****

**[Insert Course Title]**

**[Insert Credit Value]**

**P[Insert Course Number]**

**COURSE SCHEDULE**

[Days/dates]

[Times(s)]

[Location(s)]

# INSTRUCTOR(S)

[Insert Name], [Insert Degree]

[Insert Phone], [Insert Email]

[Insert Office Location]; [Insert Office Hours]

# TEACHING ASSISTANT(S)

[Insert Name] [Insert Email]

[Insert Office Hours]

**COURSE DESCRIPTION**

[Insert]

# CEPH DEPARTMENTAL DEGREE PROGRAM COMPETENCIES

[Only to be completed if the course is a **required or selective course** for any of the department’s degree programs (MPH, MS, DrPH, PhD), otherwise delete this section. You will need to review your relevant CEPH Departmental Degree Program Competencies and select those competencies relevant to your course.]

This course is designed to help students attain mastery of the following degree competencies. Student achievement of these competencies will be measured through performance on the corresponding assessments.

|  |  |  |
| --- | --- | --- |
| **CEPH Competency** | **Primary Assessment(s)** | **Secondary Assessments** |
| [select the competency from the appropriate list of departmental CEPH competencies specific to the program] | [identify the course assessment that demonstrates competence] |  |
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# COURSE LEARNING OBJECTIVES

By the time you complete this course, you should be able to

* [insert]
* [insert]
* [insert]
* [insert]
* [insert]
* [insert]

# COURSE REQUIREMENTS

[Insert expectations related to class performance and policies related to late assignments, attendance, original work, citations, incomplete grades, etc.]

## Required Course Materials:

[textbook information, if applicable]

# COURSE STRUCTURE

[Insert how the course will be organized and conducted. It may indicate, for example, whether the class sessions will be lectures, seminars, group work, breakout sections, lab sections; combinations of these, and so on. If the course is organized into units, this section can also describe these units]

# ASSESSMENT AND GRADING POLICY

Student grades will be based on:

[Insert] ...................................................................................[#] points[or percentage]

[Insert] ...................................................................................[#] points [or percentage]

[Insert] ................................................................................[#] points [or percentage]

[Insert] ..................................................................................[#] points [or percentage]

|  |  |  |
| --- | --- | --- |
| Assignment | Description | Due date |
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[For each assignment include a brief description of the assignment, and deliverable. Where relevant indicate if the assignment is completed as an individual or a group]

## Grading

A+ Reserved for highly exceptional achievement.

A Excellent. Outstanding achievement.

A- Excellent work, close to outstanding.

B+ Very good. Solid achievement expected of most graduate students.

B Good. Acceptable achievement.

B- Acceptable achievement, but below what is generally expected of graduate students.

C+ Low achievement, above minimally acceptable level.

C Low achievement, but only minimally acceptable.

C- Very low performance.

F Failure. Course usually may not be repeated unless it is a required course.

Please refer to the [School Handbook](https://www.publichealth.columbia.edu/people/current-students/academics/student-handbooks) for further details on grading and good academic standing.

# MAILMAN SCHOOL POLICIES AND EXPECTATIONS

Students and faculty have a shared commitment to the School’s mission, values and oath.

[mailman.columbia.edu/about/mission-history](https://www.publichealth.columbia.edu/about/mission-history)

## Academic Integrity

Students are required to adhere to the Mailman School [Conduct and Community Standards](https://www.publichealth.columbia.edu/people/current-students/community-standards), which includes the Code of Academic Integrity.

## Disability Access

In order to receive disability-related academic accommodations, students must first be registered with the Office of Disability Services (ODS). Students who have or think they may have a disability are invited to contact ODS for a confidential discussion at 212.854.2388 (V) 212.854.2378 (TTY), or by email at [disability@columbia.edu](mailto:disability@columbia.edu). If you have already registered with ODS, please speak to your instructor to ensure that they have been notified of your recommended accommodations by Meredith Ryer ([mr4075@cumc.columbia.edu](mailto:mr4075@cumc.columbia.edu)), Assistant Director of Student Support and Mailman’s liaison to the Office of Disability Services.

## Bias Response and Support System

Our community at Columbia University’s Mailman School of Public Health is committed to creating an inclusive working, learning, and living environment where all are respected. The occurrence of bias related incidents, involving conduct, speech, or expressions reflecting prejudice are an opportunity for learning and growing as a community. At the request of faculty, students, and staff, and in partnership with [Student Conduct and Community Standards](http://studentconduct.columbia.edu/), the School has developed a Bias Response & Support System (BRSS) that will aid us in:

* Addressing bias-related concerns
* Ensuring that community members receive necessary support
* Identifying patterns of bias and best practices in promoting a bias-free environment that will be used to inform future programming and further our growth as an inclusive community

BRSS will ensure that we hold each other and ourselves accountable to the School’s commitment to diversity, equity, and inclusion by acknowledging and addressing bias-related concerns.

You can access the BRSS [here](https://cm.maxient.com/reportingform.php?ColumbiaUniv&layout_id=35).

# COURSE SCHEDULE

Please see the modules and files sections of Courseworks to download the readings and lecture slides.

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| **Session 1 – [insert session title, e.g. Introduction to Case-Control]** |
| **[Date]** Learning Objectives:   1. Text 2. Text 3. Text 4. Text   Required Reading: [for each session include page numbers/estimate of video length; generally aim to avoid excess of 50 pages total reading]   1. Source Citation [include full citation with page numbers] 2. Source Citation [include full citation with page numbers]   Recommended Reading:   1. Source Citation 2. Source Citation   Assignment+ due date: [if applicable] |

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| **Session 2 – [insert session title]** |
| **[Date]** Learning Objectives:   1. Text 2. Text 3. Text   Required Reading:  Recommended Reading:    Assignment+ due date: [if applicable] |

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| **Session 3 – [insert session title]** |
| **[Date]** Learning Objectives:   1. Text 2. Text 3. Text     Required Reading:  Recommended Reading:    Assignment+ due date: [if applicable] |

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| **Session 4 – [insert session title]** |
| **[Date]** Learning Objectives:   1. Text 2. Text 3. Text   Required Reading:  Recommended Reading:    Assignment+ due date t: [if applicable] |

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| **Session 5 – [insert session title]** |
| **[Date]** Learning Objectives:   1. Text 2. Text 3. Text   Required Reading:  Recommended Reading:    Assignment+ due date: [if applicable] |

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| **Session 6 – [insert session title]** |
| **[Date]** Learning Objectives:   1. Text 2. Text 3. Text   Required Reading:  Recommended Reading:    Assignment+ due date: [if applicable] |

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| **Session 7 – [insert session title]** |
| **[Date]** Learning Objectives:   1. Text 2. Text 3. Text     Required Reading:  Recommended Reading:    Assignment+ due date: [if applicable] |

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| **Session 8 – [insert session title]** |
| **[Date]** Learning Objectives:   1. Text 2. Text 3. Text   Required Reading:  Recommended Reading:    Assignment+ due date: [if applicable] |

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| **Session 9 – [insert session title]** |
| **[Date]** Learning Objectives:   1. Text 2. Text 3. Text   Required Reading:  Recommended Reading:    Assignment+ due date: [if applicable] |

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| **Session 10 – [insert session title]** |
| **[Date]** Learning Objectives:   1. Text 2. Text 3. Text   Required Reading:  Recommended Reading:    Assignment+ due date: [if applicable] |

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| **Session 11 – [insert session title]** |
| **[Date]** Learning Objectives:   1. Text 2. Text 3. Text   Required Reading:  Recommended Reading:    Assignment+ due date: [if applicable] |

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| **Session 12 – [insert session title]** |
| **[Date]** Learning Objectives:   1. Text 2. Text 3. Text   Required Reading:  Recommended Reading:    Assignment+ due date: [if applicable] |

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| **Session 13 – [insert session title]** |
| **[Date]** Learning Objectives:   1. Text 2. Text 3. Text   Required Reading:  Recommended Reading:    Assignment+ due date: [if applicable] |

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| **Session 14 – [insert session title]** |
| **[Date]** Learning Objectives:   1. Text 2. Text 3. Text   Required Reading:  Recommended Reading:    Assignment+ due date: [if applicable] |