

## External to department electives approval form for HSTP graduate students

***This form must be completed in order for you to be granted approval to take an elective external to the Department of Health Sciences for your HSTP programme. Submit the completed form and accompanying documents via email to the Graduate Advisor, Health Sciences.***

We strongly encourage you to seek advice or guidance on suitable electives well in advance from the Graduate Advisor or faculty in Health Sciences.

Do not leave submitting this form to the last minute — late requests will not be prioritised. Note it may take a minimum of 2 to 3 business days to review and approve the electives request. As part of the review process we may need to follow up with you and the course instructor. Further, after departmental approval, you may need to obtain additional signatures and/or overrides and/or other approvals, including from authorities in the department/institution hosting the course. Approvals are granted on an individual basis.

<b>Student Name</b>	
<b>Student Number</b>	
<b>Elective course code</b>	
<b>Elective course title</b>	
<b>Department</b>	
<b>University</b>	
<b>Semester offered (e.g. Fall 2018)</b>	

With this form you must include:

- the full course outline *and*
- evaluation criteria (typically included in the course outline but may be an additional document) for the proposed elective. Contact the instructor of the course and ask for these materials.

You must also determine with the host department and/or instructor:

- whether you have the prerequisites/background to take the course *and*
- if there is enough space for you to enrol in the course (some courses are prioritised for graduate students in specific programmes and thus, enrolment may be capped)

**Complete page 2**

Description of why you think this course is relevant to the health science technology and policy programme. Be specific and concise. Max 200 words.

Description of why you think this course will help you to achieve your postgraduate professional goals. Be specific and concise. Max 200 words.

- ☐ I have attached the full course outline including evaluation criteria to this approval form
- ☐ I have the required pre-requisites/background to take this course
- ☐ Course instructor and/or host department has indicated I will be allowed to enrol in this course because there is enough room

*Electives* I have completed for HSTP (list course codes):

*Electives* in progress for HSTP (list course codes):

**For administrative purposes only:** ☐

This elective was ☐ approved ☐ denied