

Bachelor of Health Sciences (Honours) Program
Return to Studies Form
Queen's University

Bachelor of Health Sciences (Honours) Program Office

bhsc@queensu.ca

613-533-2566

Botterell Hall, Room 563

18 Stuart Street

Kingston, ON

K7L 3N6

Please note that by agreeing to the terms of submission on the form, you acknowledge that the provision of false information will be considered a departure from academic integrity and will be investigated accordingly.

Students who were away on a Letter of Permission do not need to complete this form as they may resume their registration through SOLUS.

ALL other students who have been away from Queen's University for the preceding one or more Terms must complete and sign this form, with the following *exceptions*:

- Students in good academic standing who transferred to a degree program at another post-secondary institution (other than a graduate program) and wish to return to Queen's University;
- Students who graduated from a two- or three-year diploma program at a post-secondary institution;
- Students in good academic standing who have completed more than 3.0 university-level credits (including failures) at another post-secondary institution but did not have a Letter of Permission.

Students noted above must apply for readmission as external applicants. Information about application procedures may be found through the *Bachelor of Health Sciences (Honours) Program Offices* (bhsc@queensu.ca).

Please scan and email to bhsc@queensu.ca or mail/drop it off at the *Bachelor of Health Sciences (Honours) Program Offices* (address above).

Name:

Student #:

Email:

Phone Number:

Requested Learning Track
(if Applicable):

(NOTE: Due to program capacity and eligibility requirements we may not be able to accommodate your program request. Students will be contacted by email should they be deemed ineligible for their requested program.)

Expected Graduation Date:
(if unknown or not applicable please indicate)

Are you an international student?

Yes

No

Please indicate when you plan to resume your studies at Queen's (Term/Year):

Students who did not attend another post-secondary institution while away from Queen's University must sign the declaration below:

I certify that I have NOT attended another post-secondary institution since leaving Queen's University

Student's Signature:

Date:

A. Students who, since leaving Queen's University, attended only a graduate program at another post-secondary institution must sign the declaration below:

I certify that, since leaving Queen's University, I have attended only a graduate program at another post-secondary institution.

Student's Signature:

Date:

B. Students who attended another post-secondary institution while on probation and/or under a Requirement to Withdraw must sign the declaration below:

(NOTE: Students who are returning after a Requirement to Withdraw for three years must first appeal to the Associate Dean (Studies) to have the Requirement to Withdraw waived before completing this form.)

I understand that I will not receive transfer credit(s) for courses taken at another post-secondary institution while I was on academic probation and/or under a Requirement to Withdraw.

Student's Signature:

Date:

C. Students in good academic standing who, *without a Letter of Permission*:

(i) completed the equivalent of 18.0 or fewer Queen's units (including failures) at another post-secondary institution *or*,

(ii) were in, but did not complete, a two- or three-year diploma program at another post-secondary institution must sign the declaration below:

I certify that I have attended a post-secondary institution under one of the categories noted in C (i)-(ii) above and I understand that I will not receive transfer credit(s) for courses taken at another post-secondary institution for which I did not receive a Letter of Permission.

Student's Signature:

Date:

D. Students in good academic standing who did not receive a Letter of Permission and who wish to have transcripts evaluated for the purpose of receiving transfer credit from another institution must apply for readmission as an external applicant and meet minimum admission requirements. *Some academic Programs (including the Program in which you were registered before leaving Queen's) may be closed to external applicants. It is therefore strongly recommended that you speak to an academic advisor in Bachelor of Health Sciences (Honours) Program before applying or signing the declaration below:*

I certify that I have read the statement above and that I am choosing to re-apply as an external applicant. I understand that I must meet the minimum external admission requirements and that some programs may be closed to me as an external applicant.

Student's Signature:

Date:

Office Use Only

Program/Plan Updated: _____
Program/Level (if different from program requested) Date Initials

Student Term Activated: _____
Date Initials