

Public Health Student Experiential and Research Opportunities

Course	<u>FMPH 195</u>	<u>FMPH 198</u>	<u>FMPH 199</u>	<u>AIP 197</u>
Summary:	Undergraduate Instructional Apprenticeship (UGIA), teaching-focused. Provides students opportunity to learn teaching methodologies and gain teaching skills for grad school or vocational training.	Focus on providing a group of students "hands-on" experience in the field of public health. Some examples include: planning events/ PH activities, attending seminars, shadowing MDs/ medical facilities, medical scribing, evaluating PH activities.	Individual or small group study focused on research not covered by present course offerings. Must include involvement in a PH-related research project.	Handled through the UCSD Academic Internship Program Office, not the BSPH Program. Focus on individual student placements ("internships") for traditional field learning. A faculty advisor is required and BSPH students may contact Faculty for participation.
Eligibility Requirements:	<ul style="list-style-type: none"> • Must be a declared Public Health Major • Upper-division standing (JR or SR, at least 90 units completed) • Complete the course you would like to be a UGIA for with at least an A- • Minimum overall GPA of 3.0 <i>Note: All requirements must be met, there are no exceptions</i>	<ul style="list-style-type: none"> • Completion of FMPH 40 <i>Note: This requirement can be waived with Instructor Approval</i> <ul style="list-style-type: none"> • Upper-division standing (JR or SR, at least 90 units completed) <i>Note: This requirement can be waived with College Approval</i> <ul style="list-style-type: none"> • Minimum overall GPA of 2.5 <i>Note: This requirement can be waived with College Approval</i>	<ul style="list-style-type: none"> • Completion of FMPH 40 <i>Note: This requirement can be waived with Instructor Approval</i> <ul style="list-style-type: none"> • Upper-division standing (JR or SR, at least 90 units completed) <i>Note: This requirement can be waived with College Approval</i> <ul style="list-style-type: none"> • Minimum overall GPA of 2.5 <i>Note: This requirement can be waived with College Approval</i>	<ul style="list-style-type: none"> • Upper-division standing (JR or SR, at least 90 units completed) <i>Note: This requirement can be waived with College Approval</i> <ul style="list-style-type: none"> • Minimum overall GPA of 2.5 <i>Note: This requirement can be waived with College Approval</i>
No. Quarters / Grade Option:	Course can be taken up to 2 quarters for credit, P/NP grading	Course can be taken up to four quarters for credit, P/NP grading	Course can be taken up to six quarters for credit, P/NP grading	Course can be taken up to three quarters, P/NP grading
No of Units per Qtr / Max No Qtrs:	4 units / 2 quarters; <i>Students must select a different course to be a UGIA for the 2nd quarter</i>	1-4 units / 4 quarters; <i>Number of units to be decided by PI</i>	2-4 units / 6 quarters; <i>Number of units to be decided by PI</i>	4-12 units / 3 quarters
Application Requirements:	Student must complete an FMPH 195 application (through UCSD Academic Employment System) & be selected/ approved by course instructor	Student & instructor must complete FMPH 198 special studies application (1 page document)	Student & instructor must complete a FMPH 199 special studies application (3 page document)	Student must apply to AIP directly & meet all program deadlines, including AIP 197 special studies form
**For more detailed information on the features of each of these courses, please see the additional pages attached.				

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FMPH 195: UGIA for Lower-Division and Upper-Division Courses (4 Units – P/NP)

Participating in a FMPH 195 Undergraduate Instructional Apprentice (UGIA) position provides students an opportunity to learn the methodologies of teaching and obtain teaching skills that can be utilized for graduate schools or vocational training.

Eligibility requirements for FMPH 195 UGIA

- Complete the course you would like to be a UGIA for with at least an A-
- Must be a declared Public Health Major
- Upper-division standing (JR or SR, at least 90 units completed)
- Minimum overall GPA of 3.0

Academic Senate Restrictions for UGIA positions

- UGIAs only grading option is Pass/No Pass
- Students cannot be a UGIA for the same course more than once
- Students cannot be a UGIA for more than one course in a quarter
- Total credit accumulated as a UGIA shall not exceed eight (8) units

Duties and Responsibilities

1. Duties will be inclusive of a combination of the following responsibilities, depending on instructor's instructional needs.
2. Throughout the quarter, UGIA should meet with instructor on a regular basis (e.g., weekly) to ensure ongoing communication regarding progress of students and course.
3. Attend all class lectures and instructional meetings.
4. Lead sections or discussions (depending on instructional need). UGIA is expected to have mastery of course material to provide quality services to students during discussions sections or office hours.
5. Hold office hours - minimum of two hours per week.
6. Assist with course preparation (e.g. research articles for use in course, preparation of exam questions, lecture presentations, and photocopying course material).
7. Assist with proctoring examinations, scribing, and grading.

Method of evaluation and course credit

A FMPH 195 can only be taken for credit and not for pay. Students can only participate as a UGIA a maximum of two times for two different courses (totaling of 8 units), however, only four units can be applied toward the major as upper-division elective credit. Students will be evaluated for their performance at the end of the quarter on a P/NP basis.

Training and Supervision of Undergraduate Instructional Apprentice (UGIA)

UGIAs must meet with the instructor before the beginning of instruction to establish organizational guidelines for the quarter. UGIAs are expected to refresh their knowledge on the material to be fully prepared for their duties. UGIAs are under the mentorship and supervision of the instructor the offering course and the graduate TAs assigned to the course. UGIAs will be trained for their responsibilities at the beginning of the quarter. After the initial meeting, regular weekly meetings with the instructor and the graduate TAs are essential.

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FMPH 198: Public Health Directed Group Studies (1-4 Units – P/NP)

Investigation of Public Health topics through directed reading and discussion by a small group of students under supervision of a faculty member. Opportunities can also include experiential and research components. These experiential and research opportunities are related to Public Health and can be comprised of planning events, attending seminars, conducting literature reviews, shadowing doctors and medical facilities, medical scribing, conducting analysis of activities and services, and assisting with various projects. All FMPH 198 opportunities are reviewed by the BSPH Undergraduate Program Director to ensure opportunities provide value for Public Health Majors.

Special Studies courses 197, 198 and 199 are intended to enable students to learn about subjects not taught in regular courses and to engage in research in the laboratory, in the field, or in the library. Such a project should be carefully planned with the faculty advisor along the lines of the student's overall academic plan.

- 1 Unit = 3 hours a week for a total of 30 hours completed by the end of the quarter
- 2 Units = 6 hours a week for a total of 60 hours completed by the end of the quarter
- 3 Units = 9 hours a week for a total of 90 hours completed by the end of the quarter
- 4 Units = 12 hours a week for a total of 120 hours completed by the end of the quarter

Eligibility requirements for FMPH 198

- Completion of FMPH 40
 - *Note: This requirement can be waived with Instructor Approval*
- Upper-division standing (JR or SR, at least 90 units completed)
 - *Note: This requirement can be waived with College Approval*
- Minimum overall GPA of 2.5
 - *Note: This requirement can be waived with College Approval*

Academic Senate Restrictions for FMPH 198

- Students must complete a special studies application ([FMPH 198 Special Studies Form](#))
- Students cannot be enrolled in more than 4 units of special studies courses (197/198/199) without first obtaining College approval
- May be taken for credit for a maximum of four times
- Total credit accumulated shall not exceed sixteen (16) units

Duties and Responsibilities

1. To be determined in advance by instructor as all FMPH 198 opportunities vary

Method of evaluation and course credit

FMPH 198 can only be taken for credit and not for pay. Students can only participate FMPH 198s a maximum of four times (totaling a max of 16 units). A maximum of 8 total units can be applied toward the major as upper-division elective credit (between AIP 197s, FMPH 195s, and FMPH 198s). Instructor to determine the final evaluation method prior to enrollment in the course. Students will be evaluated for their performance at the end of the quarter on a P/NP basis.

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FMPH 199: Public Health Independent Study (2-4 Units – P/NP)

Individual undergraduate study or research not covered by the present course offerings. Study or research must be under the direction of a faculty member in the Department of Family Medicine and Public Health and approval must be secured from the faculty member prior to registering. All opportunities include involvement on a Public Health related research project. All FMPH 199 opportunities are reviewed by the BSPH Undergraduate Program Director to ensure opportunities provide value for Public Health Majors.

Special Studies courses 197, 198 and 199 are intended to enable students to learn about subjects not taught in regular courses and to engage in research in the laboratory, in the field, or in the library. Such a project should be carefully planned with the faculty advisor along the lines of the student's overall academic plan.

- 2 Units = 6 hours a week for a total of 60 hours completed by the end of the quarter
- 3 Units = 9 hours a week for a total of 90 hours completed by the end of the quarter
- 4 Units = 12 hours a week for a total of 120 hours completed by the end of the quarter

Eligibility requirements for FMPH 199

- Upper-division standing (JR or SR, at least 90 units completed)
 - *Note: This requirement can be waived with College Approval*
- Minimum overall GPA of 2.5
 - *Note: This requirement can be waived with College Approval*

Academic Senate Restrictions for FMPH 199

- Students must complete a special studies application ([FMPH 199 Application](#))
- Students cannot be enrolled in more than 4 units of special studies courses (197/198/199) without first obtaining College approval
- May be taken for credit for a maximum of six times
- Total credit accumulated shall not exceed twenty four (24) units

Duties and Responsibilities

- To be determined in advance by instructor as all FMPH 199 opportunities vary

Method of evaluation and course credit

FMPH 199 can only be taken for credit and not for pay. Students can only participate FMPH 199s a maximum of six times (totaling a max of 24 units). A maximum of 8 total units can be applied toward the major as upper-division elective credit. Instructor to determine the final evaluation method prior to enrollment in the course. Students will be evaluated for their performance at the end of the quarter on a P/NP basis.

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AIP 197: Academic Internship Program (4-12 Units – P/NP)

Individual placements for traditional field learning. Must be integrated with an academic discipline. A written contract involving all parties will include learning objectives, a paper/project outline, and means of supervision and progress evaluation. Consent of faculty adviser and program chair required.

The Academic Internship Program (AIP) offers qualified juniors and seniors an opportunity to earn credit for valuable work experience related to academic and career interests. Although most internships are in the San Diego area, the Academic Internship Program is national in scope, including the popular Washington, DC, program. The AIP database contains an impressive number of internships in diverse settings, including, but not limited to, television and radio stations; law offices; medical research labs and clinics; government agencies; high-tech, biotech, and engineering companies; advertising and public relations firms; and financial institutions. Students can also work with the internship office to develop their own internships.

Eligibility requirements for AIP 197

- Upper-division standing (JR or SR, at least 90 units completed)
 - *Note: This requirement can be waived with AIP and College Approval*
- Minimum overall GPA of 2.5
 - *Note: This requirement can be waived with AIP and College Approval*

Academic Senate Restrictions for FMPH 199

- Students must apply to AIP directly and meet all program deadlines
- Students must complete a special studies application ([AIP 197 Special Studies Form](#))
- Students cannot be enrolled in more than 4 units of special studies courses (197/198/199) without first obtaining College approval
- May be taken for credit for a maximum of three times
- Total credit accumulated shall not exceed twenty four (12) units

Duties and Responsibilities

- [AIP 197: Academic Internship Program Syllabus](#)
- [AIP Research Paper/Project Guidelines](#)
- [Informational Interview](#) (PDF)
- Mandatory 1:1 Check-in meeting with AIP counselor
- Reflection Assignment: Completed in [InternLink](#)
- Final Self-Evaluation AND Program Evaluation in [InternLink](#)

Method of evaluation and course credit

Students can only participate AIP 197s a maximum of three times (totaling a max of 16 units). The number of units earned corresponds to the number of hours worked, level of internship responsibilities, and length of the research paper/project. The academic component of the program, which is directed by a faculty adviser, consists of a research paper/project and relevant readings. A maximum of 8 total units can be applied toward the major as upper-division elective credit (between AIP 197s, FMPH 195s, and FMPH 198s) as long as the internship is Public Health related. Students will be evaluated for their performance at the end of the quarter on a P/NP basis.