



Baltimore Community Practicum
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This document provides information about the **Baltimore Community Practicum** (BCP) course, SOURCE's *flagship service-learning course*. BCP is offered *annually* to graduate students at the Johns Hopkins Bloomberg School of Public Health (BSPH). We are currently seeking community-based organizations (CBOs) within SOURCE's network of community partners to offer practicum opportunities for our BSPH students.

This document contains the following information:

1 page intro to BCP course	p. 2
What, When, Where, Who, How	p. 4
How to Develop a Practicum Experience for a Student with your CBO	p. 7
Competencies for Public Health Professionals	p. 7
Types of Projects	p. 8
CBO / BSPH / and Student Expectations	p. 9
Step-by-Step Guide for using the School's Online Submission Form	p. 11

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Introduction to Baltimore Community Practicum Course

Learning-by-doing has been fundamental to the teaching of public health since Dean Welch formed the first school of public health at Johns Hopkins. To be effective, students must *contribute to the work of public health* with the community-based organization (CBO), be *properly supervised and evaluated*, and *reflect on their experience* in a supportive environment. For the student, successful experiences not only integrate didactic learning with reality, but also expose them to a variety of career options in public health. Placements can be a useful tool for recruitment and retention. Most importantly, practitioners can focus student enthusiasm and knowledge in time-limited activities that accomplish organizational goals.

The *Baltimore Community Practicum* course supports student projects completed in partnership with community-based organizations (CBOs) within SOURCE's network of partners. Master's students, as well as 1st year doctoral students, from BSPH will conduct a project involving a defined population. Concurrently, students will participate in a *weekly seminar* which will cover basic methods of outreach to the community, attitudes, and values about the role of professionals in community-based work, the social contract required of service professionals, and the attitudes required for effective public health practice. Students will be completing projects with a variety of SOURCE partnering CBOs, on a wide range of topics, and at differing levels of difficulty. It is hoped that their presentations and discussion cross-fertilize innovation, as well as engage more academic scholarship in the many complex issues of public health practice.

The projects completed by students in partnership with SOURCE CBOs must arise from the **organizational priorities** of the CBOs. Coordination between the site preceptors and course faculty is essential and requires dedicated time and support. Student projects are expected to contribute to the work of the CBO, while demonstrating a significant level of scholarship.

The purpose of these experiences is to provide students with an opportunity to practice the application of their classroom learning to real-world situations. The students are expected to function in a role as a student/practitioner with their partnering CBO. The experience is *service-learning* and therefore it is expected that the student will contribute to the work of the CBO within the limits of their responsibility and authority. The result should be mutually beneficial to the CBO, the student, the Johns Hopkins Bloomberg School of Public Health, and most importantly, to the community/population served by the CBO.

Course Learning Objectives:

By the end of the two terms of the BCP practicum course, the BCP students will be able to:

1. Describe in detail, as well as summarize, the development and operation of an on-going community-based public health project.
2. Describe the organizational structure of the public health practice site and its relationship with its community.
3. Demonstrate practical methods for promoting partnerships between communities, public health agencies, academic institutions, and community-based organizations.
4. Explain the basic concepts of community-based participatory research, service-learning, and civic professionalism.
5. Articulate their values and attitudes about community engagement and ways of developing partnerships.
6. Demonstrate effective communication and presentation skills, as well as how to give and receive constructive feedback from peers, supervisors, and community members.
7. List and briefly describe in their final presentation and paper, the ten most important items of content knowledge learned from their faculty and preceptors and documented in their journal.

WHAT is the Baltimore Community Practicum?

Graduate public health students will conduct a *PROJECT* involving a defined population with a community-based organization (CBO). Concurrently, students will participate in a *weekly seminar* with the course director. The purpose of this practicum is to provide students with an opportunity to practice the application of their classroom learning with a CBO. The student is expected to function in a role as a student/practitioner with the CBO.

The Baltimore Community Practicum course is a **non-paid, for-credit** practicum program sponsored in partnership with SOURCE, Johns Hopkins Bloomberg School of Public Health and participating community-based organizations (CBOs).

WHEN will the course/program be offered?

Summer 2026 (Deadline: Tues, August 11)	Recruitment of CBOs for project and preceptor identification. Deadline Tues, August 11 by 11:59 pm
Summer 2026 – September 2026	Recruitment of students to apply. Multiple information sessions, emails, flyers, messages to academic coordinators.
Wed, September 16, 2026	Deadline for Students to apply for specific projects
Wed, September 23, 2026 by 10:30 am	Internal Admissions team reviews all applications. Team will narrow the applications to the top candidates for each project (3 or 4 maximum students)
Th, Sept 24 – Th, October 8, 2026	Interview for Positions. Preceptors will have the opportunity to interview (via video or phone) up to 3 students to select their final student. <i>Please reserve time NOW on your calendars</i> to be able to accommodate student interviews during this window
Th, October 8 by 5 pm ET	Preceptors and Students report their rank orders of preferred students/placements
Fri, October 9	Internal Admissions team conducts final matching of student internships. Emails will go out by Mon, October 13 to notify all parties of final matches.
2nd term Tues, Oct 27, 2026 – Wed, Dec 23, 2026 (WINTER BREAK)	Students work on projects with CBOs. Students will commit to the CBO projects for 2 terms (2 nd and 3 rd terms of the BSPH academic calendar).
3rd term Mon, Jan 25, 2027 – Fri, March 19, 2027	A total of 16 weeks of dedicated work. Please note that Winter Break is NOT required.

Late February - Early March 2027	Final celebration and appreciation events. Preceptors invited to attend student presentations.
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WHERE will students be completing their practicum?

Students will work with SOURCE partnering CBOs for **4 hours per week** (*most popular and preferred*), *or* 8 hours per week. These hours are connected to the number of credits that students can earn for their community efforts. CBOs can request that their BCP student works *fully on-site* at their organization or select a *hybrid work arrangement* (working some hours in-person and some hours remotely). Community preceptors can also decide if they are open to fully remote work (meaning that a student would not need to be in Baltimore to participate). However, this would need explanation and approval, as most students and community preceptors have preferred some in-person work activities to enhance the experience. Students will be expected to maintain a schedule that is agreed to by both parties. Students should be immersed in the culture of their CBO to have a meaningful experience. Therefore, we've found that both students and CBOs preferred to have at least some presence on-site at the CBO.

WHO is involved with the Baltimore Community Practicum?

CBO Preceptor:

One representative from the CBO will need to serve as the **primary preceptor** for the student as they complete the assigned project. The preceptor must be able to work *one-on-one* with a student and offer feedback, guidance, and direction. The preceptor is both a supervisor and a mentor to the student. The preceptor will have contact with the course director. The preceptor will also provide **written feedback** for the student and complete an evaluation of the student at the **midpoint *and* conclusion** of the project. Preceptors must have a working knowledge and practical experience in the project areas assigned to the student and an interest in and commitment to supporting a graduate student. **Preceptors must also have time to meet with their student each week (even for 30 minutes – 1 hour) and commit to these weekly check-ins.**

Preceptors are required to complete an online *Preceptor Training Module* (approximately 1 total hour of effort; good for 3 years). Preceptors are required to submit their project proposal online through the Bloomberg School's Practicum Opportunity Site (POS) for review, as well as *submit a current resume or CV* for BSPH records.

*It is best to also have a **secondary preceptor** looped into the project details, particularly if the primary preceptor leaves the organization during the course or has other unexpected leaves of absence.

BCP Student:

Any master's degree student or doctoral student at the Johns Hopkins Bloomberg School of Public Health can apply to participate in the Baltimore Community Practicum Course. Selected BCP students commit to completing the course and project with their assigned CBO.

BSPH Course Director:

Mindi B. Levin, MS, CHES®, FNAP
Founder and Director, SOURCE

Associate Practice Professor

Johns Hopkins Bloomberg School of Public Health
Health, Behavior and Society (primary)
Health Policy and Management (joint)
Johns Hopkins School of Nursing (joint)

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HOW are practicum projects developed?

BCP is built around the assumption that the best learning occurs when it is in response to CBO and community-identified needs. CBOs will identify a worthwhile and meaningful project that is mutually beneficial to the student's academic progress in public health and to the CBO's mission. Appropriate and realistic goals and objectives for specific projects must be created. These goals and objectives must be specific.

The project must meet these principal objectives:

- Apply knowledge, techniques and tools acquired in the classroom
- Provide practical experience through an applied public health and/or community health setting
- Learn how a CBO functions
- Reflect upon the contribution of the core public health competencies

How to Develop a Practicum Experience for a Student with Your CBO

1. First, think about what a student could do with your CBO to help meet your organizational goals and objectives. *Where could you use extra support?*
2. Choose specific projects that students can work on, and who at the CBO will be available to mentor the student throughout the project (the practicum preceptor).
3. Begin to develop a written description of the project (including goals, tasks)
4. Determine the hours per week and length of the commitment for an internship. Most students will commit **4 hrs/week** to the BCP project over the 2 academic terms (*preferred*). Some students will commit 8 hrs/week to the BCP project over the 2 academic terms.

NOTE: The most feasible number of hours per week for students is typically **4 hours per week**. In some cases, students may be able to work 8 hours per week. However, requesting 8 hours per week may limit the number of student applications received for the BCP project.

5. Fill out and submit a project description including information on the designated preceptor. The information can be completed online at: <https://pos.publichealth.jhu.edu>

NOTE: Screenshots of how to use the online submission form are included *at the end of this document*. Please review for information that is **specific to BCP**.

If you have never used the <https://pos.publichealth.jhu.edu> website before, you will need to complete the "Preceptor Registration" first when you arrive at the website.

Core Competencies for Public Health Professionals:

*See the full list of core competencies online at:

https://phf.org/wp-content/uploads/2025/03/Core_Competencies_for_Public_Health_Professionals_2021October.pdf

Domains include:

- Data Analytics and Assessment Skills
- Policy Development and Program Planning Skills
- Communication Skills
- Health Equity Skills
- Community Partnership Skills
- Public Health Sciences Skills
- Management and Finance Skills
- Leadership and Systems Thinking Skills

Types of Projects

- Provide case management services
- Offer health education skills
- Develop policies, programs and services
- Evaluate existing programs to see how effective they are (*no primary data collection*)
- Investigate new partnerships that could also act as client resources
- Coordinate programs and activities
- Design programs/curriculum on health topics
- Grant writing (Provide support and assistance in funding research)
- Create educational materials
- Analyze barriers to implementation and present recommendations for improvement
- Program coordination
- Quality improvement projects
- Patient advocacy
- Outreach and marketing
- Determine communication strategies
- Engage in organizational strategic planning
- Conduct cost-effectiveness, cost-benefit, and cost utility analyses
- ***AND OTHERS!***

Please note that students are **unable to conduct human subjects research and engage in primary data collection**. These activities require a faculty member to serve as Principal Investigator (PI), as well as to additional time and effort to submit a proposal to the BSPH IRB – which will cause considerable delays. Therefore, the course director will carefully review project proposals and indicate where certain activities may not be appropriate for the service-learning course.

CBO / BSPH / AND STUDENT EXPECTATIONS

Student performance in BCP is graded on (a) the community preceptor's evaluations, (b) participation in weekly seminar, (c) written assignments (d) an oral presentation, and (e) a final paper. The course is graded Pass/Fail.

EXPECTATIONS OF THE CBO

1. Based upon the CBO's organizational goals and mission, identify a meaningful and challenging project for the student to complete
2. Define deliverables for student project and set clear expectations
3. Provide a designated preceptor for the project to commit to supporting the student and meeting regularly with the student
4. Provide adequate resources to complete the project, as needed
5. Ensure a safe work environment (including virtual space) and reasonable hours for the student's project work
6. Be aware of and respect the fact that the student has agreed to a specific assignment and may not be available for other optional duties
7. Update any changes to the CBO, preceptor or contact information to the BCP course director and student

EXPECTATIONS OF THE PRACTICUM PRECEPTOR

1. Orient the student to the CBO's mission, goals and culture
2. Review the CBO's expectations of the student and the goals and deliverables of the project
3. Review and clarify the project goals and learning objectives documented in their educational plan
4. Orient the student to the logistical aspects of the CBO. Introduce the student to the CBO team
5. Allow sufficient time for supervision and instructions through regular meetings and interactions
6. Evaluate the student's performance and provide the student with feedback informally and during the midpoint and end reviews.
7. Be aware of and respect the fact that the student has agreed to a specific assignment and may not be available for other optional duties.
8. Notify the Course Faculty at any time problems should arise.

EXPECTATIONS OF THE BCP STUDENT

1. Behave as a professional: be prompt, courteous, respectful and positive while working with the community-based organization or local health department, dress appropriately for the professional setting.
2. Academic requirements such as completing an educational plan, final paper, and additional assignments.
3. Attendance in weekly seminar and in agreed upon CBO meetings/work hours.
4. Fulfill all agreed upon duties and responsibilities with the CBO.
5. Provide feedback about their experience to both the site and to BSPH through evaluations and the midpoint review.

6. Be open to learning about new cultures and lifestyles.
7. Respect the privacy and confidentiality of those served by the CBO.
8. Notify the Course Faculty at any time should problems arise.

EXPECTATIONS OF THE BSPH COURSE FACULTY

1. Provide information to students about potential BCP internship opportunities at CBOs.
2. Assist students and CBOs in finding a good match between student, CBO, and project.
3. Assist the student in clarifying the educational goals for the practicum, as documented in their educational plan.
4. Respond to the needs of the student and CBO during the internship.
5. Inform the CBO of any feedback received from students and faculty that have worked with the CBO.
6. Evaluate the student's performance in collaboration with CBO preceptors.
7. Evaluate the quality of the service-learning associated with the practicum in collaboration with the CBO preceptor and the student.
8. Make modifications in future curricula to address educational problems identified in evaluation of the practicum.

The following section is a *Step-by-Step Guide* for submitting a project proposal through the School's **Practicum Opportunity Site (POS)**.

The guide includes screenshots, and helpful tips.
NOTE: Some minor modifications to the POS site are not reflected in the guide.

First-time preceptors must first REGISTER with the site and then create a new placement opportunity. Returning preceptors can log-in (click on Forgot Password, as needed).

Be sure to select that the proposal being submitted is for the "Baltimore Community Practicum."

INFO TO KEEP IN MIND WHEN SUBMITTING ONLINE:

- **4 hours per week is recommended** (or 8 hours)
- **START and END DATES:** 10/27/2026 - 3/19/2027
- **Deadline Date:** Select "There is a specific deadline date" and enter: 9/16/2026. The link to the student application will be added by course director later.

<https://pos.publichealth.jhu.edu>

A Step-by-Step Guide for Baltimore Community Practicum

Submitting a Project Proposal through the Practicum Opportunity Site (POS)

Introductory Note to Preceptors (p. 1)

Step 0: Decide to be a Preceptor (p. 1)

Step 1: Create a New Registration (p. 1)

Step 2: Fill out Basic Information for Registration (p. 2)

Step 2 continued: Successful Registration (p. 3)

Step 3: Create a New Placement Opportunity (p. 3)

Step 4: Fill Out Details of your Placement Opportunity (p. 4 – 7)

Step 4 continued: Save your Work for Later (p. 7)

Step 5: Preview your Submission (p. 8)

Step 6: Submit your Placement Opportunity (p. 9)

Now What? (p. 9)

If your Placement Opportunity Submission is “Approved”... (p. 10)

If your Placement Opportunity Submission is “Rejected”... (p. 10)

If your Placement Opportunity Submission “Needs Editing”... (p. 11)

Dear Prospective Baltimore Community Practicum Course (BCP) Preceptors,

Thank you for your interest in serving as a preceptor for the **Baltimore Community Practicum** course at the Johns Hopkins Bloomberg School of Public Health! The Placement Opportunities System (POS) is the Bloomberg School's online portal which streamlines the project proposal submission and matching process for students, course directors, and preceptors.

This step-by-step guide is meant to walk you through the online submission of a project proposal through the online system.

Please do not hesitate to contact Mindi Levin at SOURCE (by email at mlevin@jhu.edu; or by phone at 410-955-3880; personal cell: 443-801-3038) if you have any questions about the course, the nature of the project(s) you are proposing, the role(s) of the preceptor, the online system itself or need additional help in troubleshooting!



Step 0:

Decide to Be a Preceptor

Review Preceptor information and Course information and identify a project of appropriate scope. **Contact SOURCE if you have questions about this!**

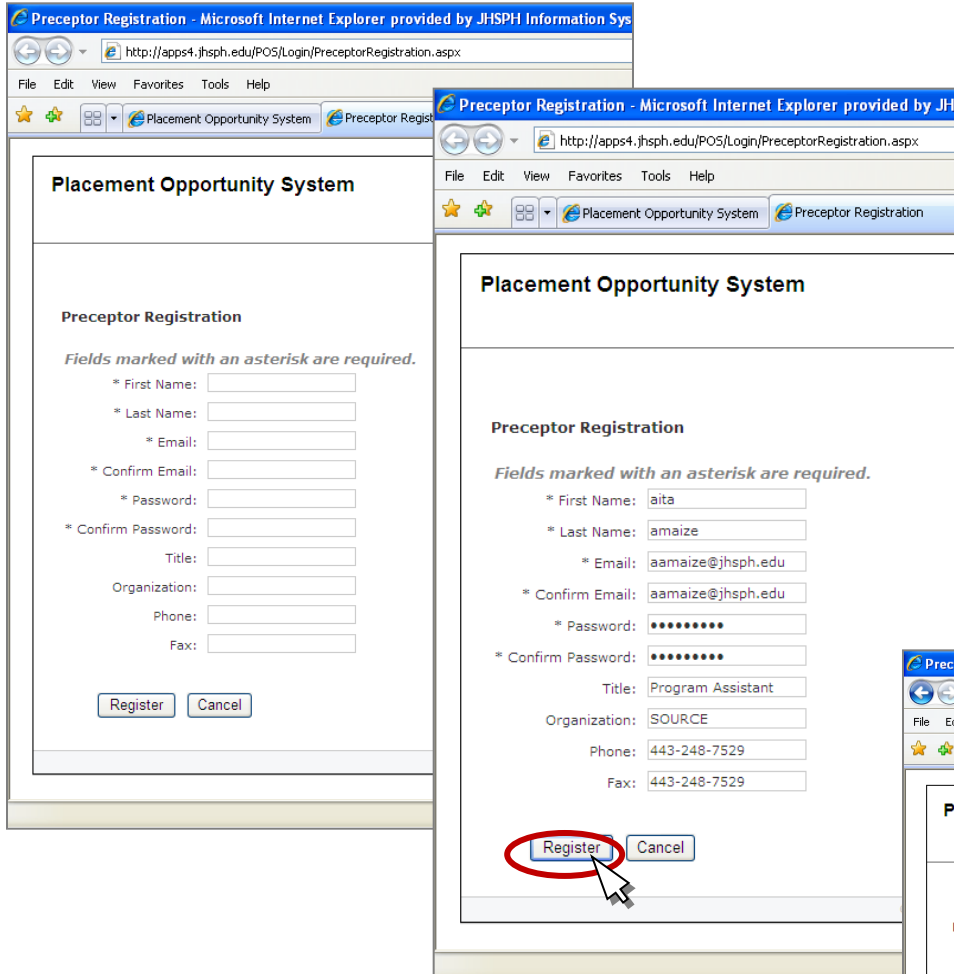
Confirm that this is indeed an opportunity that would fit your organization given the course timeline and time commitment of a student intern. Confirm that there will be a committed preceptor to serve as a mentor to the student intern(s) and be mindful of transportation needs of students (often limited to public transportation). **Also contact SOURCE if you have questions about this!**

Step 1: Create a New Registration

Go to the Placement Opportunity System URL:

<https://pos.publichealth.jhu.edu>

Click on **“Preceptor Registration”**.



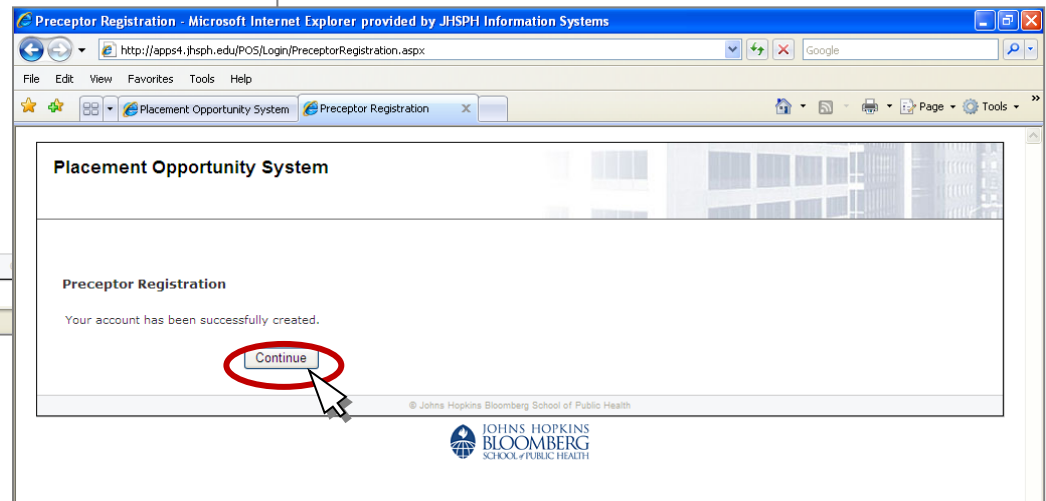
Step 2: Fill out Basic Information for Registration

Fill in important information about yourself such as Name, Email, Password, Title, Organization name and Contact Information.

Fields marked with an asterisk (*) are REQUIRED.

When done, click **“Register”**. This creates your registration. The next screen will confirm that “Your account has been successfully created.”

Click on **“Continue”** to proceed.



Step 2 continued:

Check Confirmation Email → Successful Registration

You will receive an email from PlacementOpportunity@jhsp.edu that confirms your registration (at right). It will also include your user name and password.

Step 3:

Create a New Placement Opportunity

After you have successfully registered, you will be taken to this screen below. Click **“Create New Opportunity”** to begin submitting your project proposal. Also notice the three navigation tabs across the top left: **“Home”**, **“Profile”**, and **“Password”**; and the **“Logout”** button on the top right above the name you entered in Step 1.

Navigation Tabs:

“Home”

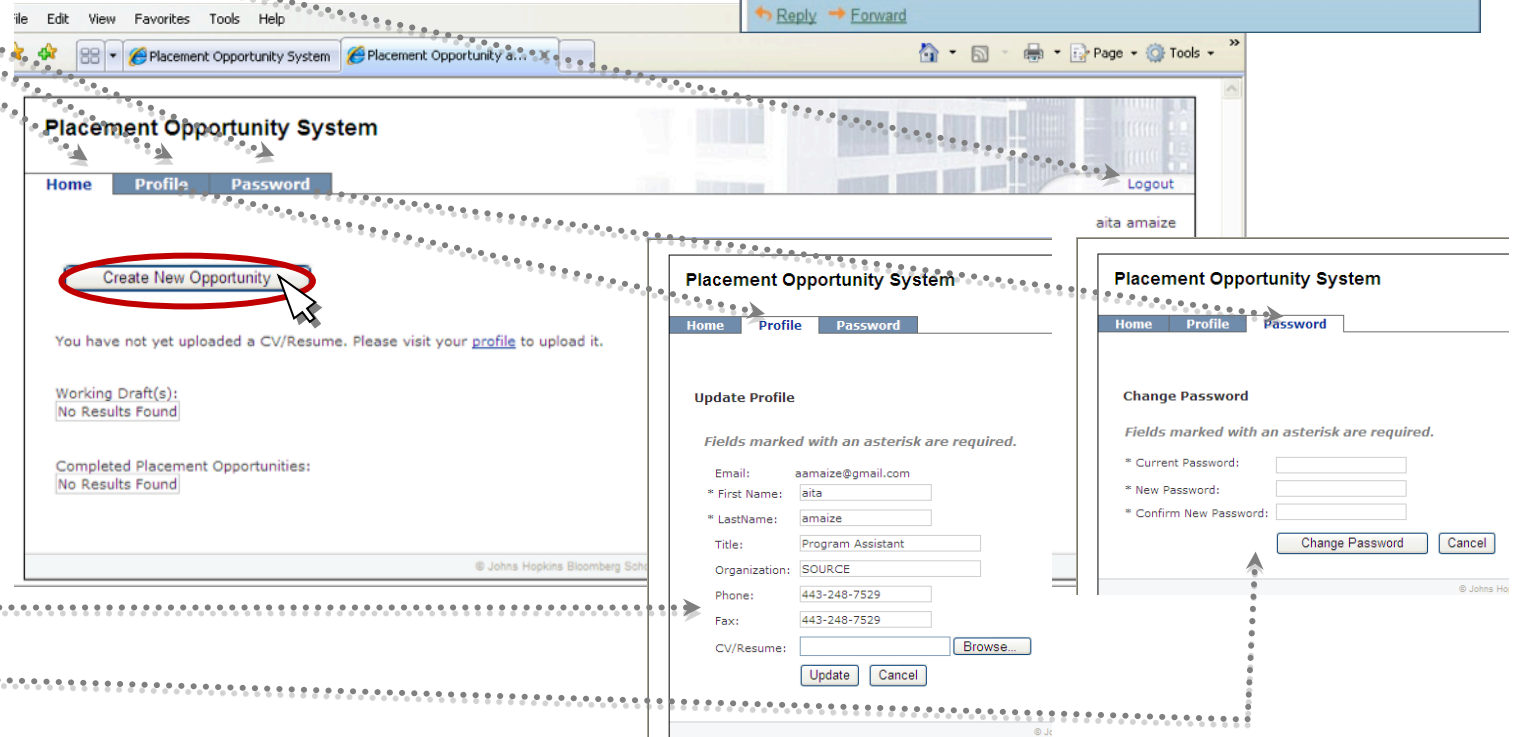
This is your dashboard. Here you will be able to create a new opportunity, view working drafts of opportunities that are drafts “in progress”, and also view completed placement opportunities.

“Profile”

Here you can update your profile and submit a CV/Resume if you’d like.

“Password”

Here you can change your password.



Step 4:

Fill Out Details of your Placement Opportunity

Fill in important information about the Placement Opportunity you are proposing for students. Fields marked with an asterisk (*) are REQUIRED. The next pages list the questions asked in the Placement Opportunity system. Skip to page 7 of this guide to learn how to save your work and come back to it.

Placement Opportunity and Agreement

Fields marked with an asterisk are required.

* Proposal For: **BE SURE TO SELECT BALTIMORE COMMUNITY PRACTICUM from the list!**

Name of Agency/Administration/Office:

Purpose/Mission of Agency/Administration/Office:

* Project Title:

Project Description:

Project Goals:

Primary Responsibilities of the intern:

Examples of work the intern could accomplish during the placement (*Please give a clear sense of the type of work that a student could expect to do, recognizing that student and preceptor may re-negotiate specific details as the practicum experience unfolds*):

Please check which of the practice activities you anticipate being accomplished through the internship:

- | | |
|--|---|
| <input type="checkbox"/> Administer Survey or Conduct Interviews | <input type="checkbox"/> Develop Database or Information System |
| <input type="checkbox"/> Advocacy | <input type="checkbox"/> Develop Policy Recommendations |
| <input type="checkbox"/> Analyze Data (Primary or Secondary) | <input type="checkbox"/> Develop Survey |
| <input type="checkbox"/> Assist with Planning | <input type="checkbox"/> Evaluate Program |
| <input type="checkbox"/> Attend Inter and/or Intra Agency Meetings | <input type="checkbox"/> Implement Program |
| <input type="checkbox"/> Community Organizing | <input type="checkbox"/> Outreach Campaign/Marketing |

- Conduct Health Education classes
- Curriculum Development
- Design Programs

- Review Literature
- Write Report
- Write Grant

Skills needed by the intern to complete this project:

Number of interns needed for this project: **Only 1 student per project**

Minimum time commitment needed for one intern:
hours/weeks (Enter either 4 hours per week (preferred) or 8 hrs per week to match with BCP course)

Expected START DATE for placement: **10/27/2026**

Expected END DATE for placement: **3/19/2027**

Anticipated Total Practicum Hours: **100 hours**

IMPORTANT QUESTIONS! Must answer these!

Do you intend to have a student work with data that will be collected or already has been collected through interactions with individual people (e.g., survey or interview) or groups of people (e.g., group interviews or focus groups)?

Yes No

Does the data you intend the student to work with already exist? Yes No

Is the data you intend the student to work with available to anyone in the general public (e.g. US Census data, or data posted on a website or printed)? Yes No

What is the goal of the project for which you intend the student to be involved in data collection?:
 ___ Results/findings/outcomes to be replicable (or adapted for use) in other agencies or populations (e.g. publication, presented as best practices)
 ___ Internal program evaluation (i.e., to improve services offered by organization)
 ___ Public relations (e.g., share "success stories", promote need for the program)
 ___ For outreach/education to clients (e.g., fact sheets, brochures, videos)
 ___ Other, please describe:

LOCATION AND TRAVEL (Please be clear and specific for students unfamiliar with Baltimore)

What is the location/address where the intern will be primarily working:

Street:

City:

State:

Zip:

Location (please select all that apply):

- Primarily Onsite at Organization
- Some Onsite Work and Offsite Work
- Remote Work Acceptable

Preference

Select Your Preferred Working Arrangement Here

Please specify the routes that can be used to access your organization (exact numbers/names for JHU shuttle stop, bus, metro, light rail, etc.):

Will you be the primary preceptor for the student's project?

Yes No

Please enter the primary preceptor's contact information.

Name

Title

E-mail

Phone

Has the primary preceptor reviewed and agreed to the [responsibilities of being a preceptor for JHSPH](#)

Yes No

Will the primary preceptor provide the student ongoing feedback and practicum guidance?

Yes No

Are there any possible concerns or additional information about your organization/project that you would like to share with students?

Application Procedure (Provide details on how the student will apply for the practicum– e.g. materials requested from the student, such as a cover letter and resume, contact information for the student to submit their materials to, etc.):

Leave Blank! Course Director will update this information!

Organization URL (e.g. <http://www.jhsph.edu>):

Deadline Date:

There is a specific deadline date.

Application can remain open until filled (students will be able to view the application until you tell the program manager to remove it).

Enter Application Deadline – September 16, 2026 :

Step 4 continued:

Save your Work for Later

To save your work and return to it later, simply scroll to the end of the page and click **“Save as Draft”**.

Your project will then appear under the “Working Drafts” section of the dashboard in the “Home” Navigation tab. When you are ready to return, simply click on the working draft and continue filling in the information.

Step 5:

Preview your Submission

After you have finished filling in important information regarding your placement opportunity, click **“Preview Submission”** to review your proposal. If any required fields (those marked with an asterisk [*]) have not been filled in, you will get the above alert reminding you to go back and fill in those values (e.g. *“You must select a value for ‘Proposal For’.* *‘Project Title is required.’*).

After successfully completing all the required information, you will be taken to the screen at the right for one last review before submitting your proposal to the course directors. The instructions are as follows: *“Your placement opportunity has not been submitted! Please verify all of the information and click ‘Submit for*

The screenshot shows a web browser window titled "Review Placement Opportunity and Agreement - Microsoft Internet Explorer provided by JHSPH Information Systems". The address bar shows the URL "http://apps4.jhspsh.edu/POS/PlacementOppStatic.aspx". The browser's menu bar includes "File", "Edit", "View", "Favorites", "Tools", and "Help". The page content is titled "Placement Opportunity System" and includes a navigation menu with "Home", "Profile", and "Password" tabs, and a "Logout" link. The user's name "aita amaize" is visible in the top right. The main heading is "Review Placement Opportunity and Agreement". A red alert message states: "Your placement opportunity has not been submitted! Please verify all of the information and click 'Submit for Review/Approval' below to complete your submission." Below the alert, the following information is displayed: "Proposal For: Baltimore Community Practicum", "Name of Agency/Administration/Office:", "Purpose/Mission of Agency/Administration/Office:", and "Project Title: test". At the bottom of the page, there is a text prompt: "Please list any LIMITATIONS. What challenges might you see that need to be addressed for a successful student experience/project: (political or administrative barriers or time constraints?)" and three buttons: "Make Revisions", "Submit for Review/Approval", and "Cancel". The "Make Revisions" button is circled in red.

Step 6:

Submit your Placement Opportunity

After you have reviewed your work and made any necessary changes, you are now ready to submit your placement opportunity. Click “**Submit for Review/Approval**”.

Your project will now appear under the “Completed Placement Opportunities” section of the dashboard in the “Home” Navigation tab. The Status column will list your project as “Pending Review” by the course directors.

You will also receive an email from PlacementOpportunity@jhsphe.edu that confirms that your placement opportunity has been submitted for review.

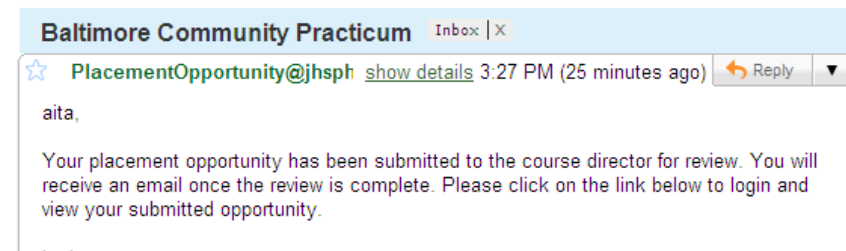
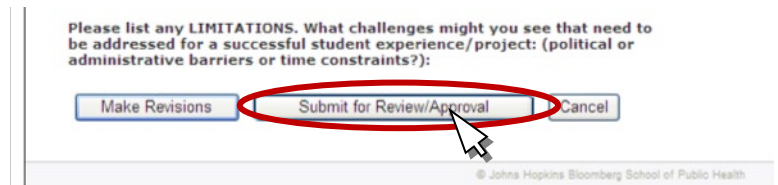
Now What?

After you have submitted your placement opportunity, give the course directors some time review your submission. The review process can yield one of three outcomes, and you will be notified by email:

1. Approved: your submission has been approved for the course. No further edits are necessary. The course directors will follow up with next steps of the matching process as students register for the course.

2. Rejected: your submission has been rejected for this year’s course. There may be other ways your organization can partner with SOURCE and we are happy to explore those other options with you.

3. Needs Editing: your submission needs modification before it can be approved for the course. You will need to log back in to the Placement Opportunity System and make some edits as specified by the course directors. After you have resubmitted the edited version, the course directors will review



If your Placement Opportunity Submission is “Approved”...

You will receive an email notification. This will also be reflected in the “Status” column under the “Completed Placement Opportunities” section of the dashboard in the “Home” Navigation tab. The course directors will follow up with next steps of the matching process as students register for the course. No further action is needed until the interviews by phone or in-person. These will help match the students to the specific placements.

Your Placement Opportunity Has Been Approved as an Offering at JHSPH Inbox | X

★ PlacementOpportunity@jhsp| [show details](#) 3:35 PM (19 minutes ago) [Reply](#)

Congratulations. The placement opportunity - test - that you submitted has been approved by the course director(s). This opportunity will now be available for review by students at the Johns Hopkins Bloomberg School of Public Health. The course director(s) will be in touch with specific details about the process.

[Reply](#) [Forward](#)

If your Placement Opportunity Submission is “Rejected”...

You will receive an email notification. This will also be reflected in the “Status” column under the “Completed Placement Opportunities” section of the dashboard in the “Home” Navigation tab. There may be other ways your organization can partner with SOURCE (such as “The Connection” community consultant group, independent capstone experiences for students, etc.) and we are happy to explore those other options with you.

Your Placement Opportunity Has Been Rejected as an Offering at JHSPH Inbox | X

★ PlacementOpportunity@jhsp.h.e [show details](#) 3:32 PM (20 minutes ago) [Reply](#)

Thank you for submitting the placement opportunity - test - to the Johns Hopkins Bloomberg School of Public Health. The course director(s) has reviewed the project proposal, but has determined that the project is not an appropriate fit for the course at this time. The project, as submitted, would require more than minor revisions and edits in order to fit the goals and objectives of the course. For more information and clarification, please follow up directly with the course director(s).

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Working Draft(s):
No Results Found

Completed Placement Opportunities:

Project Title	Status	Create Date
test (346)	Approved	8/4/2009
test (345)	Rejected	8/4/2009

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If your Placement Opportunity Submission “Needs Editing”...

You will receive an email notification. This will also be reflected in the “Status” column under the “Completed Placement Opportunities” section of the dashboard in the “Home” Navigation tab. Your submission needs modification before it can be approved for the course. You will need to log back in to the Placement Opportunity System to view the comments of the course director(s) and make some edits as specified. There is also the option to Delete the project and start all over again by clicking on the trashcan icon. The system will prompt you to make sure that is indeed what you want to do, so be careful!

Please do not hesitate to contact SOURCE if you have any questions regarding the course directors’ comments. After you have resubmitted an edited version (follow Steps 4 through 6 – the project will again be “Pending Review”), the course directors will review the submission again to determine whether it can be approved for the course.

Your Placement Opportunity Requires Edits Before It Can Be Approved by JHSPH Inbox | X

☆ from PlacementOpportunity@jhsp.edu [hide details](#) 3:29 PM (22 minutes ago)
to aamaize@gmail.com
cc aamaize@jhsp.edu
date Tue, Aug 4, 2009 at 3:29 PM
subject Your Placement Opportunity Requires Edits Before It Can Be Approved by JHSPH
mailed-by jhsp.edu

Thank you for submitting the placement opportunity - test - to the Johns Hopkins Bloomberg School of Public Health. The course director(s) has reviewed the project proposal, but has determined that the project requires modifications in order to meet the goals and objectives of the course. Please log back in to the Placement Opportunities System, located at: <http://apps4.jhsp.edu/POS/Login.aspx> to review the suggested modifications. You will have an opportunity to resubmit for final approval. If you have additional questions, please follow up directly with the course director(s).

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Working Draft(s):

Project Title	Status	Create Date	Delete
test (344)	Needs Editing	8/4/2009	

Completed Placement Opportunities:

Project Title	Status	Create Date
test (345)	Pending Review	8/4/2009

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QUESTIONS?
Contact SOURCE!