

**FACULTY OF HEALTH  
 CERTIFICATE IN HEALTH INFORMATICS  
 STUDY PLAN CHECKLIST (Effective 2009)**

**Note 1:** For students registered in the certificate, additional prerequisites that are not part of the certificate course requirements are waived.

**Note 2:** AK/ITEC 1000 3.00, HH/HLST 2040 3.00 and HH/NURS 3230 3.00 must be completed before taking electives or 4000 level courses.

**Note 3:** A student may acquire as many certificates as desired as long as at least 18 credits in each certificate acquired are unique to the specific certificate.

	<b>COMPLETE/ INCOMPLETE</b>	<b>GRADE</b>	<b>PREVIOUS INSTITUTIONS</b>
<b>30 CREDITS REQUIRED INCLUDING:</b>			
<b>CORE REQUIREMENTS - 18 CREDITS:</b>			
AK/ITEC 1000 3.00			
HH/HLST 2040 3.00			
HH/HLST 3310 3.00			
HH/HLST 4320 3.00			
HH/HLST 3320 3.00/HH/NURS 3230 3.00/ITEC 3220 3.0			
HLST 4300 3.0/HH/NURS 4200 3.00			
<b>ELECTIVE REQUIREMENTS - 12 CREDITS CHOSEN FROM THE FOLLOWING:</b>			
ADMS 2511 3.00			
HH/HLST 3341 3.00 ;			
HH/HLST 4310 3.00 or AK/ITEC 3010 3.00;			
HH/HLST 4330 3.00;			
HH/HLST 4340 3.00;			
ITEC 1620 3.0			
ITEC 1630 3.0			
ITEC 3020 3.0			
AK/ITEC 3210 3.00;			
ITEC 3230 3.0			
AK/ITEC 4010 3.00;			
AK/ITEC 4040 3.00;			
HH/NURS 3220 3.00;			
NURS 3210 3.0			
NURS 3220 3.0			
HH/NURS 4210 3.00.			
Or other courses as approved in writing by the Coordinator			

## MINIMUM FACULTY CERTIFICATE REQUIREMENTS

**IMPORTANT NOTE:** A Study Plan Checklist is an aid for planning courses only and should be used in conjunction with the calendar. It is **NOT** a substitute for the calendar. Certificate requirements are subject to change. Every effort has been made to ensure that the study plan checklist and the York Undergraduate Calendar reflect the most recent changes. There may be instances when what is published does not reflect the most current University policy. In such instances, when the published versions of policies or regulations differ from what has been most recently approved by Senate, the latter will prevail. It is the responsibility of the student to take the correct courses and ensure **ALL** certificate program requirements are met.

**Admission:** The requirements for admission to a certificate are the same as those for admission to a degree. Refer to the undergraduate calendar for admission details. Students seeking direct entry to a certificate program must submit written application for admission when applying for admission to the University.

Students already enrolled in an undergraduate degree program are also expected to apply for admission to a certificate program, normally prior to completion of 36 credits of their undergraduate degree program. Applications should be obtained from, and filed with, the academic unit administering the certificate program.

**The Pass/Fail Alternative Grading Option:** This option may **not** be used for courses taken to satisfy certificate requirements.

**Prerequisite courses:** Some courses may have prerequisites which will increase the number of courses required for the certificate.

**Academic Standing:** Except where otherwise stated a cumulative grade point average of 4.0 is required to satisfy certificate requirements.  
(Students planning to complete a degree should note the higher standing required.)

**Transfer Credit:** Transfer credit (advanced standing) may be granted for work above the 18 credit program requirement in accordance with certificate requirements and using the minimum academic standards applied to transfer credits for degrees.

**To receive a Certificate:** Students must apply to graduate with a certificate, prior to the published deadline. Applications must be submitted to the academic unit administering the certificate. Students who are registered in a degree program and a certificate program must meet the requirements for graduation in both programs to be eligible to receive the certificate.

Exception: Students who were admitted to a certificate prior to Fall 2005. The Faculty does not award certificates retroactively.

**Residency Requirement:** Students must complete at least 18 credits at York University from among the courses required and/or approved by the Certificate program.

**For further information please contact the School of Health Policy and Management, 416-736-5157; Fax: 416-736-5227 or E –mail [shpm@yorku.ca](mailto:shpm@yorku.ca)**

**PLEASE RETAIN THIS STUDY PLAN FOR REFERENCE PURPOSES**