

## School of Health Information Science (COMB) Combined Academic Program

When duly approved and signed, this form constitutes a formal agreement between the School and the Student and is the last requirement prior to your admission to the Program. It is the responsibility of the Student to ensure that all details of the Program are adhered to, in terms of courses, work-terms and their sequencing. Any unauthorized deviation from the prescribed model program may result in delayed graduation.

### AGREEMENT

I understand

- a) that this is a full-time program with a normal course load of 7.5 units per academic term, and that registering for less than 6.0 units per academic term may result in my dismissal from the program;
- b) that I am required to maintain a GPA of  $\geq 4.0$  to remain in the program; and that a graduating GPA of  $\geq 4.0$  is required for graduation;
- c) that Health Information Science is a mandatory Co-op program and that the completion of three work terms as scheduled is required to complete the program;
- d) that, as Co-op work term placement in the Victoria area cannot be guaranteed, I will be required to apply for and accept positions outside of Victoria in order to meet the work term requirement. Refusal to meet the work term conditions by not applying for, or accepting, available positions may be cause for dismissal from the program;
- e) students resigning prematurely from a co-op work term without due cause are subject to dismissal from the program;
- f) all students are required to attend the compulsory HINF New Student Orientation in their first year of admission to the program;
- g) that important academic information is available in the [academic calendar](#) and on the undergraduate section of the [School's website](#)

The HINF curriculum assumes students have **unrestricted access** to a computer with word-processing, spreadsheet and internet access. When using University computer equipment students **MUST** adhere to the [acceptable use of electronic information resources, Policy IM7200](#). As the timely delivery of computer-processed assignments is mandatory, ownership/access to a computer is required for all HINF students.

I herewith accept these requirements and confirm that I wish to enroll as a full-time student in the School of Health Information Science.

STUDENT NAME:

STUDENT NUMBER:

DATE:

SIGNATURE:

**STUDENTS ARE RESPONSIBLE FOR MAINTAINING A CURRENT MAILING ADDRESS AND EMAIL ADDRESS ON MY PAGE; MAIL SENT TO THE ADDRESS ON FILE WILL BE DEEMED TO HAVE BEEN DELIVERED.**

### IMPORTANT

**You will not be registered in the Health Information Science Program nor authorized to register in HINF courses, nor be able to take part in the work term process until this form is completed, signed and returned. All students must complete HINF 202, Introduction to Professional Practice in order to take part in the work term process. You are responsible for ensuring your degree program requirements are met. Retain a copy of this form for your records.**

**For Department Use: Student has been declared**

DATE:

HIS representative