

MEMORANDUM OF UNDERSTANDING

Made this 11/07/2025 (Effective Date) by and between SUNY Downstate Health Sciences University School of Public Health (“SUNY Downstate School of Public Health”) and CUNY Brooklyn College. This Memorandum of Understanding (MOU) establishes a process and procedure to promote the easy transition of select students from various baccalaureate degree programs offered through CUNY Brooklyn College to the Master of Healthcare Administration (“MHA”) degree program at SUNY Downstate School of Public Health.

ARTICLE 1 **OBJECTIVES**

1. To attract qualified students at CUNY Brooklyn College to pursue an MHA degree at the SUNY Downstate School of Public Health.
2. To create a pathway for qualified graduates with a Bachelor of Science degree in one of the majors offered at CUNY Brooklyn College to receive priority consideration for admission into the MHA degree program at the SUNY Downstate School of Public Health.
3. To attract a qualified group of graduates from CUNY Brooklyn College to SUNY Downstate School of Public Health.

ARTICLE 2 **TERMS**

1. Students from CUNY Brooklyn College who meet the admission criteria for the MHA degree program as listed on the SUNY Downstate School of Public Health website (<https://www.downstate.edu/education-training/school-of-public-health/programs/master-of-public-health/admissions.html>) at the time of application and the academic criteria listed in “Addendum A” of this MOU, will be given priority consideration for admission.
2. Each applicant for priority consideration must submit a completed application with all required supporting documents by June 1st for the Summer semester, August 1st for the Fall semester, and January 1st for the Spring semester. Applicants who apply after the specified dates will be considered on a space-available basis. Application fees will be waived for students with completed applications received by the priority deadline.
3. Qualified applicants who have earned a cumulative grade point average (GPA) of 3.0 or higher at CUNY Brooklyn College will be exempt from submitting standardized exam scores.
4. One of the required letters of recommendation for CUNY Brooklyn College priority considerations applicants must be from a faculty member.

5. Once an application has been submitted, the Assistant Dean for Enrollment and Student Affairs (or his/her designee) at the SUNY Downstate School of Public Health will review to ensure that all the necessary application documents have been received. Completed applications will then be forwarded to the Admissions Committee for priority review.
6. The parties acknowledge that the SUNY Downstate School of Public Health may from time to time modify or change its admission criteria. Nothing herein will limit or restrict SUNY Downstate School of Public Health's ability to do so.

ARTICLE 3

REVIEW AND REVISION

1. This agreement contains all the terms and conditions agreed upon by the parties. No other agreement exists, oral or otherwise, regarding the subject matter in this agreement.
2. If there are any substantive changes in the program(s) of either institution, the parties agree that there will be further negotiations between the appropriate faculty and administrators at both institutions. At the request of either party, a review of this MOU will be conducted by both institutions.
3. Any modifications to the program, or changes or amendments to this MOU must be made in writing, and signed by both parties.

ARTICLE 4

TERM

1. This MOU will commence on the Effective Date and terminate on 11/07/2030. This MOU may be renewed for an additional five (5) -year term by a subsequent written MOU, signed by both parties.
2. Either party may terminate this MOU, in writing, at least one hundred eighty (180) days from the effective date of termination by giving notice to the respective representative of the other party as identified below. CUNY Brooklyn College students who have already been accepted into the MHA program at SUNY Downstate School of Public Health shall not be affected by the termination of this MOU.

ARTICLE 5

NOTICES

All notices required by this Agreement shall be delivered by certified mail with tracking kept on record, overnight mail with tracking kept on record, or email with email saved to the following:

To SUNY Downstate School of Public Health:

Kitaw Demissie, MD, PhD
Dean, School of Public Health
SUNY Downstate Health Sciences University
450 Clarkson Avenue, MSC 43
Brooklyn, NY 11203
kitaw.demissie@downstate.edu

To CUNY Brooklyn College

April Bedford, PhD
Provost and Senior Vice President for Academic Affairs
(718) 951-5864
provostoffice@brooklyn.cuny.edu

ARTICLE 6 **SEVERABILITY**

If any provision in this agreement is held to be unenforceable by a court or law or arbitrator, then the agreement will be construed as if such provision did not exist and the nonenforceability of such provision will not be held to render any other provision of this agreement unenforceable.

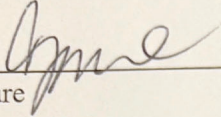
ARTICLE 7 **MISCELLANEOUS**

All actions and programs provided under this agreement shall be performed in accordance with all federal, state, and local law.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the dates appearing below their respective signatures.

Dean, SUNY Downstate School of Public Health

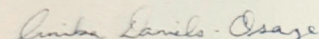
Name: Kitaw Demissie, MD, PhD


Signature

11-18-25
Date

**Authorized Liaison from
SUNY Downstate School of Public Health**

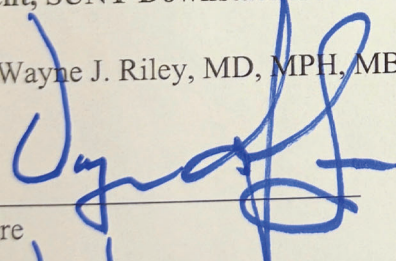
Name: Anika Daniels-Osaze, EdD, MPH
Title: Associate Dean for Education


Signature

11/10/25
Date

President, SUNY Downstate Health Sciences University

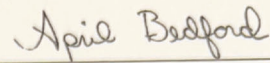
Name: Wayne J. Riley, MD, MPH, MBA, MACP


Signature

11/18/25
Date

**Provost and Senior Vice President for
Academic Affairs**

Name: April Bedford, PhD

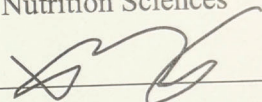

Signature

11/10/2025
Date

**Authorized Liaison from CUNY Brooklyn
College**

Name: XinYin Jiang, PhD

Title: Professor, Chair of The Department of
Health and Nutrition Sciences


Signature

11/7/2025
Date

Addendum A
Admission Criteria

1. A Bachelor of Science degree in one of the majors offered through CUNY Brooklyn College
2. A minimum cumulative grade point average of 3.0 on a 4.0 scale is preferred.
3. A letter of recommendation from a CUNY Brooklyn College faculty member.