

MASTER OF HEALTH ADMINISTRATION

2020-21 HANDBOOK



IUPUI

RICHARD M. FAIRBANKS
SCHOOL OF PUBLIC HEALTH

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IUPUI Vision, Mission, and Values

IUPUI is an urban research university created in 1969 as a partnership by and between Indiana and Purdue Universities, with IU as the managing partner. Thus, IUPUI is a campus of Indiana University that grants degrees in 185 programs from both Indiana University and Purdue University. IUPUI offers the broadest range of academic programs of any campus in Indiana and is the state's principal site for graduate professional education. This campus ranks among the top fifteen in the country in the number of first professional degrees it confers and among the top five in the number of health-related degrees. IUPUI is the home campus for state-wide programs in medicine, dentistry, nursing, allied health, and social work and extends its program offerings through IUPUI Columbus. IUPUI's University Library provides regional leadership for developing digital resources and making them available throughout the community. Building upon a tradition of excellence in higher education, IUPUI provides access for committed learners to quality education that conveys the skills, intellectual framework, and values necessary for life-long learning. Its programs and services influence thinking and practice throughout the state, across the country, and around the world. IUPUI serves as a catalyst for collaboration in teaching, research, and service among its faculty, students, and staff, and among the state's educational institutions, including colleges, universities, and schools of the Indianapolis region, and other learning organizations. IUPUI is home to dozens of interdisciplinary research centers and in the next century expects to become one of the nation's leading centers of interdisciplinary teaching and learning.

The **VISION** of IUPUI is to be one of the best urban universities, recognized locally, nationally, and internationally for its achievements.

The **MISSION** of IUPUI is to advance the State of Indiana and the intellectual growth of its citizens to the highest levels nationally and internationally through research and creative activity, teaching and learning, and civic engagement. By offering a distinctive range of bachelor's, master's, professional, and Ph.D. degrees, IUPUI promotes the educational, cultural, and economic development of central Indiana and beyond through innovative collaborations, external partnerships, and a strong commitment to diversity.

In pursuing its mission and vision, IUPUI provides for its constituents' excellence in:

- Teaching and Learning
- Research, Scholarship, and Creative Activity
- Civic Engagement, Locally, Nationally, and Globally

With each of these core activities characterized by:

- Collaboration within and across disciplines and with the community,
- A commitment to ensuring diversity, and
- Pursuit of best practices

IUPUI Statement of Values

IUPUI values the commitment of students to learning; of faculty to the highest standards of teaching, scholarship, and service; and of staff to the highest standards of service. IUPUI recognizes students as partners in learning. We value the opportunities afforded by our location in Indiana's capital city and are committed to serving the needs of our community. Our students, faculty, and staff are involved in the community, providing educational programs, working with a wide array of community partners who serve Indianapolis and Central Indiana, offering expert care and assistance to patients and clients, and engaging in field research spanning virtually every academic discipline. As a leader in fostering collaborative relationships, IUPUI values collegiality, cooperation, creativity, innovation, and entrepreneurship as well as honesty, integrity, and support for open inquiry and dissemination of findings. IUPUI is committed to the personal and professional development of a diverse campus community of students, faculty, and staff; to continuous improvement of its programs and services; and to building a strong, welcoming campus community for all.

MHA Program Mission, Vision, and Values

Mission: The mission of the Indiana University Master of Health Administration (MHA) Program is to prepare healthcare leaders who will work in a variety of health service management and policy settings to advance the health and well-being of people in Indiana and beyond.

Located in downtown Indianapolis, the MHA program takes advantage of its connections to one of the most dynamic healthcare markets in the region and strong alumni support, to provide a wide-range of collaborative, applied, and innovative opportunities for students and other professionals in the field.

Vision: While continuing to develop healthcare leaders to meet the needs of Indiana, the MHA program aspires to broaden its influence, regionally and nationally, being recognized for developing capable, professional leaders who are forward thinking and prepared to positively impact population health and other future industry challenges.

Values: The MHA program is guided by the core values of the RMFSPH.

IU Richard M. Fairbanks School of Public Health - Vision, Mission and Values

The Fairbanks School of Public Health is dedicated to the pursuit of health for all people. Health is defined as the capacity to develop full human potential, not simply the absence of disease. In promoting the health of communities, we emphasize the prevention of disease and injury and recognize the interconnectedness of the physical environment and ecosystem to the health of the community. We strive to ensure that the interests of the public are represented in health policies and practices and supports activities that promote this comprehensive view.

The School is committed to the principles of equality, shared decision-making, and a focus on the social, biological and environmental determinants of health which are central tenets of healthy communities and social justice. We embrace collaborative and participatory activities as a means of working collectively with other institutions and organizations in the community, across the state, nationally and internationally to ensure healthy communities and populations, a prerequisite for social justice.

While the traditional regulatory, legal and legislative functions of public health remain as important as ever today, public health is dynamic and must respond in innovative ways to emerging challenges to world health.

Our Vision: The Indiana University Richard M. Fairbanks School of Public Health at IUPUI is a leader in improving the health of the people of Indiana, the nation and the world.

Our Mission: The mission of the Indiana University Richard M. Fairbanks School of Public Health at IUPUI is to cultivate innovative, interdisciplinary, community engaged education, research and service and prepare leaders in public health and health care.

Core Values: The RMFSPH has established core values to guide all aspects of teaching, research and service: collaboration, commitment to social justice, environmental consciousness, cultural competency, equity, innovation, respect, and sensitivity to diversity.

Campus and School Policies

Students in the MHA Program are expected to conduct themselves as professionals and avoid acts of plagiarism, cheating, or other forms of academic dishonesty. As outlined in the IUPUI Code of Students Rights, Responsibilities and Conduct, “the procedure for imposing academic and disciplinary sanctions are designed to provide students with due process and procedural fairness, to ensure equal protection for all students, and to provide for the imposition of similar sanctions for similar acts of misconduct. At the same time, the procedures reflect the need to be concerned about the individual student involved in a particular case. The procedures therefore provide that the imposition of disciplinary sanctions must also be based upon a consideration of all circumstances in a particular case, including a student’s prior record of misconduct, if any.”

If a student is found to have participated in an act of academic misconduct, it will be dealt with immediately. The following steps will be followed.

Step 1: The instructor will notify the student in writing (via email or hard copy) of the offense and penalty. Penalties can include, but are not limited to, the following:

- Warning
- Lower grade for the assignment in which the infraction occurred
- Failing grade for the assignment in which the infraction occurred
- Failing grade for the course
- Recommendation for suspension or dismissal from the school.

Step 2: The student will be invited to meet with the instructor to discuss the situation in person as soon as possible. A third party from the Fairbanks School of Public Health will be in attendance at this meeting. The student will have an opportunity to share his/her comments and respond to the allegation. If the instructor concludes that the student did commit an act of misconduct, the instructor will complete the Academic Misconduct Reporting Form, with signatures, and submit it to the student, the Department Chair and the Associate Dean for Education and Training.

Step 3: The outcome of the meeting will be documented in writing within five business days with copies sent to the student, Department Chair, and Associate Dean for Education and Training. Acts of misconduct that warrant a recommendation for suspension or dismissal from the school will go before the MHA Academic Progress Review Committee for deliberation and decision. If the student disagrees with the decision of the instructor or the Academic Progress Review Committee, the student has the right to appeal the decision to the Associate Dean for Education and Training following the procedures and time period outlined in the [IUPUI Code of Student Rights, Responsibilities and Conduct](#).

Academic Standing

In order to be in good academic standing, the MHA Program requires students maintain a minimum 3.0 cumulative GPA.

Students will be placed on **academic probation** and a hold will be placed on their account if their semester and/or cumulative GPA fall below a 3.0. Students on academic probation are given one semester to bring their GPA's to a 3.0 or higher. If students are unable to bring their GPA up to 3.0, their academic record will be reassessed by the MHA Committee, and a decision will be made as to whether or not the student may continue in the program.

In order for courses to meet MHA graduation requirements, a grade of C or better must be earned. Courses where a grade of C- or lower has been earned must be retaken for the student to meet graduation requirements.

Advising

All MHA students are assigned a faculty advisor and are asked to meet with their faculty advisor a minimum of three times during their MHA educations: (1) soon after the first semester begins; (2) at some point during the second semester of the first year; and (3) at some point during the fall semester of the second year.

Application for Graduation

Students are required to notify the FSPH recorder of their pending graduation by completing the Application for Graduation found [here](#). **All students, including certificate students, must apply for graduation.**

Application Deadlines:

- Spring (May) Graduation – October 15 Deadline
- Summer (August) Graduation – January 15 Deadline
- Fall (December) Graduation – May 15 Deadline

Change of Address

It is important to keep your address up-to-date with the FSPH as well as IUPUI. This will ensure the prompt delivery of school-related information. Please note that official university mail for students on the IUPUI campus is sent to the student's current address. To update your address, please complete a change-of-address using one.iu.edu and notify FSPH [Student Services](#).

Course Authorization

Arranged courses offered in the FSPH (PBHL-H 650: Independent Readings, PBHL-H 735: Research in Health Administration, and PBHL-H 702: Internship in Health Services Management) require authorization prior to registration. Please consult your academic advisor for instructions regarding registration for these courses.

Course Transfer

In some cases, a student may be eligible to transfer course work/credit hours earned at another CAHME-accredited institution into the MHA Program. Students may transfer no more than 9 credit hours of coursework, in which a grade of "B" or better was awarded.

The student should submit a [Request for Evaluation of Transfer Credit](#) to the [Office of Student Services](#) and attach a copy of the syllabus for the course to be transferred, along with other supporting documentation as needed. When the decision has been made, the student will be notified in writing.

The course instructor, faculty advisor, and MHA Program Committee will evaluate the transfer request. They will consider the following criteria when making the decision:

- The course in question must be a graduate course in which the student received at least a B grade (no B-'s will be accepted).
- The course in question must have been taken within the past three years.
- The topics covered must be similar to the topics covered in the MHA course as demonstrated by a comparison of the syllabi and other materials from the two courses.
- The course objectives must be similar to the objectives covered in the MHA course, as demonstrated by the syllabus.

Grading Systems and Standards

The FSPH has adopted the official grading system and grade point values of Indiana University.

A+ or A	4.0	C	2.0
A-	3.7	C-	1.7
B+	3.3	D+	1.3
B	3.0	D	1.0
B-	2.7	D-	0.7
C+	2.3	F	0.0

A (4.0) Outstanding achievement. Student performance demonstrates full command of the course materials and evinces a high level of originality and/or creativity that far surpasses course expectation.

A- (3.7) Excellent achievement. Student performance demonstrates thorough knowledge of course materials and exceeds course expectations by completing all requirements in a superior manner.

B+ (3.3) Very good work. Student performance demonstrates above-average comprehension of the course materials and exceeds course expectations on all tasks as defined in the course syllabus.

B (3.0) Good work. Student performance meets designated course expectations, demonstrates understanding of the course materials, and performs at an acceptable level.

B- (2.7) Marginal work. Student performance demonstrates incomplete understanding of course materials.

No points are assigned for the following grade symbols: I (incomplete), R (deferred), NC (no credit), NR (no report by the instructor), S/F (satisfactory/failure), or W (withdrawn).

Based on these grade point values, students must maintain a minimum cumulative grade average of 3.0 each semester in all MHA course work to remain in good standing. Courses approved as part of the student's MHA curriculum are included in the calculation of the MHA Grade Point Average (GPA).

The following policies apply:

Only courses with a grade of "C" or better will count toward graduation, although ALL grades (except ineligible course work and transfer credit) are used in computing the university GPA.

If a "C-" or lower is earned, the credit will NOT count toward graduation, but the grade will be used in calculating the university GPA and MHA GPA. If the course is an elective, it does not have to be repeated. However, required courses must be repeated.

Incomplete Grades Assigned

A grade of incomplete indicates that the work is passing at the end of the semester, but a relatively small part of the required course work has not been completed. An "I" may be assigned only when the candidate's work is of passing quality and upon proof of personal hardship that renders the normal course time requirements unreasonable. In order to give a grade of "I", the faculty member will enter the grade of "I" in place of a grade at the end of the term. The faculty member and student will collaborate on an official document outlining stating the reason for the incomplete, the requirements for completion, and the date by which the course is expected to be completed. **Incomplete marks not removed after one year of assignment automatically convert to an "F."** An MHA candidate cannot be certified for graduation until the record is cleared of all "Incompletes" in all course work for credit toward the MHA degree.

Internship

Students will satisfy the internship requirement by registering for PBHL-H702 for 3 credit hours. Students should follow the following steps in order to be given permission to register for PBHL-H 702:

- Students will be contacted by the Instructor of Record regarding an internship meeting to discuss internship requirements and options.
- Upon completion of this meeting and identification of an internship location, the Instructor of Record will request registration authorization from the Office of Student Services.
- If the student is registering for the internship after the beginning of the semester, the student will need to obtain an add slip from the Office of Student Services or complete the E-Add Form in one.iu.edu.
- At the completion of the internship, all paperwork is to be submitted to the Executive in Residence, and the faculty advisor assigns a grade of “pass” or “fail” (“S” or “F”).

Mid-Career Credit Option

The Master of Health Administration Program Committee may grant up to 9 credit hours of Mid-Career Credit Option for students who have had extensive professional work experience in a management level position in a healthcare setting. Credits will be granted for work experience. Effective Fall of 2019, Mid-Career Credit option will only be granted at the time of admission, based on the applicant's qualifications and experience earned prior to admission to the MHA program. To apply for the Mid-Career Option, a student must have had significant managerial-level work experience in the field of Health Administration. Applicants may be required to complete a Mid-Career Credit Application. The student is required to pay for mid-career credits, if awarded. Please see the MHA Program Director for details.

Leave of Absence Policy

Generally, a leave of absence will not be granted to a student who has completed less than 7 credit hours or is not in good academic standing. A non-medical leave of absence will not be granted if request is submitted within two weeks of the beginning of final examinations at the end of a semester. The maximum cumulative leave of absence for personal or health problems may not exceed 18 months. No student may be granted a leave of absence solely because of poor academic performance.

To request a leave of absence, students must submit the MHA Program Leave of Absence Request form (form can be found on departmental Intranet). All Leave of Absence requests must be presented, in writing, either in hard copy or by e-mail. Written support from the student’s advisor confirming the need for a leave of absence must be documented in the student’s file. A student called to active duty may qualify for an incomplete (provided that all the above criteria have been met). For more information please see the [Office for Veterans and Military Personnel website](#).

Pass/Fail Option

MHA students may not elect to take a graded course using the pass/fail option.

Student Code of Conduct

Every Indiana University student is responsible for reading and understanding this Statement, as well as other expectations identified by individual schools or organizations relevant to an academic major, professional field, or on-campus residence. The [Code of Student Rights, Responsibilities, and Conduct](#) is intended to identify the basic rights, responsibilities, and expectations of all students and student groups to serve as a guide for the overall student experience at Indiana University.

Withdrawal

There are times when the “W” is an appropriate grade. The grade of “W” indicates that the student has withdrawn from the course after a portion of the semester has lapsed.

A grade of “W” is automatically assigned if withdrawal occurs after the first week but before the end of the first eight weeks of a regular-length semester or during the first week of an eight-week session. The “W”

does not show up on a student's transcript if it occurs during the first week of class. After that time, it is necessary to petition for a withdrawal. If the petition is granted, the student may withdraw and a "W" will be assigned for the course. The electronic drop/add form is available via one.iu.edu and must be completed and signed by the student, instructor, and the student's advisor.

During the last eight weeks of a regular term course or the third week of a summer course, the petition for withdrawal from course work is generally not granted. Such a request would only be granted in extraordinary situations. Detailed information on the IUPUI course withdrawal policy can be found on the Office of the Registrar [website](#).

IUPUI Emergency Withdrawal Policy

The policy detailing emergency withdrawal procedures at IUPUI is available [here](#).

Joint & Coordinated Curricula

The MHA Program offers several joint degrees. For more information about one of the following joint degree programs, please contact either the Program Director, Ann Johnston at annjohn@iu.edu, or Student Services Coordinator, Leah Jansen at lwissel@iupui.edu. Additional information can also be found on the School of Public Health [website](#).

[*Master of Health Administration – Doctor of Jurisprudence \(MHA-JD\)*](#)

[*Master of Health Administration – Master of Business Administration \(MHA-MBA\)*](#)

[*Master of Health Administration – Master of Public Health \(MHA-MPH\)*](#)

Curriculum

The 51 credit hour MHA program includes an interdisciplinary curriculum interwoven with current research and events, providing a broadly balanced foundation of theoretical, practical, and technical knowledge. Students complete courses in financial management, accounting, marketing, economics, human resources management, information systems, law, ethics, and policy. Students should have undergraduate courses in accounting, microeconomics, and statistics. Students can be admitted without these courses, but these prerequisites must be fulfilled prior to enrolling in certain required courses.

Required Courses		Hours
PBHL-H 507	Management of Individual and Group Behavior	3.0
PBHL-H 508	Managing Health Care Accounting Information for Decision-Making (P: UG Accounting)	3.0
PBHL-H 509	Financial Management Principles of Healthcare (P: PBHL-H 508)	3.0
PBHL-H 514	Health Economics (P: UG Microeconomics)	3.0
PBHL-H 516	Health Services Delivery and the Law	3.0
PBHL-H 518	Statistical Methods for Health Services (P: 300 level or higher stats course)	3.0
PBHL-H 521	Management Science for Health Services Administration (P: PBHL-H 518)	3.0
PBHL-H 523	Health Services Human Resources Management	3.0
PBHL-H 610	Lean Principles for Healthcare	3.0
PBHL-H 612	Marketing Health Services Delivery	3.0
PBHL-H 623	Healthcare Applications of Strategic Management	3.0
PBHL-H 624	Developing Strategic Capability	3.0
PBHL-H 628	Health Care Information Systems	3.0
PBHL-H 645	Leadership in Healthcare Administration	3.0
PBHL-H 646	Operations Management for Healthcare Organizations	3.0
PBHL-H 702	Internship in Health Services Management	3.0
PBHL-P 506	Population and Public Health	3.0

Course Sequences

Full-Time	FALL	SPRING	SUMMER
Year 1	PBHL-H 670: Leadership in Healthcare, PBHL-P 506, PBHL-H 508, PBHL-H 514	PBHL-H 507, PBHL-H 509, PBHL-H 518, PBHL-H 610	PBHL-H 702
Year 2	PBHL-H 624, PBHL-H 521, PBHL-H 523, PBHL-H 670: Operations Management for HC Organizations	PBHL-H 612, PBHL-H 516, PBHL-H 623, PBHL-H 628	

PART TIME	FALL	SPRING	SUMMER
Year 1	PBHL-P506, PBHL-H 508	PBHL-H 507, PBHL-H 509	
Year 2	PBHL-H 645, PBHL-H 514	PBHL-H 518, PBHL-H 610	PBHL-H 702
Year 3	PBHL-H 646, PBHL-H 624	PBHL-H 612, PBHL-H 516	
Year 4	PBHL-H 521, PBHL-H 523	PBHL-H 623, PBHL-H 628	

MHA Program Competencies

In keeping with CAHME accreditation standards, the IU MHA program has identified competencies that students will develop or strengthen as they progress through the curriculum. Each course syllabus identifies the major competencies that will be drawn upon through that particular course.

Leadership

- MHA 1 Develop leadership approaches that are effective for communicating a vision, motivating stakeholders, building consensus, and leading organizational change
- MHA 2 Work cooperatively with others; create, contribute to, and lead teams

Professional and Social Responsibility

- MHA 3 Demonstrate professional values and ethics including sensitivity to the importance of workforce diversity and cultural competency in the delivery of healthcare
- MHA 4 Establish a commitment to continuous learning, self-assessment, and self-improvement
- MHA 5 Contribute to the profession through coaching, advising, and mentoring

Communications and Relationship Management

- MHA 6 Write in a clear logical manner for effective business communications
- MHA 7 Demonstrate effective oral communication and presentation skills
- MHA 8 Demonstrate effective interpersonal skills and the ability to develop and maintain positive professional relationships

Health and Healthcare Environment

- MHA 9 Understand how decisions are made within the private, non-profit, and government sectors
- MHA 10 Explain important issues in healthcare including the need for reform, major changes that have occurred, and proposals being considered for the U.S healthcare delivery system

Business and Analytical Skills

- MHA 11 Use quantitative information for effective organizational decision-making
- MHA 12 Use financial skills for effective stewardship of resources
- MHA 13 Understand and appropriately use information technology to support business and clinical functions
- MHA 14 Apply appropriate business strategies in the development of business plans and effective project management

Modeled after the [ACHE Leadership Competencies for Healthcare Service Managers](#).

Campus and School Resources

Academic Calendars

The Office of the Registrar maintains all academic calendars. The fall 2018 academic calendar can be found [here](#). To view the long term academic campus calendar, click [here](#).

Adaptive Educational Services

[The Office of Adaptive Educational Services](#) actively works to make campus life and learning accessible for students with disabilities. Sign language interpreters, note takers, readers, exam proctors, and classroom accommodations are services offered by Adaptive Educational Services. For more information, call 274-3241 or [e-mail](#).

Bookstore

After you register, visit the bookstore website to view a complete textbook listing. Books are typically listed two weeks prior to the beginning of the semester.

IUPUI Campus Center, 1st floor
420 University Blvd.
278-BOOK

sm631@bncollege.com <http://iupui.bncollege.com/>

Ordering Textbooks Online: To order your textbooks online, visit the [IUPUI Jag Bookstore website](#) and create a student account. You can search for your books using the customized textbook listing, add them to your cart, pay for your books, and have them shipped to your home.

Campus Map

Click [here](#) for an interactive IUPUI Campus Map.

Career Development – Fairbanks School of Public Health

The Fairbanks School of Public Health is committed to helping you identify and achieve your career goals. A variety of career services, events, and resources are provided, including one-on-one career coaching. Visit the [Career Development](#) website to review internship and job opportunities or to schedule an appointment for career coaching.

Computer Labs

The School of Public Health has created a multipurpose student work area on the sixth floor of the Health Sciences Building (RG). This area houses many resources that are available for FSPH student use only.

Campus Computer Labs:

- Business/SPEA Building Rooms: 3000 & 3005
- Eskenazi Hall Room: 185
- Information Technology Building Rooms: 131, 131A, 131B, 131C, 131D, & 131G
- School of Education/Social Work Rooms: 2119, 2121, & 2124
- School of Nursing Room: 342
- School of Science Room: SL 070A
- University Library third and fourth floors.

Counseling and Psychological Services (CAPS)

[Counseling and Psychological Services \(CAPS\)](#) is the IUPUI provider of mental health services for students. CAPS provides both individual and group psychological services, crisis intervention, assessment for learning, attention and developmental disorders, as well as referrals for all IUPUI students.

IUPUI students are eligible for 6-free individual counseling sessions during their academic career. Additional sessions may be provided at a cost of \$10.00 per session. Applications for individual counseling session fee adjustments will be considered based on financial need.

E-mail

E-mail is considered an appropriate mechanism for official communication from Indiana University. The University reserves the right to send official communications to students by email with the full expectation that students will receive e-mail and read these messages in a timely fashion.

Official university e-mail accounts are available for all students once they have been admitted to the university. Official university communications will be sent to students' official university e-mail addresses **ONLY**. For IUPUI, this is the @iupui.edu, @imail.iu.edu, or @umail.iu.edu address.

Students are expected to check their e-mail on a frequent and consistent basis in order to keep abreast of university-related communications. In addition to their university e-mail account, students should also check for course-related e-mail within Canvas.

Students who choose to have their e-mail forwarded to a private (non-IUPUI) e-mail address outside the official university network address, do so at their own risk. The University is not responsible for any difficulties that may occur in the proper or timely transmission or access of e-mail forwarded to any unofficial e-mail address, and any such problems will not absolve students of their responsibility to know and comply with the content of official communications sent to students' official IU e-mail addresses.

Instructions on forwarding e-mail may be found at: <https://itaccounts.iu.edu>.

Help Desk Information

If you are having problems with the Account Management Service or need assistance, please contact your campus support center or help desk at: 317-274-4357 (274-HELP). Phone support is available 24 hours a day, seven days a week. You can also e-mail the Help Desk at support@iupui.edu.

Financial Aid

The Office of Student Financial Aid Services administers federal, state, university, and private funds in the form of scholarships, grants, loans, and work-study part-time employment. The Office of the Bursar disburses all financial aid, except work-study. Work-study students receive paychecks biweekly. The [Office of Student Financial Aid Services](#) is located in the IUPUI Student Center room 250A. Students can contact the office by phone 317-274-4162 or FAX to 317-274-5930. Students can also email a [Financial Aid Advisor](#) for more information and resources.

IUAnyWare

[IUAnyWare](#) is a software distribution service for Indiana University students, faculty, and staff. IUAnyWare offers a wide variety of software packages at no charge, including site-licensed products from Adobe, Microsoft, Symantec, Thomson Reuters, and others. Software packages include programs for reading email and web browsing, as well as antivirus and office applications. The university pays for the relevant licenses through agreements with vendors, allowing students, faculty, and staff to use the programs available through IUAnyWare free of charge. The IUAnyWare server is regularly updated, and so patches and upgrades for IU-supported software are consistently available.

Libraries

University Library: Main Desk: 274-8278, Reference Desk: 274-0469

Monday-Thursday 7:30am - Midnight
Friday 7:30am - 9:00pm
Saturday 8:00am - 6:00pm
Sunday 10:00am - Midnight

Ruth Lilly Medical Library: 274-7182

Monday-Friday 7:00am - 9:00pm
Saturday 8:30am - 9:00pm
Sunday 12:00pm - 9:00pm

School of Law Library: 274-4028

Monday-Friday 8:00am - 10:00pm
Saturday 9:00 am - 5:00pm
Sunday 1:00 pm - 9:00pm

Canvas

Canvas is a web-based teaching and learning environment. Canvas provides course descriptions, course syllabi, information about the instructors, and many other resources. You can find Canvas using one.iu.edu. You may search Canvas at any time to find out more about courses that are of interest to you.

One.iu.edu

One.iu.edu is Indiana University's Web-based application portal that provides a common front door to online services at all IU campuses. For example, you may view your current schedule, Bursar and Financial Aid information, and your transcript. You may also change your mailing address on this system.

Parking and Transportation

Parking passes are available on-line at [IUPUI Parking Services](#). Students may purchase parking permits in person at the Parking Services office on Vermont Street, 1004 W. Vermont Street, Indianapolis, IN 46202. Parking Services hours: M-F: 8:00a.m. - 5:00 p.m. Questions can be directed to 274-4232. **Permits are no longer available through the registration process.**

Public Safety Escort

If you are on campus alone at night, the Safety Escort Service can provide someone to walk or drive you to your car or another campus destination. Call 317-274-SAFE (7233). This service only operates on University and IU Health-related campus property.

Registration

Students register for courses via One.iu.edu. Click [here](#) for the IUPUI Registration Guide.

Office of the Registrar

IUPUI Campus Center Suite 250
420 University Boulevard
Indianapolis, IN 46202-5144
Telephone: (317) 274-1501

E-mail: iupuireg@iupui.edu

Web address: <http://registrar.iupui.edu>

Hours of Operation:

Monday - Thursday:	8:00 am - 6:00pm
Friday:	9:00 am - 5:00pm
Saturday:	Varies

Student Health Services

A student's health plays an important role in success in the academic environment. Our campus offers many resources and opportunities for students to find assistance with health concerns. All IUPUI students may receive care in the [IUPUI Health Service](#) office on a fee for service basis.

Student Insurance Plans

The IU student health insurance plan is administered by Aetna Student Health. Information regarding rates, benefits, and provisions can be obtained by e-mailing: studenthc@indiana.edu or visiting: <http://health.iupui.edu/students/insurance.html>.

Student ID Cards

The Crimson Card is free to all enrolled students at IUPUI. The Crimson Card can be used as campus identification, library card, print release validation card, physical education & recreation sports card, and Learning Center Cluster information card. The Crimson Card may also be used by students, faculty and staff to purchase food and drinks from campus vending machines as well as from various dining locations across campus and around town.

University ID Number

The university does not use social security numbers as a student's primary identification number. While in most cases, students will be able to complete their business with the university through one.iu.edu by use of a user ID and passphrase, there may be occasions when a student ID number may be required. Students may obtain their university ID numbers by viewing the "View My Personal Information" page in one.iu.edu or by bringing photo identification to the Office of the Registrar.

University Writing Center

[The University Writing Center \(UWC\)](#) supports faculty, staff and student writers by focusing on their individual needs in one-on-one conferences. Staff consists of faculty and carefully selected student tutors who strive to support and supplement classroom-writing instruction in all schools and disciplines on the IUPUI campus. The UWC does not fix papers for students. Its goal is to create better writers, rather than better papers, by guiding students toward strengthening their own writing skills. The UWC can also assist students needing help with resume writing and critiquing.

Student Involvement

MHA Student Association (MHASA)

The MHA Student Association is a social organization that will provide networking and volunteer opportunities for all MHA graduate students. Contact the MHA Program Director for more information.

Upsilon Phi Delta

Upsilon Phi Delta is the national honor society for students in healthcare administration. The society recognizes scholastic excellence by students in the health administration field. Membership is by invitation only and students must achieve a minimum overall 3.8 grade point average in their studies. (Students who apply for graduation by the posted deadlines will be considered).

Student Life

[The Division of Student Life at IUPUI](#), as educators and advocates, provides student-centered services, consulting, facilities, learning experiences and programs for students, faculty, staff, alumni and the community.

Student Representation on Department Committees

- Fairbanks School of Public Health Masters Committee**
- MHA Student Association (MHASA)**
- Graduate Student Organization (GSO):** The Graduate Student Organization is the graduate student government body on the campus of IUPUI. A Fairbanks School of Public Health (FSPH) student represents fellow FSPH students at the IUPUI GSO. The GSO meeting occurs once a month and a representative from the FSPH Student Government is required to attend.
- Ad Hoc Committees** as needed.