

The Public Health Management Certificate

Program Requirements

Applicant Commitment

As a 2023–2024 Public Health Management Certificate (PHMC) program applicant, I understand that the program involves a 12-month commitment. I am willing and able to make the following commitments if invited to be a scholar in the program:

1. To devote the time necessary to fully participate in the program's activities, including:
 - Attendance at an orientation webinar held June 28, 2023, 10 a.m. to 11 a.m. Pacific.
 - Attendance at an in-person session held August 21 – August 24, 2023 in Seattle, WA.
 - Participation in weekly webinars held Wednesdays at 10 a.m. Pacific starting September 6, 2023 and ending in June 2024.
 - Dedication of approximately 6–8 hours a week on coursework, such as webinars, readings, homework assignments, and distance-based small or large group sessions.
 - Creation of a project that is integrated with my workplace. I will begin the project at the in-person session and conclude it with a written report and online presentation in June and July 2024.
 - Identification of a personal development goal and progress towards it throughout the program term.
2. To be an active contributor during the program sessions and an active team member on small group learning teams.
3. To have regular access to a computer with Internet access to participate actively in scheduled programs or sessions conducted using distance education technologies.

Photo Release

The Northwest Center for Public Health Practice (NWCPHP) may take photos and videos during this training for use in its educational and promotional materials. By virtue of registering, you grant NWCPHP full rights without compensation to use any photos, videos, or recordings containing your likeness taken during the routine course of the event, by NWCPHP or its official representatives, to be used in future educational or promotional endeavors of NWCPHP, the School of Public Health, and the University of Washington, without any further notice. This permission may be revoked in writing to NWCPHP.

Survey Data

By applying, you agree that NWCPHP may use your de-identified, aggregate survey responses to inform improvements to this training and the Center's future training plans, as well as share this information with funders.

Diversity Statement

Diverse backgrounds, embodiments and experiences are essential to the critical thinking endeavor at the heart of education. As a part of the Management Certificate Program, scholars are expected:

1. To respect individual differences, which may include, but are not limited to, age, cultural background, disability, ethnicity, family status, gender, immigration status, national origin, race, religion, sex, sexual orientation, socioeconomic status and veteran status.
2. To engage respectfully in the discussion of diverse worldviews and ideologies embedded in course readings, presentations and artifacts, including those course materials that are at odds with personal beliefs and values.
3. To talk to their instructor, coach, [the Assistant Dean for EDI](#), or the program's director when there are concerns about the program climate.

Cost

I understand that the cost for the program is \$4,500 if my application is submitted by April 14, 2023 and \$5,000 if submitted after April 14. This cost covers faculty, facilities, and access to distance learning technologies, as well as some meals during the on-site session. Payment is due by no later than May 31, 2023.

I understand further that I am responsible for my own travel expenses to and from the on-site session as well as the costs associated with materials, books, boarding, and the distance learning activities (e.g., long distance phone charges, Internet access fees).

I understand that my application is not complete and until NWCPHP receives payment. Payment can be made by online or by check. If paying by check, notify Sarah Manchanda at NWCPHP (paliulis@uw.edu) as soon as possible.

Cancellations

Cancellations must be in writing. If submitted by May 31, 2023, a refund minus a \$50 cancellation fee will be issued. If submitted between June 1 and August 20, 2023, a refund minus a \$200 cancellation fee will be issued. Payment is forfeit if cancellation is submitted on or after August 21, 2023.

I have read and agree to all of the requirements described above.

Signature _____ Date _____

Organization Commitment

As the immediate supervisor of _____, I have read the applicant commitment and endorse their application to this program. I will support job accommodations to allow the applicant to participate in all activities and to attend all sessions of the 12-month program.

Signature _____ Date _____