

Checklist for 'Educational Placements'

The types of 'Educational Placements' offered by the department are determined by the Department Head.

1. Has the 'Educational Placement' and the form of the 'Agreement' used to document the placement been previously approved by the Vice-President and Provost, Deputy Provost or Vice-Provost?
YES – Go to 4.
NO – Go to 2.

2. 'Educational Placements' must be approved by the Vice-President and Provost, Deputy Provost or Vice-Provost.
Has approval for 'Educational Placements' not previously approved been obtained from the Vice-President and Provost, Deputy Provost or Vice-Provost?
YES – Go to 4.
NO – Go to 3.

3. 'Educational Placement' is not permitted.

4. The 'Educational Placement' Agreement in approved form should be completed and approved by the Principal, Dean, Academic Director, Chair, Department Head or Program Supervisor.
For proposed educational placements in the Health Sciences and Social Work please contact Leslie Bush, Assistant Vice Provost, Health Sciences.
For proposed educational placements in other divisions please contact the Vice-Provost Academic.