

Dear Prospective Applicant:

Thank you for your interest in The Joseph L. Henry Oral Health Fellowship in Minority Health Policy. We are pleased to offer an electronic application for the 2024-2025 year. **Please read all directions before following the link to the online application.**

Eligibility requirements for admission to the Fellowship include: 1) DDS or DMD degree and an active dental license required; 2) Minimum of 2 – 3 years experience in dental practice or completion of residency; 3) Experience with addressing and improving health needs of historically marginalized populations; 4) Interest in minority health, health policy and public health; and 5) U.S. citizenship or U.S. permanent residency

Acceptance to this full-time fellowship is contingent upon admission to the Master of Public Health (MPH) degree program at the Harvard T.H. Chan School of Public Health. Separate applications to both the Fellowship program and Harvard Chan School are therefore required. Please note that applicants must choose the MPH 45-credit program in either the Health Management or Health Policy Field of Study. All Harvard Chan School applications will be reviewed and considered by the Harvard Chan School Admissions Committee separately. However, candidates not accepted to the Fellowship are still eligible for admission to the Harvard Chan School. Please note there is no fee for application to the Fellowship program. A fee is required for application to the Harvard T.H. Chan School of Public Health through the Centralized Application for Schools and Programs of Public Health (SOPHAS).

Applicants who already possess the MPH degree can apply to the Mid-Career MPA program at the Harvard Kennedy School. Acceptance to this full-time fellowship is contingent upon admission to the Mid-Career MPA Program at the Harvard Kennedy School (HKS). Applications to both the Fellowship program and HKS are therefore required. All HKS applications will be reviewed and considered by the HKS Admissions Committee. However, candidates not accepted to the Fellowship are still eligible for admissions to Harvard Kennedy School. Specific eligibility requirements for the Mid-Career MPA program can be found at: <https://www.hks.harvard.edu/educational-programs/masters-programs/mid-career-master-public-administration/what-we-look>. Please note there is no fee for application to the Fellowship program, but a fee of \$100.00 is required for the HKS application.

**Deadlines:**

Joseph L. Henry Oral Health Fellowship Deadline: December 1, 2023

Harvard Chan School via SOPHAS Deadline: December 1, 2023

Harvard Kennedy School Deadline: December 1, 2023

If you have any questions, please call our office at 617-432-2922, or email at [mfdp\\_cff@hms.harvard.edu](mailto:mfdp_cff@hms.harvard.edu).

Best wishes as you plan for graduate study.

Sincerely,

Joan Y. Reede, MD, MPH, MS, MBA  
Director, The Joseph L. Henry Oral Health Fellowship in Minority Health Policy  
Professor of Medicine, Dean for Diversity and Community Partnership  
Harvard Medical School

**Application Instructions (A):**  
**The Joseph L. Henry Oral Health Fellowship in Minority Health Policy**

**Application to The Joseph L. Henry Oral Health Fellowship program:** Applicants are evaluated on their potential for future leadership as demonstrated by their academic history, extracurricular activities, depth and quality of experience, employment history, and recommendations. The online fellowship application consists of four sections:

Section	Focus of Questions
I	Applicant's contact, biographical, and (optional) demographic information
II	Applicant's history and accomplishments including work, education, awards, activities, and service
III	Applicant's publications, prior applications to Harvard University, and recommendations
IV	Essay questions

**Essay Questions.** There are five essay questions for both Harvard Chan School applicants and Harvard Kennedy School applicants. The sixth essay question is for Harvard Kennedy School applicants only. Limit each response to 500-750 words.

**Recommendations are part of the online application.** Three recommendations are required by the Fellowship program. These recommendations should come from individuals who know the applicant and their work, as they provide an opportunity for the Committee to obtain additional information on the applicant's abilities. Applicants who are currently working full-time must obtain at least one of the three recommendations from a current or previous employer, one of whom must have supervised their work. A minimum of one academic reference is desirable. All recommendations must be in English. Applicants must provide each recommender's name, title, institution and email address on the application.

Applicants can access and download the recommendation form from the application as well as the Fellowship web site. Applicants are responsible for forwarding the recommendation form via email to each of their three recommenders. The recommenders will return the completed form to the fellowship inbox at [mfdp\\_cff@hms.harvard.edu](mailto:mfdp_cff@hms.harvard.edu) by the deadline of December 1, 2023. The applicant should not be copied on these emails for confidentiality purposes. Applicants should generate their requests to recommenders in advance to give recommenders sufficient time to complete the recommendation before the deadline.

**An application is not considered complete and will not be reviewed until all three recommendations have been received.** Applicants will receive a notification if they are missing recommendation letters from their application on December 1, 2023. We encourage applicants to coordinate with their recommenders well in advance of the December 1, 2023 deadline.

**Release Authorization Form** is part of the online application and must be completed so that all materials submitted to the Admissions Office of the Harvard Chan School or the Admissions Office of the Harvard Kennedy School and the Fellowship office can be shared between these two programs. Applicants can either download, edit, and sign the form in Microsoft Word or print, sign, and scan the form. Completed forms must be saved and uploaded with the online application.

**Joseph L. Henry Oral Health Fellowship Application Deadline: December 1, 2023**

Link to the [Joseph L. Henry Oral Health Fellowship in Minority Health Policy online application](#)  
 Link to the [Release Authorization Form](#)  
 Link to the [Recommendation Form](#)

**Application Instructions (B):**  
**Harvard T.H. Chan School of Public Health**

**Application to the Harvard T.H. Chan School of Public Health:** Please note that the application to the Harvard T.H. Chan School of Public Health is only available through SOPHAS at [www.sophas.org](http://www.sophas.org). For instructions on how to apply to the Harvard Chan School, please visit their website at: [hsph.me/app](https://hsph.me/app).

**Financial Aid Form:** The Fellowship **requires** all applicants to apply for Harvard Chan School financial aid when making application to the Harvard Chan School. The reason the financial aid application is mandatory is twofold. First, by applying for financial aid, an applicant automatically becomes eligible to be considered for a myriad of possible scholarships. Second, if the applicant is accepted by the Harvard Chan School, and not chosen for the Fellowship, they may still choose to enroll in the MPH program. At that time, it would be too late to apply for financial aid. Please visit the financial aid website for further details: <http://www.hsph.harvard.edu/admissions/financial-aid/>. The deadline for submitting the financial aid application is **January 8, 2024**.

**Harvard T.H. Chan School of Public Health Instructions on SOPHAS online Application:**

When navigating the online SOPHAS application, please choose the following:

- Institution: Harvard T.H. Chan School of Public Health
- Degree: MPH 45-credits
- Concentration: Choose either Health Management or Health Policy

**Harvard Chan School Application Deadline: December 1, 2023**

Link to the Harvard Chan School Application: SOPHAS <https://sophas.org/>.

Harvard Chan School Financial Aid form: Credentials will be sent to SOPHAS applicants in early December.

Please Note: In addition to the application, applicants must submit to SOPHAS:

- a statement of purpose and objectives
- three letters of reference
- resumé/curriculum vitae
- all post-secondary transcripts or mark sheets\*

\*It is recommended that you have a set of transcripts sent to yourself as you will need them to accurately fill out the SOPHAS application

**Application Instructions (C):**  
**Harvard Kennedy School**

**Application to the Harvard Kennedy School:** The application to the Harvard Kennedy School is available online at <https://www.hks.harvard.edu/admissions-aid/masters-program-admissions/how-apply>

**Financial Aid Form:** The Fellowship office **requires** you to apply for financial aid when you make your application to the HKS. The reason for this is twofold. First, by applying for financial aid, an applicant automatically becomes eligible to be considered for a myriad of possible scholarships. Secondly, if you get accepted into the HKS, and are not chosen for the Fellowship, you may still choose to enroll in the MPA program. At that time, it would be too late to apply for financial aid. Please note: the financial aid application deadline will be in early January 2024. Please visit the financial aid website for further details: <https://www.hks.harvard.edu/admissions-aid/funding-your-education/funding-your-masters-education>.

**Application Fee:** There is no fee for application to the Fellowship program, but a fee of \$100.00 is required for the HKS application. Follow the online instructions for payment of the fee.

**Harvard Kennedy School Application Deadline: December 1, 2023**

[Link to the Harvard Kennedy School Application](#)

[Link to Harvard Kennedy School Financial Aid information](#)

Please Note: In addition to the online HKS application, the following materials should be submitted directly to Harvard Kennedy School Admissions:

- Application fee of \$100
- Essays
- Three letters of recommendation
- Copies of all college/university transcripts
- Financial Aid Form
- Standardized test scores (optional) - GRE/GMAT test score submission is optional, but the TOEFL/IELTS is required for non-native English speakers or for applicants *who did not earn an undergraduate degree taught in English*.

### Application Checklist:

#### **For your Fellowship application:**

The following materials must be completed by accessing the online link :

[https://hms.az1.qualtrics.com/jfe/form/SV\\_5tpnmbfBL0j39Q](https://hms.az1.qualtrics.com/jfe/form/SV_5tpnmbfBL0j39Q)

- Fellowship application form
- Resume or curriculum vitae
- Five essay questions for Harvard Chan School MPH program
- Six essay questions for Harvard Kennedy School MPA program
- Release authorization form
- Three recommendations

#### **For your application to the Harvard Chan School:**

The following materials must be completed for the Harvard Chan School Application:

- SOPHAS Application <https://sophas.org/>  
In addition to the application, applicants must submit to SOPHAS:
  - a statement of purpose and objectives
  - three letters of reference
  - resumé/curriculum vitae
  - all post-secondary transcripts or mark sheets\*
  - application fee
- Harvard Chan School Financial Aid Application

Please consult [hsph.mc/app](https://hsph.mc/app) (Harvard Chan School) and [sophas.org](https://sophas.org/) (SOPHAS) for application guidance and instructions for the submission of materials. Please visit the financial aid website for information on the Harvard Chan Grant/Scholarship Application Process: <https://www.hsph.harvard.edu/admissions/financial-aid/harvard-chan-application-process/>

\*It is recommended that you have a set of transcripts sent to yourself as you will need them to accurately fill out the SOPHAS application

#### **For Applicants Applying to the Harvard Kennedy School:**

The following materials must be completed for the Harvard Kennedy School Mid-Career MPA program application:

- Harvard Kennedy School online application
- Application fee of \$100
- Essays
- Three letters of recommendation
- Copies of all undergraduate/graduate transcripts
- Financial Aid Form
- Standardized test scores (optional) - GRE/GMAT test score submission is optional, but the TOEFL/IELTS is required for non-native English speakers or for applicants *who did not earn an undergraduate degree taught in English.*

Please consult <https://www.hks.harvard.edu/admissions-aid/masters-program-admissions/how-apply> for application guidance and instructions for the submission of materials.