateway – forms tab)

\_\_\_ Student: Complete the **MHA Exit Survey**