

2017 HIHIM Application

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

Step 1 **Type in your information. Hand-write only the signature and date.**

Step 2 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 3 Provide complete information for all required fields. All fields are required unless otherwise stated.

Step 4 Check List

HIHIM Program Application (Type only)

Transfer and Returning UW students must submit an application and transcripts to both HIHIM and to the University of Washington - <http://www.healthinformationmanagement.uw.edu/admissions/>

Transcripts (One sealed official transcript from ALL non-UW colleges attended)

In-progress Prerequisites: Registration **and** payment confirmation documentation is required in order to receive evaluation points for acceptance.

Personal Statement

Resume

Mailed application postmarked by May 1

Hand-delivery will not be accepted. Priority mail tracking is advised.

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 submit a petition letter explaining why the application was misrouted.



2017 Application for Program Admission - Degree
Health Informatics and Health Information Management

Have you attended the University of Washington?				If yes, which campuses?				Student ID	
Yes		No		Bothell		Seattle		Tacoma	

If yes, type the name you used while enrolled, if different than current name:

CONTACT INFORMATION:

Last Name		First Name		Middle Initial	
First Name you prefer to be called		Gender	Female	Male	
Mailing Address			Apartment No.		
City	State		Zip Code	Country	
Social Security			Date of Birth		
Phone		UW Email		Personal Email	

PREREQUISITES: Include registration confirmation with this application for in-progress courses. All prerequisites must be complete by start of summer quarter.

Prerequisite	School Name	Yr/Qtr Completed	Course Abbreviation	Course Number	Decimal Grade Earned	Yr/Qtr In-Progress*
Human Anatomy & Physiology*						
Statistics*						
Medical Terminology*						

*Prerequisite completion at the time of application submission earns the highest points available in the application review process.

ENROLLMENT PLAN: Autumn quarter start date is *September 27, 2017*. Orientation (required) is week prior or start of quarter.

Two Year		Requires 90 UW or transfer credits earned/accepted by UW Admission at the time of application.
Three Year		

CURRENT CREDITS: List credits you completed or are registered for this academic year.

Quarter	Credits	School
Autumn 2016		
Winter 2017		
Spring 2017		

TRANSFER INFORMATION: Include all colleges you have attended in the past or currently attend.

Year	School	City	State	Country

If you attended several community or technical colleges in pursuit of your associate's degree or college transfer credits, with which of these colleges do you most closely identify?

Name		City/State	
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TRANSCRIPTS

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

PERSONAL STATEMENT (Typed): Use a separate sheet of paper for your statement (max. 500 words)

Explain why you are interested in the HIHIM program for your professional future, including 2-3 ways in which you envision the UW HIHIM program helping you to achieve your future professional career goals.

RESUME

Include your resume to help explain volunteer or work experience noted in the written statement.

Upon graduation, do your current plans include working in another country?

Yes		No		If "Yes", which country?	
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How did you hear about the HIHIM program? (Select One)

Internet Search		UW Home Page		UW Admissions		HIHIM Website		Faculty/Adviser	
Friend		Direct UW/HIHIM Mail		Community College Event		Newsletter		Other	

RESIDENCY STATUS: Place an "X" by all that apply

U.S. Citizen			I-20 Needed	
Non-U.S.-Citizen			Residing in the U.S.	
International Student			WA State Resident	
Res. Alien / Immigrant / Refugee			Other	

ENGLISH LANGUAGE: Was English the primary language of instruction during your elementary and high school education?

Yes		No		If "No", what language(s)?	
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OTHER 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.

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

Asian		Black/African American		Caucasian/White	
Central/South Asian		Latino/Hispanic		Native American	
Pacific Islander					

Health Information Technology (HIT) Courses/Degree earned

School(s)	
	Degree earned
	No Degree earned

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
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Technology Requirements & Computer Proficiency

Personal Computer

Each HIHIM student must have a laptop for use during class. Laptops should be installed with the following:

- | | |
|-------------------------|--|
| Windows 7, 8 or 10 (PC) | Microsoft Office 2013 or higher (MS Word, Excel, Access, PowerPoint) |
| Adobe Reader | Internet Explorer |

UW-IT advises the purchase of a low-cost Windows machine to avoid issues that arise when using patches for Macintosh machines.

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, collaboration tools)

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 Canvas and Catalyst Learning Management Systems and other healthcare applications. You will be required to complete some assignments using Microsoft Visio and Microsoft Project Manager.

Signature	Date
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