APPLICATION PROCEDURE
PROGRAM OF HEALTH INFORMATION MANAGEMENT
BACCALUREATE DEGREE

Students must submit an application to the Program of Health Information Management by **May 1st** for admission to the fall semester and by **December 1st** for admission for the spring semester; late acceptance may be considered. The application may be obtained at http://www.wku.edu/healthinformationmanagement/ and must include:

- One letter of recommendation from a professional in the HIM field
- Statement of professional and personal goals

It is the responsibility of the student to see that these items are forwarded to the following address:

Health Information Management Program  
Western Kentucky University  
Academic Complex 413  
1906 College Heights Blvd.  
Bowling Green, KY  42101

Please note the following:

- Official acceptance to Western Kentucky University is a requirement for applying to the baccalaureate degree Health Information Management (BS HIM) program; program applications from non-WKU students will not be considered.
- Admission to the College of Health & Human Services or the University does not guarantee admission to the program.
- Acceptance into the baccalaureate (BS) program is based on a selective admission process and is based on space available. Applicants are considered on a competitive basis. There are no restrictions regarding age, sex, race, religion, disability, sexual orientation or marital status.
- Graduation from an associate degree Health Information Management/Technology program accredited by the Commission on Accreditation for Health Informatics and Information Management Education (www.cahiim.org). (Please note that the associate degree HIM program at Western Kentucky University is CAHIM accredited; additional information is available at http://www.wku.edu/healthinformationmanagement/)
- Preference will be given to applicants holding a current Registered Health Information Technician (RHIT) credential.