

## CURRICULUM

### Core Courses | 15 units

HA 201	Principles of Hospital Organization and Management	2
HA 202	Organization and Administration of Clinical/Ancillary Services/ Departments	2
HA 204	Hospital Planning, Design & Maintenance	2
HA 205	Hospital Information System	2
HA 206	Hospital Accounting	2
HA 207	Financial Management	2
HA 280.1	Supervised Practice in Hospital Administration	1
HA 280.2	Hospital Management Study	2

### Other Required Courses | 14 units

HPAd 201	Principles of Health Administration	2
HPAd 202	Practice of Health Administration	2
HPAd 203	Public Health Methods	2
HPAd 209	Health Services Research	2
Biostat 201	Fundamentals of Biostatistics I	3
Epi 201	Principles of Epidemiology	3

### Electives

The required minimum number of units for electives:

Plan A: 3 units (+ 6 units thesis) HA300

Plan B: 6 units (+ 3 units special study) HPAd 290

Plan C: 9 units (+ Comprehensive Examination)

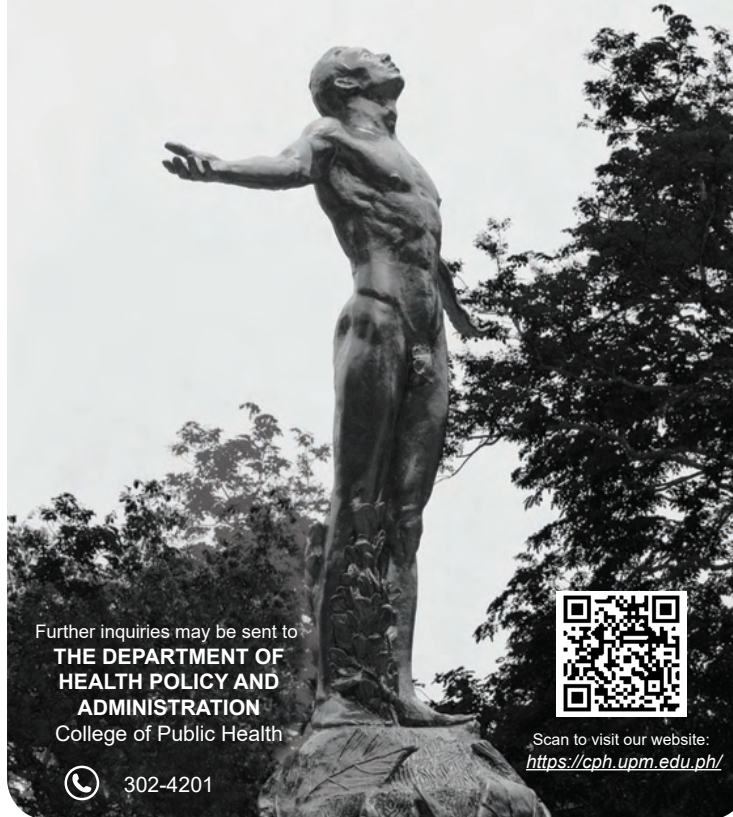
**Total Units 38**

### CERTIFICATE OF HOSPITAL ADMINISTRATION (CHA)

- Awarded to students who have complied with all of the requirements of MHA except the general weighted average (GWA)
- General weighted average of "3.00" or better provided there is no grade of "5.0" in any course taken

### CERTIFICATE OF ATTENDANCE IN HOSPITAL ADMINISTRATION

A certificate of attendance will be issued once a grade of 5.00 has been received by the student in any subject.



Further inquiries may be sent to

**THE DEPARTMENT OF  
HEALTH POLICY AND  
ADMINISTRATION**  
College of Public Health

302-4201



Scan to visit our website:  
<https://cph.upm.edu.ph/>

### CONTACT US

Application forms may be obtained from and returned to:

**THE DIRECTOR  
NATIONAL GRADUATE OFFICE FOR THE HEALTH SCIENCES**

(632) 88141 247  
(632) 88141 248

National Graduate Office  
for the Health Sciences

upm-ngohs@up.edu.ph

ngohs.upm.edu.ph



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S. 2023

COLLEGE OF  
**PUBLIC HEALTH**



**MASTER OF  
HOSPITAL ADMINISTRATION**





## ACADEMIC INFORMATION

### Schedule of Semesters:

1st Semester: August to December

2nd Semester: January to May

Short Session: June and July (6 weeks)

*\*\*English is generally used as the medium of instruction.*

### Number of Units:

Full-time: 12-15 units/semester

Part-time: 3-6 units/semester

Midyear: 6 units

### Fees:

Tuition Fee: P990.00/unit

Library Fee: P1,050.00

Other Fees: P350.00/semester

Processing Fee: P300.00

### Additional Fees for Foreign Applicants:

Processing Fee: US\$ 30.00

Educational Development Fund: US\$ 500.00

(US\$100.00 for residency only)/semester

*\*\*Average Tuition Fee for 15 units is P16,250.00*

### Submission of Applications:

1st Semester: February until the last working day of April

2nd Semester: September until the last working day of October

### The following are the grade requirements for each student to be of good standing in the program:

- 1) General weighted average of 2.00 or better;
- 2) Weighted average of 2.00 or better for the major/required courses; and
- 3) No grade of 5.00 in any academic course.

*\*\*A maximum of 5 years is given to a student to finish the program.*

### Mode of programme offering:

1. Regular
2. Saturday Class

*Living accommodations for students may be provided in privately-owned housing units/dorms/apartment hotels. Dorms offer lodging and/or board. There are privately-owned eateries around the school.*



## PROGRAM DESCRIPTION

The Master of Hospital Administration program is created to provide the students with the basic knowledge, concepts and principles in the field of healthcare administration with emphasis on hospital/health care organizations. It also aims to develop proper attitudes and skills to manage a hospital efficiently and effectively.

## PROGRAM OBJECTIVE

At the end of the MHA program, the student should be able to:

- Analyze the role of the hospital in the health care system of the country;
- Assume the role of the administrator who is responsible for;
- Delivering quality patient care;
- Generating resources and utilizing them effectively and efficiently;
- Establishing an effective working relationship with agencies and the community;
- Identifying, preventing and evaluating administrative problems;
- Improve self and serve as a change agent;
- Conduct research in the field of administration and encourage; and
- Colleagues and staff to do research in their respective fields



SCAN TO DOWNLOAD APPLICATION



## ADMISSION REQUIREMENTS CHECKLIST

### The following are the minimum NGOHS requirements:

1. Good scholastic record from any recognized institution of higher learning.
2. At least 1-year of work experience in the related field.
3. Duly accomplished Application Form (downloadable through the NGOHS website: [ngohs.upm.edu.ph](http://ngohs.upm.edu.ph))
4. Comply with the General requirements found on the 2nd page of the Application Form (UPM-NGS-OP-01F1)

### Graduation Requirements:

- Residency of at least 1 full academic year immediately prior to the granting of the degree.
- Completion of a minimum of 34 units of formal courses (11 units of core courses, 13 units of major courses, 10 units of electives)
- Plan A– at least 32 units of formal courses and 6 units of thesis.
- Plan B – at least 35 units formal courses and 3 units special study.
- Plan C – at least 38 units formal courses and passing the written comprehensive examination.
- A GWA of 2.00 or better in all courses taken, provided there is no grade of 5.00 in any of them. If the weighted average of 2.00 is not attained, either the Certificate of Hospital Administration or Certificate of Attendance in Hospital Administration may be given.