

Name:  
Date:

Email:  
Telephone Number:

**PHILADELPHIA COLLEGE OF OSTEOPATHIC MEDICINE  
MASTER OF SCIENCE IN PUBLIC HEALTH MANAGEMENT AND ADMINISTRATION  
TECHNICAL STANDARDS FOR ADMISSION AND MATRICULATION**

All PCOM admitted applicants and current/enrolled students (**candidates**) must meet the Technical Standards set forth below. Therefore, all candidates are required to **attest at the time they accept an offer to matriculate** that they meet the Technical Standards, with or without reasonable accommodations and they **must attest on an annual basis** that they continue to meet the standards. These standards are not intended to deter any candidate who might be able to complete the requirements of the curriculum with reasonable accommodations. **Please closely review the required Technical Standards before completing this form.**

This form is used by a candidate to give notice to the College that the candidate **either satisfies, or is not capable of satisfying** the Technical Standards based on an ADA-recognized disability (which may be physical, cognitive, sensory, or psychological in nature) **without accommodation.**

**For each Technical Standard:** Candidate must check either “I will require accommodations” to meet the standard or “I will not require accommodations” to meet the standard. **Failure to request accommodation for an ADA recognized disability, for which you know you will require accommodations, may be regarded as academic dishonesty and a failure to meet the professional expectations standard required for admission or to remain enrolled.**

**For candidate requiring and requesting accommodations associated with a Technical Standard:** Upon submission of the completed Technical Standard Form, you will receive an email from the Coordinator of Disability Services with instructions for formalizing your accommodations requests. You will be required to show documentation associated with each accommodation you are requesting, for every Technical Standard for which you will require accommodations to meet that standard. Again, **failure to request accommodation for an ADA recognized disability, for which you know you will require accommodations, may be regarded as academic dishonesty and a failure to meet the professional expectations standard required for admission or to remain enrolled.**

After review of the candidate’s request for accommodation and required supporting documentation, the College’s ADA Accommodation Committee will review and respond to any such notice and request, with a statement of the reasonable disability accommodations, if any, that it can offer to assist the prospective student in completing the educational program.

Official matriculation and continued enrollment into or in a degree program **cannot be confirmed** unless and until all required forms are completed and returned and the College responds to the notice with the reasonable accommodations it can offer, and the **student accepts** those conditions of matriculation/enrollment.

**Accommodations For Learning Disabilities:**

You will receive **a separate email** from the Office of Student Affairs with instructions on the process for requesting classroom-based accommodations.

**Please Note:**

If other factors, such as personal preferences, cultural traditions or religious requirements would preclude you from meeting the Technical Standards, you may **not** request disability accommodations on this form, as these factors do not relate to an ADA-recognized disability. However, if such factors apply, you are strongly advised to contact the **Office of Student Affairs** to discuss the issues and request accommodation prior to confirming your acceptance. While such requests will be reviewed and considered, there is no assurance that an accommodation will be offered.

*\*Any requests for non-disability related accommodation made after confirmation of acceptance or enrollment in the program will not be considered.*

**NEXT STEPS:**

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- 1) Please complete the forms, in their entirety, on the following pages. **Keep a copy of each page for your records.**
- 2) Return the signed forms to the Office of Admissions at PCOM, 4170 City Avenue, Philadelphia, PA 19131

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**Technical Standards**

The holder of a Public Health Management and Administration master’s degree must have the knowledge and skills to function in a broad variety of situations and demonstrate a wide spectrum of leadership competencies. In order to carry out the activities described below, candidates for the M.S. degree must be able to consistently, quickly and accurately integrate all information received, and they must have the ability to learn, integrate, analyze, and synthesize data.

A candidate for the M.S. degree must have the abilities and skills of four varieties, including: observation; communication; conceptual, integrative and quantitative; behavioral and social. Technological compensation can be made for handicaps in some of these areas, but a candidate must be able to perform in a reasonably independent manner.

**To Meet This Requirement:**

Please check the appropriate box below

<b><u>I will require Accommodation</u></b>	<b><u>I will not require Accommodation</u></b>
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**Technical Standards for Matriculation**

<p><b>Observation and Sensory Skills:</b></p> <ul style="list-style-type: none"> <li>• Candidates and students must have sufficient vision to be able to observe demonstrations, experiments, and laboratory exercises in a broad range of settings.</li> <li>• They must be able to observe others accurately at a distance and close at hand for proper interaction, understanding and influence.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Communication Skills:</b></p> <ul style="list-style-type: none"> <li>• Candidates and students should be able to speak, hear and observe others in order to elicit information, describe changes in mood, activity and posture, and perceive non-verbal communications.</li> <li>• They must be able to communicate effectively and sensitively with peers, instructors and other individuals. Communication includes not only speech but also reading and writing. They must also be able to communicate effectively and efficiently in oral and written form with others.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Conceptual, Integrative, and Quantitative Skills:</b></p> <ul style="list-style-type: none"> <li>• These skills include measurement, calculation, reasoning, analysis and synthesis.</li> <li>• Problem solving, the critical skill demanded of organizational leader, requires all of these intellectual abilities.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Interpersonal Abilities:</b></p> <ul style="list-style-type: none"> <li>• The student is expected to have the emotional stability required to exercise sound judgment and complete assessment and intervention activities.</li> <li>• The student is expected to establish rapport and maintain sensitive, interpersonal relationships with individuals, families and groups from a variety of social, emotional, cultural and intellectual backgrounds.</li> <li>• The student is expected to have the flexibility to function effectively under stress. Concern for others, integrity, accountability, interest and motivation are necessary personal qualities.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>

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**Professional Expectations**

Students are expected to adhere to a standard of behavior and conduct consistent with the high standards of the healing and scientific profession. All students are expected to:

1. Respect the right of their fellow students to pursue their studies in a professional environment conducive to study.
2. Maintain professional interpersonal relationships by demonstrating civility and respect for each other.
3. Uphold the highest standard of academic honesty and integrity.
4. Show respect for the diversity, which exists among students, faculty and patients in regard to disability, social background, age, gender, religious beliefs, race, sexual orientation, and particular disease process.
5. Fulfill their responsibilities to their peers and patients in group work, including outside training assignments.
6. Adhere to all of the policies of the College, including those prohibiting discrimination or harassment.

Students also understand that they are required to meet all of the standards and expectations for classroom testing and assessment. The College realizes that emergencies may occur after matriculation, and will address these concerns as the need arises.