

ADMISSION POLICIES AND PROCEDURES

Students are eligible to apply for admission to the professional phase of the Health Information Management program after completion of all University core and required support courses, generally in their Junior year. Applications for admission to the HIM program include a formal interview process and take place in the Fall semester of each academic year.

Admission criteria consists of:

1. Completed university application;
2. Cumulative grade point average (GPA) of 2.5, based on a 4.0 scale;
3. Completion of any and all pre-requisites and required support courses with the minimum grade of 2.5 or 75 percent;
4. Completed HIM program application package, including departmental application form with three letters of recommendation from non-family members;
5. Students will be required to participate in an oral and written interview;
6. Application and supporting information will then be reviewed by the HIM Admission and Review Committee in the Fall semester of the sophomore year for admission into the HIM program in the junior year.

The Program anticipates notifying applicants by official letter of their admission status in December. At that time, additional information will be provided to selected applicants regarding the Alabama State University Health Information Management admission process. All selected program applicants must be admitted into the Alabama State University HIM program prior to enrolling in any Health Information Management professional courses with the exception of HIM 210, HIM 212 and HIM 310.

For more information, please contact the department at (334) 229-5058.