Master of Arts in Health Studies
Student Handbook for the Online Program

Department of Health Science
College of Human Environmental Sciences
The University of Alabama
Russell Hall, Box 870311;
Tuscaloosa, AL 35487-0311
healthstudiesbydistance@ches.ua.edu
1-888-207-3111

Department Chair, Dr. David A. Birch (dabirch@ches.ua.edu)

Program Coordinator, Dr. Brian C. Gordon (bgordon@ches.ua.edu)
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THE MA PROGRAM IN HEALTH STUDIES

The University of Alabama Master’s of Arts (MA) program in health studies is designed to provide students with online course experiences in health education and promotion. The program was initiated in the mid 1990’s and now has over 750 graduates. Out-of-state tuition is waived for students taking courses in this program. Most students complete the program in two years.

Course experiences will lead to the graduates’ development of advanced or graduate-level competencies in health education. An undergraduate degree in health education is not required for admission to the program. All courses needed for graduation are offered online during the fall and spring semesters and the 9 ½ week summer session.

Graduates of the program are prepared to plan, implement, and evaluate health education and promotion programs. Specifically, graduates develop background knowledge and skills in the seven areas of responsibility for health education specialists. These areas of responsibility and related competencies and sub-competencies have been identified by the National Commission for Health Education Credentialing Inc. (NCHEC). A listing of the areas of responsibilities and related competencies and sub-competencies is included in Appendix A of this handbook.

Graduates of The University of Alabama’s MA program in health studies are eligible to take the NCHEC exam to become a Certified Health Education Specialist (CHES). Further information on eligibility can be found on the NCHEC website at www.nchec.org

ADMISSION TO THE M.A. PROGRAM

Candidates for admission must have completed a bachelor’s degree from a regionally accredited institution.

All applicants must submit:

✓ An official transcript from all universities where the applicant was enrolled in more than 9 semester hours.

✓ Statement of purpose addressing why you choose this degree and how it will assist in the attainment of career goals.

✓ Three letters of recommendation from university faculty or work supervisor capable of judging the applicant’s ability to complete graduate work.

✓ A $50.00 application fee (fee is subject to change).

The application process can be completed online at www.graduate.ua.edu.
Unconditional Admission
In order to be eligible for regular admission, an applicant must have:

1. a grade point average of 3.0 overall, or 3.0 in the last 60 semester hours in a bachelor level program (on a 4.0 scale), or
2. an earned graduate degree from a regionally accredited institution.

Students who have been granted unconditional admission will remain in good standing with the graduate school by earning an average of 3.0 or better in the first 12 semester hours of graduate-level work completed.

Failure to meet the GPA requirement within the first 12 hours of graduate work will result in academic warning. Students earning academic warning must bring their GPA up to a 3.0 by the end of the next 12 hours of course work completed. Students failing to remove the warning status will be dismissed from the program.

Conditional Admission
An applicant with a GPA that does not meet the requirement for regular admission may be considered for conditional admission if the applicant has a grade point average of at least 2.5 overall and an acceptable score on either the Graduate Record Examination (GRE) or Miller Analogies Test (MAT).

Students who have been granted conditional admission will be unconditionally admitted to the program by earning an average of 3.0 or better in the first 12 semester hours of graduate-level work completed, and by satisfying any other conditions specified by the department or the Graduate School at the time of conditional admission. If the 12 hours are completed in a term in which the total credits exceed 12, the evaluation is made on the basis of all graduate-level work completed at the end of that term of enrollment.

Failure to meet the requirements needed for unconditional admission within the first 12 hours of graduate work will result in dismissal from the program.

Non-degree Admission
An individual who is interested in earning graduate credit but who is not an applicant for a graduate degree at The University of Alabama may be admitted for non-degree studies with the recommendation of the Department of Health Science and approval of the Graduate School dean. Admission may be granted to a qualified student holding a bachelor's degree from a U.S. regionally accredited institution or the equivalent for international applicants or to a graduate student in good standing at another U.S. regionally accredited graduate school.

Students may opt to apply as non-degree status to begin course work while completing the degree-seeking application. Admission as a non-degree student does not guarantee admission as a degree seeking student and performance as a non-degree student is not considered in the admission process.

PROGRAM REQUIREMENTS
This 30 semester hour program has a core of 18 credit hours of required coursework and requires an additional 12 credit hours of electives. In addition, after the completion of their required courses, students must successfully complete a comprehensive examination.
A) Required Courses (All 3 credits)
   • HHE 506: Techniques of Research
   • HHE 515: Advances in Health Promotion
   • HHE 520: Health Behavior
   • HHE 530: Health Promotion Techniques
   • HHE 565: Organization and Implementation of Health Education and Health Promotion Programs
   • HHE 566: Evaluation in Health Education

B) Completion of the Comprehensive Exam

C) Elective Courses (All 3 credits)
   • HHE 521: Epidemiology
   • HHE 585: Virtual Academy
   • HHE 586: Environmental Health
   • HHE 587: Diversity in Health Promotion Practice
   • HHE 588: Sexuality Education: Theory and Practice
   • HHE 589: Women and Health Promotion
   • HHE 590: CHES Study Course
   • HHE 596: Independent Study in Health Education

Students may transfer a maximum of 6 credit hours of related graduate-level course work into the program in order to partially meet the 12 credit hours of elective courses from UA. Transfer credits must be completed less than 6 years from the date the student graduates from UA. Transfer credit will be reviewed for acceptance after students are admitted to the graduate school.

**COURSE SEQUENCE**

Students are strongly encouraged to complete required courses in sequence. All required courses are offered each semester and during the summer session. This makes it easier to follow the suggested sequence. Students failing to earn a grade of “C” or better in a required course must retake the course. Required courses can only be retaken once. **Students failing to pass a required course the second time cannot continue the program.**

**Course Sequence**

HHE 515 – Advances Health Promotion
HHE 506 – Techniques of Research
HHE 520 – Health Behavior
HHE 565 – Organization and Implementation of Health Education and Health Promotion Programs
HHE 530 - Health Promotion Techniques
HHE 566 – Evaluation in Health Education

Electives (12 hours)
## COURSE DESCRIPTIONS

### Required Courses 18 hours

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Description</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>HHE 506</td>
<td>Techniques of Research:</td>
<td>An overview of strategy and design issues in the conduct of effective research in health education and health promotion. Both qualitative and quantitative research protocols will be examined.</td>
<td>(3 semester hours)</td>
</tr>
<tr>
<td>HHE 515</td>
<td>Advances in Health Promotion:</td>
<td>A review of history, principles and philosophy of Health Education and Health Promotion. Key issues in health education and health promotion will be discussed for various age groups and settings, such as schools, communities, worksites, and medical care facilities.</td>
<td>(3 semester hours)</td>
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<tr>
<td>HHE 520</td>
<td>Health Behavior:</td>
<td>A careful review of the theories of health behavior. Emphasis is placed on how health behavior theory can explain health behavior and assist in program design. Case study examples of how health behavior theory has been successfully used in school, community, athletic, and worksite settings for health promotion interventions will be discussed.</td>
<td>(3 semester hours)</td>
</tr>
<tr>
<td>HHE 530</td>
<td>Health Promotion Techniques:</td>
<td>This course examines various techniques used to deliver effective health education and health promotion programs to a variety of audiences. The relationship of the design of health promotion programs to the needs assessment process will be discussed. Examples of successful interventions in school, community, healthcare, and worksite settings will be highlighted.</td>
<td>(3 semester hours)</td>
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<tr>
<td>HHE 565</td>
<td>Organization and Implementation of Health Education and Health Promotion Programs:</td>
<td>This course provides background information on how to design and implement health education and health promotion programs in school, community and worksite settings. Emphasis is placed on designing programs to meet the problems, needs and interests of target audiences.</td>
<td>(3 semester hours)</td>
</tr>
<tr>
<td>HHE 566</td>
<td>Evaluation in Health Education:</td>
<td>An overview of the processes and skills to effectively evaluate health education activities and programs. Formative, process and outcome evaluation measures will be discussed. Evaluation of programs in community, schools, and worksite settings will be examined.</td>
<td>(3 semester hours)</td>
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### Elective Courses 12 hours

The list below provides some possible elective choices. A total of 12 hours is required. However, electives should be selected in conjunction with an advisor to support the student’s personal and professional goals.

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Description</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>HHE 521</td>
<td>Epidemiology:</td>
<td>A course for students in health-related fields. The basic epidemiologic approach is developed; principles and methods are learned.</td>
<td>(3 semester hours)</td>
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</table>
HHE 585  **Virtual Academy**: The purpose of the Virtual Academy (VA) is to create a digital audio and video archive of the philosophical thoughts of leaders in the field of health education. The most important feature of the VA is a presentation a living history of health education so future generations can see and hear how key leaders in the field shaped the profession and observe how these key leaders think through problems and make decisions.  

(HHE 586)  **Environmental Health**: An overview of environmental/ecological issues and their relationship to humans, health and disease. The dynamic interaction of humans and the environment is highlighted.  

(HHE 587)  **Diversity**: The purpose of this course, Addressing Diversity in Health Education & Promotion, is to examine a case study detailing a cultural clash within the American health system. The account presents an opportunity for students to consider health education and promotion strategies that effectively meet needs of diverse populations.  

(HHE 588)  **Sexuality Education: Theory and Practice**: This course deals with contemporary issues in sexuality education in all settings. Issues include how sexuality education should be handled by parents, teachers, and community leaders; controversies and surrounding sexuality education; pros and cons of various forms of sexuality education; and, the importance of understanding your own sexuality.  

(HHE 589)  **Women and Health Promotion**: The purpose of this course is to emphasize the importance of understanding women’s experiences and life circumstances when planning, implementing, and evaluating health programs or interventions.  

(HHE 590)  **CHES Study Course**: This course helps students refine skills to design, implement and evaluate health promotion programs. The course focuses on the competencies needed for students to successfully meet the requirements to become a Certified Health Education Specialist (CHES).  

(HHE 596)  **Independent Study in Health Education**: Structured opportunity for students to pursue independent study and research in an area of Health Education that is of particular interest. University faculty and staff will provide supervision and guidance.  

(3 semester hours)
THE COMPREHENSIVE EXAMINATION

Students qualify for the comprehensive exam after completing the required courses with a grade of “B” or better. The comprehensive exam is an assessment of the application of knowledge and skills covered in the 6 required courses. The comprehensive exam is completed in a take home format over the span of two weeks. The exam is offered the second Wednesday of February, May, and September. Students should prepare for this exam by individual study and review of the content covered in the six required courses. Students must submit the comprehensive exam checklist (Appendix B) to Dr. Gordon the semester they register for their final required course. Students are strongly encouraged to take the comprehensive exam the immediate semester after successfully completing all required courses. Students are required to be enrolled in order to sit for the exam comprehensive exam.

Grading of the Comprehensive Exam
The exam is graded by program faculty as “pass” or “fail.” Students are required to demonstrate 70% proficiency in order to pass the exam. Failed exams must be retaken the following semester. The exam can only be taken a second time. If the exam is not passed the second time, the student cannot complete the program.

NON-COURSE REQUIREMENTS FOR GRADUATION

Application for Graduation
Each candidate for the M.A. degree must apply for graduation to the Office of the Graduate School. The Application for Degree must be filed by the end of the registration period in the semester in which graduation is intended. The form is available through mybama.ua.edu.

Diploma Fee
Graduation charges for degree candidates are currently $41.00 (fee subject to change). Payments should be submitted to the Office of Student Receivables, Box 870120 Tuscaloosa, AL 35487-0120. If a candidate is removed from graduation status, a refund of the amount charged minus a $10.00 processing fee is credited to the student account. Students who are removed from graduation status must reapply for graduation.

Commencement occurs three times a year—at the end of the fall, spring, and summer semesters. All graduating students are encouraged to participate in the graduation ceremony. Diplomas are mailed to students regardless of attendance at commencement. Candidates who wish to attend the ceremony must obtain a cap, gown, and hood (maroon) through the University Supply Store (205-348-6168) at least two weeks prior to the ceremony. Additional commencement details are available on the web at mybama.ua.edu. A calendar of graduate school deadlines for each semester is available online at http://graduate.ua.edu/deadlines/deadline.html; however, students should contact the program administrative assistant at 888-207-3111 for department deadlines as they may differ from those of the graduate school.
SEQUENCE OF STEPS THROUGH THE PROGRAM

The sequence of steps for a prospective student from admission to graduation is outlined below:

➢ Satisfaction of Admission Requirements
➢ Completion of Required Coursework
➢ Submission of Comprehensive Examination Checklist
➢ Completion of Comprehensive Examination
➢ Completion of Elective Coursework
➢ Submission of Application for Degree in final semester
➢ Notify the Department of Health Science of intended graduation

REGISTRATION PROCEDURES

Upon admission as either a non-degree or degree-seeking student, you are eligible to sign up for classes. Students must begin taking classes within one year of admission or students will be required to reapply. Registration for all HHE classes is conducted through mybama. Payment is required at the time of registration. Students must confirm course schedules or courses will be administratively dropped. Payments are accepted by Visa, MasterCard, or Discover. Contact the Office of Student Receivables for more payment options. Students may also use financial aid to pay for classes. Students who wish to use financial aid must register for at least 4.5 semester hours per semester. As of Fall 2013, the tuition charge per three semester hours of credit is $1,020. Students can confirm current tuition rates at www.academicoutreach.ua.edu.

ACADEMIC STATUS

Academic Progress
A graduate student must have a cumulative grade point average of not less than 3.0 on all graduate work undertaken at The University of Alabama in order to be in good standing.

Academic Warning
A graduate student with regular status in a graduate program who drops below a 3.0 average (at any time after earning 12 semester hours) will receive an academic warning. While the academic warning status is in place, the student will not be permitted to apply for admission to candidacy. This status must be removed by raising the overall average to a 3.0 or better during the 12 hours of graduate work immediately following the period in which the status was incurred. Failure to do so will result in the student being dropped from the program without any additional warning. Contact Dr. Gordon immediately should you experience academic difficulty.

No Grade (N)
“N” grades are strongly discouraged and may only be granted by instructor approval prior to the end of the respective semester. “N” grades are calculated in the student's overall grade point average as an "F." They must be removed within four weeks into the next semester. At the end of the four week period a grade must be entered or the “N” will remain on the student’s academic transcript. If the student's overall grade point average drops below a 3.0 as a result of the “N” grade(s) academic consequences may ensue.
Graduate students with good academic standing who fail to bring their overall GPA back up to 3.0 or better by removing the "N" grade(s) within the four weeks will earn academic warning. Academic warning must be removed by raising the overall grade point average to 3.0 or better during the 12 hours of graduate work immediately following the period in which the warning was earned. Failure to do so will result in academic suspension (dismissal) from the Graduate School.

Graduation Grade Requirements
Grade point average. The student must have a cumulative average grade of not less than “B” (3.0) in graduate courses undertaken at The University of Alabama. Grades below “C” (2.0) are counted in computing scholastic averages, but do not carry credit toward a degree.

Seventy-five percent rule. At least 75 percent of the hours taken must have been completed with grades of not less than “B” from The University of Alabama.

Time Limit
All requirements for the master's degree must be completed during the six years (18 fall, spring, and summer semesters) immediately preceding the date on which the degree is to be awarded. There is no provision for an extension of the time limit beyond 6 years for master's students.

FINANCIAL SUPPORT
The application for student loans is available on-line at http://www.fafsa.ed.gov. The Office of Student Financial Aid may be reached at 205-348-6756. In addition, the College of Continuing Studies offers a limited number of scholarships. The application is available on-line at http://aps.ua.edu/scholarships.html. For additional information, contact Nina Smith at 205-348-0089.

TRANSCRIPTS
Official transcripts are issued and sent by the Office of Academic Records and University Registrar to recognized institutions and agencies that require such documents. Transcripts cannot be requested verbally or via the internet. Transcripts will not be issued for persons who have financial obligations to the University. Detailed instructions are available at mybama.ua.edu.
CODE OF ACADEMIC CONDUCT

1. Academic Honor Code
   a. All students in attendance at The University of Alabama are expected to be honorable and
      observe standards of conduct appropriate to a community of scholars. The University of
      Alabama expects from its students a higher standard of conduct than the minimum required to
      avoid discipline (see subsection c.). At the beginning of each semester and on tests and
      projects, at the discretion of the professor, each student will be expected to sign an Honor
      Pledge.

   b. The Academic Honor Pledge reads as follows: *I promise or affirm that I will not at any time be
      involved with cheating, plagiarism, fabrication, or misrepresentation while enrolled as a
      student at The University of Alabama. I have read the Academic Honor Code, which explains disciplinary procedures that will result from the aforementioned. I understand that violation of this code will result in penalties as severe as indefinite suspension from the University.*

2. Code of Academic Conduct
   a. Academic misconduct by students includes all acts of dishonesty in any academically-related
      matter and any knowing or intentional help or attempt to help, or conspiracy to help, another
      student commit an act of academic dishonesty. Academic dishonesty includes, but is not
      limited to, each of the following acts when performed in any type of academic or
      academically-related matter, exercise, or activity.

      (1) Cheating—using or attempting to use unauthorized materials, information, study aids, or
          computer-related information.

      (2) Plagiarism—representing the words, data, works, ideas, computer program or output, or
          anything not generated in an authorized fashion, as one's own.

      (3) Fabrication—presenting as genuine any invented or falsified citation or material.

      (4) Misrepresentation—falsifying, altering, or misstating the contents of documents or other
          materials related to academic matters, including schedules, prerequisites, and transcripts.

   b. Except in divisions which have an alternate academic misconduct policy which has been
      approved by the Provost/Vice President for Academic Affairs, academic misconduct cases
      shall be resolved by the divisional academic misconduct monitor or the academic dean of the
      division in which the alleged action took place after consultation with the academic dean or
      monitor in the division where the student is enrolled. However, with the concurrence of both
      deans, the responsibility for resolving an academic misconduct case can be transferred to the
      dean of the division in which the student is enrolled. Appeals from the monitor’s decisions
      may be made to the academic dean; appeals from the academic dean’s decisions may be made
      to the Office for Academic Affairs.

   c. Penalties for academic misconduct can range from a reprimand to a penalty as severe as
      suspension for a definite time or even indefinite suspension. Academic deans have the
      authority to impose the full range of penalties. Divisional academic misconduct monitors may
impose penalties only after receiving a voluntary written confession. Misconduct monitors are authorized to impose penalties up to but not including suspension, and may impose penalties of suspension or indefinite suspension if authority to do so has been delegated by the academic dean. All persons who admit to or are found guilty of an academic offense for which a penalty less than an indefinite suspension is imposed will receive a penalty of indefinite suspension if they admit to or are found guilty of another offense of academic misconduct.

DISABILITY SERVICES

The Office of Disability Services (ODS) is the central contact point for University students with disabilities. The goal of ODS is to ensure that University programs and services are accessible to qualified students with disabilities. ODS works to provide individualized academic accommodations and services, where necessary, while promoting student responsibility and self-advocacy. It is the student’s responsibility to make known a need for academic accommodations and services by providing documentation of his or her disability to ODS and by formally requesting accommodations. For more information, contact ODS at (205) 348-4285 (voice) or (205) 348-3081 (TTY); or write the Office of Disability Services at Box 870185, Tuscaloosa, AL 35487-0304.

FACULTY FOR M.A. IN HEALTH STUDIES (HEALTH PROMOTION) VIA DISTANCE EDUCATION

David A. Birch, PhD, MCHES, Professor, Department of Health Science.

Rodney Bowden, PhD, Adjunct Professor, Department of Health Science.

Clint Bruess, PhD, Adjunct Professor, Department of Health Science.

Ellen Edmonds, PhD, Adjunct Professor, Department of Health Science

Brian C. Gordon, PhD, MCHES, Assistant Professor, Department of Health Science.

Michelle Harcrow, PhD, Adjunct Professor, Department of Health Science.

Deidre Leaver-Dunn, PhD Associate Professor, Department of Health Science.

Sheryl Strasser, PhD, MSW, MPH, MCHES, Adjunct Professor, Department of Health Science.

G. Greg Wotjowicz, PhD, Adjunct Professor, Department of Health Science.
Frequently Asked Questions

Q. “Has this program been accredited?”
A. The Master of Arts in Health Studies has been approved by the Graduate School of The University of Alabama (UA). UA is accredited by the Southern Association of Colleges and Schools (SACS).

Q. “Is financial aid available?”
A. Yes. Students in this program can apply for financial assistance. If you are interested in seeking financial aid, call the Office of Student Aid at 205/348-6756 or you may visit the Graduate School’s website for information. The student loan application is available on-line at http://www.fafsa.ed.gov.

Q. “I have been accepted to the graduate school at UA, how do I get started?”
A. Setup your crimson email account at www.mybama.ua.edu. Once accepted you are free to register for courses at myBAMA.

Q. “Am I required to speak with an academic advisor?”
A. Students should make use of the information in the handbook and on the distance website. However you are encouraged to contact Dr. Gordon at bgordon@ches.ua.edu with any advisor or program related questions.

Q. What is myBAMA.ua.edu?
A. myBama is The University of Alabama’s portal for current faculty, staff and students. myBama provides secure access to email, course information, grades, campus news and announcements. Visit http://oit.ua.edu/oit/services/it-service-desk/mybama-faq/ for more information concerning myBama.

Q. “What is my Crimson account?”
A. Crimson accounts are lifelong e-mail accounts with no expiration. Students are required to use their Crimson account for all correspondence with faculty and staff. Crimson email is the preferred means of communication by UA and is essential for receiving pertinent and timely information. For more information on Crimson accounts visit http://oit.ua.edu/oit/services/crimson-mail/crimson-mail-faq/.

Q. “How do I access my courses?”
A. Courses are offered using Blackboard learn. Students access courses at ualearn.blackboard.com or via the link provided in mybama. Courses are available the first day of classes. Student tutorials for Blackboard learn are available at http://frc.ua.edu/tutorials/.

Q. “How long will I have to complete a course?”
A. Courses must be completed within the semester of registration.

Q. “Are course extensions available?”
A. Only under extreme circumstances are course extensions allowable. Requests for extensions must be submitted to your professor and academic advisor 1 week prior to the end of the semester for approval.
Q. “How long will it take to complete the program?”
A. Part-time students typically complete the degree in two years or less.

Q. “How many courses can be transferred into the program?”
A. Students can transfer up to 6 semester hours of graduate level coursework. According to Graduate School policy, the course can be no more than six years old at the time of graduation. Coursework in health, education, and related areas can be transferred into the program. Courses of full graduate-level credit earned in a regionally accredited institution where a student was enrolled in the graduate school may be submitted for review for inclusion in a degree program. Evaluation of credit for transfer will not be made until the student has enrolled in the Graduate School of The University of Alabama. Credit will not be accepted for transfer from any institution at which the student failed to achieve a “B” average on ALL graduate work attempted. In addition, only courses in which a grade of “B” or higher was earned will be considered for transfer. A student initiates the request for evaluation of graduate credit obtained at another institution. It is also the student’s responsibility to ensure receipt of an official transcript of the credit concerned by the Graduate School. The form is available on-line at http://graduate.ua.edu/forms/reqtrans.pdf.

Q. “What is CHES?”
A. CHES stands for Certified Health Education Specialist. Students who graduate from this program qualify to sit for the exam to be a Certified Health Education Specialist offered by the National Commission for Health Education Credentialing, Inc.(NCHEC). This exam is offered at various locations across the United States. CHES is the only national credential for a health educator.

Q. Can I access UA information electronically?
A. Yes. Some websites of interest are listed below:

Graduate School Home page www.graduate.ua.edu

Health Science http://www.ches.ua.edu/health/distance/ or http://bamabydistance.ua.edu/degrees/ma-in-health-studies-online/

Graduate Catalog www.graduate.ua.edu/catalog/index.html

Graduate Program Procedures and Policies Guide www.graduate.ua.edu/policy_guide/index.htm
### Appendix A

#### Articulation of Courses in The University of Alabama Masters of Arts Program in Health Studies with the Seven Areas of Responsibility for Health Educators (www.nchec.org)

<table>
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<tr>
<th>Area of Responsibility</th>
<th>UA MA Courses</th>
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<tbody>
<tr>
<td></td>
<td>HHE 506</td>
</tr>
<tr>
<td><strong>Area I: Individual and community needs for health education</strong></td>
<td></td>
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<tr>
<td>Competency A: Access existing health related data</td>
<td>X</td>
</tr>
<tr>
<td>Competency B: Collect health relations data</td>
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</tr>
<tr>
<td>Competency C: Distinguish between behaviors that foster and hinder well-being</td>
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<tr>
<td>Competency D: Determine factors that influence learning</td>
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<tr>
<td>Competency E: Identify factors that foster or hinder the process of health education</td>
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<tr>
<td>Competency F: Infer needs for health education from obtained data</td>
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<tr>
<td><strong>Area II: Plan Health Education Strategies, Interventions, and Programs</strong></td>
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<tr>
<td>Competency A: Involve people and organizations in program planning</td>
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<tr>
<td>Competency B: Incorporate data analysis and principles of community organization</td>
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<tr>
<td>Competency C: Formulate appropriate and measurable program objectives</td>
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<tr>
<td>Competency D: Develop a logical scope and sequence plan for health education practice</td>
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<tr>
<td>Competency E: Design strategies, interventions, programs consistent with specific objectives</td>
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<tr>
<td>Competency F: Select appropriate strategies to meet objectives</td>
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<tr>
<td>Competency G: Assess factors that affect implementation</td>
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<tr>
<td><strong>Area III: Implement Health Education Strategies, Interventions, and Programs</strong></td>
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<tr>
<td>Competency B: Demonstrate a variety of skills in delivering strategies, interventions, and programs</td>
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<tr>
<td>Competency C: Use a variety of methods to implement strategies, interventions, and programs</td>
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<td>Competency D: Conduct training programs</td>
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<tr>
<td><strong>Area IV: Conduct Evaluation and Research Related to Health Education</strong></td>
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<tr>
<td>Competency A: Develop plans for evaluation and research</td>
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<td>Competency B: Review research and evaluation procedures</td>
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<td>Competency C: Design data collection instruments</td>
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<td>Competency D: Carry out evaluation and research plans</td>
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<td>Competency E: Interpret results from evaluation and research</td>
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<td>Competency F: Infer implications from findings for future health-related activities</td>
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<tr>
<td><strong>Area V: Administer Health Education Strategies, Interventions, and Programs</strong></td>
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<tr>
<td>Competency A: Exercise organizational leadership</td>
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<td>Competency B: Secure fiscal resources</td>
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<td>Competency C: Manage human resources</td>
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<td>Competency D: Obtain acceptance and support for programs</td>
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<tr>
<td><strong>Area VI: Serve as a Health Education Resource Person</strong></td>
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<tr>
<td>Competency A: Use health-related information resource</td>
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<tr>
<td>Competency B: Respond to requests for health information</td>
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<td>Competency C: Select resource materials for dissemination</td>
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<td><strong>Area VII: Communicate and Advocate for Health and Health Education</strong></td>
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<tr>
<td>Competency A: Analyze and respond to current and future needs in health education</td>
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<td>Competency B: Apply a variety of communication methods and techniques</td>
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<td>Competency C: Promote the health education profession individually and collectively</td>
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<td>Competency D: Influence health policy to promote health</td>
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</tbody>
</table>
Appendix B

Comprehensive Exam Check List

The comprehensive exam will be administered the second Wednesday of February, May, and September of each year. In order to take the exam students must have completed required courses with a grade of “B” or better. It is strongly recommended that the exam be taken the next consecutive semester after required courses are completed.

This form must be submitted to Dr. Gordon at bgordon@ches.ua.edu the semester students register for the final required course.

Name:  
CWID:  
Crimson Account:  
Semester of Exam(check one): Spring    Summer    Fall    20   

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<th>Course</th>
<th>Semester taken</th>
<th>Grade</th>
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<td>HHE 565</td>
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Submit forms by email to bgordon@ches.ua.edu or fax to 205-348-7568.