



The Institute of Holistic Nutrition
The Industry Leader in Training Nutrition Professionals
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Program Information - Applied Holistic Nutrition program

The **Applied Holistic Nutrition** program provides a Diploma upon graduation and a Certified Nutritional Practitioner (CNP) certification. There are 613.5 in-class hours and a mandatory 100 hour co-op placement

- Full-time Applied Holistic Nutrition program lasting 11 months

Language of Instruction is English

Admission Requirements

To be eligible for entry, applicants must provide prior to commencement of program:

- Ontario Secondary School Diploma (O.S.S.D.)/British Columbia Certificate of Graduation or their equivalent or post-secondary documentation or a current resume if applying as a Mature Student (25 years of age or older) – Mature Student completed test: **Canadian Adult Achievement Test-Level D is required. (CAAT-Level D)**
- Completed Enrollment Contract
- In-person interview (telephone interviews are accepted for International applicants only)
- An autobiography (2 pages – typed and doubled-spaced about yourself and your interest in this field or 3-5 pages typed and doubled-spaced about yourself and your interest in this field if applying as a Mature Student (25 years of age or older)
- Non-refundable tuition deposit/enrollment fee

*You may submit the above documentation through mail, email, or to your desired campus. Please note that space cannot be reserved without a completed enrollment contract, an interview with a program advisor, other required documentation, and a non-refundable tuition deposit/enrollment fee of CAN \$500 + HST, regardless of the chosen payment option.

Payment Schedule Options (Current fees are applicable to students commencing the program in the year of 2018)

Upon registration, IHN requires a CAN \$500 + HST non-refundable tuition deposit/enrollment fee. Acceptable methods of payment are Cash, Cheque, Interac, MasterCard, Visa and Money Order. All tuition invoices/receipts are e-mailed, unless requested otherwise. You have one opportunity to change your payment plan in relation to options B through D.

Option A Payment in full of CAN \$7,096 + HST (full tuition amount) required on day of registration for the complete Full-time diploma programs. This option is not available after the commencement of classes.

Full-Time Program (One Year)

Monday-Thursday, 10:00am-2:00pm. First installment is due one week before the first day of class.

Option B Deposit due with registration: CAN \$500 + HST
2 installments (5-month intervals): CAN \$3,398.00 + HST

Option C Deposit due with registration: CAN \$500 + HST
3 installments (4-month intervals): CAN \$2,298.67 + HST

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. Official transcripts submitted or request for exemption after the student commencement of the program will receive consideration for course exemption but will receive NO tuition credit.

ENROLLMENT CONTRACT – Applied Holistic Nutrition Program

This Enrollment Contract is subject to the *Private Career Colleges Act, 2005* and the regulations made under the Act

The undersigned person hereby enrolls as a student of The Institute of Holistic Nutrition;

Mr. Miss Mrs. Ms.

Student Last Name _____ Student First Name and Middle Name _____

Student Local Mailing Address Street Name and Number _____ City _____ Province _____ Postal Code _____

Student Telephone Number _____ Cell Phone Number _____ E-Mail Address _____

Student Permanent Address Street Name and Number _____ City _____ Province/State _____ Postal Code _____

Country _____ Date of Birth MM/DD/YYYY _____ Where did you hear about IHN? _____

International Student Yes No Emergency Name / Relationship / Contact # _____

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 Information

The *Applied Holistic Nutrition* program provides a Diploma upon graduation and a Certified Nutritional Practitioner (CNP) certification. There are 613.5 in-class hours and a 100 Co-Op Placement totaling 713.5 program hours, with the full-time program lasting approximately one year.

Location of Study: North York (Toronto) Campus Mississauga Campus Ottawa Campus
 Location of Practicum: N/A _____
 Language of Instruction: English Other _____

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

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

Class Schedule & Payment Options

FULL-TIME: Monday – Thursday 10am – 2pm OPTION: A B C D

I authorize IHN to automatically charge my credit card provided below to process payment(s) of my tuition installment(s) when due;

CREDIT CARD NUMBER _____ EXPIRY DATE ____/____ VISA MASTERCARD
 Name on Card: _____ Signature _____ Date: _____ (MM/DD/YY)

Tuition Fees			
Tuition	CAN\$	6596.00	+ HST
Non-refundable tuition deposit/enrollment Fee	CAN\$	500.00	+ HST
<i>(Total Tuition + Deposit = CDN \$7,096.00)</i>			
Payment Plan Fees			
Payment Plan Administration Fees			
Option B Full-Time Administration Fee	CAN\$	200.00	+ HST
Option C Full-Time Administration Fee	CAN\$	300.00	+ HST
Textbooks and Course Notes (prices subject to change)	CAN\$	1712.59	+ GST
International Student Fee (non-refundable)	CAN\$	500.00	+ HST
Optional Fees			
Additional transcripts (transcript received upon graduation is complimentary)	CAN\$	25.00	+ HST
Returned cheque(s) results in an NSF charge	CAN\$	20.00	+ HST
Out of Province Campus Transfer Fee	CAN\$	250.00	+ HST
Course Grade Resolution Dispute	CAN\$	50.00	+ HST
Reprinting of official Diploma and/or CNP Certification documents	CAN\$	40.00	+ HST
Mailing of official documents	CAN\$	20.00	+ HST
Course Re-take Fee	CAN\$	520.00	+ HST
Payment Plan Administrative Fee ranges from: \$200-\$350 depending on option	CAN\$	350.00	+ HST

- Books may be purchased on a course-by-course basis and are supplied at a discount through IHN
- Students must retake any failed course in the next available session. Full charges of the current course price will apply and are due on or before the first class of the course
- Incomplete courses (dropping out of a course after the 30 percent mark) will be subject to full charges of the current course price on or before 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
- For refund requests where the original credit card is no longer valid a 5% charge of the refunded amount will be levied.

COURSE BREAKDOWN AND INDIVIDUAL COURSE PRICE LIST

Effective for Courses Commencing in the January 2018 Semester

OPTION D

Payment of tuition on a course-by-course basis. This option is available to all Full-time students. Payments are due on or prior to the first day of class. 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 2018. Prices indicated below are + HST.

Course	Description	Credit Value	Session	Length	Total Hours	Price
FN001	Nutrition & Health: The Fundamentals	12	14 sess.	7 weeks	49	CAN \$520
BC001	Biological Chemistry	07	8 sess.	4 weeks	28	CAN \$390
HAP01	Human Anatomy & Physiology <i>Recommended Prereq: BC001</i>	12	14 sess.	7 weeks	49	CAN \$520
AMB02	Ayurveda: Mind/Body Healing	07	8 sess.	4 weeks	28	CAN \$390
NE009	Nutrition & the Environment <i>*Field Trip Included</i>	07	8 sess. <i>+ Field Trip</i>	4 weeks	28 4	CAN \$420
BM002	Body Metabolism <i>Prereq: BC001 & HAP01</i>	07	8 sess.	4 weeks	28	CAN \$390
PHC005	Preventive Health Care <i>Recommended Prereq: FN001</i>	09	10 sess.	5 weeks	35	CAN \$400
NS003	Nutritional Symptomatology Part 1 <i>Prereq: HAP01</i>	09	10 sess.	5 weeks	35	CAN \$410
NS003	Nutritional Symptomatology Part 2 <i>Prereq: NS003: Part 1</i>	10	11 sess.	5.5 weeks	38.5	CAN \$440
NP07	Nutritional Pathology <i>Prereq: HAP01</i>	10	11 sess.	5.5 weeks	38.5	CAN \$440
HFP04	Holistic Food Preparation	05	*3 sess.	3 weeks	18	CAN \$380
HM008	Herbal Medicine <i>*Herb Walk Included</i>	08	9 sess. <i>+ Herb Walk</i>	5 weeks	31.5 3.5	CAN \$410
NR006	Advanced Nutrition Research	06	7 sess.	3.5 weeks	24.5	CAN \$380
PSD01	Professional Skills Development	08	9 sess.	4.5 weeks	31.5	CAN \$390
CD011	Comparative Diets	07	8 sess.	4 weeks	28	CAN \$390
PP001	Professional Practice	08	9 sess.	4.5 weeks	31.5	CAN \$390
NLS010	Nutrition through the Lifespan	07	8 sess.	4 weeks	28	CAN \$390
POD012	The Psychology of Disease	08	9 sess.	4.5 weeks	31.5	CAN \$390
FSN013	Fitness & Sports Nutrition <i>Recommended Prereq: BM002</i>	06	7 sess.	3.5 weeks	24.5	CAN \$360
					Total	613.5 hours
PP002	Professional Co-op Placement	15		TBA	100	N/C

Session = 3.5 hours *HFP04 – 1 session @ 6 hours

***Weeks/prices indicated are per course and not cumulative**

713.50 hours

Additional Considerations

- The non-refundable registration deposit of **CAN \$500 + HST** is valid up to one year, after which time the registration is null and void
 - Upon program commencement, the deposit, administrative fees, 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 enrollment 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 five years to complete the program from the initial start date
- I certify that I have read, understood the Additional Considerations section above;**

Date _____

(Signature of Student)

Consent to Use of Personal Information

Private career colleges (PCCs) must be registered under the Private Career Colleges Act, 2005, which is administered by the Superintendent of Private Career Colleges. The Act protect students by requiring PCCs to follow specific rules on, for example, fee refunds, training completions if the PCC closes, qualifications of instructors, access to transcripts and advertising. It also requires PCCs to publish and meet certain performance objectives that may be required by the Superintendent for their vocational programs. This information may be used by other students when they are deciding where to obtain their training. The consent set out below will help the Superintendent to ensure that current and future students receive the protection provided by the Act.

I, _____, allow The Institute of Holistic Nutrition to give my name, address, telephone number, e-mail address and other contact information to the Superintendent of Private Career Colleges for the purposes checked below:

- To advise me of my rights under the *Private Career Colleges Act, 2005* including my rights to a refund of fees, access to transcripts and a formal student complaint procedure;
- To collect information on the performance of The Institute of Holistic Nutrition, for example, the percentage of students who graduate from programs and the percentage of graduates who find employment; and
- To determine whether The Institute of Holistic Nutrition has met the performance objectives required by the Superintendent for its vocational programs.
- For The Institute of Holistic Nutrition to occasionally take photos and video of students throughout the program for use towards promotional and marketing materials. By signing below, you are authorizing The Institute of Holistic Nutrition to use your photo(s) in trade publications, flyers, handouts, and web media without compensation.

I understand that I can refuse to sign this consent form and that I can withdraw my consent at any time for future uses of my personal information by writing to info@instituteofholisticnutrition.com. I understand that if I refuse or withdraw my consent the Superintendent may not be able to contact me to inform me of my rights under the Act or collect information to help potential students make informed decisions about their educational choices.

(Name of Student)

(Signature of Student)

Date