

Policy Title: SPH 03 - Students with Criminal Justice Proceedings or Felony Convictions
Enrolling in BSPH or MPH Practice Course

Date Approved: 7/18/2025

Body Responsible: Administrative Council

Relevant CEPH Criteria: NA

1. Any MPH or BSPH student with pending felony charges or who have been convicted of a felony in the must notify the Associate Dean for Practice prior to completion of initial 10 credit hours of coursework or for continuing students, within 10 days of being charged. It is the responsibility of the student to notify the Associate Dean for Practice prior to contacting potential preceptors, completing any paperwork, or enrolling in the course. Failure to report may result in an inability to register for or complete the associated courses.
2. The Associate Dean for Practice will meet with the student to discuss their options for field work. The student will be allowed to choose between being placed within the school or externally, but informed that the placement will require full-disclosure with a disclosure letter signed by the student and the preceptor.
3. The Associate Dean for Practice will implement the disclosure form as provided by university legal counsel. The signed form will be kept on file in the Dean's office.

In accordance with FERPA and CM-56.