

CHANGE OF CONCENTRATIONS

Students enrolled in a College of Public Health program may request a change of concentration within their degree program. It is the department of the requested concentration that makes the determination to accept or decline the request. Students must satisfy all academic requirements.

Process

1. Student initiates the request by sending an email to Hillary Peshek with the Office of Educational Services at hpeshek@unmc.edu.
 - Include with email:
 - The concentration to which the student wishes admission.
 - A statement of purpose letter for the change to the new concentration.
 - Copy Academic Advisor on the email.
2. The Office of Educational Services will send the "Request to Change Concentration" to the designated department representatives, the request will include the student's statement of purpose and transcripts. The department may request additional materials necessary to make their determination. This request will be communicated to the student by the Office of Educational Services.
3. The department will make the determination to approve or deny the request of concentration change. The determination will be communicated to the Office of Educational Services.
4. If the request to change concentrations is approved, a new faculty advisor will be identified by the department and communicated to the Office of Educational Services.
5. A change of concentration decision and changes of faculty mentor will be communicated to the student and academic advisor by the Office of Educational Services.
6. The Office of Educational Services will update the student record and information system with any changes.