

# HOLLAND COLLEGE

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For example to search for code of ethics, type "code of ethics" after  
site:https://sam.hollandcollege.com  
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### QUALITY FORMS LIST

Access to the form is through the links in the column to the left. Forms may be available in pdf, MsWord and/or on-line format.

Recent revisions have the revision number shown in **red**.  
Some forms are only available from the office responsible and some are web-based (eg. exit form for post-secondary – QF007)

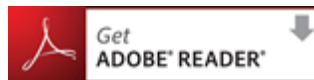
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ID #	TITLE	REVISION (Issue Date)
<a href="#">001.pdf</a>	Corrective Action Request	<b>THREE</b> (Jun 12/00)
002	Audit Report	<b>TWO</b> (Feb 25/05)
<a href="#">003.pdf</a> ( <a href="#">003.docx</a> )	Complaint Form	<b>ONE</b> (Jan 29/07)
<a href="#">004.pdf</a> ( <a href="#">004.docx</a> )	Harassment/Discrimination Complaints Form	<b>FIVE</b> (Jan 23/17)
<a href="#">005.pdf</a>	Holland College Concession Request	<b>TWO</b> (Feb 28/03)



<a href="#">006.pdf</a> ( <a href="#">006.docx</a> ) 📎	Technology Enhanced Learning Readiness Checklist	<b>NEW</b> (Aug 23/16)
<a href="#">007</a> (sample)	Post-Secondary Student Change of Status (On-line form)	<b>Thirteen</b> (Jan/17)
<a href="#">008A.pdf</a> ( <a href="#">008A.docx</a> )	Employee Orientation Checklist for Employees on a contract of six months or greater	<b>FIVE</b> (----/17)
<a href="#">008B.pdf</a> ( <a href="#">008B.docx</a> )	Employee Orientation Checklist for Employees on a contract of less than six months	<b>FIVE</b> (----/17)
<a href="#">009.pdf</a> ( <a href="#">009.docx</a> )	Contract Instructor Evaluation	<b>TWO</b> (May 28/04)
<a href="#">010A.pdf</a>	Short Course Student Evaluation Form	<b>TWO</b> (Sep 14/00)
<a href="#">010B.pdf</a> 📎	Short Course Student Evaluation Summary	<b>SIX</b> (Oct 16/12)
<a href="#">011.docx</a>	Document Location List	<b>TWO</b> (Aug 1/03)
<a href="#">012.pdf</a>	Student Misconduct Notice	<b>SEVEN</b> (Aug 15/13)
<a href="#">013.pdf</a> ( <a href="#">013.docx</a> )	Student Request for Appeal	<b>SEVEN</b> (Nov 1/13)
<a href="#">014.pdf</a>	Student Progress Concern Notice	<b>SEVEN</b> (Aug 15/13)
<a href="#">015.pdf</a>	Request for Out-of-Province Travel Approval	<b>TWO</b> (May 28/04)
<a href="#">016.pdf</a> ( <a href="#">016.docx</a> )	Sexual Violence Report Form	<b>NEW</b> (Jan 23/17)
<a href="#">017.pdf</a>	Course/Program Withdraw Form	<b>NEW</b> (Aug 13/15)
018		
<a href="#">019A.pdf</a>	Required Student Textbook Bookstore Order Form	<b>EIGHT</b> (May 2/17)
<a href="#">019B.pdf</a>	Required Student Materials Bookstore Order Form	<b>FIVE</b> (Feb 21/13)
<a href="#">019C.pdf</a>	Block Release Required Student Textbook Bookstore Order Form	<b>NEW</b> (Oct 19/16)
<a href="#">020.pdf</a> ( <a href="#">020.docx</a> )	Holland College Study Tour Application (Out-of-Province Travel)	<b>FOUR</b> (Aug 4/10)




<a href="#">021.pdf</a> (021.docx)	Informed Consent Release Form	<b>THREE</b> (Aug 5/10)
<a href="#">022.pdf</a> (022.docx)	Student Orientation Checklist - (Diploma/Certificate Programs/Courses)	<b>SEVEN</b> (Jul 31/13)
<a href="#">023.pdf</a> (023.docx)	Holland College Accident & Incident Report	<b>EIGHT</b> (Jan 15/16)
<a href="#">024.pdf</a>	Program Planning & Review Meeting Record	<b>FIVE</b> (May 29/15)
025 	Student Code of Conduct Agreement Form <i>As of October 16, 2012, this form is now exclusively on-line in SAM under the Community Group: Student Consent Forms [year]. If there is a reason why you cannot use the online format, please contact the <a href="#">Quality Coordinator</a>. Use of printed copies without a concession is NOT permitted.</i>	<b>TWO</b> (Jul 17/13)
<a href="#">026.pdf</a> (026.docx)	Student Orientation Checklist (Courses Other than Diploma/Certificate Programs/Courses)	<b>SIX</b> (Jul 31/13)
<a href="#">027.pdf</a> (027.docx)	Human Resource Requisition	<b>TWO</b> (Sep 13/06)
<a href="#">028.pdf</a>	Application For Funding From the Educational Development Assistance Fund	<b>SIX</b> (Nov 23/07)
<a href="#">029.pdf</a> (029.docx)	Employee Exit Interview Questionnaire	<b>NEW</b> (Dec 8/05)
<a href="#">029B.pdf</a> (029B.doc)	Employee Exit Interview Summary Report	<b>NEW</b> (Dec 8/05)
<a href="#">030.docx</a> (030.pdf)	Holland College Language Instruction Student Orientation Checklist	<b>NEW</b> (Apr 3/15)
031	Corrective Action Log Sheet	<b>FOUR</b> (Jun 4/07)
032	Amendment Notice	<b>ONE</b> (Mar 7/03)
<a href="#">033.pdf</a>	Student Transcript Request	<b>SIX</b> (Apr 29/14)
<a href="#">034.pdf</a> (034.docx)	Multiple Program Graduation Checklist	<b>SEVEN</b> (Dec 1/16)
<a href="#">035.pdf</a> (035.docx)	Employment Ending Checklist	<b>ONE</b> (Jan 16/13)
036	Holland College Program Evaluation	<b>SIX</b> (Dec 4/09)

037	Holland College Instructor Evaluation	<b>SEVEN</b> (Jun 8/10)
038	Holland College Course/Instructor Evaluation	<b>THIRTEEN</b> (Jun 8/10)
<a href="#">039.pdf</a> ( <a href="#">039.docx</a> )	Statement of Understanding & Release for Practicum Teaching Placement Participants in Holland College Programs	<b>NEW</b> (Dec 9/15)
040 <a href="#">📄</a>	Contract/Customized Training Checklist/Information Form	<b>ONE</b> (May 28/04)
041	Holland College New Student Survey	<b>ELEVEN</b>
<a href="#">042.pdf</a> ( <a href="#">042.docx</a> )	Application for University/College Courses	<b>SIX</b> (Nov 23/07)
043 <a href="#">📄</a>	Student Authorization Pertaining to the Release of Information by Program Staff to Potential Employers  <i>As of October 16, 2012, this form is now exclusively on-line in SAM under the Community Group: Student Consent Forms [year]. If there is a reason why you cannot use the online format, please contact the <a href="#">Quality Coordinator</a>. Use of printed copies without a concession is NOT permitted.</i>	<b>TWO</b> (Jul 29/10)
<a href="#">044.pdf</a> ( <a href="#">044.docx</a> )	Request to Use an Alternate Means of Transportation	<b>ONE</b> (Aug 5/10)
<a href="#">045.pdf</a> ( <a href="#">045.docx</a> )	Request to Hold a Wet Event	<b>NEW</b> (Jun 30/16)
<a href="#">046.pdf</a> ( <a href="#">046.docx</a> )	Holland College Student On-the-Job Training Liability Statement for Employers Within the Province of PEI	<b>SEVEN</b> (Dec 12/07)
<a href="#">046-A.pdf</a> ( <a href="#">046-A.docx</a> )	Holland College Student On-the-Job Training Liability Statement for Employers Within the Province of PEI (For Adult & Community Education Students)	<b>ONE</b> (Aug 30/11)
<a href="#">046-B.pdf</a> ( <a href="#">046-B.docx</a> )	Holland College Student On-the-Job Training Liability Statement for Employers Within the Province of PEI with <b>NO</b> WCB Coverage	<b>ONE</b> (Aug 30/11)
<a href="#">046-C.pdf</a> ( <a href="#">046-C.docx</a> )	Holland College Student On-the-Job Training Liability Statement for Employers Within the Province of PEI (For Computer Information Systems ( <b>CIS</b> ) Distance Students)	<b>ONE</b> (Nov 28/12)
<a href="#">047.pdf</a>	Request for Replacement Diploma/Certificate	<b>TWO</b> (Apr 29/14)

<a href="#">048.pdf</a> (048.docx)	Request for a Review of Supplier Status	<b>TWO</b> (Sep 30/02)
049	Complaints Log	
<a href="#">050.pdf</a> (050.docx) 	Holland College Program Graduation Checklist— for Three or Less Programs	<b>ELEVEN</b> (Nov 22/16)
<a href="#">051.pdf</a> (051.docx)	Advisory Committee Meeting Checklist	<b>FIVE</b> (Jul 14/06)
<a href="#">052.pdf</a> (052.docx)	Departmental Review Meeting Checklist	<b>FIVE</b> (Jul 14/06)
<a href="#">053.pdf</a> (053.docx)	Employee Achievement and Success Report - Faculty, Administrative & Support Staff	<b>TWO</b> (May 24/12)
054	Continuing Education Student Exit Form	
<a href="#">055.pdf</a> (055.docx)	Medical Form for Wind Turbine Technician Program	<b>ONE</b> (Mar 16/10)
056	Concession Log	
<a href="#">057.pdf</a> (057.docx)	Holland College Health Programs Medical Form	<b>THREE</b> (Jun 30/16)
<a href="#">058.pdf</a> (058.docx)	Adult Education Student Orientation Checklist	<b>SEVEN</b> (Jul 31/13)
<a href="#">QF059.pdf</a> 	Acknowledgement and Agreement Signatory Sheet for Adult Education Students	<b>NEW</b> (Apr 11/17)
<a href="#">060.oft</a>	Adult Education Student Exit Form (This form is a Microsoft Outlook Template.)	<b>EIGHTEEN</b> (Aug 26/16)
061	Adult Education Student Academic Advisor Evaluation (On-line survey)	<b>NEW</b> (Oct 19/16)
<a href="#">062- Book1.pdf</a> <a href="#">062- Book2.pdf</a>	Adult Education Course Record: GED Preparation Book 1 and Book 2	<b>THIRTEEN</b> (Aug 25/15)
<a href="#">063.pdf</a> (063.docx)	Instructional Services Supplier Review Form	<b>TWO</b> (May 28/04)
<a href="#">064.pdf</a> (064.docx)	Consent & Release for Participants in Cadet-For- A-Day Program	<b>TWO</b> (Aug 5/10)
065	C.A.E./B.Ed.(HRD) Program Evaluation	<b>ONE</b> (Dec 1/09)
<a href="#">066.pdf</a> (066.docx)	Professional Development Information	<b>ONE</b> (Sep 8/04)

067	C.A.E./B.Ed.(HRD) Course/Instructor Evaluation	<b>THREE</b> (Dec 1/09)
068	RESCINDED Sep 09	
<a href="#">069.pdf</a> (069.docx)	Student Request to Release Information to a Third Party	<b>FIVE</b> (Oct 14/10)
<a href="#">070.pdf</a> (070.docx)	Request for Release of Student Information	<b>ONE</b> (May 28/04)
<a href="#">071.pdf</a> (071.docx)	Driver Agreement and Release Form	<b>SIX</b> (Oct 8/10)
<a href="#">072.pdf</a>	Student Release for Off-campus Activities	<b>FOUR</b> (Jul 29/10)
<a href="#">073.docx</a> 	Holland College China Programs - Information for the Preparation of Graduation Programs and Credentials	<b>FIVE</b> (May 4/16)
<a href="#">074.pdf</a>	Adult Education Employee Orientation Checklist	<b>TWO</b> (Sep 23/09)
<a href="#">075.pdf</a> 	Adult Education Application Form	<b>TWENTY-TWO</b> (Apr 11/17)
<a href="#">076.pdf</a>	New Employee Orientation Guideline for Supervisor/Manager	<b>NEW</b> (----/17)
077 (form available from the International Office)	Holland College Application for Student Accommodations – School Of Performing Arts Houses	<b>NEW</b> (Jun 12/17)
078 (form available from the International Office)	Holland College Application for Student Accommodations – Charlottetown Inn	<b>NEW</b> (Jun 12/17)
079	Adult and Community Education New Student Survey	<b>SEVEN</b>
080 	Adult and Community Education Program Evaluation	<b>TWO</b>
081	Adult and Community Education Instructor Evaluation	<b>TWO</b>
082	APA Program Evaluation	<b>SIX</b> (Dec 1/09)
083	APA Instructor Evaluation	<b>SEVEN</b> (Jun 8/10)
084	Holland College Related Services / Core Instructor Evaluation	<b>FIVE</b> (Jan /11)


085	Holland College Lab Assistant Evaluation	<b>FIVE</b> (Jun /10)
086	Holland College CIS Distance Learning Program Evaluation	<b>ONE</b>
<a href="#">087.pdf</a> ( <a href="#">087.docx</a> )	Atlantic Police Academy - Police Science – Application Checklist & Assessment Summary Form	<b>EIGHT</b> (Mar 3/16)
<a href="#">088.pdf</a> ( <a href="#">088.docx</a> )	Agency Release for Child Documentation by ECCE Student	<b>NEW</b> (Nov 7/16)
089	Quality Office Program File Record Sheet	<b>NEW</b>
090.pdf 	Request for Confirmation of Program Start & End Dates	<b>ONE</b> (May 28/04)
<a href="#">091.pdf</a> ( <a href="#">091.docx</a> )	Photographs and Video-Recording During ECCE Program Activities	<b>NEW</b> (Nov 7/16)
<a href="#">092.pdf</a> ( <a href="#">092.docx</a> )	Parent Release for Child Documentation by ECCE Student	<b>NEW</b> (Oct 31/16)
<a href="#">093.pdf</a> ( <a href="#">093.docx</a> )	Educational Development Assistance Reimbursement Form	<b>NEW</b> (Oct 5/06)
094.pdf (094.doc)	International Student Homestay – Host Family Application Form	<b>NEW</b> (Aug 12/08)
<a href="#">095.pdf</a>	Application for Marine Centre Programs/Courses	<b>Thirteen</b> (Feb 15/17)
<a href="#">096.pdf</a>	Submission for Program Development	<b>FOUR</b> (Sep 13/05)
<a href="#">097.docx</a>	Consent & Release for Participants in Program Shadowing Activities	<b>ONE</b> (Aug 6/10)
<a href="#">098.pdf</a> 	Program Marketing Information Submission	<b>SEVEN</b> (Nov 22/16)
<a href="#">099.pdf</a> ( <a href="#">099.docx</a> )	Atlantic Police Academy Student Authorization to Release Information to Employers Seeking Information Relating to an Application for Employment	<b>ONE</b> (Jul 29/10)



100 	Computer & Network Acceptable Use Policy - Student Acceptance Form  <i>As of October 16, 2012, this form is now exclusively on-line in SAM under the Community Group: Student Consent Forms [year]. If there is a reason why you cannot use the online format, please contact the <a href="#">Quality Coordinator</a>. Use of printed copies without a concession is NOT permitted.</i>	<b>FOUR</b> (Jun 2/10)
<a href="#">101.oft</a>	Language Instruction Student Exit Form	<b>FOUR</b> (May 2/17)
<a href="#">102.pdf</a>	LINC Attendance Report	<b>NEW</b> (Aug 19/15)
<a href="#">103.pdf</a> (103.docx)	Adult Education Document Location List	<b>FOUR</b> (Jul 5/05)
<a href="#">104.pdf</a> (104.docx)	Adult Education Student File Checklist	<b>NINETEEN</b> (Apr 11/17)
<a href="#">105.pdf</a> (105.docx)	LINC Programs Policy on Attendance	<b>SEVEN</b> (Aug 19/15)
<a href="#">106.docx</a>	Student Information for Finance Office (For Use by the Registrar's Office Only)	<b>TWO</b> (Nov 7/11)
<a href="#">106-APA.dotx</a>	APA Student Information for Finance Office (for use by the Registrar's Office Only)	<b>NEW</b> (Nov 6/12)
<a href="#">107.docx</a> 	Short Course Registration Form (Form must be obtained from the Registrar's Office)	<b>FOUR</b> (Jul 27/05)
107B	CIS Distance Registration Form	
<a href="#">108.pdf</a> (108.docx)	Release for Publication	<b>TWO</b> (Sep 9/15)
<a href="#">108-A.pdf</a> <a href="#">108-A.docx</a>	Release for Publication for Models Under the Age of 18	<b>ONE</b> (Sep 9/15)
<a href="#">109.pdf</a> (109.docx)	Pre-Admission Consent to Release of Information Form	<b>TWO</b> (Feb 26/10)
<a href="#">110.pdf</a> (110.docx)	Community Education Student File Checklist for LINC Students	<b>EIGHT</b> (Sep 3/13)
<a href="#">111.pdf</a> (111.docx)	Intra Oral Dental Assisting – Statement of Understanding, Agreement & Release Form	<b>TWO</b> (Aug 5/10)
<a href="#">112.pdf</a> (112.docx)	Adult Education Funding Information Form	<b>SIX</b> (Apr 11/17)






<a href="#">115.pdf</a> ( <a href="#">115.docx</a> ) 	Atlantic Police Academy Candidate Feedback Form	<b>TWO</b> (May 2/07)
<a href="#">116A.pdf</a> ( <a href="#">116A.docx</a> )	Assessment Services - Release & Consent to Aptitude Testing for Police Science Application	<b>SEVEN</b> (Sep 15/14)
<a href="#">116B.pdf</a> ( <a href="#">116B.docx</a> )	Assessment Services - Release & Consent to Psychological Testing for Police Science Application	<b>SIX</b> (Sep 15/14)
<a href="#">116C.pdf</a> ( <a href="#">116C.docx</a> )	Assessment Services - Release & Consent to Psychological Testing for Conservation Enforcement Application	<b>FIVE</b> (Sep 15/14)
<a href="#">116D.pdf</a> ( <a href="#">116D.docx</a> )	Assessment Services - Release & Consent to Psychological Testing for Sheriff and Public Safety Officer Application	<b>ONE</b> (Sep 15/14)
<a href="#">116E.docx</a>	Assessment Services - Release and Consent to Psychological Testing	<b>FIVE</b> (Sep 15/14)
<a href="#">116F.pdf</a> ( <a href="#">116F.docx</a> )	Assessment Services - Release & Consent to Psychological Testing for N.B. Power	<b>ONE</b> (Sep 15/14)
<a href="#">116G.pdf</a> ( <a href="#">116G.docx</a> )	Assessment Services - Release & Consent to Clinical Interview for Police Science Application	<b>FIVE</b> (Sep 15/14)
<a href="#">116H.pdf</a> ( <a href="#">116H.docx</a> )	Assessment Services - Release & Consent to Clinical Interview for Conservation Enforcement Program Application	<b>NEW</b> (Sep 15/14)
<a href="#">116I.pdf</a> ( <a href="#">116I.docx</a> )	Assessment Services - Release & Consent to Clinical Interview for Sheriff & Public Safety Officer Program Application	<b>NEW</b> (Sep 15/14)
<a href="#">116J.docx</a>	Assessment Services - Release & Consent to Clinical Interview	<b>FOUR</b> (Sep 15/14)
<a href="#">116K.docx</a>	Assessment Services - Release & Consent to Clinical Interview	<b>TWO</b> (Sep 15/14)
<a href="#">116L.docx</a>	Assessment Services - Release & Consent to Aptitude/Achievement Testing	<b>FOUR</b> (Sep 15/14)
<a href="#">116M.pdf</a> ( <a href="#">116M.docx</a> )	Assessment Services - Release & Consent to Testing for Admission to Holland College Programs	<b>FIVE</b> (Sep 15/14)
<a href="#">116N.docx</a> 	Assessment Services - Release and Consent to Aptitude Testing	<b>FOUR</b> (Sep 15/14)




<a href="#">116O.pdf</a> ( <a href="#">116O.docx</a> )	Assessment Services - Release & Consent to Aptitude Testing for NB Power Security Guard Program	<b>TWO</b> (Sep 15/14)
<a href="#">116P.docx</a>	Assessment Services - Release and Consent to Psychological Testing (employer)	<b>NEW</b> (Jan 20/16)
<a href="#">116Q.docx</a>	Assessment Services - Release & Consent to Clinical Interview (employer)	<b>NEW</b> (Jan 20/16)
<a href="#">117A.pdf</a> ( <a href="#">117A.docx</a> )	Assessment Services - External Referral for Assessment Services	<b>FIVE</b> (Sep 15/14)
<a href="#">117B.pdf</a> ( <a href="#">117B.docx</a> )	Assessment Services - Internal Referral for Assessment Services	<b>FOUR</b> (Sep 15/14)
<a href="#">117C.pdf</a> ( <a href="#">117C.docx</a> )	Assessment Services - Consent Regarding Internal Referral For Career Assessment Inventory	<b>THREE</b> (Sep 15/14)
<a href="#">118A.pdf</a> ( <a href="#">118A.docx</a> )	Assessment Services - Parent/Guardian Statement of Understanding Agreement & Release Form	<b>FOUR</b> (Sep 15/14)
<a href="#">118B.pdf</a> ( <a href="#">118B.docx</a> )	Assessment Services - Statement of Understanding Agreement & Release Form	<b>SEVEN</b> (Sep 15/14)
<a href="#">119A.pdf</a> ( <a href="#">119A.docx</a> )	Assessment Services - Authorization to Obtain & Discuss Confidential Information	<b>FOUR</b> (Sep 15/14)
<a href="#">119B.pdf</a> ( <a href="#">119B.docx</a> )	Assessment Services - Authorization to Release & Discuss Confidential Information	<b>FOUR</b> (Sep 15/14)
<a href="#">119C.pdf</a> ( <a href="#">119C.docx</a> )	Assessment Services – Parent/Guardian Authorization to Obtain & Discuss Confidential Information	<b>FOUR</b> (Sep 15/14)
<a href="#">119D.pdf</a> ( <a href="#">119D.docx</a> )	Assessment Services – Parent/Guardian Authorization to Release & Discuss Confidential Information	<b>FOUR</b> (Sep 15/14)
<a href="#">124.pdf</a> ( <a href="#">124.docx</a> )	Consent to Receiving Student Support Services	<b>THREE</b> (Aug 6/10)
<a href="#">125.pdf</a> ( <a href="#">125.docx</a> ) 	Adult Education Program/Staff Review Meeting Checklist	<b>FOUR</b> (Jul 14/06)
<a href="#">126.pdf</a> ( <a href="#">126.docx</a> )	Adult Education Community Advisory Committee Checklist	<b>THREE</b> (Jul 5/05)
<a href="#">127.pdf</a> ( <a href="#">127.docx</a> )	Student Fundraising Activity Request for Approval	<b>ONE</b> (Feb 5/10)

<a href="#">132.docx</a>	Holland College Course Outline	<b>TWO</b> <b>(Feb 15/13)</b>
<a href="#">133.pdf</a> <a href="#">(133.docx)</a>	High School Transition Program - Parent/Guardian Permission & Release for Student Participation in Off-Campus Activities/Events (under 18)	<b>ONE</b> <b>(Aug 6/10)</b>
<a href="#">134.pdf</a> <a href="#">(134.docx)</a>	High School Transition Program - Student Agreement & Release for Participation in Off-Campus Activities/Events (18 and over)	<b>ONE</b> <b>(Jan 31/03)</b>
<a href="#">135.pdf</a> <a href="#">(135.docx)</a>	Atlantic Police Academy Course Registration Form	<b>FIVE</b> <b>(Feb 5/13)</b>
<a href="#">140.pdf</a> <a href="#">140-P.pdf</a> <a href="#">(140.docx)</a>	Application for Student Accommodations	<b>ELEVEN</b> <b>(Aug 20/13)</b>
<a href="#">141.pdf</a> <a href="#">(141.docx)</a>	Student Accommodations Agreement	<b>SIX</b> <b>(Apr 14/16)</b>
142	<b>Rescinded</b>	
<a href="#">143.pdf</a> <a href="#">(143.docx)</a>	Out of Province Travel Application, Consent and Assumption of Risks/Responsibilities and Release Form (Non- Student Participant)	<b>ONE</b> <b>(Aug 6/10)</b>
<a href="#">143A.pdf</a> <a href="#">(143A.docx)</a>	Out of Province Travel Application, Consent and Assumption of Risks/Responsibilities and Release Form (Non-College Employee Participant)	<b>NEW</b> <b>(Mar 10/11)</b>
<a href="#">143B.pdf</a> <a href="#">(143B.docx)</a>	Out of Province Travel Application, Consent and Assumption of Risks/Responsibilities and Release Form (Non-College Employee Participant Under the Age of 18 Years)	<b>NEW</b> <b>(Mar 10/11)</b>
<a href="#">144.docx</a>	Adult Education Student Attendance Policy	<b>FOUR</b> <b>(Oct 17/14)</b>
<a href="#">145.docx</a> (let size)	Holland College Student File Checklist for Programs	<b>THREE</b> <b>(July 31/13)</b>
<a href="#">146.docx</a> <a href="#">(146.pdf)</a> 	Holland Hurricanes Athletics Program Under 18 Student Consent and Assumption of Risks/Responsibilities and Release Form	<b>NEW</b> <b>(Sep 30/04)</b>
<a href="#">147.pdf</a> <a href="#">(147.docx)</a>	Holland Hurricanes Athletics Program Student Consent and Assumption of Risks/Responsibilities and Release Form	<b>TWO</b> <b>(Jun 11/13)</b>


<a href="#">147-B.pdf</a> (147-B.docx)	Holland Hurricanes Athletics Program Non-Student Consent and Assumption of Risks/Responsibilities and Release Form	<b>TWO</b> (Jun 11/13)
148	Rescinded Feb 27, 2015 – replaced by QF262 & QF263	
149	Annual Program Review Checklist Rescinded June 21, 2017	
<a href="#">150.docx</a> 	Polygraph Examination - Suitability & Security Booklet Review Form	<b>THREE</b> (Feb 9/07)
<a href="#">151.pdf</a> (151.docx)	Referral for Student Support Services	<b>FOUR</b> (Feb 6/17)
<a href="#">154.pdf</a> (154.docx)	Student OJT Agreement & Authorization Pertaining to the Exchange of Information Between Program Staff and OJT Sites	<b>FOUR</b> (Sep 23/13)
<a href="#">154-A.pdf</a> (154-A.docx)	Student OJT Agreement & Authorization Pertaining to the Exchange of Information Between Program Staff and OJT Sites with NO WCB Coverage	<b>TWO</b> (Sep 23/13)
<a href="#">155.pdf</a>	Application for Research Project	<b>ONE</b> (Aug 8/12)
<a href="#">156.pdf</a>	Application For Research Involving Human Subjects	<b>TWO</b> (Aug 8/12)
<a href="#">157.pdf</a> (157.docx)	Informed Consent Form For Research Participants	<b>THREE</b> (Apr 23/12)
<a href="#">158.pdf</a> (158.docx)	Holland College Accident/Incident Investigation Report	<b>NEW</b> (Jul 25/08)
<a href="#">159.docx</a> 	Individual Educational Accommodation Agreement	<b>ONE</b> (Jun 28/12)
<a href="#">160.pdf</a> (160.docx)	Out-of-Canada Travel Approval for Student Mobility (Academic Exchange) Program	<b>ONE</b> (Aug 9/10)
<a href="#">161.docx</a>	Student Mobility (Academic Exchange) Program	<b>NEW</b> (Jul 12/06)
<a href="#">162.pdf</a>	REB – Research Project Annual Status/Completion Report	<b>NEW</b> (Jan 12/17)
<a href="#">163.pdf</a> (163.docx)	Holland College Transition Program Mentor – Student Evaluation Form	<b>NEW</b> (Oct 27/06)
164	<b>RESCINDED</b>	
<a href="#">165.pdf</a>	Application for Student Research Project	<b>ONE</b> (Apr 23/12)
<a href="#">166.pdf</a> (166.docx)	Non-Disclosure Agreement (Research)	<b>ONE</b> (Jan 20/11)

<a href="#">167.pdf</a> ( <a href="#">167.docx</a> ) 	Non-Disclosure Agreement And Declaration Of Understanding For Students Participating In Research	<b>NEW</b> (Oct 25/07)
<a href="#">168.pdf</a> ( <a href="#">168.docx</a> )	Student Exit Interview Questionnaire	<b>TWO</b> (Mar 16/17)
<a href="#">169.pdf</a> ( <a href="#">169.docx</a> )	Release - Student On-The-Job Training (OJT) Outside The Province Of Prince Edward Island, NB & Alberta	<b>TWO</b> (Aug 29/13)
<a href="#">170.pdf</a> ( <a href="#">170.docx</a> )	Student On-the-Job Training (OJT) Liability Statement for Sites Located Outside the Provinces of PEI, NB & Alberta	<b>TWO</b> (Aug 29/13)
<a href="#">170-A.pdf</a> ( <a href="#">170-A.docx</a> )	Student On-the-Job Training (OJT) Liability Statement for Sites Located Outside the Provinces of PEI, NB & Alberta (For Students who are not covered by the Student Union Health Benefits Plan)	<b>TWO</b> (Aug 29/13)
<a href="#">170-B.pdf</a> ( <a href="#">170-B.docx</a> )	Student On-the-Job Training (OJT) Liability Statement for Sites Located Outside the Provinces of PEI, NB & Alberta (For Computer Information Systems (CIS) Distance Students)	<b>TWO</b> (Aug 29/13)
<a href="#">171.pdf</a> ( <a href="#">171.docx</a> )	Student On-the-Job Training (OJT) Liability Statement for OJT Providers Within the Province of Alberta	<b>ONE</b> (Dec 12/07)
<a href="#">171-A.pdf</a> ( <a href="#">171-A.docx</a> )	Student On-the-Job Training (OJT) Liability Statement for OJT Providers Within the Province of Alberta (For Students who are not covered by the Student Union Health Benefits Plan)	<b>ONE</b> (Dec 12/07)
<a href="#">171-B.pdf</a> ( <a href="#">171-B.docx</a> )	Student On-The-Job Training (OJT) Liability Statement for OJT Providers Within the Province of New Brunswick	<b>NEW</b> (Aug 29/13)
<a href="#">172.pdf</a> ( <a href="#">172.docx</a> )	Research Project Workplan	<b>NEW</b> (Oct 25/07)
<a href="#">173.pdf</a>	Holland College Program Evaluation: China Educational Joint Venture Programs	<b>NEW</b>
<a href="#">174.docx</a>	Performance Appraisal Form – Facilities Employees	<b>NEW</b> (Mar 6/07)
<a href="#">175.pdf</a> <a href="#">175.docx</a> 	Holland College Access to Information Request Form	<b>NEW</b> (May 1/17)




<a href="#">176.pdf</a> <a href="#">176.docx</a>	Holland College Privacy Complaint Form	<b>NEW</b> (May 1/17)
<a href="#">177.pdf</a> <a href="#">177.docx</a>	PLAR - Program Readiness Checklist	<b>NEW</b> (Aug 28/09)
178	LINC/EAL Instructor Evaluation	<b>NEW</b>
179	LINC/EAL Program Evaluation	<b>NEW</b>
<a href="#">180.pdf</a> ( <a href="#">180.docx</a> )	International Student—Admissions File Checklist	<b>NEW</b> (May 18/07)
<a href="#">181.pdf</a> ( <a href="#">181.docx</a> )	Application to PLAR a Course	<b>NEW</b> (Aug 23/16)
<a href="#">182.pdf</a> ( <a href="#">182.docx</a> )	Application for Course Repeat	<b>NEW</b> (Sep 20/07)
<a href="#">183.pdf</a> <a href="#">183.docx</a>	Program-Based PLAR Application Form	<b>ONE</b> (Nov 26/14)
<a href="#">184.pdf</a> ( <a href="#">184.docx</a> )	Violent Incident Report Form	<b>ONE</b> (Jan 23/17)
<a href="#">185.pdf</a> <a href="#">185.docx</a>	PLAR Portfolio Assessment Submission Form	<b>NEW</b> (Aug 28/09)
186		
187		
<a href="#">188.pdf</a>	Continuing Education/Contract Training Course Information	<b>EIGHT</b> (Jul 29/14)
<a href="#">189.pdf</a> ( <a href="#">189.docx</a> )	Medical Form for Atlantic Police Academy Programs	<b>SEVEN</b> (Nov 5/13)
<a href="#">190.pdf</a> ( <a href="#">190.docx</a> )	Visual Examination Form - Police Science (Cadet) Program	<b>TWO</b> (Apr 17/08)
191	Rescinded	
192	Rescinded	
<a href="#">193.pdf</a> ( <a href="#">193.docx</a> )	Workplace Risk Assessment – Individual Worker(s)	<b>NEW</b> (Sep 24/08)
<a href="#">194.pdf</a> ( <a href="#">194.docx</a> )	Site Specific Working Alone Safety Plan	<b>NEW</b> (Sep 24/08)
195 	Rescinded	
<a href="#">196.pdf</a> ( <a href="#">196.docx</a> )	Passenger Vehicle Pre-Trip/Daily Inspection & 24-Hour Trip Log	<b>ONE</b> (May 31/11)
197	Rescinded	



198	Rescinded	
<a href="#">199.pdf</a> ( <a href="#">199.docx</a> )	EEELS Student On-the-Job Training (OJT) Liability Statement for Employers Within the Province of PEI	<b>NEW</b> (Oct 21/08)
<a href="#">200.pdf</a> ( <a href="#">200.docx</a> )	Improvement Initiative Proposal	<b>NEW</b> (Jan 23/09)
201.pdf 	Rescinded	
<a href="#">202.pdf</a>	Credit Transfer Application Form	<b>TWO</b> (Jan 15/13)
<a href="#">203.pdf</a> ( <a href="#">203.docx</a> )	Out-of-Canada Travel Approval for Student On-the-Job Training	<b>TWO</b> (Oct 14/10)
204	Rescinded	
<a href="#">208.pdf</a> <a href="#">208.docx</a>	Application for a Change of Name on Holland College Student Records	<b>NEW</b> (Oct 6/09)
209 	CAE / B.Ed.(HRD) Graduate Follow-up Survey	<b>NEW</b> (Dec 1/09)
210	Rescinded Jan 2017	
<a href="#">211.docx</a>	Non-Participant Out-of-Province Travel Release Form	<b>NEW</b> (Jan 31/17)
212.doc	Music Course Student Evaluation Form	<b>NEW</b> (May 19/10)
212b.dot	Music Course Student Evaluation Summary	<b>NEW</b> (May 19/10)
<a href="#">213.docx</a> <a href="#">213.pdf</a>	Application to Amend Research Project Previously Approved by REB	<b>NEW</b> (Jun 23/10)
<a href="#">214-A.docx</a> <a href="#">214-A.pdf</a>	Holland Hurricanes Football Club - Student consent and Assumption of Risks/Responsibilities and Release Form	<b>NEW</b> (Aug 19/10)
<a href="#">214-B.docx</a> <a href="#">214-B.pdf</a> 	Holland Hurricanes Football Club - Non-Registered Football Athlete Consent and Assumption of Risks/Responsibilities and Release Form	<b>NEW</b> (Aug 19/10)
<a href="#">214-C.docx</a> <a href="#">214-C.pdf</a>	Holland Hurricanes Football Club - Release For Publication Form	<b>NEW</b> (Aug 19/10)
<a href="#">214-D.docx</a> <a href="#">214-D.pdf</a>	Holland Hurricanes Football Club - Coach and Support Staff Information & Release Form	<b>NEW</b> (Aug 19/10)




<a href="#">215.docx</a> <a href="#">215.pdf</a>	Alternative Format Request - Consent to Disclosure, Acknowledgement and Agreement	<b>NEW</b> (Sep 14/10)
<a href="#">216.docx</a> <a href="#">216.pdf</a>	Audio-Recording of Lectures and Other Classroom Activities - Statement of Understanding and Agreement (Student Services Use)	<b>NEW</b> (Sep 14/10)
<a href="#">216-B.docx</a> <a href="#">216-B.pdf</a>	Audio-Recording of Lectures and Other Classroom Activities - Statement of Understanding and Agreement	<b>NEW</b> (Oct 14/16)
217 (e-form) 217.docx	Early Childhood Care & Education Blended Course Registration Form (electronic submission)	<b>NEW</b> (Sep 13/10)
QF218 (e-form)	Holland College China Teaching Assignment - EJV Partner & HC Pre-Trip Checklist (must be logged into SAM to access the form)	<b>NEW</b> (Oct 1/10)
<a href="#">218-A</a> 	Holland College Instructor - PRE-China (EJV) Teaching Assignment	<b>ONE</b> (Feb 4/16)
<a href="#">218-B</a>	Holland College Post-China (EJV) Teaching Assignment Report	<b>NEW</b> (Oct 1/10)
<a href="#">218-C</a>	Holland College China Teaching Assignment - EJV Partner Feedback	<b>NEW</b> (Oct 1/10)
<a href="#">219.pdf</a> <a href="#">219.docx</a>	College Staff Driver Agreement & Release Form	<b>NEW</b> (Oct 8/10)
QF220	Contract Training Registration Form (E-form available from the Manager of Contract Training)	<b>NEW</b> (Nov 1/10)
<a href="#">221.pdf</a> <a href="#">221.docx</a>	Adult Education Recognition Checklist	<b>ONE</b> (Dec 1/16)
<a href="#">222.pdf</a> <a href="#">222.docx</a>	Immunization Verification Form for Holland College Healthcare Programs	<b>TWO</b> (Jun3/16)
<a href="#">223.pdf</a> <a href="#">223.docx</a>	Immunization Verification Form for Atlantic Police Academy Programs	<b>ONE</b> (Jun 6/16)
<a href="#">224.pdf</a> <a href="#">224.docx</a>	Community Education LINC, EEELS & EAL Night Application Form	<b>ONE</b> (Aug 19/15)
<a href="#">225.pdf</a> <a href="#">225.docx</a>	Employee Occupational Health & Safety Orientation	<b>NEW</b> (Jun 22/11)
<a href="#">226.pdf</a> <a href="#">226.docx</a>	Video-Recording of Program Activities	<b>NEW</b> (Jun 29/11)



<a href="#">227.pdf</a>	Program Information for U.S. Department of Education Title IV Funding SAP Standards	<b>TWO</b> (Mar 19/15)
<a href="#">228.pdf</a> <a href="#">228.docx</a>	Immunization Verification Form for Wildlife Conservation Technology Program	<b>ONE</b> (Feb 2/12)
<a href="#">229.docx</a> 	Ethical and Privacy Considerations Checklist for Students Involved in Course-Based Research	<b>NEW</b> (Apr 23/12)
<a href="#">230.pdf</a>	Application for Ethics Approval of Course-Based Research	<b>NEW</b> (Apr 23/12)
<a href="#">231.pdf</a>	Application for Approval of a Student Directed Information Gathering Activity	<b>NEW</b> (Apr 23/12)
<a href="#">232.docx</a> 	Ethical and Privacy Considerations Checklist for Students Involved in Information Gathering Activities Excluded from REB Review	<b>NEW</b> (Apr 23/12)
<a href="#">233.pdf</a> <a href="#">233.docx</a>	Holland College Student Services Test Accommodation Request Form	<b>ONE</b> (May 15/12)
<a href="#">234.pdf</a> <a href="#">234.docx</a>	Medical Form for Wildlife Conservation Technology Program	<b>NEW</b> (Mar 1/12)
<a href="#">235.docx</a>	Request To Release A Cumulative Transcript To A Third Party	<b>NEW</b> (Mar 2/12)
<a href="#">236.pdf</a> 	Early Learning Centre – Child Incident Report	<b>NEW</b> (Jun 24/15)
<a href="#">237.pdf</a>	Early Learning Centre – Child Accident Report	<b>NEW</b> (Jun 24/15)
<a href="#">238.pdf</a>	Early Learning Centre – Parent/Guardian Permission & Release for Walks/Outings	<b>NEW</b> (Mar 22/17)
239	Holland College Mentor Survey	<b>NEW</b> (Feb/12)
240	Distance Program Evaluation	<b>ONE</b> (Nov/12)
241	Course/Instructor Evaluation for Blended/Distance Students	<b>THREE</b> (Dec/15)
<a href="#">242.docx</a>	MTC-Consent and Release for No Marine Medical	<b>NEW</b> (Feb 23/17)
243	Distance Instructor Evaluation	<b>NEW</b> (Nov/12)
<a href="#">244.pdf</a>	Holland College OH&S Committee/ Representative Recommendation Form	<b>NEW</b> (Feb 8/13)

<a href="#">245.pdf</a> ( <a href="#">245.docx</a> )	QF245 - Intra-Oral Distance Orthodontics - Practicum Supervisor Agreement	<b>ONE</b> ( <b>Sep 10/13</b> )
<a href="#">247.pdf</a>	Primary Medical Form for Basic Firefighter Program	<b>ONE</b> ( <b>Feb 11/14</b> )
<a href="#">247A.pdf</a>	Basic Firefighter Program Medical Checklist: Ears & Hearing	<b>ONE</b> ( <b>Feb 11/14</b> )
<a href="#">247B.pdf</a>	Basic Firefighter Program Vision Examination	<b>ONE</b> ( <b>Nov 1/13</b> )
<a href="#">247C.pdf</a>	Basic Firefighter Program Medical Checklist: Type 1 Diabetes	<b>ONE</b> ( <b>Nov 1/13</b> )
<a href="#">247D.pdf</a> 	Basic Firefighter Program Medical Checklist: Insulin Requiring Type 2 Diabetes	<b>ONE</b> ( <b>Nov 1/13</b> )
<a href="#">247E.pdf</a>	Basic Firefighter Program Medical Checklist: Non-Insulin Requiring Diabetes	<b>ONE</b> ( <b>Nov 1/13</b> )
<a href="#">247F.pdf</a>	Basic Firefighter Program Medical Checklist: Epilepsy-Seizures	<b>ONE</b> ( <b>Nov 1/13</b> )
<a href="#">247G.pdf</a>	Basic Firefighter Program Medical Checklist: Head, Neck, Nose & Dental	<b>ONE</b> ( <b>Feb 11/14</b> )
<a href="#">247H.pdf</a>	Basic Firefighter Program Medical Checklist: Lungs & Chest	<b>ONE</b> ( <b>Feb 11/14</b> )
<a href="#">247I.pdf</a>	Basic Firefighter Program Medical Checklist: Heart, Vascular & Blood	<b>ONE</b> ( <b>Feb 11/14</b> )
<a href="#">247J.pdf</a>	Basic Firefighter Program Medical Checklist: AB- ORGANS-GI-REPRO-URIN-ENDO-MISC	<b>ONE</b> ( <b>Feb 11/14</b> )
<a href="#">247K.pdf</a>	Basic Firefighter Program Medical Checklist: Spine, Skeleton & Extremities	<b>ONE</b> ( <b>Feb 11/14</b> )
<a href="#">247L.pdf</a>	Basic Firefighter Program Medical Checklist: Neuro-Psych-Chem-Drugs	<b>ONE</b> ( <b>Feb 11/14</b> )
<a href="#">247M.pdf</a>	Basic Firefighter Program Medical Checklist: Skin Conditions	<b>ONE</b> ( <b>Feb 11/14</b> )
<a href="#">248.docx</a>	Marine Training Centre - Student Orientation Checklist	<b>NEW</b> ( <b>Dec 5/13</b> )
<a href="#">249.pdf</a>	Marine Training Centre – Course Attendance Record & Exam/Completion Record	<b>TWO</b> ( <b>Oct 1/15</b> )
<a href="#">250.docx</a> 	Marine Training Centre – Transport Canada Certificate Log	<b>NEW</b> ( <b>Jan 8/14</b> )

<a href="#">251.pdf</a> ( <a href="#">251.docx</a> )	MTC Informed Consent and Release Pertaining to Participating in Marine Training Courses	<b>NEW</b> (Jan 23/14)
<a href="#">252.pdf</a>	Marine Training Centre Planning & Review Meeting Record	<b>NEW</b> (Apr 7/14)
<a href="#">253.pdf</a>	Marine Training Centre Deficiency Report	<b>NEW</b> (Apr 7/14)
<a href="#">254.pdf</a>		
<a href="#">255.pdf</a>	Marine Training Centre Course Delivery Information and Schedule	<b>NEW</b> (Mar 31/15)
<a href="#">256.pdf</a>	Student OJT and Criminal Record Acknowledgement	<b>NEW</b> (Aug 18/14)
<a href="#">257.pdf</a>	Adult Education: Student Textbook Loan Agreement	<b>NEW</b> (Sep 8/14)
<a href="#">258.pdf</a>	Enhanced Employability Essential Language Skills (EEELS) Consent to Exchange Information	<b>NEW</b> (Sep 12/14)
<a href="#">259.docx</a>	Marine Training Centre Short Course Folder Checklist	<b>FOUR</b> (Feb 23/17)
<a href="#">260.pdf</a>	Adult Education – Educational Item/Tool Student Loan Agreement	<b>NEW</b> (Dec 17/14)
<a href="#">261.pdf</a> ( <a href="#">261.docx</a> )	Adult Education – Recommendation for Self-Paced Course	<b>NEW</b> (Oct 24/14)
<a href="#">262.pdf</a>	PEI Dual Credit Recognition Application Form	<b>NEW</b> (Jan 29/15)
<a href="#">263.pdf</a>	Intra Oral Distance Orthodontics - Theory - Statement of Understanding, Agreement & Release Form	<b>NEW</b> (Feb 27/15)
<a href="#">264.pdf</a>	Intra Oral Distance Orthodontics - Practicum - Statement of Understanding, Agreement & Release Form	<b>NEW</b> (Feb 27/15)
<a href="#">265.pdf</a>	Student SAP Report for Title IV Funding	<b>NEW</b> (Mar 19/15)
<a href="#">266.pdf</a>	Hurricanes Athletics - Canes Camps & Academies - Child Accident Report	<b>NEW</b> (Dec 14/15)
<a href="#">267.pdf</a>	Hurricanes Athletics - Canes Camps & Academies - Child Incident Report	<b>NEW</b> (Dec 14/15)
<a href="#">268.pdf</a>	Consent & Release For Participants In Holland College Trade HERizons Activities	<b>NEW</b> (Jan27/16)

<a href="#">269.docx</a>	Application for Approval of Graduation Speaker and Invited Dignitaries	<b>NEW</b> <b>(Feb1/16)</b>
HC001	Request to Hold a Wet Event (See QF045)	
	Holland College Medical Form (See QF057)	
	<a href="#">top</a>	
	<a href="#">Quality Procedures</a>	
	<a href="#">Policy, Regulations &amp; Operational Procedures</a>	

To report any errors or problems with these webpages please call Brian Lambert, Quality Coordinator at 566-9594 or internal extension 594 or email [blambert@hollandcollege.com](mailto:blambert@hollandcollege.com).

<b>Administrative Forms</b>			
1.	In-Province Travel Form	<a href="#">pdf</a>	
2.	Travel Rates	<a href="#">pdf</a>	
3.			
4.	Purchase Requisition	<a href="#">pdf</a>	
5.	Inventory Write-Off/Transfer/Loan Voucher	<a href="#">pdf</a> <a href="#">docx</a>	
6.	Tourism & Culinary Centre Facility Use Agreement	<a href="#">Pdf</a>	
7.	Holland College Facilities User Agreement, Assumption of Risks/Responsibilities & Release Form	<a href="#">pdf</a>	
8.	Request to Use College Facility	<a href="#">pdf</a>	
9.	Identity Guidelines Manual - PDF	<a href="#">pdf</a>	
<b>Human Resources Forms &amp; Other Documents</b> <b>(see the <a href="#">ADP-WorkforceNow</a> website)</b>			
1.	Promoting a Respectful Working & Learning Environment	<a href="#">pdf</a>	

<b>Miscellaneous</b>			
1.	Checklist for College staff to use when reviewing and having students sign waivers and other legal documents	<a href="#">Checklist</a>	
2	Criminal Records Checks - A Holland College Information Document	<a href="#">pdf</a>	
3	Request for Emergency Loan for Textbook Purchase	<a href="#">pdf</a>	
4	Adult & Community Education Student Insurance Plan	<a href="#">pdf</a>	
5	<a href="#">Holland College Organizational Structure</a>		
6	HC - Accident & Incident Reporting Requirements	<a href="#">pdf</a>	
7	Holland College Quality Manual	<a href="#">pdf</a>	
8			