



The Institute of Holistic Nutrition

The Industry Leader in Training Nutrition Professionals

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Program Information

The *Applied Holistic Nutrition* program provides a Diploma upon graduation and a Certified Nutritional Practitioner (CNP) certification. There are 640 in-class hours, with the full-time program lasting 11 months and the part-time program lasting approximately 22 months.

Admission Requirements

To be eligible for entry, applicants must provide:

- High school education (official transcript required) or its equivalent **or** Post secondary education (official transcript required)
- An autobiography – 2 pages, typed and double-spaced. Highlight why you are interested in studying nutrition.

Registration Options

You may submit your application form through mail, email, or to your desired campus. Please note that space cannot be reserved without a completed registration form, an interview with a program advisor, proper documentation, and a non-refundable deposit of \$500 + HST, regardless of the chosen payment option.

Payment Options (Current fees are applicable to students commencing the program in the year of 2012)

Upon registration, IHN requires a \$500 non-refundable deposit. This deposit is deducted from the total tuition with the following options available towards remittance of the remaining outstanding balance. Acceptable methods of payment are Cash, Cheque, Interac, Mastercard, Visa and Money Order. All tuition invoices/receipts are e-mailed, unless requested otherwise.

Option A – Advance payment in full of \$6,100.00 + HST for the complete Full & Part-time diploma programs

Full-Time Program (One Year) Monday - Thursday, 10:00am - 2:00pm. First installment is due on the first day of class.

The deposit of \$500.00 + HST is in addition to the following:

Option B – 2 installments (5-month intervals): \$2,900.00 + HST

Option C – 3 installments (4-month intervals): \$1,967.00 + HST

Part-Time Program (Approximately Two Years)

Daytime program is either Monday/Wednesday or Tuesday/Thursday from 10:00am - 2:00pm. **Evening** program - Monday and Thursday evenings from 6:00pm - 9:30pm. First installment is due on the first day of class.

The deposit of \$500.00 + HST is in addition to the following:

Option B – 3 installments (6-month intervals): \$1,934.00 + HST

Option C – 4 installments (5-month intervals): \$1,475.00 + HST

For **Option D**, per course payments, please view page 3 or ask a Program Advisor at your desired campus.

Course Exemptions

Official transcripts must be submitted before the commencement of the program in order for a tuition reduction to be processed for exemptions granted. Transcripts submitted after the commencement of the program will result in a credit note that may be applied to continuing education tuition only.

Additional Fees

- Books may be purchased on a course-by-course basis and are supplied at a discount through IHN
- First official transcript is free. Additional transcripts are \$25.00 plus GST
- Returned cheque(s) results in an NSF charge of \$20.00
- If a student wishes to receive paper invoices, a charge of \$10.00 plus GST per academic year will apply
- Students must retake any failed course in the next available session. Full charges of the current course price will apply and are due on the first class of the course
- If a student wishes to retake a course that has already been successfully completed, payment of 50% of the current course fee is required
- All academic and financial obligations must be met before grade reports, transcripts, certificates and diplomas are issued and/or released to students

Withdrawal and Refund Policy

A portion of the tuition fees may be refunded if the school receives written notice of withdrawal postmarked before the applicable deadline. Failure to attend class does not constitute an automatic withdrawal. Processing of refunds requires a few weeks. The withdrawal and refund policy applies to all available payment options.

Withdrawal Conditions:

- The non-refundable registration deposit of \$500 + HST is valid up to one year, after which time the registration is null and void
- Upon program commencement, the deposit and tuition paid to date is valid up to five years from the program withdrawal date and may be used towards the regular diploma program only
- If an individual withdraws, or does not pursue enrolment into courses, for over a period of five years, all Nutrition-related courses must be retaken due to the current nature of the course material
- An individual has up to ten years to complete the program from the initial start date

Refund Conditions:

- 100% refund up to 1 week after the commencement of the program, minus the non-refundable deposit of \$500 + HST
- 50% refund up to 3 weeks after the commencement of the program, minus the non-refundable deposit of \$500 + HST
- Withdrawal after 3 weeks results in no tuition refund
- All book sales are final

Photography Notice

IHN will occasionally take photos of students throughout the program for use towards promotional and marketing materials. By signing below, you are authorizing IHN to use your photo(s) in trade publications, flyers, handouts, and web media without compensation.

Signature of Student

Date Signed

DECLARATION

I DECLARE THAT:

- I have read, understood, and agreed to the terms and conditions of this enrolment contract,
- I have received a signed copy of this contract, and
- I have represented to the institution and provided evidence to prove that I meet all of the program's admission requirements

The information provided by me on this form is true and accurate and that I am 19 years of age or older. *(If under the age of 19, a parent or legal guardian must also sign the contract.)*

Student Signature or Signature of Parent / Legal Guardian

Date Signed

The institution agrees to deliver the program according to the terms of this contract. The institution reserves the right to make minor changes to the program curriculum and/or delivery. The institution certifies that the student has met the admission requirements for the program.

Printed Name of Program Advisor

Signature of Program Advisor

Date Signed

STUDENT INFORMATION

Student Last Name			Student First Name and Middle Name		
Student Local Mailing Address				Postal Code	
Student Telephone Number		Alternative Telephone Number		Where did you hear about IHN?	
E-mail Address		E-mail Invoices? <input type="checkbox"/> Yes <input type="checkbox"/> No - (\$10.00 / year)		Emergency Name & Contact Info	
Date of Birth: <u>YYYY</u> / <u>MM</u> / <u>DD</u>			Where did you hear about IHN?		
Secondary School Attended		City, Province, and Last Year Attended		Diploma/Certificate	
Post-Secondary School Attended		City, Province, and Last Year Attended		Degree/Diploma/Certificate	

PROGRAM COMMENCEMENT

Full-Time – Commences in January and September annually. One-year program.

January 201Y Program ends December 201Y **September 201Y** Program ends July 201Y

Part-Time Evening – Commences in September annually. Two-year program.

September 201Y Program ends July 201Y

Part-Time Daytime – Commences in January and September annually. Approximately two-year program.

January 201Y Program ends December 201Y **September 201Y** Program ends December 201Y

PAYMENT OPTIONS

FULL-TIME: Monday – Thursday	10am – 2pm	OPTION: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D
PART-TIME EVENING: Monday & Thursday	6pm – 9:30pm	OPTION: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D
PART-TIME DAYTIME: Monday & Wednesday	<input type="checkbox"/> 10am – 2pm	OPTION: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D
(Please check) Tuesday & Thursday	<input type="checkbox"/> 10am – 2pm	OPTION: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D

CREDIT CARD NUMBER _____ EXPIRY DATE ____/____

Do you authorize us to automatically charge the credit card number on file when a payment is due? Y N _____ (initials)

OFFICE USE ONLY

Registration Status:	<input type="checkbox"/> Accepted	<input type="checkbox"/> Denied	<input type="checkbox"/> Pending – due to:
Registered Campus:	<input type="checkbox"/> North York (Toronto) Campus	<input type="checkbox"/> Mississauga Campus	
Student Number:			
Change of Name:		Date:	

COURSE BREAKDOWN AND INDIVIDUAL COURSE PRICE LIST

Effective for Courses Commencing in the January 2012 Semester
(HST must be added to all prices)

OPTION D

Payment of tuition on a course-by-course basis. This option is available to all Full-time and Part-time students. Payments are due upon registration into the specific course. The course fees are subject to annual price increases, with the student paying the most current fee for a course. Please see below for individual course fees, which are effective for courses commencing January 2012.

Course	Description	Credit Value	Session	Length	Total Hours	Price
FN001	Nutrition & Health: The Fundamentals	12	14 sess.	7 weeks	49	\$420
BC001	Biological Chemistry	06	8 sess.	4 weeks	28	\$350
HAP01	Human Anatomy & Physiology <i>Recommended Prereq: BC001</i>	12	14 sess.	7 weeks	49	\$420
AMB02	Ayurveda: Mind/Body Healing	06	8 sess.	4 weeks	28	\$350
NE009	Nutrition & the Environment <i>*Field Trip Included</i>	06	8 sess. <i>+ Field Trip</i>	4 weeks	28 4	\$390
BM002	Body Metabolism <i>Prereq: BC001 & HAP01</i>	06	8 sess.	4 weeks	28	\$350
PHC005	Preventive Health Care <i>Recommended Prereq: FN001</i>	08	10 sess.	5 weeks	35	\$360
NS003	Nutritional Symptomatology Part 1 <i>Prereq: HAP01</i>	06	10 sess.	5 weeks	35	\$370
NS003	Nutritional Symptomatology Part 2 <i>Prereq: NS003: Part 1</i>	06	10 sess.	5 weeks	35	\$370
NP07	Nutritional Pathology <i>Prereq: HAP01</i>	06	10 sess.	5 weeks	35	\$370
HFP04	Holistic Food Preparation	03	*2 sess.	2 weeks	12	\$230
HM008	Herbal Medicine <i>*Herb Walk Included</i>	07	8 sess. <i>+ Herb Walk</i>	4.5 weeks	28 3.5	\$360
NR006	Advanced Nutrition Research	04	6 sess.	3 weeks	21	\$310
PSD01	Professional Skills Development	07	9 sess.	4.5 weeks	31.5	\$360
CD011	Comparative Diets	06	8 sess.	4 weeks	28	\$350
PP001	Professional Practice	07	9 sess.	4.5 weeks	31.5	\$360
NLS010	Nutrition through the Lifespan	06	8 sess.	4 weeks	28	\$350
POD012	The Psychology of Disease	06	8 sess.	4 weeks	28	\$350
FSN013	Fitness & Sports Nutrition <i>Recommended Prereq: BM002</i>	05	7 sess.	3.5 weeks	24.5	\$330
PP002	Professional Co-op Placement	12		TBA	50	N/C
1 Session = 3.5 hours *HFP04 – 1 session @ 6 hours					640 hours	