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Please note that these guidelines apply to students completing the MPH/MBA in the
Department of Health Policy and Management.
INTRODUCTION

The purpose of this handbook is to help students deal with the administrative issues associated with their dual degree programs by supplementing the information that is provided in various schools’ Bulletins. This booklet addresses these issues from the Business School perspective ONLY. Students must contact the other program’s dual degree advisor for clarification of that school’s requirements and policies.

Columbia Business School offers students the option to pursue a number of dual degree programs. These include:

- Business and Architecture
  MBA and MS in Urban Planning
- Business and Dental and Oral Surgery
  MBA and DDS
- Business and Engineering and Applied Science (Industrial Engineering, Earth and Environmental Science, and Operations Research programs only)
  MBA and MS
- Business and General Studies
  MBA and BA or BS
- Business and International Affairs
  MBA and MIA
- Business and Journalism
  MBA and MS in Journalism
- Business and Law
  MBA and JD
- Business and Nursing
  MBA and MS in Nursing
- Business and Physicians and Surgeons
  MBA and MD
- Business and Public Health
  MBA and MPH
- Business and Social Work
  MBA and MS in Social Work
- Business and Teachers College
  MBA and EdD in Educational Administration and Higher Education
MPH/MBA DUAL DEGREE

This handbook is intended for students who are interested in pursuing a dual MPH/MBA degree in the Department of Health Policy and Management.

Since you may take classes in a school in which you are not currently enrolled, be sure to carefully review this document, participate in informal networks and use the attached contact list as a reference. This booklet is intended as a guide containing program requirements as well as information and advice.

OVERVIEW

The dual degree program with Columbia Business School (CBS) and Columbia’s Mailman School of Public Health (MSPH) is designed to provide students with training in business fundamentals and with exposure to a field of public health. While students may be able to complete the program in other departments within the Mailman School of Public Health, the information included in these guidelines addresses the Health Policy and Management (HPM) concentration. Students affiliated with other departments in the School of Public Health should speak with the appropriate departmental coordinator.

The admissions process, financial aid and course registrations for each program are handled separately. It is desirable to apply to both schools simultaneously. However, it is possible to begin the dual degree after matriculation to either school, but students must apply to the second school before half of the single degree coursework is complete. It is extremely important to plan your course selections in advance through discussions with the student academic coordinators at both schools. (See Academic Requirements for a detailed explanation.)

ADVANTAGES TO STARTING AT COLUMBIA BUSINESS SCHOOL

If it is possible, it is to your advantage to start the program at Columbia Business School. Since you must take Statistics, Accounting and Management courses at CBS, you may want to take these courses in your first year. This may help you with your internship search in your first summer, and it will mean that you will have met the prerequisites for more advanced electives. Taking Statistics at CBS will allow you to reduce the number of credits required to complete the MSPH Biostatistics requirement. You only will need to complete the 1-point Vital Statistics requirement.
APPLICATION PROCEDURES

Applications for admission to the Business School and other dual degree schools must be filed separately. Each school’s decision to admit or not to admit is based solely on that school’s selection criteria. If one school admits, it does not automatically follow that the other school will admit the applicant.

Applicants may apply simultaneously to both schools; if admitted to both, a deferment must be requested at one of the two schools. Alternatively, an applicant may apply to one school first, and then apply to the other school at a later date. Students must, however, apply to the second school prior to completing half the course work of the first school.

The admissions offices stress that students who wish to apply to a second school after having been admitted into or having enrolled at their first school will receive no different consideration than any other applicant. However, their admission or performance at another school will, of course, be relevant with respect to the total mix of characteristics evaluated by the respective admissions offices.

Applying to Columbia Business School

The Business School employs a rolling admissions process. The decision period is generally 6 to 12 weeks after receipt of the completed application.

Business School Admissions Requirements

• Business School Application: Personal Information, Educational History, and Professional Resume/Activities
• Graduate School Admissions Test (GMAT)
• Essays (minimum of four)
• Two Recommendations

For further information, please see www.gsb.columbia.edu/mba/admissions/

Information regarding other dual degree schools can be found by going to Columbia University’s homepage (www.columbia.edu) and clicking on “Schools and Departments.”
ACADEMIC MATTERS

Dual Degree Requirements
The basic requirement of the dual degree program is to complete a total of 80 credits; 45 credits at the Business School and 35 credits at the Mailman School of Public Health. In addition, both schools have residency requirements. Being “in residence” at a school simply means that all tuition and fees for that term will go to that one school. Students may enroll in courses at both schools, but only one school will receive the total amount paid that term by the student. As you near the end of each term, it is important to notify both schools as to where you wish to be in residence the following term, and then check your bill to ensure proper residency and correct charges.

Columbia Business School
The Business School requires that dual degree students complete a total of 45 Business academic credits (courses with a “B” prefix), and spend three terms in full-time residence at the Business School. While students generally register for 15 credits per term, “full-time” residence at the Business School is strictly defined as a minimum of 13.5 credits. But you don’t necessarily have to take all your courses in the school at which you are in residence. For example, a student may take Business School courses while in residence at MSPH, and those courses would count toward the 45 required academic credits, but not toward the 3 term residency requirement.

Like regular MBA students, dual degree students are required to complete all CBS core courses. Cores from other Schools are not accepted as a substitute; however, students are given the opportunity to exempt out of cores by passing an exemption exam. For further information please go to http://www.gsb.columbia.edu/courses/exemption/ or contact the Academic Affairs Office. Passing an exemption exam does not reduce the 45 Columbia Business School credits required for the dual degree; it enables students to take additional electives.

Dual degree students are required to take their first two Business School terms consecutively. These terms consist solely of core courses, and the faculty believes it is best to study these subjects as a unit. For a complete overview of Business School academic requirements, see http://www.gsb.columbia.edu/students/affairs.

Mailman School of Public Health
Prior to enrolling in the dual degree program, students may have pursued the MPH degree on a part-time basis. Upon enrollment in the dual degree program, public health and business coursework must be completed on a full-time basis.

MSPH requires that it receive tuition payment for a minimum of 30 credits for those students beginning the program on a part-time basis. For those beginning on a full-time basis, there is a two-term residency requirement with a minimum of 30 credit hours. Required courses and electives taken at the MSPH while in residence at CBS would satisfy the academic requirements set forth in the curriculum but not the residency requirement. Classes taken outside of the MSPH (e.g. SIPA or School of Social Work) cannot be applied to the 35-credit MSPH requirement.
Curriculum Requirements

Columbia Business School

Students must complete 45 credits of course work at CBS, including the MBA core (27 points) and electives (18 points). If a student exempts out of a core class, this distribution may vary. The Business School’s Core Requirements are as follows:

<table>
<thead>
<tr>
<th>First Term</th>
<th>Second Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>B6006 Managerial Economics</td>
<td>B6005 The Global Economic Environment</td>
</tr>
<tr>
<td>B6013 Accounting I</td>
<td>B6015 Decision Models*</td>
</tr>
<tr>
<td>B6014 Managerial Statistics *</td>
<td>B6016 Accounting II*</td>
</tr>
<tr>
<td>B6301 Corporate Finance</td>
<td>B6602 Managing Marketing Programs*</td>
</tr>
<tr>
<td>B6601 Marketing Strategy*</td>
<td>B6703 Leadership*</td>
</tr>
<tr>
<td>B6701 Strategy Formulation *</td>
<td>B6801 Operations Management</td>
</tr>
<tr>
<td>B6702 Creating Effective Organizations*</td>
<td></td>
</tr>
</tbody>
</table>

* Half-term courses

Mailman School of Public Health

While registered at the School of Public Health (SPH), students must satisfy 35 credits of course requirements, including the MPH required core for HPM, pass a medical proficiency exam, and complete a practicum.

The core courses at the School of Public Health for Health Policy and Management are as follows:

P6103/6104 Biostatistics
May be substituted with the one-point P6100 (Vital Statistics) and completion of B6014 (Managerial Statistics)

P6300 Environmental Sciences

P6400 Epidemiology

P6530 Health Policy and Management
Sociomedical Sciences Substitute
To be fulfilled by P6508 (Health Policy and the Political System), P8511 (Health Care Policy: Lessons from the States), P6503 (Introduction to Health Economics), Or P8537 (The Political Economy of Health Care)

Students admitted must also complete the following requirements in the HPM department:

A 2- or 3-point class in Health Care Finance (not satisfied by P6529: Accounting and Budgeting for Health Administration)
A 2- or 3-point course in Law or Ethics

And one of the following:

A 2- or 3-point course in Health Economics (if SMS core substitution is P6508, P8511 or P8537)
Or
A 2- or 3-point course in Health Care Policy (if SMS core substitution is P6503)

Medical Exam
Also, students with no prior clinical background (MD, RN, etc.) must pass a school Medical background and terminology examination prior to graduation.

Practicum
A practicum experience in the health care arena is required for all students. This requirement can be combined with a summer internship through Columbia Business School. However, all students must enroll in the 0-1 point practicum course (P8581) in the Fall to certify completion of this capstone experience. HPM students are supported in their practicum search by Debra Osinsky (do79@columbia.edu).

Concentration Requirements

Columbia Business School
Neither dual degree nor regular MBA students are required to complete a concentration at the Business School. If interested, information on the courses that can be used to fulfill Business School concentrations can be found under “Concentration Information” at www.gsb.columbia.edu/students/studentaffairs/selection.

Mailman School of Public Health
Students are required to affiliate themselves with a School department for concentration upon entering the MSPH. The guidelines discussed in this handbook relate to those students in the Health Policy and Management Department concentration. Students working towards dual degrees with CBS who are not in HPM should contact Student Affairs at the Mailman School of Public Health.

T.A.-ships
Regardless of your school of residence, you may hold a teaching assistant position at either school. However, you may not hold TA appointments at both schools concurrently. You should contact the appropriate administrator well in advance of the term during which you will hold the appointment, particularly if your appointment will be in the school in which you are not in residence.

Grades
Columbia Business School uses the following grade scale for its courses (i.e. those with a “B” prefix):

- H Honors
- HP High Pass
- P Pass
- LP Low Pass
- F Fail
While in residence at CBS, grades for classes taken at other schools will be recorded as traditional letter grades (A-F).

While not in residence at CBS, dual-degree students will receive traditional letter grades (A-F) for CBS coursework.

MSPH grades are always recorded on the traditional system (A-F), unless the student is completing an elective on a Pass/Fail basis.

**Tuition Structure**

Tuition, which is paid to your school of “residence” for the term, is structured differently at each school.

*Columbia Business School*

For the 2004-2005 academic year, tuition at the Business School is charged per credit for up to 13 credits and on a tiered basis beyond 13 credits. Tuition rates are revised annually. The Business School tuition schedule for the 2004-05 academic year is:

<table>
<thead>
<tr>
<th>Flat rate:</th>
</tr>
</thead>
<tbody>
<tr>
<td>13.5-16.5 credits:  $18,148</td>
</tr>
<tr>
<td>17-19.5 credits:    $23,588</td>
</tr>
<tr>
<td>20-23 credits:      $27,822</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Per-point rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 to 13 credits: $1,211 per credit</td>
</tr>
</tbody>
</table>

*Mailman School of Public Health*

While in residence at the School of Public Health, students will be charged tuition on a per-point basis. The cost per point is subject to revision annually. For the 2004-05 academic year, the cost is $998 per point.

For more information and the latest tuition information, students should refer to the Guide to Fees and Payments available from Student Financial Services and at http://www.columbia.edu/cu/sfs/.

**Exchange Programs**

Because of the reduced number of credits earned by dual-degree students at Columbia Business School, dual-degree students are not permitted to participate in CBS’s study abroad program.
ADMINISTRATIVE MATTERS

Academic Calendar
It is important to note that the academic calendars for both schools differ. Orientation, mid-term and final exams, holidays and semester start- and end-dates do not necessarily coincide. (Please note: attendance at the Business School’s Orientation is mandatory for all students.) When selecting classes at the beginning of each term, check final exam schedules at both schools to minimize conflicts.

Registering for Classes

Columbia Business School
In the first two terms, students are assigned to their core classes. They may choose one elective in their second term, and five electives in their third term. (One elective equals 3 academic points. However, the Business School has several half term, 1.5-credit electives. So you may choose either one 3-credit elective, or two 1.5-credit electives.) Students are given “bid points” based upon their level of seniority, with which they “bid” on desired elective courses through BOSS (Business Online Selection System).

Bid points are assigned as follows:
1st term of B-School residence: 0 (core courses are automatically assigned)
2nd term of B-School residence: 300 (students bid for one elective; core courses are assigned)
3rd term of B-School residence: 3000 (students bid on full course load of electives)

After having completed two terms at the Business School, dual degree students are eligible to bid for Business courses even when they are in residence at their other school. In “non-resident terms” they are given 2250 bid points. To get into Business courses, students must bid for them in BOSS – even when they’re not in residence at the B-School. Students who wish to drop a Business course must also do that through BOSS. It is not sufficient to drop B-School courses in the University Registrar’s system (SIS).

To ensure proper course selection status, it is imperative that students check with the Business School Office of Student Academic Affairs prior to each registration period.

Mailman School of Public Health
Registration for MSPH courses is completed using the University’s phone registration system. Registration appointment information is available through University Registration Services, (212) 854-4488, or from Student Services Online at www.columbia.edu/cu/sv. Many courses require instructor permission or prerequisites and this can be done on-line. Students should pay attention to those requirements and address them before their registration appointment.

Computer Requirement

Columbia Business School
Columbia Business School requires entering students to own an IBM-compatible notebook computer. Students must also have legally licensed spreadsheet and word processing application software installed onto their computers and must own a customized network adapter that will enable them to connect to the Business School’s computer network. For further information and notebook requirements, see the Business School’s Computing and Information Services website at http://www.gsb.columbia.edu/cis/.
Students will be charged a Computer Access Fee each term. This mandatory fee entitles you to use computer labs, proves email and Internet access, and supports a Student Help Desk.

Columbia University ID number
Columbia University uses Social Security numbers to identify student accounts. Students who do not possess a Social Security number upon enrollment (i.e. non-US nationals) will be assigned a nine-digit temporary ID for Columbia University internal use only. Students should ensure that they receive the identical number for both schools.

Deferrals
CBS and the MSPH review deferral requests on an individual basis and will approve a request only under compelling circumstances.

Advising
Upon enrollment in the dual degree program, the student should meet with Susan Sullivan (sms12@columbia.edu) at CBS and Susan Cohen (sc33@columbia.edu) at the MSPH. Prof. Dov Rothman (db42104@columbia.edu) serves as the faculty adviser for CBS students in the Department of Health Policy and Management. These contacts can help students plan their academic program.

Once the degree requirements are met for both schools, students should apply for and will receive both degrees simultaneously.

Changing Residence
In order to change your residency from one school to another, you must inform Susan Sullivan and the registrar at the Health Sciences Campus. This will ensure that you are coded properly in the University computer system. This affects your tuition charges, academic records, and access to registration, so it is important that you notify both schools.

Identification Cards: In addition, when you officially change residence, you will need to visit 204 Kent Hall to have your Columbia Identification Card re-authorized for appropriate building access.

Health Insurance
Students are automatically enrolled in the health plan associated with their institution of residence in the Fall semester. Enrollment begins in September and continues through the Spring semester and Summer. Dual degree students may select coverage under their other school’s plan. However, such changes must be made in the Fall semester during the change of program period. In order to opt out of or enroll in the Health Sciences campus coverage, visit the Student Financial Services office in the Black Building to fill out the necessary paperwork. To enroll or drop insurance provided to CBS students, visit the website at http://www.health.columbia.edu/ins/index.html.
Dual degree students are encouraged to participate in the Business School’s on-campus recruiting process once for a summer internship, and once for a full-time, post-graduation position. The fall before participating in campus recruiting for the first time, first year students who hope to be considered for Spring term on-campus internship interviews must attend the four-part Career Services course session that is offered from September through November. These students should make an appointment with a Career Services professional in 206 Uris Hall to determine whether this planning would work to your advantage given your experience. Because Business School employers use Summer Associate programs to recruit full-time employees, students who want to focus on Business School full-time recruiting should plan to seek a traditional business internship the summer before graduation, regardless of their school of residence. Some dual-degree students who begin their programs at the Business School may not have great success participating in on-campus recruiting for first-year summer jobs; companies usually do not want to hire students who will not be graduating the following year.

At the Business School, full-time on-campus recruiting takes place from mid-October to end-of-January, and on-campus summer internship recruiting takes place from mid-January to end-of-March. For summer internships, it is best to be in residence prior to the spring term. It is also helpful to be available in the fall when the pre-recruiting presentations take place -- spring is just for interviewing. It is possible to attend events even if not enrolled during the fall semester; however, it’s just more difficult to coordinate schedules.

In addition to the formal on-campus recruiting process throughout the year, opportunities for part-time, summer, and full-time positions are posted on the Business School Career Services website and in the Career Resource Center (CRC) located in Uris Hall 1M. In order to have full use of the CRC, students enrolled in dual degree programs should obtain a letter indicating their status and have a sticker affixed to their ID card. Stickers are available in the Office of Student Life, 111 Uris Hall.

Enrolled students should access monthly copies of Career News, the newsletter of the Office of MBA Career Services, which is available on-line. It is very important for dual degree students to go to the Career Services Office in 206 Uris Hall to obtain passwords to the Career Online Information Network (COIN), the system through which both on-campus and off-campus recruiting is administered. While, as previously noted, dual-degree students are only allowed to use this system to bid on on-campus interviews for two of their years in the program, access should be available throughout your registration at Columbia. It is best to ensure this by connecting early and also getting to know some of the staff in the Career Services Office.

The Office of MBA Career Services offers a multi-session career management course designed to help first-year students to successfully manage the job search process. Each of the course sessions focuses on a key element of the MBA job search. Dual degree students should plan to attend career services course sessions the fall before they plan to participate in on-campus recruiting for the first time.

During course sessions, students will learn the nature of hiring opportunities for the coming year and how to network for an MBA job search. The specific MBA resume and index formats required for the resume book, published by the MBA Career Services Office and distributed to recruiters, is discussed. Each student is eligible to submit a resume for ONE first year and ONE second year resume book. An important introduction to the intranet system (COIN) is provided during these courses. This password
protected system for enrolled students is used to access vital information concerning which companies interview at Columbia, how to contact recruiters at these organizations, and how to use points allotted to bid for open interview slots. A refresher COIN session is also offered for second-year students with a focus on full-time hiring.

Industry and geographically focused student clubs at Columbia Business School are also good sources for learning about careers and companies. General club meetings are usually open to both members and non-members. Many student clubs invite speakers and outside panelists as well as having programs where second-year students share their summer internship experiences and strategies that can be effective in generating job offers. Dual degree students are eligible to join Business School clubs and remain active even during terms when they are not enrolled in Business School courses.
FINANCIAL AID

Students are eligible for fellowships, scholarships and financial aid packages only at the school in which they are in residence – it is important to note that these packages are not transferable between the schools, although certain year-long awards may be granted for one semester by each school (FLAS). In addition, students should pay close attention to application deadlines.

Admissions Deposit

Dual Degree students are required to submit a deposit before matriculation to both schools. Columbia University uses Social Security numbers to identify student accounts. Students who do not possess a Social Security number upon enrollment (i.e. non-US nationals) will be assigned a nine-digit temporary ID for Columbia University internal use only. Students should ensure that they receive the identical number for both Columbia Business School and the other school. For further information, students should contact a representative at the Business School’s Financial Aid Office (212-854-4057) or call MSPh’s Financial Aid Office (212-305-4113).

Scholarships

Most scholarships are based on financial need and are awarded by the School as part of an admitted student’s financial aid package. Scholarship applications and instructions can be found through the “To Do” list on the Admitted Students website (www.gsb.columbia.edu/mba/admitted); scholarship applications should not be submitted until you are admitted. A separate scholarship application must be completed for each academic year.

Fellowships

The Business School awards merit-based fellowships to incoming students. These awards are generally for two years and as such, there are very few new fellowships available to second-year business school students. There is not a separate application for fellowships; decisions are made based upon information submitted in your admissions application. For further information, contact the Financial Aid office at each school.

Teaching Assistantships

The Department of Health Policy and Management often offers teaching assistantships to dual degree students after they have completed a year at the Columbia Business School. For further information contact Susan Cohen in the Department of Health Policy and Management.

Loans

**Interest rates on private loans offered to business school students are often lower than those offered to students through MSPH.** In addition, it is easier for international students to obtain student loans at the Business School. However, students are eligible to borrow private loan funds through the Business School only while in residence at the Business School. For more information on loan terms and to obtain an application, please go to the Admitted Students website or contact the Business School’s Financial Aid Office.
OPPORTUNITIES TO GET INVOLVED

Dual Degree Student Association

In addition to creating a community, this student group provides a forum for students and administrators to discuss issues regarding dual degree students. The DDSA is instrumental in organizing dual degree orientation, a resume book, alumni events, social events and other programs. Your participation is greatly encouraged. To become involved, please contact one of the officers found on the DDSA website at www.gsb.columbia.edu/students/organizations/ddsa/.

Happy Hour

Dual degree students can attend on-campus Business School happy hours, but must display a Happy Hour sticker on their Columbia University ID card to be admitted. Stickers are available in the Office of MBA Student Life, Uris Hall, room 111. You must present your Columbia ID with sticker at all happy hours.

Health Care Industry Association

The Health Care Industry Association is committed to educating Columbia Business School students about the health care industry, increasing awareness regarding career opportunities in the field and helping members take advantage of those opportunities. The club meets to discuss current issues in health care, maintains and distributes a database of company contacts in the industry and acts as a contact point for alumni and potential employers. Interested students may find officer contact information at http://www.gsb.columbia.edu/students/life/clubs/.

Columbia Alliance for Healthcare Management

The Columbia Alliance for Healthcare Management (CAHM) is a joint effort among Columbia Business School, the Mailman School of Public Health and the College of Physicians and Surgeons at Columbia University. CAHM’s active participants include faculty members in each of the three professional schools as well as an industry advisory board comprised of executives from a range of healthcare disciplines. The goal of CAHM is to become the preeminent multidisciplinary healthcare management and research center in the nation, while providing a full spectrum of knowledge and skills needed to prepare students to become effective leaders and managers in healthcare organizations. Students interested in becoming involved should contact Sherry Glied (sag1@columbia.edu), Kathleen O’Donnell (kdo1@columbia.edu), or Linda Green (lvg1@columbia.edu).

American College of Healthcare Executives

The student chapter of the American College of Healthcare Executives (ACHE) presents career panels, guest speakers, mentoring, “on site” activities, and networking opportunities. Students in the Columbia chapter come from various backgrounds including the Mailman School of Public Health, the School of International and Public Affairs, as well as Columbia Business School. For more information, please contact Debra Osinsky at do79@columbia.edu.
IMPORTANT THINGS TO KNOW ABOUT JOINING STUDENT CLUBS
AT THE BUSINESS SCHOOL

Before you are matriculated at the Business School, if you would like to join a student club, please know the following:

• In order to gain access to student clubs, you must be a member of the Dual Degree Student Association (DDSA). Please contact the President of the DDSA to join. Contact info is available on the DDSA website at www.gsb.columbia.edu/students/organizations/ddsa/.
• As a dues-paying member of the DDSA, you will have visitor access to three Business School clubs. As visitors, students may attend selected events (at the discretion of club officers) but may not be included in resume books, certain functions, and may not hold office in a club.

After completing your first two terms at the Business School, when you are no longer in residency full time, please consider the following in regards to holding a club officer position:

• All schools at the University operate on different holiday and class schedules. As a result, holding a club officer position can be challenging. Clubs rely heavily on regularly scheduled club officer meetings to discuss membership, budget, club events, and overall agenda and goals for the year. As a dual degree, maintaining a club officer position can be logistically challenging because of possible conflicting holiday and class schedules.
• Please speak to a club officer about time commitment. It is important to get a sense of your position’s goals for the year and the time commitment necessary to achieve these deliverables. In general, clubs suffer from officers who are unable to fulfill their commitment, especially positions involving club leadership, finance and conference chairs. It is important to understand your role as officer and the time commitment necessary for the year.
• Please know your workload. We encourage students to get involved in all aspects of student life at the Business School. However, please be cautious and thoughtful about your obligations and careful not to over-commit. Club officers often devote on average 15 hours per week to club goals and events. We want your experience as a club officer to be fun, successful, and manageable. Please be realistic about your commitments.
• If you have any questions regarding club officer positions, please contact the Office of MBA Student Life (osl@bettyblue.gsb.columbia.edu). We encourage you to get involved and we are happy to speak with you about how best to make that happen.

CONTACT INFORMATION
Mailman School of Public Health

Office of Admissions
722 West 168th Street, Suite 1030
Phone: (212) 305-3927
Fax: (212) 342-1830
Ph-admit@columbia.edu

Office of Student Affairs
Brian Paquette, Director
722 West 168th Street, Suite 1030
Phone: (212) 305-4071
Fax: (212) 342-1830
Bp29@columbia.edu

Office of Career Services
Tanya Cobbs Leslie, Director
722 West 168th Street, Suite 1029
Phone: (212) 305-1548
Fax: (212) 342-1872
tcl1@columbia.edu

Department of Health Policy and Management
www.mailman.hs.columbia.edu/hpm/index.html
600 West 168th Street, 6th Floor
Susan Cohen, Program Coordinator
Phone: (212) 305-5152
sc33@columbia.edu

Financial Aid Office
722 West 168th Street, Suite 1030
Phone: (212) 305-4113
Fax: (212) 342-1861
sphfinaid@columbia.edu

Columbia Business School

Office of Admissions
216 Uris Hall, 854-1961

Office of Financial Aid
218 Uris Hall, 854-4057
Hollis O’Rorke, Director
hbo2101@columbia.edu

Office of Career Services
206 Uris Hall, 854-6072
Judy Kostin, Senior Associate Director
jek4@columbia.edu

Office of Student Academic Affairs
105 Uris Hall, 854-4557
Susan Sullivan, Assistant Director
sms12@columbia.edu
105 Uris Hall, 854-4191
Kathleen Swan, Assistant Dean
kas50@columbia.edu

Office of Computing and Information Services
202 Uris Hall, 854-2960
http://www.gsb.columbia.edu/cis/

Office of Student Life
211 Uris Hall, 854-5563
Abigail Beck, Assistant Director
ab2315@columbia.edu