

Online Certificate in Medical Education *with Emphasis in Curriculum and Instruction*

Program Description

The Online Certificate in Medical Education is a joint program of the University of Cincinnati, Division of General and Community Pediatrics, and the University of Cincinnati, College of Education, Criminal Justice, and Human Services. It is designed to provide advanced education in the area of medical teaching and learning to health care professionals who either do not wish to obtain an MEd or those who would like to “try” the program and online learning before committing to the full 45-credit hour Master of Education program.

The program requires 15 credit hours of part-time coursework. The 5 courses are drawn from the core courses of the Online Master of Education for Health Care Professionals program.

Program Timeline

Listed below are important stages that mark the progression leading to a Master of Education Degree in Curriculum and Instruction:

- Application for admission
- Notification of acceptance
- Completion of course work

Admission Guidelines and Prerequisites

Students who wish to be admitted to the Online Certificate in Medical Education program must meet the following minimum requirements:

- The applicant must possess a Baccalaureate degree from an accredited college or university.
- The applicant must have a minimum cumulative grade point average of 2.8 (out of 4.0) at the undergraduate level leading to the Bachelor Degree.
- Candidates who do not meet one of the above admission requirements may be allowed conditional admission by the program directors based upon other factors, including but not limited to: undergraduate or graduate school grades or performance, recommendation letters showing support from director at applicant's

institution, goals statement showing commitment to medical education in career goals and completion of the program to achieve those goals, and a telephone or personal interview.

Application Procedures

Prospective students should contact the program coordinator for an application package, including the University of Cincinnati Graduate Certificate application form and Program Application form.

Lea Alae, Program Coordinator
General and Community Pediatrics
Cincinnati Children's Hospital Medical Center
3333 Burnet Avenue, MLC 2011
Cincinnati, OH 45102
Phone: 513-636-4183
Lea.Alae@cchmc.org

Application Deadlines:

<u>Quarter you wish to start:</u>	<u>ALL application materials must be received by:</u>
Fall	August 1
Winter	November 1
Spring	February 1
Summer	May 1

Send these documents:

1. UC Certificate Application: Send 3-part certificate application form directly to the Graduate School at the address at the top of the form, along with the \$15 application fee. **Send photocopy of application form with the program application.**
2. Program Application: Send this form and all other materials to the program coordinator at the address above. This form will be included in the application materials package and is also available from www.cincinnatichildrens.org/masters
3. A one-page goal statement of academic and professional goals. This writing sample will also be used as one of the criteria for evaluating the application.
4. A Curriculum Vitae: Provide your CV with information relevant to your academic and professional work. It should include name; address; phone; email; colleges attended with degrees and dates conferred; professional experience and employment history; present employer and position; professional affiliations, publications, presentations, and grant-funded research projects as appropriate.
5. Two letters of recommendation from people familiar with the applicant's professional abilities and medical education or research goals. Letters should be from the

applicant's department chair, division director, and/or fellowship or residency director, as appropriate.

6. TOEFL Scores: The program is conducted entirely in English, and mostly in written English, and applicants whose native language is not English must show adequate proficiency, particularly in written English. This proficiency will be judged from TOEFL scores, the one-page essay, and other communications with the program staff. Applicants who reside in a non-English speaking country must provide original scores from the TOEFL, Test of Written English and Test of Spoken English. Minimum required scores are: TOEFL – 550 (paper), 213 (computer-based), or 79-80 (web-based); Test of Written English – 4.5; and Test of Spoken English – 50. Students who are unable to take the TOEFL may take any similar English language proficiency test available in their country.
7. Transcripts: Provide official transcripts from all institutions from which a degree was granted. Applicants whose previous degrees were earned at the University of Cincinnati may substitute "on-campus" transcripts. International students should submit official, translated transcripts.
8. Photograph: A black and white or color photograph suitable for professional use (i.e. biosketch) may be mailed or emailed. If available from your institution's website, the link may be provided as an alternative to mailing the photograph. Photographs may be used for a program book, but will not be made available to those outside the program or used in marketing materials without your express consent.

APPLICATIONS WILL ONLY BE PROCESSED WHEN ALL ITEMS ARE RECEIVED.

Applicants will receive email notification of receipt of application materials, and will receive a confirmation letter from Cincinnati Children's when their application is accepted.

Transfer to Online Master of Education for Health Care Professionals

Upon completion of the Online Certificate in Medical Education, all 15 credits may be transferred to the Online Master of Education for Health Care Professionals program if the student wishes to continue. An application to the MEd program must be made to the University of Cincinnati, including payment of the corresponding application fee, and the GRE must be submitted if required. No additional courses may be taken until the student matriculates into the MEd program, so the application should be timed for matriculation in the quarter after the certificate program is completed.

Financial Aid

Financial Aid is not available through the program office. Applicants should refer to their own institutions for tuition assistance, or may contact the University of Cincinnati Financial Aid office to inquire about loan products.

Contact Information

For information concerning the Online Certificate in Medical Education, please contact:

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Phone: 513-636-4183
Lea.Alae@cchmc.org

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Course of Study (Total 15 credits)

Select any 5 of the following courses

18 CI 701-707	Masters Research Seminar
18 CI 702-707	Inquiry into Teaching and Learning
18 CI 704-707	Forces Shaping the Curriculum
18 CI 705-707	Addressing Diversity in Education
18 CI 776-707	Integrating Technology Across the Curriculum
18 CI 784-707	Topical Seminar (Medical Informatics)
18 CI 850-707	Program Development in Higher Education (a.k.a. Adult Learning)
18 CI 885-707	Attitude Formation & Change
18 EDLD 814-707	Program Evaluation
18 EDST 675-707	Human Learning (fulfills 18 CI 703 requirement)
18 EDST 710-707	Introduction to Statistical Methods
18 EDST 721-707	Measurement & Assessment
18 EDST 802-707	Introduction to Field Methods