



## **MEMORANDUM OF UNDERSTANDING**

Made by and between SUNY Downstate Health Sciences University School of Public Health (“SUNY Downstate School of Public Health” or “SUNY Downstate”) and Brooklyn College, Department of Health and Nutrition Sciences (“Brooklyn College” or “HNSC”).

This memorandum of understanding (MoU) establishes a process and procedure to promote the easy transition of select HNSC students from the following undergraduate degree programs (B.A. in Health and Nutrition Sciences and B.S. in Health and Nutrition Sciences) to the Master of Public Health (MPH) degree program at the SUNY Downstate School of Public Health.

### **OBJECTIVES OF THE MoU**

1. To attract qualified students at Brooklyn College to pursue an MPH degree at the SUNY Downstate School of Public Health.
2. To create a pathway for qualified Brooklyn College graduates from the Department of Health and Nutrition Sciences to receive priority consideration for admission into the MPH degree program at the SUNY Downstate School of Public Health.
3. To attract a diverse group of graduates from Brooklyn College to SUNY Downstate.

### **TERMS OF THE MoU**

1. Students from Brooklyn College who meet the admission criteria for the MPH degree program as listed on the SUNY Downstate School of Public Health website at the time of application and the academic criteria listed on page 5 of this MoU, will be given priority consideration for admission. In addition, the HNSC’s Deputy Chair for Undergraduate Health or a designee at Brooklyn College will identify the “priority consideration” candidates—that is, candidates who demonstrate a high level of commitment, professionalism and scholarship. Other additional qualified applicants who have graduated or who will be graduating from Brooklyn College will be evaluated for admission with the general applicant pool.

2. Each applicant for priority consideration must submit a completed application and all required supporting documents by February 15<sup>th</sup> for the summer term, May 31<sup>st</sup> for the fall term, and November 30<sup>th</sup> for the spring term. Applicants who apply after the specified dates will be considered on a space-available basis.
3. Qualified applicants who have earned a cumulative grade point average (GPA) of 3.0 or higher at Brooklyn College will be exempt from submitting standardized exam scores.
4. In addition to the letters required by the application, Brooklyn College applicants for priority consideration must submit a letter of recommendation from the HNSC's Deputy Chair for Undergraduate Health.
5. When (an) interested, qualified student(s) has (have) been identified, a representative from the Brooklyn College's HNSC will inform the Vice Dean and/or Assistant Dean of the SUNY Downstate School of Public Health by January 15<sup>th</sup> for the summer term, April 30<sup>th</sup> for the fall term, and October 30<sup>th</sup> for the spring term.
6. Once an application has been submitted, the Assistant Dean for Enrollment and Student Affairs (or designee) at the SUNY Downstate School of Public Health will review to ensure that all the necessary application documents have been received. Completed applications will then be forwarded to the Admissions Committee for priority review.
7. The parties acknowledge that the SUNY Downstate School of Public Health may from time to time modify or change its admission criteria. Nothing herein will limit or restrict SUNY Downstate's ability to do so.

#### **REVIEW/REVISION OF THIS MoU**

1. If there are any substantive changes in the program(s) of either institution, the parties agree that there will be further negotiations between the appropriate faculty and administrators at both institutions. At the request of either party, a review of this MoU will be conducted by both institutions.
2. Any modifications to the program, or changes or amendments to this MoU must be made in writing, and signed by both parties.


## **TERM OF MoU**

1. This MoU will commence on August 1, 2019 and terminate on July 31, 2024. This MoU may be renewed for an additional five-year term by written MoU, signed by both parties.
2. Either party may terminate this MoU, in writing, at least one hundred eighty (180) days from the effective date of termination by giving notice to the respective representative of the other party as identified below. Brooklyn College students who have been already accepted into the program shall not be affected by the termination of this MoU.

**APPROVALS**

**Authorized Representative from  
SUNY Downstate School of Public Health**

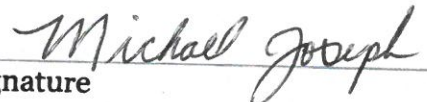
Name: Kitaw Demissie, MD, PhD  
Title: Dean

  
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Signature

10/31/2019  
Date

**Authorized Liaison from  
SUNY Downstate School of Public Health**

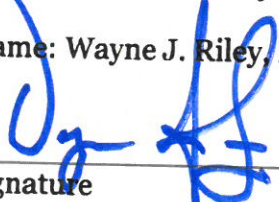
Name: Michael A. Joseph, PhD, MPH  
Title: Vice Dean

  
\_\_\_\_\_  
Signature

10/31/19  
Date

**President, SUNY Downstate Health  
Sciences University**


Name: Wayne J. Riley, M.D., MPH, MBA, MACP

  
\_\_\_\_\_  
Signature

10-31-19  
Date

**Authorized Representative from  
Brooklyn College**

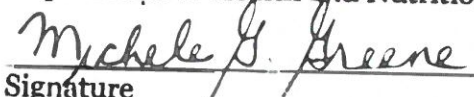
Name: Anne Lopes, PhD  
Title: Provost and Senior Vice President  
for Academic Affairs

  
\_\_\_\_\_  
Signature

10/30/19  
Date

**Authorized Liaison from Brooklyn College**

Name: Michele G. Greene, DrPH  
Title: Deputy Chairperson for Undergraduate Health,  
Department of Health and Nutrition Sciences

  
\_\_\_\_\_  
Signature

10/30/19  
Date

REVIEWED BY COUNSEL WSY

**Memorandum of Understanding for Brooklyn College and  
SUNY Downstate School of Public Health**

**Admission Criteria**

1. A baccalaureate degree in the Department of Health and Nutrition Sciences Department (B.A. in Health and Nutrition Sciences and B.S. in Health and Nutrition Sciences) at Brooklyn College.
2. A minimum cumulative grade point average of 3.0 on a 4.0 scale is preferred.
3. A letter of recommendation from the HNSC's Deputy Chair for Undergraduate Health.