



OFFICE OF THE PRESIDENT

April 5, 2011

Dean Howard Frumkin
School of Public Health
Box 357230

Dear Howie:

Based on the recommendation of its Subcommittee on Admissions and Programs, the Faculty Council on Academic Standards has recommended approval of the revised admission requirements for the Bachelor of Science degree in Health Informatics and Health Information Management. A copy of the change is attached.

I am writing to inform you that the Department of Health Services is authorized to specify these requirements beginning summer quarter 2011.

The new requirements should be incorporated in printed statements and in individual department websites as soon as possible. The *General Catalog* website will be updated accordingly by the Registrar's Office.

Sincerely yours,

A handwritten signature in cursive script that reads "Phyllis".

Phyllis M. Wise
Interim President

Enclosure

cc: Ms. Gretchen Murphy (with enclosure)
Mr. Robert Corbett (with enclosure)
Dr. Deborah H. Wiegand (with enclosure)
Ms. Virjean Edwards (with enclosure HIHIM-20110301)



UNIVERSITY OF WASHINGTON

CREATING AND CHANGING UNDERGRADUATE ACADEMIC PROGRAMS

OFFICE USE ONLY
Control # HIHIM-2011039

After college/school/campus review, send a signed original and 8 copies to the Curriculum Office/FCAS, Box 355850.
For information about when and how to use this form: <http://depts.washington.edu/uwcr/1503instructions.pdf>

College/Campus School of Public Health /Sea	Department/Unit Health Services/HHIM	Date 3/1/11
New Programs <input type="checkbox"/> Leading to a Bachelor of _____ in _____ degree. <input type="checkbox"/> Leading to a Bachelor of _____ degree with a major in _____. <input type="checkbox"/> Leading to a _____ Option within the existing major in _____. <input type="checkbox"/> Leading to a minor in _____.		
Changes to Existing Programs <input checked="" type="checkbox"/> New Admission Requirements for the Major in <u>Health Informatics and Health Inform</u> within the Bachelor of <u>Science</u> . <input checked="" type="checkbox"/> Revised Admission Requirements for the Major in <u>↓</u> within the Bachelor of <u>↓</u> . <input type="checkbox"/> Revised Program Requirements for the Major in _____ within the Bachelor of _____. <input type="checkbox"/> Revised Requirements for the Option in _____ within the major in _____. <input type="checkbox"/> Revised Requirements for the Minor in _____.		
Other Changes <input type="checkbox"/> Change name of program from _____ to _____. <input type="checkbox"/> New or Revised Continuation Policy for _____. <input type="checkbox"/> Eliminate program in _____.		
Proposed Effective Date: Quarter: <input type="checkbox"/> Autumn <input type="checkbox"/> Winter <input type="checkbox"/> Spring <input checked="" type="checkbox"/> Summer Year: 20 <u>11</u>		
Contact Person: Gretchen Murphy	Phone: 543-8810	Email: gcmurphy@uw.edu
		Box: 359455
EXPLANATION OF AND RATIONALE FOR PROPOSED CHANGE For new program, please include any relevant supporting documentation such as student learning outcomes, projected enrollments, letters of support and departmental handouts. (Use additional pages if necessary). <p>The new English requirement for students in the Health Informatics and Health Information Management degree program is being established to strengthen academic requirements for applicants and to support student learning. The HHIM program calls for demonstrated English comprehension and writing skills throughout the curriculum. Business writing skills are developed through assignments and projects; and student learning outcomes can be achieved more effectively when applicants to this program have acquired a strong foundation in English Language proficiency. With projected enrollments for the program expecting to continue to increase based on the market for graduates in this field and growing competition for enrollment, potential students will be better served with English proficiency expectations addressed. This requirement is a benefit to applicants and to the HHIM program.</p>		
OTHER DEPARTMENTS AFFECTED List all departments/units/ or co-accredited programs affected by your new program or changes to your existing program and acquire the signature of the chair/director of each department/unit listed. Attach additional page(s) if necessary. *See online instructions.		
Department/Unit:	Chair/Program Director:	Date:
Department/Unit:	Chair/Program Director:	Date:

CATALOG COPY

Catalog Copy as currently written. Include only sections/paragraphs that would be changed if your request is approved. Please cross out or otherwise highlight any deletions.

See attached Appendix 2.1

PROPOSED CATALOG COPY

Reflecting requested changes (Include exact wording as you wish it to be shown in the printed catalog. Please underline or otherwise highlight any additions. If needed, attach a separate, expanded version of the changes that might appear in department publications).
Please note: all copy will be edited to reflect uniform style in the General Catalog.

See attached Appendix 2.1
Department Admission Requirements #5

APPROVALS

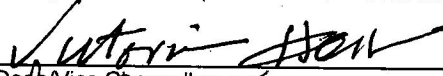
Chair/Program Director:



Date:

2 May 11

College/School/Campus Curriculum Committee:



Date:

3-3-11

Dean/Vice Chancellor:



Date:

3-3-11

Faculty Council on Academic Standards/ General Faculty Organization/Faculty Assembly Chair:



Date:

4/11/2011

POST TRI-CAMPUS APPROVAL (when needed)

Faculty Council on Academic Standards/ General Faculty Organization/Faculty Assembly Chair:

Date:

HEALTH INFORMATICS AND HEALTH INFORMATION MANAGEMENT (HIHIM)

ENGLISH LANGUAGE PROFICIENCY TEST SCORE SHEET

The HIHIM major is very challenging and requires a high level of English reading and writing skills. **All applicants** must complete and include this form in the application packet for admission to the HIHIM program. **Test scores must be less than 6 years old.** Enter the score of the test you have completed and attach a copy of the test results.

LAST NAME	FIRST NAME	MIDDLE INITIAL	UW ID

You may demonstrate English language proficiency by submitting any of the following standardized test scores. For more information on these tests visit the English Language Proficiency Requirement (ELPR) web site: <http://depts.washington.edu/register/students/elpr/>

Available to current UW Students only or by special permission

1 - DELNA

Successfully completing the **DELNA**

test http://www.washington.edu/oea/services/testing_center/exams/delna.html.

Your Score	Minimum Score
	75

Applicants whose first language is not English, or who do not meet the proficiency requirement at the time of application may be allowed to complete this requirement in the summer quarter of program admission. The holistic review of all admission criteria will determine applicants' eligibility for this exception.

2 - Academic English Placement (AEP)

Mark passed or not-passed status on the **UW Academic English Program (AEP) Placement Test** (http://www.washington.edu/oea/services/testing_center/exams/aep.html)

AEP Placement Test Listening

Pass (Yes/No)	Minimum Score
	70%
	Band 7

AEP Placement Test Reading/Writing

Available to all applicants

1 - IELTS – (All applicants may use this test)

IELTS* (No reading/writing sub-score below 6.75)

Your Score	Minimum Score
	7.0

2 - TOEFL – (All applicants may use this test)

TOEFL IBT (No reading/writing sub-score below 23)

TOEFL CBT

TOEFL PBT

Your Score	Minimum Score
	92
	237
	580

U.S. high school graduates

SAT CR

ACT E

Your Score	Minimum Score
	490
	21

No test completed

ENGL 103 (equiv. or higher) earning a minimum grade of 2.0 or better shown on official transcript

APPENDIX 2.1

HIHIM Changes for UW Catalog

Adviser

1100 NE 45th Street, Suite 405, Box 354943

4333 Brooklyn Avenue NE, Box 359455

206-543-8810

hihim@uw.edu

The program in Health Informatics and Health Information Management (HIHIM) offers both a postbaccalaureate certificate and a Bachelor of Science degree (Evening Degree Program).

The program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education, in cooperation with the American Health Information Management Association (AHIMA). Students acquire a sound background in health data systems, organizational theory, computer systems in health care, health information systems analysis, management theory and application, quality assurance theory and application, and finance and legal issues. Upon completion of this program, students are eligible to take the national certification examination for Registered Health Information Administrator.

Postbaccalaureate Certificate

Health Informatics and Health Information Management

~~Health Informatics and Health Information Management Postbaccalaureate Certificate~~

Admission Requirements

Applicants must hold a baccalaureate degree from an accredited college or university with a minimum GPA of 2.50. They must also have taken courses in, or have the requisite knowledge and skills pertaining to, the following: human anatomy and physiology (laboratory course); ~~patho-physiology~~; introduction to basic computer applications such as spreadsheets, data bases, or word processing, or introductory programming; principles of management; statistics (any discipline); and medical terminology.

Certificate Requirements

~~55~~65 credits as follows:

HIHIM 408 (3), HIHIM 409 (4-4), HIHIM 410 (6-5), HIHIM 412 (5), HIHIM 420 (5), HIHIM 421 (5), HIHIM 450 (3), HIHIM 454 (4), HIHIM 455 (5-4), HIHIM 456 (5), HIHIM 460 (3), HIHIM 462 (3-5), HIHIM 470 (3), HIHIM 480 (4-5), HIHIM 407 (3), HIHIM 413 (3).

The program may be completed in either one or two academic years.

For current information, please visit the Health Informatics and Health Information Management Website.

Bachelor of Science

Health Informatics and Health Information Management Major

Suggested First- and Second-Year College Courses: Human anatomy and physiology (laboratory course); ~~patho-physiology~~; introduction to basic computer applications such as spreadsheets, data bases, or word processing, or introductory programming; ~~principles of management~~; statistics (any discipline); English composition; and medical terminology.

Department Admission Requirements

1. Admission to UW Evening Degree Program for summer quarter of planned entry to Health Informatics and Health Information Management (HIHIM)

2. Minimum 90 transferable credits (HIHIM 2-year curriculum plan). Students who have completed a minimum of 120 transferable credits including 70 of the 80 UW General Education required credits are eligible for the 1-year curriculum plan.
3. Completion of the following prerequisites (With the exception of medical terminology, prerequisite courses may be taken at the UW or elsewhere):
 - a. Statistics (one of the following): STAT 220, STAT 311, QMETH 201, PSYCH 315, EDPSY 490, or equivalent. (4-5 credits)
 - b. Anatomy and physiology with laboratory: BIOL 118 and BIOL 119, or equivalent. (6 credits)
 - c. Medical terminology: Not offered at UW. Available at various community colleges. (3-5 credits) See program web site.
4. Grades: Minimum cumulative GPA of 2.50. Minimum cumulative GPA of 2.50 in prerequisite coursework. Minimum 2.0 grade in each prerequisite course.
5. All applicants must demonstrate English language proficiency through English courses or a satisfactory score on a designated English proficiency exam specified on the program web site.
6. Prerequisites must be completed prior to admission, with the following exception: A maximum of one (1) prerequisite course may be in progress during summer quarter. Applicant must include written petition with HIHIM application. Applicant may be considered for conditional admission. Offer of admission to HIHIM is withdrawn if prerequisite is not completed by the end of summer quarter or if prerequisite grade requirement is not met.
7. Admission is once a year, for summer quarter. Admission is competitive; completion of admission requirements guarantees consideration but not acceptance. Application deadline for each year is April 15. The academic summer schedule begins with an introductory course and an optional independent study course.

Program Requirements

1. General Education Requirements (80 credits)
 - a. English Composition and Additional Writing (15 credits): English composition (5 credits); additional writing (W courses) (10 credits)
 - b. Quantitative & Symbolic Reasoning (4-5 credits): Depending on course taken, may be satisfied by the statistics prerequisite requirement.
 - c. Areas of Knowledge (60 credits): Minimum 20 credits each in Visual, Literary, & Performing Arts (VLPA), Individuals & Societies (I&S), and Natural World (NW). (BIOL 118 and BIOL 119 may count toward both the prerequisite and NW requirements.)
2. Program Requirements (57-65 credits)
 - a. Disease concepts (4 credits): HIHIM 409
 - b. Information systems (1-6 15 credits): HIHIM 410, HIHIM 420, HIHIM 421
 - c. Coding and vocabulary (5-8 credits): HIHIM 412, HIHIM 407
 - d. Management (25-30 credits): HIHIM 408, HIHIM 450, HIHIM 454, HIHIM 455, HIHIM 456, HIHIM 470, HIHIM 480, HIHIM 413
 - e. Internships and projects (7-8 credits): HIHIM 460, HIHIM 462, HIHIM 499
3. Additional electives to complete minimum of 180 credits required for a degree.
4. Minimum cumulative 2.00 GPA in core courses and minimum 2.0 grade in individual courses.

2011 HIHIM Application

Use this list to ensure that you have a complete application to the HIHIM Program.

Step 1 Be sure that your e-mail filter will accept email from u.washington.edu or uw.edu addresses. You will receive an email confirmation once your mailed application has been received.

Step 2 Provide complete information for all required fields.

Step 3 Check List

- ☐ **HIHIM Application for Admission**
- ☐ **Transcripts** (One sealed official transcript from ALL non-UW colleges attended)
- ☐ **English Proficiency Scores**
All applicants must complete page 5.
- ☐ **Mailed application postmarked by April 15**
Hand-delivery will not be accepted.
- ☐ **Correct HIHIM mailing address:**
Health Informatics and Health Information Management
4333 Brooklyn Avenue NE, Box 359455
Seattle, WA 98195

Please allow 3-5 business days for mailing.

Late applications due to misdirected mail will not be included in the first review. They may be considered given space availability, provided the applicant submits a petition letter explaining why the application was misrouted.

UNIVERSITY OF WASHINGTON
Health Informatics and Health Information Management
 2011 Application for Admission - **Degree**

Have you attended the University of Washington?		If yes, which campuses?		Student ID
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Bothell	<input type="checkbox"/> Seattle	<input type="checkbox"/> Tacoma
If yes, type the name you used while enrolled, if different than current name:				

CONTACT INFORMATION					
Last Name			First Name		
Mailing Address				Apartment No.	
City	State		Zip Code		Country
Social Security			Date of Birth		
Home Phone		Other Phone		Email Address	

ENROLLMENT PLAN: <i>The HIHM academic year begins on June 20, 2011. One Year study requires 120 UW or transferrable credits earned at the time of application.</i>	
<input type="checkbox"/> One Year	<input type="checkbox"/> Two Year

CURRENT CREDITS: List credits you completed or are registered for in the 2010-11 academic year.		
Quarter	Credits	School
Winter 2011		
Spring 2011		

TRANSFER INFORMATION: Include all colleges you have attended in the past or currently attend.				
Year	School	City	State	Country

HIT TRANSFERS:			
Have you earned Health Information Technology (HIT) credits?	<input type="checkbox"/> Yes <input type="checkbox"/> No	School	
Have you received an HIT degree?	<input type="checkbox"/> Yes <input type="checkbox"/> No	School	

TRANSCRIPTS

No transcripts required for work done at the **University of Washington**.
Include one (1) sealed official transcript for **all other colleges attended**.

PREREQUISITES: Indicate coursework completed or in progress to fulfill HIHIM Prerequisites and any additional coursework that is in progress or that you plan to take prior to Summer quarter. **Applicants who wish to petition to complete a prerequisite after the beginning of Summer quarter must include an attachment explaining why courses cannot be completed by the beginning of Summer quarter.**

Prerequisite	School	Course Name	Course Number	Quarter/Year Completed	Grade Received	Quarter/Year of planned completion
Anatomy						
Statistics						
Medical Terminology						

WRITTEN STATEMENT: Use a separate sheet of paper for your statement (max. 300 words)

Explain why are you applying for admission to the HIHIM program?

RESIDENCY STATUS: Check all that apply

- | | |
|---|---|
| <input type="checkbox"/> U.S. Citizen | <input type="checkbox"/> I-20 Needed |
| <input type="checkbox"/> Non-U.S.-Citizen | <input type="checkbox"/> Residing in the U.S. |
| <input type="checkbox"/> International Student | <input type="checkbox"/> WA State Resident |
| <input type="checkbox"/> Res. Alien / Immigrant / Refugee | <input type="checkbox"/> Other |

ENGLISH LANGUAGE: List the primary language used in instruction at your elementary and high school education levels.

Is English your second language? ☐ Yes ☐ No

Elementary/Primary:

High School/Secondary:

DEMOGRAPHIC DATA:

The following questions are optional. The School of Public Health gathers this information to help report aggregate demographic data for funding and research purposes.

Gender: ☐ Female ☐ Male

Ethnicity: What ethnicity(ies) do you consider yourself? (Check all that apply)

- | | | |
|--|---|--|
| <input type="checkbox"/> American Indian/Alaska Native | <input type="checkbox"/> Black/African-American | <input type="checkbox"/> Latino/Hispanic |
| <input type="checkbox"/> Chinese | <input type="checkbox"/> Japanese | <input type="checkbox"/> Korean |
| <input type="checkbox"/> Filipino | <input type="checkbox"/> Guamanian | <input type="checkbox"/> Hawaiian |
| <input type="checkbox"/> Other Asian or Pacific Islander | <input type="checkbox"/> White/Caucasian (incl. Middle Eastern) | |

The University of Washington provides equal opportunity in education without regard to race, color, creed, religion, national origin, sexual orientation, age, marital status, disability or status as a disabled veteran or Vietnam-era veteran in accordance with University policy and applicable federal and state statutes and regulations.

Signature

Date

Technology Requirements & Computer Proficiency

Personal Computer

Each HIHIM student must purchase a laptop (MAC or PC) for use in courses. Laptops should be installed with the following: Windows 7 (PC) or current MAC OS X version, Wi-Fi (wireless), and Microsoft Office 2007 or higher.

Required Skills

Basic Knowledge of Computers and Standard Productivity Software:

- understand the concept and basic functions of an operating system
- save to disks, find files, create directories, run/execute programs
- copy and paste text, images, etc. from one software package to another
- create, edit and save (in various formats) a document using word processing software
- install and uninstall application programs
- upload and download software and files
- extract compressed files

Basic Information Retrieval Skills:

- Students must have a working knowledge of the World Wide Web and its functions including the use of a web browser, site navigation and search function.

Electronic Communication Skills:

- use of electronic mail, including the ability to send and receive file attachments and the use of e-mail lists
- familiarity with various asynchronous communication tools (for example, blogs, threaded discussion boards/forums)

Recommended Skills

Productivity Software:

- Document software: Knowledge of how to design, proof and correct a **simple report, correspondence, and/or term paper** using word processing products such as Microsoft Word.
- Database & Spreadsheet software: Knowledge of how to design and implement a **simple spreadsheet** for the manipulation and analysis of data using software such as Microsoft Access and Microsoft Excel. Ability to create graphical tables using spreadsheet data will be beneficial.
- Presentation software: Knowledge of how to design and implement a **simple computer-generated presentation** of information using software such as Microsoft PowerPoint. Ability to create links and apply graphics and animation features will be beneficial.
- familiarity with interactive electronic discussion systems (for example, MSN and Yahoo Messenger, etc.)
- experience using streaming media players (for example, Windows Media Player or QuickTime)
- proper "netiquette"

Note: During your studies you will also use the UW Catalyst and Moodle Learning Management Systems and the AHIMA Virtual Lab applications. You will be encouraged to complete some assignments using Microsoft Visio and Microsoft Project Manager.

HEALTH INFORMATICS AND HEALTH INFORMATION MANAGEMENT (HIHIM)

ENGLISH LANGUAGE PROFICIENCY TEST SCORE SHEET

The HIHIM major is very challenging and requires a high level of English reading and writing skills. **All applicants** must complete and include this form in the application packet for admission to the HIHIM program. **Test scores must be less than 6 years old.** Enter the score of the test you have completed and attach a copy of the test results or note ENGL 103 equiv.

LAST NAME	FIRST NAME	MIDDLE INITIAL	UW ID

For more information on these tests visit the English Language Proficiency Requirement (ELPR) web site
<http://depts.washington.edu/registrar/students/elpr/>

Available to current UW Students only or by special permission

1 - DELNA

Successfully completing the DELNA

test http://www.washington.edu/oea/services/testing_center/exams/delna.html.

Your Score	Minimum Score
	75

Applicants whose first language is not English, or who do not meet the proficiency requirement at the time of application may be allowed to complete this requirement in the summer quarter of program admission. The holistic review of all admission criteria will determine applicants' eligibility for this exception.

2 - Academic English Placement (AEP)

Mark passed or not-passed status on the **UW Academic English Program (AEP) Placement Test** (http://www.washington.edu/oea/services/testing_center/exams/aep.html)

AEP Placement Test Listening

Pass (Yes/No)	Minimum Score
	70%
	Band 7

AEP Placement Test Reading/Writing

Available to all applicants

1 - IELTS – (All applicants may use this test)

IELTS* (No reading/writing sub-score below 6.75)

Your Score	Minimum Score
	7.0

2 - TOEFL – (All applicants may use this test)

TOEFL IBT (No reading/writing sub-score below 23)

TOEFL CBT

TOEFL PBT

Your Score	Minimum Score
	92
	237
	580

U.S. high school graduates

SAT CR

ACT E

Your Score	Minimum Score
	490
	21

No test completed

(UW equiv. or higher) earning a minimum grade of 2.0 or better shown on official transcript
<http://admit.washington.edu/Requirements/Transfer/Plan/EquivalencyGuide>

Hi Jennifer, we are going with the recommended test scores that came from our meetings with the registrar, admissions and evening degree advisers after taking into consideration the information from other programs such as the School of Nursing.

We have included a reference to external English courses as an alternative in response to the recommendations from evening degree advisers and the need to have some flexibility; but expect to work with the test scores primarily. We want our applicants to achieve a designated score at the time of starting the program. We do not wish to work with exceptions where students may take ESL courses if they do not score high enough; but rather apply the scores as our guide when we

review applications. I'll follow up with a copy of the application that has the test scores listed. Let me know if this answers the questions. Thanks, Gretchen

Jennifer A. Payne

From: Bradley Holt [bradholt@u.washington.edu]
Sent: Friday, March 18, 2011 1:03 PM
To: UWCR
Subject: Re: HIHIM English Language Requirement

ok

On Mar 18, 2011, at Mar 18 12:06 , UWCR wrote:

> So they are asking students satisfy some type of English Language
> proficiency (ELP). My understanding is that HIHIM is asking for the
> following:
>
> Either a higher score than in required for the UW admissions ELP
> tests, a specific score on 2 alternate tests once the UW admits them
> before they are accepted into the HIHIM program, completion of ENGL
> 103, or an approved English composition course transferred from an accredited institution.
>
> Make sense?
>
> I haven't heard back from AA after I sent them the text about the 6
> year review you sent me a few days ago.

> Jennifer

> -----Original Message-----

> From: Bradley Holt [mailto:bradholt@u.washington.edu]
> Sent: Friday, March 18, 2011 9:38 AM
> To: UWCR
> Subject: Re: HIHIM English Language Requirement

> Jennifer,

> So I'm confused on where we stand on this - hopefully you aren't.
>
> Is AA ok with our requests or are they giving you a difficult time?

> Brad

> On Mar 16, 2011, at Mar 16 1:08 , UWCR wrote:

>> Hello Scaper's,

>> So HIHIM is using the same assessment tests for the English Language
>> proficiency, they are just requiring higher scores on the test then
>> the UW requires for admission. They prefer students to do the
>> assessment test,

> but

>> on the urging of the Evening degree advisors they will consider
>> transfer composition course as necessary.

>> Please let me know if this answers your questions.

>> Jennifer
>>
>> -----Original Message-----
>> From: Gretchen Murphy [mailto:gcmurphy@u.washington.edu]
>> Sent: Wednesday, March 16, 2011 12:13 PM
>> To: UWCR
>> Subject: Re: HIHIM English Language Requirement
>>
>> Hi Jennifer, we are going with the recommended test scores that came
>> from our meetings with the registrar, admissions and evening degree
>> advisers after taking into consideration the information from other
>> programs such as the School of Nursing.
>>
>> We have included a reference to external English courses as an
>> alternative in response to the recommendations from evening degree
>> advisers and the need to have some flexibility; but expect to work
>> with the test scores primarily. We want our applicants to achieve a
>> designated score at the time of starting the program. We do not wish
>> to work with exceptions where students may take ESL courses if they
>> do not score high enough; but rather apply the scores as our guide when we
>> review applications. I'll follow up with a copy of the application
>> that has the test scores listed. Let me know if this answers the
>> questions. Thanks, Gretchen
>>
>>
>>
>> On 3/15/2011 3:05 PM, UWCR wrote:
>>> Gretchen,
>>>
>>> I don't understand - maybe I am just tired at this point of the day.
>>>
>>> You now want to exempt students from the ELP and not have higher scores.
>> I
>>> am confused?
>>>
>>> Jennifer
>>>
>>> -----Original Message-----
>>> From: Gretchen Murphy [mailto:gcmurphy@u.washington.edu]
>>> Sent: Tuesday, March 15, 2011 2:52 PM
>>> To: UWCR
>>> Subject: Re: HIHIM English Language Requirement
>>>
>>> Jennifer, some feedback on this question.
>>>
>>> 1) HIHIM proficiency scores are relying on the base scores listed -
>>> although I can find lower scores in some web sites for applicants,
>>> so these will be higher in some cases.
>>>
>>> All applicants must demonstrate proficiency regardless of country
>>> of origin or residency status. Certain classes of applicants are
>>> able to be exempt from UW admissions ELP requirement.
>>>
>>> 2) HIHIM reviewed Business School and Nursing requirements in the
>>> work-up to an HIHIM policy.
>>>

>>>> 3) Demonstration of proficiency through transfer composition courses
>>> was added -- due to the UW's reconsideration and possible
>>> discontinuation of the DELNA test -- in response to communication we
>>> received stating that additional arrangements were needed for
>>> transfer applicants to access UW English proficiency testing
>>> services
>>> -- as a result of conversations with UW Admissions and Registrars
> Offices.
>>>
>>> Is the recommendation for the HIHIM undergraduate program to default
>>> to the UW Admission scores and have this statement:
>>>
>>> "All applicants must be exempted from all English language
>>> proficiency requirements at UW in order to start the program." ?
>>>
>>> Next steps? Thanks, Gretchen
>>>
>>>
>>> On 3/14/2011 1:11 PM, UWCR wrote:
>>>> Working from home today.
>>>>
>>>> 206-427-3925
>>>>
>>>> -----Original Message-----
>>>> From: Gretchen Murphy [mailto:gcmurphy@u.washington.edu]
>>>> Sent: Monday, March 14, 2011 1:06 PM
>>>> To: UWCR
>>>> Subject: Re: HIHIM English Language Requirement
>>>>
>>>> Jennifer, what is your number? Gretchen
>>>>
>>>> On 3/14/2011 11:07 AM, UWCR wrote:
>>>>> Gretchen and Marcus,
>>>>>
>>>>>
>>>>> SCAP would like to know how and if this requirement is separate
>>>>> from
> the
>>>>> English Language proficiency requirement that students must meet
>>>>> upon admission to the UW.
>>>>>
>>>>>
>>>>> They would also like to caution against using transfer composition
>>> courses
>>>>> as a measure of English proficiency as the English department does not.
>>>>> They highly recommend the test route. Check with the School of
>>>>> Nursing because they have a similar requirement to what you are
>>>>> requesting and
>>>> they
>>>>> might have some valuable insights for you.
>>>>>
>>>>>
>>>>>
>>>>> Jennifer

Jennifer A. Payne

From: Gretchen Murphy [gcmurphy@u.washington.edu]
Sent: Wednesday, March 16, 2011 12:13 PM
To: UWCR
Subject: Re: HIHIM English Language Requirement

Hi Jennifer, we are going with the recommended test scores that came from our meetings with the registrar, admissions and evening degree advisers after taking into consideration the information from other programs such as the School of Nursing.

We have included a reference to external English courses as an alternative in response to the recommendations from evening degree advisers and the need to have some flexibility; but expect to work with the test scores primarily. We want our applicants to achieve a designated score at the time of starting the program. We do not wish to work with exceptions where students may take ESL courses if they do not score high enough; but rather apply the scores as our guide when we review applications. I'll follow up with a copy of the application that has the test scores listed. Let me know if this answers the questions. Thanks, Gretchen

On 3/15/2011 3:05 PM, UWCR wrote:

> Gretchen,
>
> I don't understand - maybe I am just tired at this point of the day.
>
> You now want to exempt students from the ELP and not have higher
> scores. I am confused?
>
> Jennifer
>
> -----Original Message-----
> From: Gretchen Murphy [mailto:gcmurphy@u.washington.edu]
> Sent: Tuesday, March 15, 2011 2:52 PM
> To: UWCR
> Subject: Re: HIHIM English Language Requirement
>
> Jennifer, some feedback on this question.
>
> 1) HIHIM proficiency scores are relying on the base scores listed -
> although I can find lower scores in some web sites for applicants, so
> these will be higher in some cases.
>
> All applicants must demonstrate proficiency regardless of country of
> origin or residency status. Certain classes of applicants are able to
> be exempt from UW admissions ELP requirement.
>
> 2) HIHIM reviewed Business School and Nursing requirements in the
> work-up to an HIHIM policy.
>
> 3) Demonstration of proficiency through transfer composition courses
> was added -- due to the UW's reconsideration and possible
> discontinuation of the DELNA test -- in response to communication we
> received stating that additional arrangements were needed for transfer
> applicants to access UW English proficiency testing services

> -- as a result of conversations with UW Admissions and Registrars Offices.
>
> Is the recommendation for the HIHIM undergraduate program to default
> to the UW Admission scores and have this statement:
>
> "All applicants must be exempted from all English language proficiency
> requirements at UW in order to start the program." ?
>
> Next steps? Thanks, Gretchen
>
>
> On 3/14/2011 1:11 PM, UWCR wrote:
>> Working from home today.
>>
>> 206-427-3925
>>
>> -----Original Message-----
>> From: Gretchen Murphy [mailto:gcmurphy@u.washington.edu]
>> Sent: Monday, March 14, 2011 1:06 PM
>> To: UWCR
>> Subject: Re: HIHIM English Language Requirement
>>
>> Jennifer, what is your number? Gretchen
>>
>> On 3/14/2011 11:07 AM, UWCR wrote:
>>> Gretchen and Marcus,
>>>
>>>
>>>
>>> SCAP would like to know how and if this requirement is separate from
>>> the English Language proficiency requirement that students must meet
>>> upon admission to the UW.
>>>
>>>
>>>
>>> They would also like to caution against using transfer composition
> courses
>>> as a measure of English proficiency as the English department does not.
>>> They highly recommend the test route. Check with the School of
>>> Nursing because they have a similar requirement to what you are
>>> requesting and
>> they
>>> might have some valuable insights for you.
>>>
>>>
>>>
>>> Jennifer
>>>
>>>
>>>
>>>
>>>
>>>
>>>