

# DSPH Student Handbook

AY 2018 to 2019



DREXEL UNIVERSITY  
**Dornsife**  
School of Public Health

# Welcome

Welcome to the Drexel University Dornsife School of Public Health. You are on a remarkable journey to join the community of public health professionals who trained at Drexel, now more than 1,500 strong across the United States and around the world! Our academic program is designed to integrate rigorous academics with career-based learning and real-world workplace experiences. Our goal is to ensure that all students develop a public health world-view and develop competency in critical thinking, problem solving, and collaboration. The success of our academic program is built on the strong relationships you are able to develop with faculty, students, and administrators at the school.

This handbook is designed to guide you through the Drexel University Dornsife School of Public Health experience. Please take time to review the materials and keep it with your essential graduate school resources.

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# Campus Map

The Drexel University, University City campus is located in the Powelton Village Neighborhood, in West Philadelphia from 32nd Street to 39th Street going west and Race Street to Spring Garden Street going north. Powelton Village has a long history where you can view the Victorian homes built in 18th century by the Powel and Bingham-Baring families. This culturally diverse neighborhood also serves as home to many Drexel students.

The home of Dornsife School of Public Health is located in Nesbitt Hall, at 33<sup>rd</sup> and Market Streets. Nesbitt Hall is Building 13 on the University City campus map. A larger version of the map can be found [here](#).

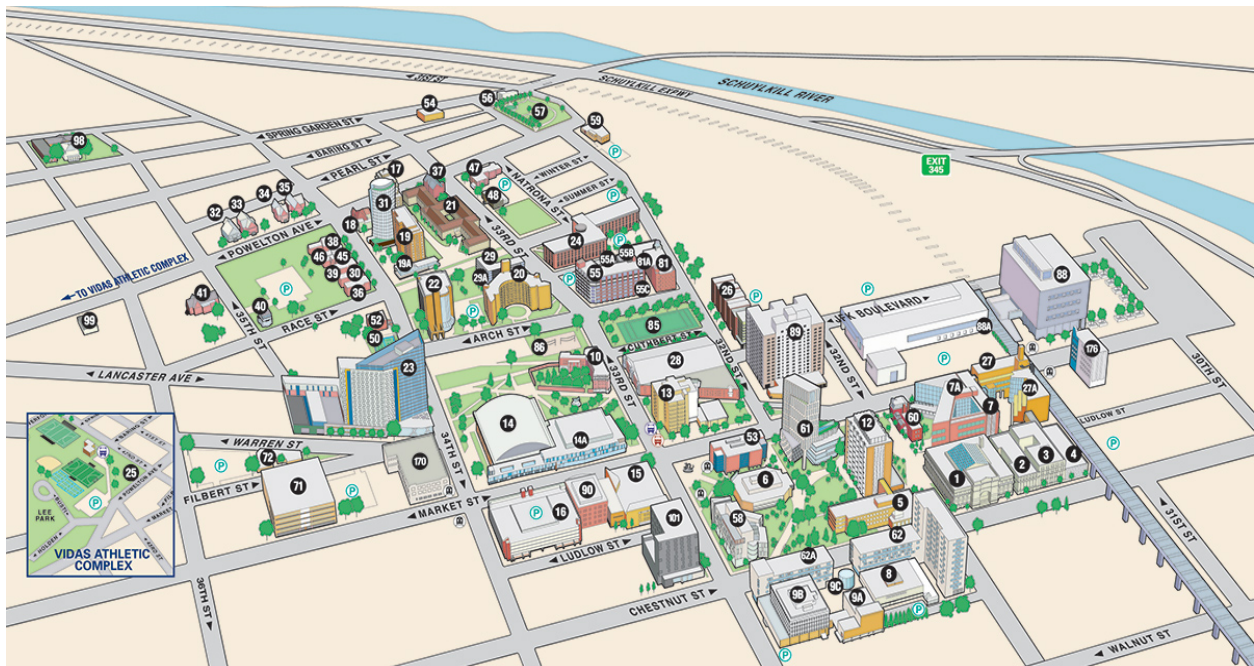


Figure 13 Nesbitt Hall (School of Public Health)

## Important Campus Contacts

**Drexel's Main Operator/Switchboard:** 215.895.2000

Contact Directory: <http://drexel.edu/dbs/about/contact/>

### Drexel University Services

Department	Campus Location	Contact Information
Drexel Central Student Accounts, Bursars, Financial Aid	Main Building – Suite 106	215.895.1600, or send email via <a href="http://ask.drexel.edu">ask.drexel.edu</a>
Dragon Card (ID) Office	First Floor – Creese Student Center	215.895.2820
Graduate College	Main Building – Suite 301	215.895.0366
Office of Student Life	Second Floor – Creese Student Center	215.895.2501
IRT/Technology	First Floor – Korman Building	215.895.2020
Drexel Public Safety	3201 Arch Street – Suite 350	215.895.2822, or 215.895.2222 for emergencies
Recreation Center	Corner of 33 <sup>rd</sup> and Market Sts.	215.571.3777
Library	Corner of 33 <sup>rd</sup> and Market Sts.	215.895.1500
Drexel Bookstore	First Floor – Creese Student Center	215.895.2860
International Students and Scholar Services (ISSS)	Main Building – Suite 222	215.895.2502

## School of Public Health Administrative Contacts

<b>Name</b>	<b>Title &amp; Department</b>	<b>Phone Number &amp; Email</b>
Patience Ajoff-Foster	Program Manager, Department of Community Health and Prevention	267.359.6036 <a href="mailto:pna24@drexel.edu">pna24@drexel.edu</a>
Mary Carty	Program Manager, Department of Epidemiology & Biostatistics	267.359.6205 <a href="mailto:mgc24@drexel.edu">mgc24@drexel.edu</a>
Krystle Fogerty	Academic Affairs Coordinator	267.359.6074 <a href="mailto:kmf362@drexel.edu">kmf362@drexel.edu</a>
Allison Keene	Program Manager, Department of Health Management and Policy	267.359.6032 <a href="mailto:ah849@drexel.edu">ah849@drexel.edu</a>
Kristi LeBlanc	Program Manager, Department of Environmental and Occupational Health	267.359.6181 <a href="mailto:kk842@drexel.edu">kk842@drexel.edu</a>
Jamel Long	Director of Academic Affairs, Office of Academic and Faculty Affairs	267.359.6229 <a href="mailto:jl884@drexel.edu">jl884@drexel.edu</a>
Michelle McDermott	Assistant Director, Student & Alumni Services	267.359.6089 <a href="mailto:kbm65@drexel.edu">kbm65@drexel.edu</a>
Phi Nguyen	Assistant Dean for Students Student Affairs	267.359.6053 <a href="mailto:pnn25@drexel.edu">pnn25@drexel.edu</a>
Caroline Voyles	Director, Student Placement & Partnership Development	267.359.6075 <a href="mailto:chv25@drexel.edu">chv25@drexel.edu</a>



# Drexel University Dornsife School of Public Health

*"This school of public health is founded on a commitment – a commitment to public health as social justice. We see health not as a privilege, but as a right."*

Jonathan Mann, MD, MPH - April 20, 1998

## Mission and Core Values

### **Mission**

The mission of the Dornsife School of Public Health at Drexel University is to provide education, conduct research, and partner with communities and organizations to improve the health of populations. We view health as a human right and have a special commitment to improving health in cities, eliminating health disparities, and promoting health in all policies.

### **Values**

The DSPH faculty, staff and students are committed to the following:

- Health as a human right and the importance of social justice to health
- Integrity, rigor, critical thinking, and self-reflection in research, scholarship, and education
- Translation of knowledge into actions to improve population health and eliminate health disparities
- Sustainable and equitable community partnerships
- Inclusiveness, diversity, empathy and respect for others regardless of position or status.
- Human dignity and open and honest dialogue.
- Service to local communities while recognizing the value of a global perspective

## **DSPH Academic Departments and Programs**

### Departments

The Dornsife School of Public Health is organized into four departments, reflecting the five core disciplines of public health.

### **Department of Community Health and Prevention**

The mission of the Department of Community Health and Prevention (CHP) is to promote the health of communities through education, research, service and advocacy focused on

the societal conditions required for people to be healthy. This necessitates long-term partnerships with communities and organizations in the context of respect for community values, strengths, and assets. Central to this goal is the understanding of the relationship between human rights, dignity, and health status.

## **Department of Environmental and Occupational Health**

The mission of the Department of Environmental and Occupational Health (EOH) is to prevent adverse health effects related to environmental and occupational exposures through research, education, and service. These activities are carried out in the context of the School's focus on communities, social justice, and human rights. The central theme of the department's activities is prevention, focusing on initiatives that will ultimately decrease, in a measurable way, the burden of environmental and occupational health effects, with a particular focus on disadvantaged populations in the Delaware Valley.

## **Department of Epidemiology and Biostatistics**

The mission of the Department of Epidemiology and Biostatistics (EPI/BIO) is to conduct public health, medical and methodological research both within the University and the community at large, as well as engage in related collaborations. The Department also trains public health practitioners to have the knowledge, skills, and tools to conduct public health research in a scientifically competent manner, using biostatistical principles and methods.

## **Department of Health Management and Policy**

The mission of the Department of Health Management and Policy (HMP) is to develop and support highly qualified and appropriately trained public health leaders to assume management and policy making roles to support population and community health improvement. The focus of the department is on skills and leadership for the planning, implementation and operation of systemic, effective and community responsive programs and organizations, as well as organizational and policy interventions requiring some combination of management, organization, finance, advocacy, political action, and public policy analysis skills.

## **Degree and Certificate Programs**

### **Undergraduate Majors**

- [Bachelor of Science in Public Health](#) — The Bachelor of Science in Public Health allows undergraduate students to gain training in the principles of public health an undergraduate level. Students declaring the major will take courses in Public Health

core disciplines, including Epidemiology, Community Health and Prevention, Environmental and Occupational Health, and Health Management and Policy. Students will also participate in a public health-oriented Co-op experience, as well as a capstone course in their senior year.

The Dornsife School of Public Health offers [accelerated degrees](#) for highly talented undergraduate students interested in fast-tracking their careers in public health. The accelerated degrees are offered with undergraduate majors in Public Health and Health Services Administration, allowing students to complete both their bachelor's and master's degrees in a condensed timeframe, and at a reduced cost.

## Undergraduate Minors

- [Undergraduate Minor in Public Health](#) — The Public Health undergraduate minor degree is designed to give students a broad overview of the field in combination with another major. The minor in public health is a good complement for students pursuing pre-med, pre-law, biology and business curricula and students interested in population-based applications of engineering, environment, psychology, sociology and communications.
- [Undergraduate Minor in Global Public Health](#) — The Global Health minor is intended to complement any academic major offered at Drexel and to provide students with basic knowledge about global public health as well as the necessary skills and experience to begin to build their own unique global health career.

## Master's Degrees

- [Master of Public Health \(MPH\)](#) — Two-year full-time program encourages a solid understanding of the fundamentals of public health by immersing students in four core disciplines. Focus on health and human rights, social justice, urban health and health disparities.

The program emphasizes practice, policy and community engagement. The Depth Experience provides 120 hours of hands-on learning alongside one of our 300+ community partners. In the second year, MPH students undertake an integrated learning experience that expands upon and synthesizes classroom learning and prepares students to begin a professional career in public health. Beginning in 2017, students also document their monthly community engagement activities – Breadth Experiences – that provide broad exposure to public health work within the City of Philadelphia and beyond. Majors include:

- Community Health and Prevention
- Environmental and Occupational Health
- Epidemiology
- Health Management and Policy
- [Master of Public Health, Executive Program](#) — Working professionals are offered a blended curriculum, with online coursework punctuated by a weekend in residence once a month. Most students complete the program in 21 months. Classes provide knowledge and tools for students to advance to leadership roles in public health.
- [Master of Science \(MS\) in Biostatistics](#) — Prepares students for careers in quantitative analysis in various health related fields and environments, including government, industry and academia. Prepares students to make immediate contributions to the public health and biomedical research enterprise upon graduation.
- [Master of Science \(MS\) in Environmental and Occupational Health Sciences](#) – The new Master of Science in Environmental and Occupational Health Sciences will offer students an opportunity to obtain a research-oriented degree in environmental sciences, focused on building the knowledge and skills needed to identify and answer important questions about how the physical environment influences human health and to disseminate those findings.
- [Master of Science \(MS\) in Epidemiology](#) — For students who are interested in epidemiologic and medical research and applicants who wish to eventually pursue doctoral training in epidemiology.
- [Master of Science \(MS\) in Health Services Research and Policy](#) – will equip students with the skills to identify and answer important questions regarding health services, systems, and policies in the United States and to disseminate and translate findings into actions that improve health.
- [Master of Science \(MS\) in Population Health Science](#) – provides students who already have a terminal degree (e.g., MD, PhD, DVD, as well as others) with the foundation to develop and maintain an independent research program in clinical and population health sciences.
- [Master of Science \(MS\) in Public Health Ethics](#) – will equip students with the knowledge and skills needed to identify, understand and analyze ethical issues in public health; to disseminate new knowledge through the scholarly literature; and to work towards real-world solutions to ethical issues.

## Doctoral Degrees

- [Doctor of Philosophy \(PhD\) in Biostatistics](#) – will train highly functional statistical researchers with the breadth of knowledge to contribute to many applied domains or to specialize in a single theoretical domain.
- Doctor of Public Health (DrPH) in Community Health & Prevention — Prepares candidates for leadership roles in education, research, and practice through theoretical and content study as well as practical experience.
- [Doctor of Philosophy \(PhD\) in Community Health & Prevention](#) – will prepare doctoral-level public health graduates who have a broad-based, systemic understanding of public health scholarship related to the social and behavioral determinants of health and illness, and the ability to conduct original research to advance this understanding to benefit the public's health.
- Doctor of Philosophy (PhD) in Epidemiology — Full-time research-focused degree program that will prepare graduates to use the science of epidemiology in research to ask and answer substantial and innovative public health questions.
- [Doctor of Public Health \(DrPH\) in Health Management and Policy](#)— Prepares students to play strong professional roles in developing and implementing policies that improve public health by focusing on those who are most vulnerable.
- [Doctor of Philosophy \(PhD\) in Health Services Research and Policy](#) – The program is designed to train doctoral students to pursue original quantitative, qualitative and/or mixed methods research in the broad areas of health policy and health services research in the United States and abroad, with an emphasis on research that can be translated into policy, programs and/or practice.

## Joint Degrees

- [Joint Doctor of Medicine and Master of Public Health \(MD/MPH\)](#) — The MD/MPH combined-degree program is designed to prepare physician leaders. The program provides strong interdisciplinary training for highly motivated students. Students in this program have enriched public health content starting with three years of medical school, followed by a year of full-time study in the Dornsife School of Public Health before returning to the College of Medicine to complete their final year of medical school. Students can enter residency selection having obtained the MPH degree.
- [Joint Juris Doctorate and Master of Public Health \(JD/MPH\)](#) — The joint program in law and public health allows students to obtain their JD from the Kline School of Law and their MPH from the Dornsife School of Public Health.
- [Joint Master of Public Health and Master of Business Administration \(MPH/MBA\)](#) – provides the opportunity for students to hone their business skills while equipping them

with the training necessary to make a difference in today's public health and healthcare worlds.

## Graduate Minors

- The Dornsife School of Public Health offers numerous minors open to all Drexel graduate students in all schools and colleges. For a list of graduate minors, please visit the Minors website: <http://drexel.edu/dornsife/academics/degrees/minors/>.

## Graduate Certificate Offerings

- [Certificate in Epidemiology and Biostatistics](#) — This program provides research-oriented training in the theory and tools of epidemiology and biostatistics. Students acquire the skills needed to conduct research and learn how to develop hypotheses, analyze data, interpret and communicate results.
- [Certificate in Global Health](#) — This unique certificate program, which is part of the Dornsife School's [Global Health Initiative](#), is designed for working professionals seeking additional skills in global health. The curriculum for the global health certificate blends online courses, seminars and international field experiences.
- [Certificate in Lesbian, Gay, Bisexual and Transgender \(LGBT\) Health](#) — The LGBT Health certificate program provides students advanced skills in research, sampling and measurement methodologies to address health disparities specifically pertinent to LGBT populations.
- [Certificate in Maternal and Child Health](#) — Drexel's accredited, online Certificate in Maternal and Child Health (MCH) provides the knowledge and skills needed to effectively promote the health and well-being of women, mothers, infants, children, adolescents, and families in local, domestic, and global settings.

## Communication Tools

### Drexel One

Drexel's intranet portal, [DrexelOne](#), is used by all members of the Drexel community. Once connected, you can access any service - including Drexel Blackboard Learn and BannerWeb without entering your password again. Drexel One has information tabs, including, Student, Campus Community, Employee (if you work on campus) and a Welcome tab. Each with specific information you can access.

On Drexel One, you can view grades, class schedule, register for classes, edit your personal information, update your emergency contacts and update Drexel Alert contact information, which is the electronic emergency notification system the University uses.

BannerWeb is the software Drexel uses to manage your academic and financial records. This is accessed on Drexel One.

## **DegreeWorks**

DegreeWorks provides students the opportunity to see how their completed courses apply to major or minor requirements. DegreeWorks should be used in conjunction with regular meetings with your advisor. To access DegreeWorks:

- Log in to Drexel One and select the Student tab at the top of the screen.
- Click the link for Graduation Requirements (DegreeWorks).
- Make sure pop-ups are enabled on your web browser, so that you can review the DegreeWorks pop-up window

## **Blackboard (Bb) Learn**

Blackboard (Bb) Learn is the course management software system we use at Drexel. To access Blackboard, visit <http://learn.drexel.edu> and use your Drexel credentials to log-in.

Course instructors use Blackboard for delivery of course materials, including your syllabus, assignments, and readings. You can use your Drexel One user ID and password to log in to Blackboard. There is also an app you can download to your smart phone. Course info is posted on individual Bb shells for each course in which you are enrolled. Be advised that courses may not be available until a few days prior to the start of classes.

## **Drexel Email**

Students are required to use their Drexel email address to conduct official university business. Drexel email is serviced through Office 365 which comes with a full version of Office and Office applications such as Word, Excel, PowerPoint, Outlook, OneNote and more. Sign in (or go to [portal.office.com](http://portal.office.com)) with your Drexel email address (userID in the format abc123). If you haven't installed Office 365 apps yet, you will be taken to the installation page. Self-sign up is not enabled for Drexel students.

Note: Installing Office 365 apps will replace any current Office installations you have on your computer or device! For more information you can visit: <http://drexel.edu/it/help/a-z/office365/students/>

Office 365 **email and apps** are available to all Drexel matriculated students and paid Drexel faculty and professional staff.

## **Facebook**

You can network with other DSPH students, staff, and faculty at the Dornsife School of Public Health Facebook group [here](#).

# **Technology**

## **Tech Support**

The Instructional Technology Group (ITG) supports faculty, students, and professional staff in their use of a wide array of applications and technologies in the teaching and learning space - whether delivery and engagement are face-to-face, in hybrid environments, or completely online courses and settings. Technologies and services include Drexel Learn, other online course tools, training sessions, and general technical assistance. The ITG can be reached at 215.895.1224 or [itg@drexel.edu](mailto:itg@drexel.edu).

## **Computer Buying Guide**

Personal Use: Students are advised to purchase computers listed under "Small Business" or "Business" categories rather than from "Consumer" product lines. Follow the specifications listed in the link [here](#) to gain the most longevity from your computer.

You can purchase Apple products and Dell products from the "Campus Community" tab on [Drexel One](#).

# **Drexel Central**

## **Financial Aid, Accounts, Bursars, Registrar**

Drexel Central is your one-stop service for managing student finances and registration. This is the office responsible for the billing and collection of Drexel tuition and fees. You can visit the Drexel Central website by clicking this [link](#).

## **Filing the FAFSA and Other Important Financial Aid Information**

Financial Aid assistance may be available for every term that you carry 4.5 credits or above for graduate students and 6 credits and above for undergraduate students. If you wish to receive financial aid, it is imperative that you file a FAFSA. We recommend you see or speak



with Financial Aid counselors who are familiar with our programs and financial aid processes at the University City campus Suite 106, Main Building or by telephone at 215.895.1600 or Toll Free at 1.877.DREXEL.5 or electronically via [ask.drexel.edu](http://ask.drexel.edu).

FAFSA Opens January 1<sup>st</sup> of every calendar. Make sure you file as early as possible for the next academic year. The online FAFSA website is [www.fafsa.gov](http://www.fafsa.gov).

You'll need a pin to electronically sign your FAFSA. If you do not have a pin, you can apply for one at [www.pin.ed.gov](http://www.pin.ed.gov).

Include your parent(s) information in Parent Demographics and Financial sections of the FAFSA. If you are not supported by a family member, you are required to provide evidence to support this. Do not use the "skip" options available on the website or your application may be incomplete for purposes of grant consideration.

Once you complete your application you will receive a Student Aid Report (SAR). This report is a summary of the details you included on your FAFSA. Review your SAR to be sure it is correct, and to determine if additional information needs to be provided or corrected on your FAFSA application. Additional details will come along with your SAR.

The Institutional Financial Aid Application (FAAPP) is also required of all graduate students that seek financial aid, even if you are only borrowing Federal or Private Loans. This one page application is normally sent from Drexel Central, but can also be downloaded via this [link](#). The FAAPP has no official due date but we encourage you to complete it shortly after you file your FAFSA to ensure that your financial aid is packaged in a timely manner. The application must be complete annually. This allows Drexel Central to see how many credits you will be taking each quarter, so that your financial aid can disburse appropriately. It is very important to fill this form out correctly. Contact your Graduate Advisor if you need to know exactly how many credits you should be enrolled in each quarter/semester.

## Student Resources

### Office of Student Affairs

The Office of Student Services at Dornsife School of Public Health oversees many aspects of student life here at Dornsife and Drexel University. Our staff can assist you in navigating

campus resources and partner with a variety of on-campus partners to provide you with additional cultural, educational and professional opportunities which complement your in-classroom learning and education.

The Office of Student Affairs is committed to providing you with a variety of support to enable you to reach your personal and professional goals. Offices are in Nesbitt Hall on the 2<sup>nd</sup> floor:

Assistant Dean for Students

Phi Nguyen

[phi@drexel.edu](mailto:phi@drexel.edu)

267.359.6053

Assistant Director of Student & Alumni Services

Michelle McDermott

[mcm458@drexel.edu](mailto:mcm458@drexel.edu)

267.359.6089

## **Dragon Card/Student ID**

All current students, faculty, and staff are issued an identification card, also known as your Dragon Card, for entering campus buildings, attending university events, making purchases, dining on-campus/off-campus and providing access to many Drexel services.

Use the [GET Portal](#) to manage funds on your Dragon Card. You can access the GET Portal with your Drexel One credentials. Dragon cards are accepted at many of the businesses and restaurants on campus.

## **International Students**

The International Students and Scholars Services (ISSS) Office have knowledgeable staff who can advise international students, scholars and faculty on immigration, cultural, financial, academic and personal concerns, and makes appropriate referrals when necessary.

### **Contact Information**

- Address: Main Building, Suite 222
- Telephone Number: 215.895.2502
- Email Address: [iss@drexel.edu](mailto:iss@drexel.edu)
- Website: [http://drexel.edu/studentlife/get\\_involved/international\\_students\\_scholars/](http://drexel.edu/studentlife/get_involved/international_students_scholars/)

## **Symplicity – Student Opportunities Database**

Current students and alumni can obtain access to Symplicity, DSPH's online portal for internal and external opportunities including full- and part-time jobs, fellowships, practical

experiences, master's projects, and research assistantships. Students can register using their Drexel email address [here](#).

Symplicity is not the only option for finding opportunities. Students are encouraged to utilize other job boards and resources in addition to engaging in professional networking.

## Academic Affairs

One of the many areas that the Office of Academic Affairs is responsible for is the provision of the administrative interface with the offices of the Registrar, Financial Aid, Student Accounts and the Bursar, known as Drexel Central.

Director of Academic Affairs  
Jamel Long  
[jl884@drexel.edu](mailto:jl884@drexel.edu)  
267.359.6229

Academic Affairs Coordinator  
Krystle Fogarty  
[kmf362@drexel.edu](mailto:kmf362@drexel.edu)  
267.359.6074

## Registering for Class

Online registration normally happens during Week 6 of the quarter. Detailed information about how to register for class and a tutorial for using the registration system is available on the course registration [website](#).

## Academic Advising

Your academic, professional and personal success is our priority. Students are assigned to a specific graduate advisor as well as a faculty mentor. A graduate advisor is a professional staff person and will serve as your direct point of contact for academic and administrative issues. Your faculty mentor is an instructional faculty appointed in the Dornsife School of Public Health who will serve as a mentor and will provide guidance in course selection and completion of the final master's project. The following graduate advisors are assigned to you by your major:

<b>Program</b>	<b>Graduate Advisor</b>
<i>MS, MPH, PhD</i> in Epidemiology <i>MS, PhD</i> in Biostatistics <i>MS</i> in Population Health Sciences <i>Certificate</i> in Epidemiology and Biostatistics	Mary Carty <a href="mailto:mgc24@drexel.edu">mgc24@drexel.edu</a> 267.359.6205
<i>MPH, DrPH, PhD</i> in Community Health & Prevention <i>MS</i> in Public Health Ethics <i>Certificate</i> in Lesbian, Gay, Bisexual, and Transgender Health <i>Certificate</i> in Maternal and Child Health	Patience Ajoff-Foster <a href="mailto:pna24@drexel.edu">pna24@drexel.edu</a> 267.359.6036
<i>MPH</i> in Environmental & Occupational Health <i>MS</i> in Environmental & Occupational Health Sciences <i>MD/MPH</i> <i>Certificate</i> in Global Health	Kristi LeBlanc <a href="mailto:kk842@drexel.edu">kk842@drexel.edu</a> 267.359.6181
<i>MPH</i> in Health Management and Policy <i>DrPH</i> in Health Management and Policy <i>MS, PhD</i> in Health Services Research and Policy <i>MBA/MPH</i> <i>JD/MPH</i>	Allison Keene <a href="mailto:ah849@drexel.edu">ah849@drexel.edu</a> 267.359.6032
<i>Executive MPH</i>	Jamel Long <a href="mailto:jl884@drexel.edu">jl884@drexel.edu</a> 267.359.6229
<i>Undergraduate Programs</i>	Krystle Fogerty <a href="mailto:kmf362@drexel.edu">kmf362@drexel.edu</a> 267.359.6074

Students have access to staff and faculty to whom they are not assigned, and we encourage you to participate in academic and career support programs that will be available to you during your years at the Dornsife School of Public Health.

## **Course Evaluations**

Course evaluations are sent to students toward the end of every semester/quarter through AEFIS and can be accessed through the “AEFIS” hyperlink in Drexel One. It is important that students complete these evaluations so that faculty and administrators in the Dornsife School of Public Health can have a better understanding of students’ educational experiences. These evaluations take about 10-15 minutes to complete and the process is completely anonymous. The course evaluations are a critical component to Dornsife’s program evaluation process and the overall quality improvement of the courses. Student feedback is essential, if we wish

to understand the strengths and address the limitations of the content and instruction of our Public Health courses.

## **Important Dates**

Please refer to the university's academic calendar for important dates such as the add/drop period for start dates for each quarter, holidays and university closings, final exam period, etc. The Office of the Provost posts the current academic calendar on its [website](#).

## **Academic Support Services**

The school is committed to assisting students who require support to succeed in graduate school. It is important for you to figure out the best strategies and services that work for you. We have listed a few campus resources available for you.

## **Graduate College**

The Graduate College of Drexel University is available to support graduate students, prospective students, faculty, and administrators with information about various resources, policies, programs, services, support, and everything else pertinent to a successful graduate education. The office serves as the liaison between the University regulations and all graduate programs. More information can be found on the [Graduate College website](#).

## **Library**

With four physical locations and a dynamic online presence, the Drexel Libraries have 61 full time employees serving a Drexel community of over 25,000. Our main library liaison for all public health students is. Ms. Kathleen Turner; [kt32@drexel.edu](mailto:kt32@drexel.edu); 215-895-2754.

The Libraries offers a variety of services to the Drexel community, these include:

- Borrowing of Books, DVDs, Laptops and other Equipment:  
<https://www.library.drexel.edu/borrowing-privileges>
- Course Reserves for efficient access to course related materials:  
<https://www.library.drexel.edu/course-reserves>
- Access to printers, scanners, copiers and computers:  
<https://www.library.drexel.edu/services/printing-scanning-computing/>
- Reservation of spaces and equipment for meetings or group work:  
<https://www.library.drexel.edu/reserve-room>
- Thesis & Dissertation Binding: <https://www.library.drexel.edu/thesis-and-dissertation-binding>

- Data management services for faculty & researchers:  
<https://www.library.drexel.edu/services/research-data-management-support/>

## Location

W. W. Hagerty Library is located on Drexel's Main Campus in University City. View the University City Campus map for more information:

<http://drexel.edu/about/directions/university-city-map/>

- Physical Address: Intersection of 33rd & Market Streets, Philadelphia PA
- Mailing Address: 3141 Chestnut Street, Philadelphia PA 19104-2816
- Telephone Number: 215.895.1500

The Bookmark Cafe provides 24/7 study space with food service. The Library Building is also open 24 hours for study for final examinations beginning the Thursday before exams running through the last day of exams (Saturday). This schedule is subject to change. Holiday and term break hours may vary.

## Hours

For library hours, please see the [Drexel Library Services website](#). Please note that W.W. Hagerty Library, Hahnemann Library, and Queen Lane Library all have study spaces that are available around the clock.

## Center for Learning and Academic Success Services

The staff of the Center for Learning Academic Success Services (CLASS) is committed to supporting students as they strive to achieve their academic goals. Our programs and services help students overcome barriers to become stronger, more successful students. Whether you want to work on time management, study skills, test-taking or just want help understanding course content, we encourage you to explore the many ways the CLASS can benefit you.

- Telephone Number: 215.762.8121
- Email Address: [academicsuccess@drexel.edu](mailto:academicsuccess@drexel.edu)
- Website: [http://drexel.edu/studentlife/student\\_family\\_resources/class/](http://drexel.edu/studentlife/student_family_resources/class/)

Academic counseling gives students the opportunity to focus on developing the skills and strategies that will help them be successful at Drexel. Peer academic counseling, professional academic counseling and peer tutoring are just a few options for academic support. CAS tutors are students who have performed well in their programs and particularly well in the classes they tutor. Tutoring is provided for courses in the College of Nursing and Health

Professions, College of Medicine Professional Studies, and School of Public Health. All tutors are trained to help students improve their academic skills while also making strides with their specific course.

## **Scheduling Appointments**

1. Visit <http://drexel.accudemia.net> and log in using your user ID (example: abc1234) for both username and password.
2. Appointments can be made up to 24 hours in advance, for up to 2 hours per class per day. Once you schedule an appointment, you will receive an e-mail to confirm the date and time of your appointment. Unless you make other arrangements with your tutor, the appointment will take place at the Center for Academic Success.
3. You can view your upcoming appointments by [logging in](#) at any time and clicking "Appointments" and then "View All."

To make an appointment for academic counseling with a staff coach, you can call 215.762.8121. Peer and professional academic counselors work with students on any topic related to being successful academically, including study skills, time management, navigating Drexel, organization skills, test-taking, overcoming test anxiety and more.

## **Writing Center**

The Drexel Writing Center helps all members of the Drexel community think through and develop writing projects. They can offer one-on-one sessions to develop writing skills for all Drexel students. For more information, see the [Writing Center website](#).

## **Appointments**

The Writing Center offers in-person and online appointments. Faculty and peer readers can help by providing feedback and encouragement as writers develop topics, evaluate drafts, make decisions about formatting, and revise for clarity. Students can schedule appointments online at the link [here](#).

## **English Language Center**

The ELC provides a one-stop shop for language, writing and research consultations for Drexel international students. Students receive expert help in three connected areas in one place rather than having to visit 3 separate centers for help and writing assignments. See the [ELC website](#) for more information.

Also, ELC offers a **language support consultation**, a 50-minute diagnostic session and interview, followed by an individual development plan and support resources for self-study/on-going tutoring. See the link [here](#) for more information.

Further, there is a **no-credit University course** (HUM006: Oral communication for non-native speakers) that is offered free of charge to graduate students and is offered to improve spoken language proficiency.

## **Tutoring and Language Support**

International students can face unique language challenges as they navigate university life at Drexel. The English Language Center's Tutoring and Language Support office currently offers free, one-on-one tutoring to any Drexel student for whom English is a second language.

Topics include:

- Listening
- Speaking
- Reading comprehension
- Writing
- Vocabulary development
- Academic study skills
- Resources for self-study

Students new to the Tutoring program first complete a language support consultation, a 50-minute diagnostic session and interview in which a trained ESL tutor assesses the student's strengths and weaknesses in English. Then, based on the student's needs and goals at Drexel, the tutor can provide a detailed list of support resources and strategies for self-study, and/or recommend ongoing tutoring.

International graduate students are eligible for a free diagnostic consultation plus follow-up appointment. If the student wishes to continue with tutoring, the Tutoring center has a list of private ESL tutors available for hire. For more information, please contact Lawrence Moore, the Tutoring Program Coordinator, at [elctutoring@drexel.edu](mailto:elctutoring@drexel.edu).

Students may access the schedule and sign up for an appointment [here](#). Any questions may be directed to [elctutoring@drexel.edu](mailto:elctutoring@drexel.edu).



## **Office of Equality and Diversity**

The Office of Equality and Diversity (OED) is committed to promoting, supporting and providing resources to sustain a living, learning and working environment of diversity, equality, fairness, inclusion and respect where all members of the University community are valued. OED is responsible for ensuring that the University complies with its own policies and with federal, state and local laws prohibiting discrimination and harassment based upon race; color; religion; gender; pregnancy; national origin; age; disability; sexual orientation, identity, and expression; and veteran status.

In addition to investigating complaints, OED utilizes various conflict resolution processes to address complaints of discrimination, harassment and retaliation.

### **Contact Information**

Address: 3225 Arch Street, Suite 011, Philadelphia, PA 19104

T: 215.895.1405

Fax: 215.895.1268

Email: [oed@drexel.edu](mailto:oed@drexel.edu)

## **Office of Disability Resources**

The mission of the Office of Disability Resources is to provide equal opportunities and equal access to education, employment, programs and activities for individuals with disabilities at Drexel University.

Drexel University is committed to providing students who have disabilities with an equal opportunity to fully participate in its courses, programs, and activities. *Students of Drexel University who have a disability and need accommodations to attain equal access must register with the Office of Disability Resources.*

### **Contact Information**

- Physical Address: 3201 Arch Street, Suite 210, Philadelphia, PA 19104
- Mailing Address: 3141 Chestnut Street, 81-210, Philadelphia, PA 19104
- Telephone Number: 215.895.1401
- TTY: 215.895.2299
- Fax: 215.895.1402
- Email: [disability@drexel.edu](mailto:disability@drexel.edu)
- Staff Contact Directory: <http://www.drexel.edu/oed/about/directory/>

## The Steinbright Career Development Center

The Steinbright Career Development Center offers personalized career guidance and world-class know-how.

To assist Drexel students with selecting majors and setting appropriate educational and career goals, the Steinbright Career Development Center offers individual career counseling appointments. Individual appointments are available to graduate students. To schedule an appointment with a career counselor call, 215.895.2185

### **Contact Information**

- Address: 3201 Arch Street, Career Services and Co-op Faculty, Suite 250
- Telephone Number: 215.895.2185
- Fax: 215.895.1473
- Website: <http://www.drexel.edu/scdc/>

## **Dornsife Career Services**

In addition to the University's Steinbright Career Development Center, Dornsife has a plethora of staff who can help you reach your career goals. All jobs and opportunities are posted online via **Symlicity**, you can access the portal [here](#) and register for an account. Many students use Symlicity to search for practicum experiences.

## **Housing & Campus Living**

### **Off-Campus Housing**

Drexel's [Off-Campus Housing website](#) is a one-stop shop for a student's off-campus housing needs. Use the Off-Campus Housing website to:

- Search for apartments in the University City and greater Philadelphia areas
- Buy or sell furniture or find future roommates through the message boards
- Learn more about leases, off-campus safety, sustainability and more through the many worksheets and guides in the resources section

### **Exploring Philadelphia Neighborhoods**

Philadelphia has 166 distinct neighborhoods and knowing where to begin your exploration of these neighborhoods can be daunting. [The Philadelphia Neighborhoods](#) publication, produced by Temple University, focuses on telling the story of the undiscovered and underserved neighborhoods of Philadelphia. Students tell the stories that represent the diverse

voices of the multicultural and multinational Philadelphia neighborhoods. Philadelphia Neighborhoods provides a form of hyper-local coverage missing from our urban communities: journalism street by street.

If you are looking for housing closer to campus, Drexel University provides a wide variety of on-campus housing options, from university residence halls to Affiliated Housing properties (Chestnut Square, University Crossings, The Summit), that are conveniently located within a 5-10-minute walk from our academic buildings and campus shuttle bus stops. Please visit [drexel.edu/dbs/universityHousing/](http://drexel.edu/dbs/universityHousing/) and [phillystudentliving.com](http://phillystudentliving.com) for more details on housing options at a variety of rates and lease lengths.

## **Transportation**

There is free shuttle service offered between all campuses via the Drexel shuttle so there are transportation options between main campus, Queen Lane campus and Center City Campus. Drexel students can also use Penn shuttles by showing their DragonCard. See the links below for more information on transportation options:

- [Parking](#)
- [Drexel Bike Share](#)
- [Indego Philadelphia Bike Share:](#)
- <http://drexel.edu/campuservices/parkingServices/sharing/carSharing/>
- [Public Transportation](#)

Students who commute from their homes farther west of campus or to access the Fresh Grocer at 40th and Walnut Streets are encouraged to take advantage of Drexel's reciprocity agreement with the University of Pennsylvania, which allows Drexel students to ride [Penn's fixed-route campus bus service](#) (must show valid Drexel ID upon boarding) and Penn students to ride Drexel's bus service free of charge.

Please note that the [Dragon Route \(Center City Loop\)](#) stops at the Trader Joe's at 22nd and Market streets upon request after 6 p.m. The Whole Foods Market at 2001 Pennsylvania Avenue is within walking distance from the Dragon Route stop at the Academy of Natural Sciences of Drexel University (19th and Arch streets).

## **On-Campus Housing**

If you are looking for housing closer to campus, Drexel University provides a wide variety of on-campus housing options, from university residence halls to Affiliated Housing properties

(Chestnut Square, University Crossings, The Summit, Vue32), that are conveniently located within a 5- to 10-minute walk from our academic buildings and campus shuttle bus stops. Please visit [drexel.edu/dba/universityhousing/](https://drexel.edu/dba/universityhousing/) and [phillystudentliving.com](https://phillystudentliving.com) for more details on housing options at a variety of rates and lease lengths.

Quick Links:

- [Graduate Housing](#)
- [Stiles Hall Floor Plans](#)
- [Drexel University Housing vs. American Campus Communities](#)

## **Gender-Inclusive Housing**

Drexel University offers Gender-Inclusive Housing (GIH) to support Drexel's ongoing commitment to develop environments that are welcoming and inclusive. GIH enhances the residential experience by allowing students to live with other students with whom they feel comfortable. GIH is optional and students must expressly state their desire for a GIH assignment.

- GIH is offered in selected suites/apartments in Caneris Hall, North Hall and Stiles Hall. Assignments are made on a space available basis. Second Year (Sophomore), Pre-Junior, Junior, Senior, Graduate or Transfer students interested in GIH may request a GIH assignment via their Drexel portal housing application.
- Sophomore, Pre-Junior, Junior, Senior, Graduate or Transfer Students who select GIH on their housing application will be able to roommate match with other students who have chosen to participate in GIH. Students will have an opportunity to self-select their GIH assignment during the Upperclassman housing self-selection period.

## **Safety and Security**

Commuting and living in an urban environment is exciting and full of opportunity, however, your environment can change quickly. You need to be prepared to proactively respond to a variety of situations that may present themselves to you.

### **Drexel Public Safety**

Drexel Public Safety offers a variety of resources and services to help keep you safe:

### **Drexel University Police Department**

Address: 3219 Arch Street Philadelphia, PA 19104

Phone: 215-895-2222

## Department of Public Safety Communications Center

Address: 3201 Arch Street, Suite 350 Philadelphia, PA 19104

Phone: 215-895-2222 (Emergency and Nonemergency)

Website: <http://www.drexel.edu/publicsafety/>

## Public Safety Resources

### Drexel ALERT

Drexel University has implemented an emergency notification system called **Drexel ALERT**, which will enable fast and efficient dissemination of critical information to students, faculty and staff of the Drexel University community

### Walking Escorts

To ensure the safety of all students, faculty and professional staff walking to/from and around the University City Campus, Drexel Public Safety security officers provide walking escorts upon request within our patrol boundaries: 30th to 36th Streets and Chestnut to Spring Garden Streets. This service is available 24 hours a day, 7 days a week. As a result of our partnership with the University City District, escorts are also provided by University City District Ambassadors from 10:00AM to 3AM between 30th Street and 42nd Street from Wallace Street to Woodland Avenue and from 42nd Street to 50th Street from Market Street to Woodland Avenue. This service is available 24 hours a day, 7 days a week.

For more information and to request a walking escort:

- Call Public Safety at 215-895-2222
- Use one of the many building and blue-light emergency phones located across campus
- Ask any Public Safety Officer on patrol or inside a building

### Drexel Guardian

Turn your cell phone into a personalized blue light emergency phone. In the event of an emergency, **Drexel Guardian** allows the Drexel Public Safety Communications Center to immediately access important information about you, such as your name, photograph, important medical information, and location, when you call 267.298.1442 or use the app on your cell phone — dramatically increasing the odds that they can find you and help you. The service is free and voluntary, and the information you provide is kept completely confidential.

## Student Health

## **Drexel Student Health Center**

Drexel understands that the challenges of a rigorous academic program can impact the quality of life away from school. Managing the balance can often be difficult. There are a variety of places for you to go, both on and off campus, if you need support.

### **University City Campus Contact Information**

- Location: University City Science Center, 3401 Market St., Suite 105B
- Telephone Number: 215.220.4700
- Website: <http://drexel.edu/counselingandhealth/student-health-center/overview/>

## **Student Counseling Center**

The [Counseling Center](#) offers free, confidential counseling services provided by mental health professionals to currently enrolled full-time undergraduate and graduate students in an atmosphere that is welcoming and comfortable for all students.

### **University City Campus Contact Information**

- Location: Creese Student Center, Suite 210
- Telephone Number: 215.895.1415
- Email Address: [counseling@drexel.edu](mailto:counseling@drexel.edu)
- Website: <http://drexel.edu/counselingandhealth/counseling-center/overview/>

## **Health Insurance**

All full-time students must demonstrate proof of health insurance each year, by either waiving or enrolling in the Drexel Health Insurance Plan at the beginning of each academic year. Please see the [Office of Counseling and Health Services website](#) for more information on how to enroll or waive Drexel's Student Health Insurance plan.

### **Contact Information**

- Email Address, Center City Campus and College of Medicine: [jgs74@drxel.edu](mailto:jgs74@drxel.edu)
- Email Address, all other campuses (including online): [healthimmu@drexel.edu](mailto:healthimmu@drexel.edu)
- Website: <http://drexel.edu/counselingandhealth/insurance-immunizations/health-insurance/>

## **Getting Involved at Drexel University**

## **School of Public Health Student Government**

The Dornsife School of Public Health Student Organization is the vehicle for formal representation. The overall purpose of the organization is to promote communication, collaboration between the School and the student body, and intellectual stimulation among students, Drexel University and the community-at-large.

All Dornsife School of Public Health students are voting members within this organization and are encouraged to contribute their time and services to the activities of the organization. These activities provide an avenue for students to participate actively in all levels of Drexel University's governmental system and ensure that the student body is kept informed of School of Public Health and University policy matters. School of Public Health Student Government Organization officers and graduate students who are representatives to councils and committees must be in good academic standing.

### **Contact Information**

- Address: 3215 Market Street Nesbitt Hall Philadelphia, PA 19104,
- Email: [sphgov@drexel.edu](mailto:sphgov@drexel.edu)
- Website: <http://drexel.edu/dornsife/students/student-services/student-government-organization/>

## **Drexel Activities and Clubs**

The Office of Student Life recognizes more than 300 student organizations, including the [Graduate Student Association](#) and the School of Public Health Student Government Organization.

### **Contact Information**

Website: [http://www.drexel.edu/studentaffairs/get\\_involved/campus\\_activities/about/](http://www.drexel.edu/studentaffairs/get_involved/campus_activities/about/)

Address: 3210 Chestnut Street, Creese Student Center, Lower Level, Student Organization Resource Center (SORC)

T: 215.895.1328

Email: [askOCA@drexel.edu](mailto:askOCA@drexel.edu)

## **Dornsife Public Health Interest Groups**

In addition to SGO and GSA, there are several organizations overseen by each department within the School of Public Health. For questions about student groups, please contact Michelle McDermott.

## **Undergraduate Student Organization of Public Health**

Email: [drexelsophcontact@gmail.com](mailto:drexelsophcontact@gmail.com)

Coalition for Health Advocacy through Multi-Disciplinary Partnerships (CHAMPS)

Email: [champs.drexel@gmail.com](mailto:champs.drexel@gmail.com)

## **Community Health and Prevention Club**

Email: [chp-club-by-jsb363@drexel0.onmicrosoft.com](mailto:chp-club-by-jsb363@drexel0.onmicrosoft.com)

## **Environmental and Occupational Health Club**

Email: [eohclub.drexel@gmail.com](mailto:eohclub.drexel@gmail.com)

## **Epidemiology and Biology Club**

Email: [drexelepibiosclub@gmail.com](mailto:drexelepibiosclub@gmail.com)

## **Global Health Forum**

Email: [ghfsph@gmail.com](mailto:ghfsph@gmail.com)

## **Health Management and Policy Club**

Email: [drexelhmp@gmail.com](mailto:drexelhmp@gmail.com)

## **Maternal and Child Health Journal Club and MCH Student Organization/Working Group**

Email: [drexel.mchwg.davis@gmail.com](mailto:drexel.mchwg.davis@gmail.com)

## **Preconception Peer Educators Club**

Email: [drexel.ppe@gmail.com](mailto:drexel.ppe@gmail.com)

## **Drexel Recreation Center**

The state-of-the-art Drexel Recreation Center is the heart of fun and play at the University. Ranked the Best Gym in Philadelphia in 2015 by the readers of Philly.com, the 18,000 sq. ft. facility serves as the foundation for all recreational services at Drexel, including intramural sports, club sports, personal fitness, and health/wellness. The Recreation Center includes a multi-purpose gymnasium, elevated jogging track, squash courts, climbing wall, exercise studios, group fitness classes and more.

## **Contact Information**

- Address: 3301 Market Street, Philadelphia, PA
- Telephone Number: 215.571.3777



- Fax: 215.895.2037
- Email: [recathletics@drexel.edu](mailto:recathletics@drexel.edu)
- Website: <http://drexel.edu/recathletics/>

## **Intramural Sports**

Drexel’s Intramural Sports Program is designed to offer various leagues, tournaments, one-day events, and special events throughout the year to serve a large & diverse student body. More information can be found on the Intramural Sports [website](#).

## **Lindy Center for Civic Engagement**

Drexel University’s Lindy Center for Civic Engagement promotes the ideals of social responsibility and public service by facilitating community based experiential learning for students, faculty, and staff. Through collaborations with the community, we improve the public good on the local, national, and global levels while enriching the scholarship and character of Drexel through enhanced education.

### **Contact Information**

- Address: 3210 Cherry Street, 2nd Floor, Philadelphia, PA 19104
- Telephone Number: 215.895.6130
- Fax: 215.895.6288
- Email: [lindycenter@drexel.edu](mailto:lindycenter@drexel.edu)
- Website: <http://drexel.edu/lindycenter/>

## **The Dana and David Dornsife Center for Neighborhood Partnerships**

The Dornsife Center is dedicated to engagement in our neighborhood, offering enriching resources for a diverse community. At the Dornsife Center, Drexel provides resources and skilled training to develop a community of shared opportunity. We address the needs of our communities in a way that strengthens, empowers and educates, while maintaining a strong commitment to economic and social justice.

### **Contact Information**

- Address: 3509 Spring Garden St., Philadelphia, PA 19104,
- Telephone Number: 215.571.4013
- Email: [dornsife@drexel.edu](mailto:dornsife@drexel.edu)
- Website: <http://drexel.edu/dornsife/>