

Dear Prospective Student:

Thank you for your recent inquiry about the Master of Science Degree in Health Administration at California State University, Northridge. The graduate program is designed to prepare individuals to assume management and leadership roles in public, voluntary, and private health care agencies and organizations. Graduates of the program are employed in a variety of health care settings at the local, state and national levels including hospitals, long term care facilities, ambulatory care centers, managed care systems, and consulting firms.

The enclosed brochure describes the program curriculum and course offerings. Please note that graduate courses are usually offered during the evening to accommodate students who are employed.

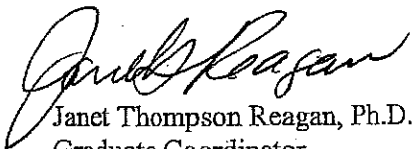
Applications to the Master's Program in Health Administration are accepted each semester. Please complete and forward the enclosed graduate application and transcripts (two sets) directly to the University (Admissions and Records) and the three letters of recommendation directly to Graduate Coordinator, Health Administration Program, Department of Health Sciences.

The following information is used for evaluation of applicants:

- a) Cumulative undergraduate grade point average
- b) Graduate record examination. The GRE may be waived for those students who have a 3.0 grade point average overall, in their undergraduate work or 3.2 in their last 60 units of undergraduate work.
- c) Academic preparation. Those students who do not have a bachelor's degree in health administration or its equivalent, if accepted, will be required to complete a qualifying program.
- d) Work experience.
- e) Three (3) letters of recommendation.

On behalf of the University and the Master's Program in Health Administration, I would like to wish you success in pursuing your graduate studies and hope to hear from you soon. If you need any further information, please do not hesitate to contact me.

Sincerely,



Janet Thompson Reagan, Ph.D.
Graduate Coordinator
Health Administration Program

Please use the various sites listed below to help with your search for information about our campus and our program. If you need a more personal response to your questions, please contact the Health Administration Graduate Coordinator Dr. Janet Reagan at the email address or phone number listed below:

California State University, Northridge

Home Page: General overview of the campus.

<http://www.csun.edu>

Graduate School

Access to the campus's admission process and all the rules and regulations.

<http://www.csun.edu/%7Egripact/2GradStudies/Prospectivestudents.htm>

Graduate Application Process

Link to the actual online application process.

<http://www/csun.edu/graduatestudies/2GradStudies/Prospectivestudents.htm#application>

Department of Health Sciences

Master of Science in Health Administration program

The program's curriculum and requirements for admission and graduation are presented.

<http://hhd.csun.edu/hsci/>

Graduate Coordinator for the Master of Science in Health Administration Program

Dr. Reagan handles all inquiries concerning the graduate program and coordinates all advisement activities in the program.

All specific questions should be directed to her at: **Janet Reagan, Ph.D.**

janet.reagan@csun.edu

818/677-2298

California State University Northridge

Masters of Science in Health Administration Program
Department of Health Sciences

CONFIDENTIAL RECOMMENDATION

Name of Applicant _____ Semester Applying _____

To Applicants: Under the Federal Law entitled the Family Educational Rights and Privacy Act of 1974. Students are given the right to inspect his/her records, including letters of recommendation. While we all consider all letters of recommendation carefully, we believe that in many instances letters written in confidence in the long run are of greater utility in the assessment of a student's qualifications, abilities, and promise.

We invite you therefore, but do not require you, to sign the following waiver (1); you may however, expressly decline to do so (2).

1. I expressly waive rights I might have to access this letter of recommendation under the Family Educational Rights and Privacy Act of 1974, or any other law, regulations, or policy.

Signature: _____ Date: _____

2. I do not agree to the waiver stated above.

Signature: _____ Date: _____

To the Recommender: Please use this form in completing your recommendation. Before you agree to submit a recommendation, however, please review the reference to the Federal Law entitled the Family Education Rights and Privacy Act of 1974 as presented in the above instructions. Please mail this form directly to:

Health Administration Program (Graduate Coordinator)
c/o Department Secretary
California State University, Northridge
Department of Health Sciences
18111 Nordhoff Street
Northridge, CA 91330-8285

How long have you known this applicant? _____

What is your relationship to the applicant? _____

In considering this application for admission to the graduate program in Health Administration, we solicit your candid evaluation of the applicant's preparation for graduate study, the range of abilities and accomplishments, and intellectual and professional promise.

	Superior	Good	Average	Poor	Unable to Judge
Academic Preparation					
Vocational Preparation					
Demonstrated Ability					
Ability to Work with Others					
Ability to Express Self Clearly: Verbally and in Writing (Mastery of the English Language)					
Leadership					
Professional Attitude					
Relevant Experience					

Please write a narrative providing as specific comments as possible on the academic and professional strengths and weaknesses of the applicant together with whatever observations you can make concerning the applicants' motivation and purpose. Feel free to continue your remarks on an additional sheet of paper.

Recommender's Name: _____

Position/ Title: _____

Institution / Agency: _____

Signature _____ Date: _____

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