

The Master of Healthcare Administration Option for ISP Students

University of Minnesota
School of Public Health, Academic Health Center

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Who should apply to the Alternative Studies Master's Option?

Students who have been admitted to one of the Alternative Studies certification programs may apply for the Master's Option in Healthcare Administration. Admission to the Master's Option is a competitive process based on a combination of the applicant's undergraduate record, ISP grades, tests scores, work experience, and professional accomplishments. ***The MHA Admission Committee strongly recommends that students who wish to earn the MHA degree apply as they complete Course II.***

The online application, specific directions, and downloadable forms are available at www.sph.umn.edu/students/application/home.html.

Eligibility for Application - You may apply if you:

1. have completed Course II in ISP;
2. hold a baccalaureate degree with a 3.0 GPA from an accredited college or university that did not use ISP credits toward your baccalaureate degree. International applicants must have the equivalent to a four-year US baccalaureate degree. When you submit your application materials for admission to the master's option your prior coursework and degree will be assessed to determine equivalency.

Preferred Performance levels – All applications are reviewed holistically. The levels indicated below are not thresholds, but are offered as comparative information to applicants.

3. have GRE results of 1000 on tests taken after October 2002 (1500 on test taken before October 2002) or GMAT results of 500 from a test taken within the last five years. Applicants must take the verbal, quantitative and analytical writing sections of either the GRE or GMAT;
4. have achieved, on all sections of the GRE/GMAT, test scores at 20th percentile or above, regardless of GPA or overall or overall test score.
5. have earned a score of 600 on the paper based TOEFL examination (250 on the computer based or 90 on the internet-based TOEFL), if your primary language is not English. Results must be from an exam taken in the last two years;

What material need to be submitted to apply for the Master's Option?

The Admission Committee will review an individual applicant file only after receipt of all of the following:

1. completed MHA admission application;
2. \$55.00 application fee for US citizens and \$75.00 for international applicants (Exceptions: persons who were previously admitted to and registered at any of the University of Minnesota campuses. In lieu of a fee, a "Request for Change of College Form" is required.);
3. letter of intent stating your specific reasons for pursuing graduate studies and an in-depth description of your career goals and objectives;
4. current resume;
5. three completed recommendation forms - the people used as references should be connected with a healthcare organization or familiar with the applicant's work experience, professional contributions, or academic studies. It is your responsibility to be sure that all letters have arrived in the Department of Healthcare Management by the application deadline;

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6. Alternative Studies Grade Release Form;
7. one official transcript from all previous colleges or universities attended
8. official test scores from the GRE or GMAT. Study for the test - it is an important part of your application. The GRE institution code for the University of Minnesota is 6874 and the Department code is 0607. The GMAT code is 6891. International students must submit TOEFL scores as well.

All applications materials must be received by March 15.

Review Process

Applications are reviewed by the Admissions Committee from January through April of each year. Qualified applicants may be required to interview with a panel of faculty and administrators.

Helpful Phone Numbers:

GRE 1-800-537-3160 www.gre.org
 GMAT 1-800-462-8669 www.gmac.com/GMAT
 MHA Program mainline - 612/624-8818
 Toll-free - 877/642-8636
 Admissions questions? - Mary Ellen Nerney - 612/624-9588
 Status of application materials? - Diane McClellan - 612/626-7349

What are the enrollment requirements for the Master's Option?

- Students must be admitted into the Master's Option;
- Students must have earned a minimum cumulative ISP GPA of 3.0 or better at the end of Course III. You must complete Courses I, II, and III prior to beginning the Master's Option. A wrap up session is held in June when students present their projects. Immediately following the Courses III wrap up students complete 3-5 weeks of coursework on campus to fulfill the remaining requirements for the Master's degree.

What are the graduation requirements?

- Satisfactory completion of the 46 required semester credits of graduate work with a cumulative GPA of 3.0 or better. Students transfer 36 semester credits from the ISP program to the MHA degree. All courses except MHA 5770 must be taken A/F. Students also complete and transfer in a four-semester credit, graduate-level or six-quarter credit, graduate level Research and Statistics class from an accredited college or university. Prior approval of the Research/Stats. class by the program faculty is required. Students must provide official transcripts indicating successful completion of these courses to be cleared for graduation. **In addition, while on campus at the University of Minnesota, students complete six credits of coursework. The required, on campus courses are Healthcare Economics, Financial Analysis, and Public Health Principles.**
- an acceptable thesis and a satisfactory written or oral comprehensive exam.

Deadline for completion of the MHA

MHA students enrolled in the School of Public Health or the CSOM fall 1981 and thereafter shall have a period of two years following completion of coursework for completion of papers and the final comprehensive review OR six years from the start of initial enrollment in Course III, whichever deadline expires first.

Costs

Tentative costs for summer 2007 are:

\$466/cr for residents	\$764/cr for non residents
\$225 student services fee	
\$100 technology fee	
\$240 University fee	

Updated July 2007