

## UMass School of Public Health & Health Sciences Online MPH in Public Health Practice

### Application deadlines:

Fall semester: Feb 1<sup>st</sup>

Spring semester: Oct. 1<sup>st</sup>.

### Materials needed to apply:

- Updated resume or CV
- Official Transcripts from each institution attended, including any community colleges.
- Personal Statement
- GRE Scores (if applicable)
- TOEFL scores (if Applicable)
- Names and Email addresses of two references
- Application fee: \$75.00 USD payable by check or credit card at time application is submitted.

### Timeline to submit application for fall/spring semester:

#### July or December

- Schedule GRE/TOEFL for January, school code 3917 (the testing company needs 6 weeks after you take the exam to process and send the scores to the University)

#### August or January

- Order all official transcripts (eTranscripts or paper copies-see below for addresses)
- Contact references and request letters and best email address to use
- Take GRE/TOEFL (no later than August 15<sup>th</sup> for fall deadline or January 15<sup>th</sup> for the spring)

#### September 1<sup>st</sup>-14<sup>th</sup> or January 1<sup>st</sup>-14<sup>th</sup>

- Begin the application.  
(<https://www.spire.umass.edu/psp/heproda/?cmd=login&languageCd=ENG>)
- Write personal statement and save as PDF.
- Check with UMass to ensure transcripts have arrived. (413-545-0722)
- Update resume or CV and save as a PDF.

#### September 14<sup>th</sup>-20<sup>th</sup> or January 14<sup>th</sup>-20<sup>th</sup>

- Submit the application
- Pay the application fee
- Inform your references that you have submitted the application and UMass will send them an email requesting the letter of recommendation.

#### September 21<sup>st</sup>-Oct. 1<sup>st</sup> or January 21<sup>st</sup>-Feb 1<sup>st</sup>

- Call UMass admissions to ensure application is complete (413-545-4530)
- Transcripts arrived
- GRE/TOEFL scores arrived
- Application fee paid
- Personal statement and resume/cv received
- 2 letters of recommendation received

**UMass addresses for all application materials:**

Transcripts:

Use this address for eTranscripts: [gradadm@grad.umass.edu](mailto:gradadm@grad.umass.edu)

Use this address for paper transcripts:

Graduate Student Service Center  
534 Goodell Building  
University of Massachusetts  
140 Hicks Way  
Amherst, MA 01003-9333

**Application tips and hints:**

To access the application portal, go here:

<https://www.spire.umass.edu/psp/heproda/?cmd=login&languageCd=ENG>

Do not attempt to log in here. Instead click on “Apply for graduate Study” on the right side menu. You will then be prompted to create credentials. Do not use any previous UMass log in credentials!

If the GRE and TOEFL are waived for you, you can leave the test scores section blank in the application. You may get an error message at the end but you can ignore this error and proceed. Just make sure your experience and education are well documented in your resume/CV.

If you get stuck in the application, you can call the graduate school at 413-545-0722. They can help.

The emails to your references will not be notified until after you submit the application and pay the fee. Do not wait until the deadline to submit, as your letters will be late.

For the TOEFL, we need scores to be 80 or higher. For waiver information, please contact 413-545-4530.