

**UIC SCHOOL OF PUBLIC HEALTH
APPLICATION INSTRUCTIONS FOR APPLYING TO
DEGREE PROGRAMS**

Application to a degree program at the UIC School of Public Health is through the Schools of Public Health Application Service (SOPHAS). SOPHAS is a service of the Association of Schools of Public Health which represents the CEPH accredited schools of public health. Applicants can access SOPHAS at the following website: www.sophas.org. Applicants are advised to carefully read the entire set of instructions for completing the SOPHAS application.

Applicants must submit the supplemental application fee and **ALL** required supporting documents no later than the submission deadline published in the designation section of SOPHAS.

SOPHAS Application Requirements:

TRANSCRIPTS:

- **Domestic Applicants (United States Transcripts):** Applicants must provide a separate official transcript from every U.S. Institution attended to SOPHAS. You must send all official transcripts directly to SOPHAS even if the courses are not required for admission or transferred to another institution. This includes non-degree programs (e.g., summer school).
- **International Applicants:** Please visit the Admissions website for detailed instructions on transcript requirements from International Students:
http://www.uic.edu/sph/testsites/sph/admissions_intl.html

***Please note: If course work is in progress, official transcripts with final grades posted for BS/BA degree will be required upon enrollment. Student copies of transcripts or copies sent from SOPHAS cannot be accepted. Transfer credit appearing on a transcript cannot be accepted in lieu of an official transcript from the institution where the course work was taken.*

SOPHAS APPLICATION SECTIONS 3, 4, 6 & 7:

- Please answer ALL questions in Sections 3, 4, 6, & 7 of the SOPHAS application in their entirety. In these sections you will be providing information on your Research and Work Experience, Community and Volunteer Service, Relevant Honors and Awards, and Other Relevant Information. This information is strongly considered in the admissions review process, and it is very important that you complete this information accurately and completely.

SOPHAS APPLICATION SECTION 9 (STANDARDIZED TEST SCORES):

- **MPH Applicants**
All applicants applying for admission to the MPH degree must submit scores from the Graduate Record Examination (GRE) with the exception of the following students:

- MPH applicants with a graduate or professional degree at the doctoral level, e.g., PhD, ScD, MD, DDS, DO, DVM, or JD, from an accredited U.S. or Canadian school;
- MPH applicants with the above-stated degrees from foreign schools whose applications are sponsored by an accepted referral service, such as AFGRAD or AMIDEAST;
- Physicians who are licensed to practice in the United States.
- In exceptional cases, the Division Director may waive the GRE requirement. If an applicant wishes to be considered for such a waiver, the application must be submitted in sufficient time to take the GRE and have the scores sent to the School of Public Health by the application deadline, in the event that the request for waiver is denied. A cover letter must state the basis for the request for a waiver.

***Please note The USMLE and ECFMG **will not** be considered in lieu of the GRE.*

- **DrPH Applicants**

The Graduate Record Examination (GRE) is not required.

- **MS/PhD Applicants**

The Graduate Record Examination (GRE) score is required for all applicants.

- **MHA Applicants**

The Graduate Record Examination (GRE) score or equivalent is required for all applicants.

- **MS in Clinical and Translational Science Applicants**

MS applicants with a graduate or professional degree at the doctoral level (e.g., PhD, ScD, MD, DDS, DNP, DO, DPT, DVM, PharmD) from an accredited U.S. or Canadian school or who are licensed to practice in the United States are exempt from the GRE requirement, but must instead submit scores for the appropriate exams in their profession such as the USMLE for physicians, National Board Dental Examinations Part I for dentists, and NPTE for physical therapists. (For example, current medical residents would submit scores for Part I and Part II of the USMLE. Medical fellows must submit scores for Part I, Part II, and Part III of the USMLE.)

Test Score Codes:

Official, certified or attested copies of the following test scores must be sent directly to the University of Illinois, School of Public Health:

- GRE – Institution Code: 1851-0616
- MCAT – (UIC SPH will accept an unofficial copy of the MCAT)
- TOEFL – Institution Code: 1851
- GMAT- Institution code: H00-Z4-88
- LSAT – provide official or certified copy from the testing service
- DAT – provide official or certified copy from the testing service

For some tests, you will be able to use SOPHAS as a designation when you take a standardized test. Below is a current list of tests that will send scores directly to SOPHAS; please check back periodically for updates.

- MCAT - Code "SOPHAS" (Schools of Public Health Application Service) - <http://www.aamc.org/students/mcat/start.htm>
- PCAT - Code 124 - www.pcatweb.info
- TOEFL - Code 5688 SOPHAS in Massachusetts - www.toefl.com

SOPHAS APPLICATION SECTION 12 (CURRICULUM VITAE/RESUME):

- Curriculum Vitae/Resumes are required by UIC. Please upload in the CV/resume section of the SOPHAS application.

SOPHAS APPLICATION SECTION 13 (STATEMENT OF PURPOSE AND OBJECTIVES):

- Provide a personal essay in SOPHAS describing your past education, experience, and current professional career objectives. You are encouraged to comment on any or all of the following: plans you have to use your education and training; the needs and/or challenges you perceive as important in your field of study; and any personal qualities, characteristics, and skills you believe will enable you to be successful in your chosen field of study.

SOPHAS APPLICATION SECTION 14 (REFERENCES):

- Provide 3 letters of recommendation from persons qualified to assess your academic work; clinical, public health, or professional experiences; or leadership potential in public health. Letters of recommendation should be provided directly to SOPHAS through the SOPHAS online portal or mailed to SOPHAS in a paper format. **Please note: Electronic Submission is preferred.**

Once you have read and understood all of the admissions processes detailed above, please print this information and go directly to the SOPHAS website (www.sophas.org) and submit your application for admission to your degree program of choice. If you have any questions regarding this process, please do not hesitate to contact the UIC School of Public Health Office of Student Affairs at 312-355-4272. We look forward to receiving your SOPHAS application.