



New York Medical College

Policy and Procedure Manual

Section: STUDENT FINANCE	No.: CO.743
	Date: July 20, 1993
Subject: SPECIAL TUITION-GRADUATE SCHOOL HEALTH SCIENCES - MD/MPH PROGRAM	Page 1 of 2
	Supersedes:

I. Purpose

To establish guidelines for medical students in the MD/MPH program.

II. Scope

This policy applies to all full-time medical students.

III. Definition

MD/MPH - A program for full-time medical students who will receive a Master of Public Health (MPH) degree in addition to the Medical Degree.

IV. Policy

It is the policy of New York Medical College to allow full-time medical students to enter into the MD/MPH at reduced tuition.

V. Procedures

- A. Medical students interested in enrolling in the MD/MPH program must obtain written approval from the Dean of Graduate School of Health Sciences and the Senior Associate Dean of Student Affairs.
- B. Approved documents are submitted by the medical student to the Student Finance Department.
- C. The student will be charged \$1,000 for the entire MD/MPH program.
 1. One-half of the \$1,000 tuition (\$500) is payable at initial registration to the Graduate School of Health Sciences.
 2. The balance of the tuition (\$500) is payable at registration prior to the student's final semester.

Issued By:

Approved By:

3. Tuition is charged to the medical student's account if financial aid is pending.

D. All fees are paid by the medical student at the time of registration.

VI. Responsibility

A. Student

1. Submit letters of approval from the appropriate Deans to the Student Finance Department.

2. Payment of tuition and fees.

B. Dean of Graduate School of Health Sciences

1. Approve medical student request to enroll in the MD/MPH program.

C. Senior Associate Dean of Student Affairs

1. Approve medical student request to enroll in the MD/MPH program.

D. Student Finance Department

1. Receive approved letters from the student.

2. Record appropriate charges on student's tuition account.

3. Provide advice and guidance with respect to the interpretation and administration of this policy.