

MASTER OF PUBLIC HEALTH

ADMISSION & APPLICATION GUIDELINES

FOR SEPTEMBER 2021 ENTRY

School of Public Health and Social Policy
University of Victoria

APPLICATION DEADLINE: February 1, 2021

Please note:
You will not hear the results of
your application until the beginning of April.



Together make a difference



Admission Requirements

To be eligible to apply you must:

- 1) Have an undergraduate degree with a minimum B+ (6.0) average (77-79%) in the last two years (30 units or 60 credits) leading to the undergraduate degree.

Applicants who have degrees from outside Canada should consult the list of [minimums from other countries](#) to determine if their GPA meets this requirement.

- 2) Have completed an undergraduate statistics course and achieved a minimum grade of B within 10 years of the program entry date.

NOTE: you may apply and be provisionally accepted into the program on the condition that you complete an undergraduate statistics course (minimum grade of B achieved) by August 31st of the year of admission.

Need a statistics course?

The following courses offered at the University of Victoria satisfy the statistics requirement:

- [HLTH 425 - Quantitative Methods](#) (an online course available January to April 2021)
- [STAT 255 - Statistics for Life Sciences I](#)
- [PSYC 300A - Statistical Methods in Psychology](#)
- [PSYC 300B - Statistical Methods in Psychology II](#)
- [SOC 376 - Quantitative Research Methods](#)
- [GEOG 226 - Introduction to Quantitative Methods in Geography](#)

These are acceptable online options from other institutions:

- [Thompson Rivers University: STAT 1201 – Introduction to Probability and Statistics](#)
- [Athabasca University: MATH 215 – Introduction to Statistics](#)

Other courses may also be satisfactory. If you have a course in mind, please email phsp@uvic.ca the syllabus to review whether it is acceptable or not. We are generally looking for a course second year or above that covers the theory and application of statistical methodology: descriptive statistics, probability, hypothesis testing and confidence intervals, two-sample t-test, correlation and regression, parametric and nonparametric statistics, chi-square test, and analysis of variance.

Applications are evaluated on the following criteria:

- 1) Grade point average
- 2) Assessment reports / references
- 3) Statement of intent
- 4) Professional & volunteer experience and community service

Required Documents

The documents required to start the evaluation of your application **must be uploaded** at the time of application. In addition to the required documents outlined in this section, applicants have the option of submitting other documents that provide evidence of suitability (e.g., a writing sample).

See the Graduate Studies website for more information on [submission of documents](#).

Assessment Reports / References

Assessment reports (also called references) are required from a minimum of two academic or professional references who are familiar with your work. At least one academic reference should be provided. A professional reference would be a supervisor of your professional or volunteer work and should not be a peer or colleague. Family members and close friends should not be used as references. The names and email addresses of your chosen assessors are required when you submit your application. At a certain point in the online application you will be prompted to enter your referee information. A letter is automatically generated and sent directly to your referee, asking for their reference to be sent directly to Graduate Admissions. **It is important that you contact your referees prior to entering the information in order to confirm their willingness to provide you with an assessment.** A letter of reference may also be supplied as part of the assessment report.

Transcripts

Copies of unofficial transcripts from all institutions attended will be required for upload, at the time of application. If you are offered admission, you will be required to submit official documents confirming your information, prior to registering in program courses. Unofficial transcripts include:

- 1) non-official photocopies
- 2) transcripts which have been opened or arrive without a sealed envelope

- 3) transcripts not endorsed by the issuing institution (signature, seal or chop over the closure)
- 4) transcripts which arrive without the official seal of the university

Please upload a document with a list of any courses currently in progress (or registered in for the future) and their credit weight with your application.

Transcripts from Canada or the United States (if offered admission)

For Canadian and American transcripts, an official transcript must be sent directly to the University of Victoria Graduate Admissions Office (**not to the School of Public Health and Social Policy**) from ALL post-secondary institutions you have previously attended. All transcripts and degree certificates must be received by the Graduate Admissions and Records Office in sealed envelopes, endorsed by the home university (signature, seal or chop) over the closure. Submission of official University of Victoria transcripts are not necessary as we have a record of these already.

Transcripts from outside Canada or the United States (if offered admission)

- 1) All transcripts and degree certificates must be received by the Graduate Admissions and Records Office in sealed envelopes, endorsed by the home university (signature, seal or chop over the closure).
- 2) Unless the documents are only available in English, the official original language document accompanied by a certified literal English translation is required.
- 3) Certified photocopies are acceptable if endorsed by the issuing university and sent in a sealed, endorsed envelope.

English Language Proficiency

If your first language is not English, and you have not resided in a designated English-speaking country for three years or more immediately prior to the entry-point applied for, you must provide proof of English Language proficiency. This can be done by providing results directly to the University from a TOEFL, IELTS or MELAB test. Official test score reports must be sent directly to the University of Victoria by the testing agency. Scores older than two years are not acceptable. See the Graduate Studies website for more information on [Language Proficiency](#).

If you hold a recognized degree from a designated English-speaking country you are exempted from the language proficiency requirements.

Statement of Intent

Please draft a Statement of Intent that includes the items below. It must not exceed two pages in length double-spaced (standard 12-point font and 1" margins are required) and must include the following:

- 1) Program choice
- 2) Preferred area of focus (and second choice of area of focus, if applicable)
- 3) Purpose in seeking a Masters of Public Health degree
- 4) Describe how it would relate past experience, future goals and career plans
- 5) Intention to undertake full or part time study

Résumé/Curriculum Vitae

Your résumé/curriculum vitae must not exceed four pages in length double-spaced (standard 12-point fonts and 1" margins are required). We recommend including at least the following sections: *education* (previous degrees and credentials); *professional positions and leadership activities* (e.g. jobs, community volunteer positions, service/administrative activities, training/supervising/mentoring activities); *fellowships, honours, and awards* (applied or awarded, if any monetary value, indicate amount); *presentations and publications* (academic and non-academic); *other scholarly or professional activities* (e.g. relationship/partnership building, capacity-building efforts, unpublished reports).

ALL REQUIRED DOCUMENTS MUST BE UPLOADED AT THE TIME OF APPLICATION

Apply Online

1) Before applying:

- Follow the steps in the [application wizard](#) to determine your application type,
- Check out [requirements and deadlines](#) that apply to you,
- Find out [how to submit your supporting documents](#), and
- Determine if you will be required to provide [proof of English proficiency](#).

2) Complete the online application at https://www.uvic.ca/BAN1P/bzsklogn.p_display_login

3) Fill out the application including information for **all post-secondary institutions** at which you registered for courses, and upload all required documents. You will be required to upload an unofficial transcript from **every** post-secondary institution attended. **Failure to disclose previous studies may result in your admission and registration being cancelled.**

4) Pay the [application fee](#) within your application - **you must pay online with a credit card.**

Contact each of your referees to confirm their willingness to complete an assessment on your behalf. You will need to supply their names and e-mails as part of your application. They will then be contacted by UVic to submit a reference for you.

Following the Status of Your Application (MyStatus)

You can view the checklist on your [My UVic application page](#) for a list of received and outstanding documents. Submit any outstanding documents as PDFs not uploaded as part of your application to graddocs@uvic.ca

[Follow the status of your application](#) online, using the [MyStatus](#) tool. After the initial input, you will be able to track the progress of your application through all stages of the application process, and eventually see when a decision has been made.

Tuition Fees and Funding Opportunities

For tuition fees information visit [Graduate Studies Tuition Fees](#)

Make sure you apply early. As the deadline for application to a program approaches, the processing times slow due to increased application volume. Early application will also allow you to be eligible for [UVic fellowships and awards](#).

Having Difficulty Applying?

Please contact Graduate Admissions and Records directly at **250-472-4657** or garo@uvic.ca.