

VIU MBA / UH MScIM PROGRAM - FACULTY OF MANAGEMENT – VANCOUVER ISLAND UNIVERSITY
APPLIED BUSINESS PROJECT (ABP) REGISTRATION FORM

STUDENT NAME: _____ MBA PROGRAM START DATE & COHORT (SECTION#): _____

STUDENT ID NUMBER: _____

PROPOSED ABP SUPERVISOR: _____ PROPOSED ABP START DATE: _____

PROPOSED ABP TOPIC OR GENERAL AREA OF INTEREST: _____

STUDENT SIGNATURE: _____ TODAY'S DATE: _____

ABP SUPERVISOR USE ONLY

INSTRUCTOR AGREES TO SUPERVISE THE STUDENT: YES NO

SUPERVISOR HAS CONFIRMED THE FOLLOWING ABP START DATE (IMPORTANT - THIS DATE WILL BE START OF THE 16-WEEK PERIOD WITHIN WHICH THE ABP WORK NEEDS TO BE COMPLETED. IF THE START OR END DATE HAVE TO BE CHANGED, STUDENT MUST FILE THE "APPLICATION FOR ABP CHANGES" FORM. PLS, USE THE FORMAT OF DD/MM/YYYY): ____/____/____

INSTRUCTOR COMMENTS, IF ANY: _____

NAME OF THE SUPERVISOR: _____ SIGNATURE: _____ DATE: _____

GRADUATE BUSINESS STUDIES - DIRECTOR USE ONLY:

STUDENT'S ACADEMIC STATUS ALLOWS COMMENCING THE APPLIED BUSINESS PROJECT AS PROPOSED

STUDENT'S ACADEMIC STATUS DOES NOT ALLOW COMMENCING THE APPLIED BUSINESS PROJECT AS PROPOSED

INSTRUCTOR APPROVED AS THE SUPERVISOR INSTRUCTOR NOT APPROVED AS SUPERVISOR

DIRECTOR'S COMMENTS, IF ANY: _____

SIGNATURE, DIRECTOR OF GRADUATE BUSINESS STUDIES: _____ DATE: _____

GRADUATE BUSINESS STUDIES – ADMINISTRATIVE ASSISTANT USE ONLY:

STUDENT HAS BEEN REGISTERED FOR THE ABOVE COURSE (SECTION: _____ START/END DATES: ____/____)

STUDENT TRACKING SPREADSHEET HAS BEEN UPDATED

INSTRUCTOR ABP SUPERVISION STIPEND HAS BEEN SET UP

INSTRUCTOR HAS BEEN NOTIFIED STUDENT HAS BEEN NOTIFIED

COMMENTS: _____

I CERTIFY THAT ALL OF THE ACTIONS ABOVE HAVE BEEN COMPLETED BY ME: _____ (Print Name)

_____(Sign)

DATE: _____