**Master of Public Health Program**

**Department of Public Health**

**Southern Connecticut State University**

**Special Project/Thesis Concept Application**

**Submission Deadline**:

*Submit via email to Maura Flynn by 4:00 pm on Tuesday, May 15, 2018. (*[*flynnm10@southernct.edu*](mailto:flynnm10@southernct.edu)*)*

The capstone project may begin in fall or spring semesters. A summer start to the capstone may be granted in unusual circumstances, for example, when the project demands (i.e., the work is seasonal, as in a fall assessment of farm markets, thus requiring a completed proposal in summer), and ***only if*** there is a faculty advisor available.

Students must adhere to the calendar deadlines. Delays in submitting work will result in delays in the review and approval process. Delays may also result in the assignment of a Q grade. Keep in mind that advisor and/or administrative review (e.g., Department Chair review and signature) will not occur during the summer months unless the student is registered for the course (PCH 590/591 or PCH 593/594).

**Directions for completing the Concept Application:**

1. Use the appropriate form:
   1. If you are electing the Special Project, complete the form starting on page 4.
   2. If you are electing the Thesis, complete the form starting on page 6.
2. Check your eligibility to begin Special Project or Thesis (see page 2).
3. Respond to each of the questions and/or statements in the respective application.
4. Include the exact questions and/or statements in the formatting of your responses.
5. Use a 12-point font in Times New Roman; double space.
6. Do not exceed the 3-page limit.
7. Advisors will be assigned by the Department; indicate three preferences for an advisor.

**Directions for submission of the Concept Application:**

1. Prepare using the instructions listed above.
2. Include the Cover Page, provided on page 3 of this packet. ***Be sure to indicate on the cover page whether you are pursuing Special Project or Thesis***.
3. Email your completed form to Maura Flynn at flynnm10@southernct.edu. **Only electronic submissions will be accepted**.
4. **Only submissions that are received by the deadline posted above will be considered.**

**Eligibility Requirements**

To be eligible to enroll in PCH 593 Special Project I or PCH 590 Thesis Seminar I, a student must meet all of the criteria listed below

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| **Criteria** |
| 1. In the final year of study for the M.P.H. degree. |
| 1. Completed the following required courses: |
| * 1. PCH 500 Foundations of Public Health |
| * 1. PCH 504 Health Promotion Practice |
| * 1. PCH 510 Environmental Health |
| * 1. PCH 516 Public Health Research |
| * 1. PCH 520 Social and Behavioral Foundations |
| * 1. PCH 515 Biostatistics |
| * 1. PCH 551 Epidemiology |
| * 1. PCH 586 Health Promotion Methods & Strategies |
| 1. PCH 564 and PCH 577 must be successfully completed prior to or taken concurrent with Special Project I/Thesis I. Successful completion of PCH 577 and PCH 548 are required to progress to Special Project II/Thesis II. PCH 548 is taken concurrent with Special Project II/Thesis II. 2. PCH 548 may be completed prior to or concurrent with Special Project II/Thesis II. |
| 1. Have earned a grade of "C+" or higher in each course taken toward the degree. |
| 1. A minimum cumulative GPA of 3.0 for all courses completed toward the degree. |
| 1. Submit a completed form to the Coordinator of Graduate Studies by the specified date and time, and be approved for enrollment. |

**Southern Connecticut State University**

**Department of Public Health**

**Master of Public Health Program**

**Application for Approval of Concept**

**for Capstone Experience**

Submitted for (check one): 🞏 Special Project 🞏 Thesis

**Submitted by:**

|  |
| --- |
|  |
| Applicant’s Printed First and Last Name |
|  |
| Student ID Number |
|  |
| Date of Application |

**Special Project Concept**

**Please answer the following questions. Please keep to a *maximum* of 3 double-spaced pages (excluding cover page and references). Use 12-point font, Times New Roman.**

1. Provide a brief description of the intended *host agency*. Identify as well your intended *preceptor* *and his/her qualifications*.
2. Describe the *agency need(s) your project will address*. Specify the project purpose, what you intend to do, and significant resource commitments, particularly those *resources* the agency needs to provide for you to complete this project.
3. What is the *rationale* for the project you are proposing? Justify the importance of the project and establish its relevance to one or more of the ten essential public health services or to one or more of the seven competencies of a certified health educator as outlined by NCHEC.
4. Identify the intended *population and/or data*. What is your *strategy* for obtaining access to the identified population and/or data?
5. Identify the research ethics standards relevant to your Project (e.g., human subjects ethics, data handling, etc.)
6. What *topics* will you explore to begin your review of the literature? Include a reference list of sources, relevant to your proposed study, used to develop this application. Include a strategy for finding additional sources to use in the development of your literature review and project methods.

**Special Project Advisor**

Please identify your first three choices for an advisor, in order of preference.

|  |  |  |
| --- | --- | --- |
| Dr. Stanley Bernard | Dr. Jean Breny | Dr. Marian Evans |
| Dr. Deborah Flynn | Dr. Peggy Gallup | Dr. Christine Unson |
| Dr. Deb Risisky | Dr. Michele Vancour | Dr. Victoria Zigmont |

Please note that Special Project advisors are assigned based on a number of factors including student preference, faculty area of expertise and faculty availability.

**Thesis Concept**

**Please answer the following questions. Please keep to a *maximum* of 3 double-spaced pages (excluding cover page and references). Use 12-point font, Times New Roman.**

1. What is/are the *research* *question(s)* you would like to explore? What is the *purpose* of the research you propose? Include a brief description of the *problem or topic* to be addressed.
2. What *population* *or data* do you plan to study for your research project? What is your *strategy* for obtaining access to your study population or data? Describe the study *eligibility criteria* for your study.
3. Provide a clear statement of the *significance* (value) of the study to the field of public health. Establish its relevance to one or more of the ten essential public health services or to one or more of the seven competencies of a certified health educator as outlined by NCHEC.
4. Identify the research ethics standards relevant to your thesis (e.g., human subjects ethics, data handling, etc.)
5. What *topics* will you explore to begin your review of the literature? Include a reference list of sources, relevant to your proposed study, used to develop this application. Include a strategy for finding additional sources to use in the development of your literature review and project methods.

**Thesis Advisor**

Please identify your first three choices for an advisor, in order of preference.

|  |  |  |
| --- | --- | --- |
| Dr. Stanley Bernard | Dr. Jean Breny | Dr. Marian Evans |
| Dr. Deborah Flynn | Dr. Peggy Gallup | Dr. Christine Unson |
| Dr. Deb Risisky | Dr. Michele Vancour | Dr. Victoria Zigmont |

Please note that Thesis advisors are assigned based on a number of factors including student preference, faculty area of expertise and faculty availability.