

# Health and Wellness Coaching Certificate Program To-do List

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This form is for your use only and does not qualify as proof of completion for any compliance requirements. Original documents or scanned copies are required. Please be sure to submit documentation to the correct locations or they will not be processed. Please see your Virtual Admissions Packet for more details and submission links.

## Accept the offer of admissions within two weeks

- Accept your admission to the program on Buckeyelink through your [Applicant Center](#) or by emailing [CON-gradrecords@osu.edu](mailto:CON-gradrecords@osu.edu) based on the instructions in your admissions letter.

## Technology requirements and course materials

- Reviewed Technology Requirements and Resources listed in the [Virtual Admissions Packet](#)
- Purchased computer [headset](#)
- [Computer/Laptop obtained](#)
- [Purchased textbooks](#)

## Preparing to start the program

- Enrolled in courses, per plan in [the Beacon](#)
- [Tuition and Fees](#) paid by the registrar's [deadline](#)



## Overview of program compliance requirements and deadlines

College of Nursing students are required to be fully compliant with all program compliance requirements in order to enter the program, clinical and/or health assessment. Program compliance includes a variety of requirements, each with specific deadlines. Please visit the [Compliance Website](#) for a more detailed description of each requirement and submission instructions. You are responsible for ensuring your clinical compliance requirements do not lapse during your time in the program.

A list of compliance requirements is provided below along with deadlines. You can use the “Completed” column to track your own progress.

<b>Program Compliance Requirement</b>	<b>Deadline</b>	<b>Submission Instruction</b>	<b>Notes</b>	<b>Completed</b>
Forms	Start of the certificate	<a href="#">Substance Use Policy Form</a> <a href="#">Confidentiality Agreement</a> <a href="#">Image Release Form</a>		

