



Program: Master of Public Health

Document: Document Upload Instructions [v1.0]

How to Compose and Format Your Application Documents

During the application process, you will be asked to submit a statement of purpose and resume. To help you prepare your documents, please use the following instructions.

1. Instructions for Uploading Your Statement of Purpose (SOP):

SOP Content: Your Statement of Purpose should be written exclusively by the applicant (you), and should explain your interest in the program and describe how you believe a Master of Public Health will help you to grow professionally. In addition to these broad themes, please ensure your Statement of Purpose communicates the following:

- Undergraduate degree (institution, major; any relevant honors, etc.)
- Your previous professional experience
- Why you are interested in applying for admission to an MPH degree program in health education.
- How completion of an MPH degree in health education would advance your professional goals.

Your Statement of Purpose will be evaluated and scored by the MPH Admissions Committee based on the following criteria:

- Clarity of thought and written expression.
- Rationale for completing a graduate degree in health education.
- Relationship of degree objective to previous professional experience.
- Understanding of the CSUN MPH Program's focus and emphasis.

SOP Formatting: Please use the following guidelines to properly format your Statement of Purpose:

- Between three-to-five pages, double-spaced-spaced, 12-point type, Times New Roman font
- PDF or Word file formats only

2. Instructions for Uploading Your Professional Resume:

Resume Content: The contents of your resume should be an accurate snapshot of your education and relevant work history, as it relates to your application to this program

Resume Formatting: Please use the following guidelines to properly format your resume:

- File naming convention: last name_first name_resume (ex. Smith_John_Resume).
- PDF or Word file formats only.

What If I Have Content Questions or Technical Issues?

For help with content: Please contact The Tseng College Office of Graduate and Professional Education (GPE) at (866) 873-6439 / programs@csun.edu (Mon-Fri, 8AM-5PM).

If you need technical assistance, please review our "[Helpful Tips](#)" page if you encounter any problems while completing the online application. If you are still having problems, you may email collexl@csun.edu and a staff member will assist you (Mon-Fri, 8AM-5PM).