Department of Family and Consumer Sciences

Food and Nutrition Concentration

Dietetics Emphasis Degree Handbook
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Welcome! We are pleased that you have decided to consider the Dietetics Emphasis in Family and Consumer Sciences Nutrition and Food Concentration at California State University, Sacramento! This handbook is designed to assist you in planning your coursework and answer some questions you may have about the educational path to becoming a Registered Dietitian Nutritionist (RDN) or Nutrition and Diet Technician Registered (NDTR). It contains general information about our program such as our Mission Statement and Goals, our accreditation status, how to apply to the Dietetics emphasis option, what courses are required for the major and general information about the department and program director for advising. Also provided is information about university policies and procedures that provide guidance in your academic career at Sacramento State.

This handbook is not intended to replace regular appointments with your advisor. Rather, it is meant to be a ready source of information for your use. Keep it handy you will find that it answers a lot of your questions.

FACS Department Office Hours (3000 Mariposa Hall):
Monday - Friday
9:00am - noon
1:00pm - 4:00pm

Location:
California State University Sacramento
Mariposa Hall - Room 3000
6000 J Street
Sacramento, CA 95819-6053
Phone: (916) 278-6393
Fax: (916) 278-7520
The Family and Consumer Sciences Department at Sacramento State offers a Bachelor of Science degree in Food and Nutrition with an emphasis in Dietetics.

The Dietetics Emphasis at California State University Sacramento fulfills the academic requirements for eligibility to apply for qualifying experiences required to become a Registered Dietitian/Nutritionist (RDN) or to become a Nutrition & Dietetic Technician Registered (NDTR), as well as to prepare students for a variety of careers in nutrition, foodservice administration, and food science. The Dietetics emphasis is a Didactic Program in Dietetics (DPD) and is currently accredited by the Accreditation Council for Education in Nutrition and Dietetics of the Academy of Nutrition and Dietetics, 120 South Riverside Plaza, Suite 2000, Chicago, IL 60606-6995, 1-800-877-1600, Ext. 5400.

A BS in Dietetics is designed to academically prepare students to apply for an Accreditation Council for Education in Nutrition and Dietetics accredited supervised practice program (Dietetic Internships or Pre-professional Practice Program) to establish eligibility for active membership in the Academy of Nutrition and Dietetics and/or to sit for the registration examination for becoming a nutrition diet technician registered (NDTR) or a registered dietitian nutrition (RDN). To become a Registered Dietitian Nutritionist (RDN), you must first successfully complete the degree, followed by an accredited supervised practice program, and then pass the examination for Registered Dietitian Nutritionists. Our program will guide you through these steps.

The majority of required courses for the Dietetics program are offered through the Department of Family and Consumer Sciences. Additional courses are needed in Biology, Chemistry, Mathematics & Statistics, and Psychology. Students who intend to earn a BS with an emphasis in Dietetics declare the Family and Consumer Sciences major, with a Nutrition and Food concentration. Students must complete all-university graduation requirements, including general education and specified dietetics course requirements, as described in the major requirements and in the CSUS course catalog. After taking FACS 9, 10, 11 and 113, Chem 1A and 1B, BIO 10, and Stat 1 and obtaining a 2.75 GPA or higher students complete a Dietetics Emphasis Declaration to verify completion of dietetics course requirements along with a Declaration of Major Form and a copy of your transcripts from all colleges and universities to Dr. Mulasi or Dr. Buchan for approval in order to declare the Dietetics Emphasis Degree.

If you already have a Bachelor's degree (or a more advanced degree), you may elect to take only courses required for the DPD listed under the dietetic emphasis major requirements. You are advised to consult with Dr. Mulasi or Dr. Buchan for the courses you will be required to obtain your DPD verification.
Becoming a Registered Dietitian/Nutritionist

Registered Dietitians/Nutritionists (RDs/RDNs) are considered food and nutrition experts. They have met the following criteria to earn the RD/RDN credential:

- Completion of a minimum of a bachelor's degree at a U.S. regionally accredited university or college and course work accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND), the credentialing agency of the Academy of Nutrition and Dietetics (AND).
- Completion of a supervised practice (often referred to as an accredited Dietetic Internship) program accredited by ACEND. These programs are competitive; therefore, you want to do everything you can to make yourself as qualified as possible by always doing your best work to obtain a strong GPA, references from people who can speak well of your abilities, obtain both volunteer and work experience, especially in areas related to health and nutrition, and maintain professional behavior in work, school and the internet. For more information about improving your chances for obtaining a Dietetic Internship/ supervised practice experience visit: http://www.eatrightacend.org/ACEND/content.aspx?id=6442485432
- It is strongly recommended that you work or volunteer in dietetics-related areas. Why is it important to get work or volunteer experience in the dietetics field? To learn about the field of dietetics and strengthen your application for a dietetic internship. Internships are competitive, and most internships require additional experience beyond coursework. Be sure to keep a documented record of your hours and experiences for your dietetic internship application.
- Passed a national examination administered by the Commission on Dietetic Registration (CDR).

In order to maintain registration, the RD/RDN must provide evidence of fulfilling continuing professional educational requirements to maintain registration. Some RDs/RDNs hold additional certifications in the specialized areas of practice, such as pediatric or renal nutrition, nutrition support, and diabetes education, but these are not required.

In addition to RD/RDN credentialing, many states have regulatory laws for dietitians and nutrition practitioners. Frequently these state requirements are met through the same education and training required to become an RD/RDN.

Alternative pathway- Becoming an NDTR (Nutrition & Dietetic Technician Registered)

Nutrition and Dietetic technicians, registered (NDTRs) are educated and trained at the technical level of nutrition and dietetics practice for the delivery of safe, culturally competent, quality food and nutrition services. NDTRs are an integral part of healthcare and food service management teams.

NDTRs work under the supervision of a registered dietitian nutritionist (RDN) when in direct patient/client nutrition care in practice areas as:
• Hospitals, clinics, nursing homes, retirement centers, hospices, home health-care programs and research facilities conducting patient/client screens, gathering data and performing assigned tasks to assist RDNs in providing medical nutrition therapy.

NDTRs may work independently in providing general nutrition education to healthy populations in a variety of settings as:

• Schools, day-care centers, correctional facilities, restaurants, health-care facilities, corporations and hospitals, managing employees, purchasing and food preparation and maintaining budgets within foodservice operations.

• Women, Infants, Children (WIC) programs, public health agencies, Meals on Wheels and community health programs, assisting registered dietitians with the implementation of programs and presentation of classes for the public.

• Health clubs, weight management clinics and community wellness centers, helping to educate clients about the connection between food, fitness and health.

• Food companies, contract food management companies or food vending and distributing operations developing menus, conducting nutrient analysis and data collection, and overseeing foodservice sanitation and food safety.

NDTRs are nationally credentialed food and nutrition technical practitioners who have met the following criteria to earn and maintain the NDTR credential. Our dietetic emphasis degree program meets the second education route below.

Each of the following education routes leads to eligibility for application to the Registration Examination for NDTRs.

1. Successful completion of a Dietetic Technician Program accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy, that includes 450 hours of supervised practice experience in various community-based programs, health care and foodservice facilities and has completed at least a two-year associate's degree at a U.S. regionally accredited college or university. Coursework typically includes fundamentals of nutrition and nutrition across the lifespan, applied food science and techniques of food preparation, foodservice systems management, chemistry, and physiology, microbiology applied to food safety, human resource management, communications, and business. ACEND is the accrediting agency for dietetics education programs and is recognized by the United States Department of Education as the accrediting agency for education programs that prepare dietetics practitioners. For more information regarding the academic requirements and supervised practice for NDTRs, refer to ACEND's website at www.eatrightACEND.org.

2. Completion of a Baccalaureate degree granted by a U.S. regionally accredited college/university, or foreign equivalent, and completion of an ACEND Didactic Program in Dietetics (DPD), and completion of an ACEND-accredited Dietetic Technician supervised practice program.

3. Successful completion of coursework in an ACEND-accredited Didactic Program in Dietetics and completion of at least a bachelor's degree at a U.S. regionally accredited
Credentialing

After completing the degree and dietetics coursework, successful completion of the Registration Examination for Dietetic Technicians, a national credentialing examination, administered by the Commission on Dietetic Registration (CDR) is required. CDR’s NDTR certification program is fully accredited by the National Commission for Certifying Agencies (NCCA), the accrediting arm of the Institute for Credentialing Excellence (ICE). Accreditation by the ICE reflects achievement of the highest standards of professional credentialing. For more information regarding NDTR credentialing, refer to CDR’s website at www.cdrnet.org.

Compliance with the CDR Professional Development Portfolio (PDP): Requirements to maintain NDTR registration include 50 hours of continuing education every five years.

Mission, Goals and Objectives

The mission of the DPD at Sacramento State University is to prepare a diverse population of students to become competent, productive, culturally sensitive, committed, and ethical members of the professions of dietetics, nutrition and food. The program is dedicated to the delivery of a high-quality curriculum and experiential activities in accordance with the Foundation Knowledge and Skills set forth by the Accreditation Council for Education in Nutrition and Dietetics.

Goal 1: The program will prepare graduates for supervised practice, graduate school, or to pursue employment in the field of dietetics.

Program Objective measures:
1.1 Over a seven year period, At least 50% of DPD graduates will apply to a supervised practice program within one year of completing the program.
1.2 Over a seven year period, Acceptance into a supervised practice program by ≥ 50% of DPD graduates who apply for a supervised practice program.
1.3 Over a seven year period, Eighty percent or more of DPD graduates will either continue on in a supervised practice program, will obtain employment in dietetics, nutrition and food or related field or acceptance into a graduate program within 12 months of completing the DPD.
1.4 Over a seven year period, Of the students who complete a supervised practice program, ≥ 80% of those who respond to the graduate survey will rate the DPD program as being “adequate” or higher in preparing them for a dietetic internship.
1.5 Over a seven year period, Of the DPD graduates who complete a supervised practice program, ≥80% will pass the Registration Examination for Registered Dietitians on their first attempt.
1.6 Over a 7-year period, 75% or more of employers of DPD graduates that complete the employer survey will indicate that the graduate was adequately prepared for entry level work in supervised practice or other position in the field of nutrition and food/dietetics.
1.7 Over a 7-year period, 75% or more of dietetic internship directors of DPD graduates that complete the director survey will indicate that the graduate was adequately prepared for supervised practice.
1.8 Over a 7-year period, Sixty percent or more of students will complete the degree and program requirements within six years (150% of the program length).
Goal 2: The program will graduate diverse practitioners who work effectively with diverse populations in dietetics or related fields.

Program Objective measures:
2.1 Over a seven year period, The DPD will include representation of at least three ethnic/racial groups and 5% male students.
2.2 Over a seven year period, Eighty percent or more of DPD graduates will indicate cultural awareness and sensitivity.

Goal 3: The program will graduate practitioners with a commitment to continuing education and service to the profession.

Program Objective measures:
3.1 Over a 7 year period, at least 75% of DPD graduates responding to the one year post-graduation survey will indicate membership in a professional organization.
3.2 Over a 7-year period, at least 50% of graduates responding to the one-year post-graduation survey will indicate having participated in one or more professional activity including but not limited to continuing education events, workshops, seminars, association, meetings, professional updates, graduate level coursework.

*Program outcome data is available upon request*
**Accreditation Status**

The Dietetic Emphasis is a Commission on Accreditation for Dietetics Education (ACEND) accredited program.

Contact information for ACEND:
120 South Riverside Plaza
Suite 2000
Chicago Illinois 60606-6995
800/877-1600, ext. 5400
312/899-0040
Fax: 312/899-4817
acend@eatright.org
http://www.eatright.org/acend/

For further questions or information please contact the DPD Director, Urvashi Mulasi, PhD, RDN at mulasi@csus.edu or (916) 278-4287 or Wendy Buchan, PhD, RDN at wbuchan@csus.edu or 916-278-6732. If you have complaints related to the ACEND accredited program that cannot be resolved by University procedures or the DPD director please contact ACEND directly using the information above.

**Cost to Students**

A description of fees charged by Sacramento State, as well as financial aid and payment information, is outlined online at: (http://csus.edu/aba/bursars-office/fees_deadlines_refunds.html).

Costs for travel and housing vary. Student housing close to campus is readily available and ranges from $350 - $1200 per month.

Cost for books and supplies vary depending on whether books are purchased new or used. Cost for all new books for a semester may be approximately $200-830. Additional charges may be accessed on a class-by-class basis for such items as laboratory and breakage fees ($10 or more). An additional cost is for the purchase of a laboratory coat ($35). A student membership in the Academy of Nutrition and Dietetics may be beneficial at some point for your courses. The cost for student membership in the Academy of Nutrition and Dietetics is $50/yr (http://www.eatright.org/BecomeanRDorDTR/content.aspx?id=8141).

You may want to consider joining the Northern Area Dietetic Association (NADA) of the California Dietetic Association. Membership is $15/yr (http://www.dietitian.org/d_nada/nada_index.html).

**Academic Calendar** can be accessed at http://www.csus.edu/acaf/calendars/

Graduation and program completion requirements for all degrees, including general education requirements, are available online at http://www.csus.edu/registrar/graduation/
In addition, access to advisors and the additional degree requirements for the dietetic emphasis students can be found online at: http://www.csus.edu/facs/nutrition-and-food/nufd%20adv.%20info..html

**Transfer Credit Policy and Assessment of Prior Learning can be found online at:**
http://www.csus.edu/registrar/transfer_credit/

**Transcript Evaluation**
To determine which Didactic Program in Dietetics (DPD) requirements you may already have fulfilled at other colleges/universities as well as which courses you still need to take to meet the DPD requirements, your transcripts need to be evaluated by the DPD Director, Dr. Buchan. If you feel that you have completed all or almost all of the requirements at another campus, you should have the DPD Director at that campus evaluate your transcripts.

**Procedures:**
1. Students transferring from an out-of-state 2 or 4-year institution: after acceptance to the university, you will attend a transfer orientation. During transfer orientation, one of our FACS NUFD advisors will evaluate your transcripts and help you pick classes to start your degree. You may also contact the DPD director to evaluate any prior coursework.

2. Students already holding a Bachelor’s degree – we do not have an option for a second bachelor’s degree (there has been a hold on 2nd bachelor’s degrees at CSU’s for a number of years). However, the DPD director can evaluate courses you need to obtain a DPD verification from Sacramento State, allowing you to enroll in these classes through the College of Continuing Education (CCE) and paying per class to complete them. CCE students generally have lowest registration priority for courses.

3. Students who have received their education from FOREIGN universities please visit the Academy of Nutrition and Dietetics website at www.eatright.org, click on “Careers and Students” and then “International Fact Sheet.” You are advised to consult with the DPD Director with your foreign degree evaluation paperwork for the courses you need to take.
Dietetic Related Policies regarding service learning or field placement for the purposes of learning. The policies in place for classroom service learning or field placement include:

Prevention of interns to replace employees. It is the policy of the California State University Sacramento Didactic Program in Dietetics to conduct the program in compliance with the minimum wage ruling. The US Department of Labor publication entitled EMPLOYMENT RELATIONSHIP UNDER THE FAIR LABOR STANDARDS ACT, dated February 1973, states the following under the heading “Trainees”: The Supreme Court has held that the words to “suffer or permit to work,” as used in the Act to define “employ,” do not make all persons employees who, without any express or implied compensation agreement, may work for their own advantage on the premises of another. Whether trainees or students are employees of an employer under the Act will depend upon all of the circumstances surrounding their activities on the premises of the employer. If all of the following criteria apply, the trainees or students are not employees within the meaning of the Act:

1. The training, even though it includes actual operation of the facilities of the employer, is similar to that which would be given in a vocational school.
2. The training is for the benefit of the trainees or students.
3. The trainees or students do not displace regular employees, but work under their close observation. The employer that provides the training derives no immediate advantage from the activities of the trainees or students, and on occasion his operations may actually be impeded.
4. The trainees or students are not necessarily entitled to a job at the conclusion of the training period.
5. The employer and the trainees or students understand that the trainees or students are not entitled to wages for the time spent training.

Liability: Each field placement has a signed agreement with CSUS, which ensures that liability insurance is provided either through Student Professional Liability Insurance Program (SPLIP) or Student Academic Field Experience for Credit Liability Insurance Program (SAFECLIP). A copy of each is kept in the Department main office, by the DPD director and the instructor of any course using service learning/field placement.

Each student enrolled a service learning/field placement course completes a Release of Liability, Waiver and Right to Sue, Assumption of Risk and Agreement to Pay Claims form. Therefore no other liability insurance will be required for the student to purchase unless desired by the student. Each student enrolled in a service learning/field placement course completes a Student Emergency Contact and Information Form. A copy is made and kept in the FACS department office and one copy is given to the field placement program to keep on file in case of a student illness or injury. No additional liability insurance will be required.

Illness/Injury at a Rotation Site and/or in travel to or from assigned site: The Facility shall, on any day when a student is receiving training at its facilities, provide necessary emergency health care or first aid for accidents occurring at its facilities. Except as provided in this paragraph, Facility shall have no obligation to furnish medical or surgical care to any student. Neither the University nor the Learning Site assumes any financial responsibility in the event an intern becomes ill or injured as a result of his/her participation in a learning activity at the Rotation Site. In the event that an intern is injured or becomes ill while at Learning Site, the Learning Site and/or Intern will contact the Instructor in charge of the service learning as soon as
possible. Each Learning Site has the Instructor’s e-mail and phone number. If necessary, Intern's emergency contact will be contacted by the rotation site, instructor or department as necessary. This contact information is provided to the field placement program and a copy housed in the FACS Department Main office. The Intern will make his/her own arrangements for medical attention as needed.

Drug Testing and criminal background checks or any other medical tests or procedures, if required by the facility a student may be placed for field placement or service learning can be conducted at CSUS (Health Center and Police Department) or is provided through the field placement program.
To declare the Dietetics Emphasis, freshman or transfer students admitted as Nutrition and Food Concentration are required to complete the following grade and core courses requirements (28 units: Section A) and submit a Major Change form to the Family and Consumer Sciences Department Office along with transcript copies.

1) An overall GPA of 2.75  
2) Completion of the required core courses (28 units) with a “C” or better. Only first or second attempts will be considered.

Information sessions on Nutrition and Food/Dietetics are scheduled on a monthly basis during the fall and spring semesters. For more information and a schedule of sessions refer to the website [www.csus.edu/facs](http://www.csus.edu/facs), or contact the FACS Office at (916) 278-6393, Mariposa Hall 3000.

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<tr>
<th>A. Required Core Courses (28 Units)</th>
<th>Prerequisites</th>
<th>CSUS</th>
<th>Transfer</th>
<th>Units</th>
<th>Grade</th>
<th>Equivalent/Substitute Courses (number, title, units)</th>
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<tbody>
<tr>
<td>BIO 10 Basic Biological Concepts (3) (area B2)</td>
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<td>CHEM 1A General Chemistry I (5) (area B1 + area B3)</td>
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<td>CHEM 1B General Chemistry II (5) (area B5)</td>
<td>CHEM 1A</td>
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<tr>
<td>FACS 9 Food Safety and Sanitation (3)</td>
<td>FACS Major</td>
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<td>FACS 10 Nutrition &amp; Wellness (3) Area E</td>
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<tr>
<td>FACS 11 Principles of Food Preparation (3)</td>
<td>FACS Major</td>
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<tr>
<td>FACS 113 Nutrition and Metabolism (3) (area B5)</td>
<td>FACS 10; BIO 10 or BIO 20; and CHEM 1A or CHEM 5 or CHEM 6A</td>
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<tr>
<td>STAT 1 Intro to Statistics (3) Area B4</td>
<td>MATH 9</td>
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Upon completion of the above courses with a C or better and an overall GPA of ≥ 2.75, complete the “Declaring Dietetics Emphasis Form,” as well as the change of major to the B.S. Dietetics Emphasis, which is to be signed by the faculty advisor and taken to the FACS office.
<table>
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<tr>
<th>B. Required Lower Division Courses (10 units)</th>
<th>Prerequisites</th>
<th>CSUS</th>
<th>Transfer</th>
<th>Units</th>
<th>Grade</th>
<th>Equivalent/Substitute Courses (number, title, units)</th>
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<tbody>
<tr>
<td><strong>BIO 39</strong> Microbiology for Allied Health Students (4)</td>
<td>*BIO 10; CHEM 5 or CHEM 6A and CHEM 6B or equivalent</td>
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<td><strong>CHEM 20</strong> Organic Chemistry Lecture--Brief Course (3)</td>
<td>CHEM 1B</td>
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<td><strong>PSYC 2</strong> Introductory Psychology Area D</td>
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<tr>
<th>C. Required Upper Division Courses (43 units)</th>
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<tr>
<td><strong>BIO 131</strong> Systemic Physiology (4)</td>
<td>CHEM 1B or CHEM 6B and BIO 1 or BIO 2 or BIO 10 or BIO 22.</td>
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<td><strong>CHEM 161</strong> General Biochemistry (3)</td>
<td>CHEM 20 or CHEM 124; one year of biological science is recommended.</td>
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<tr>
<td><strong>FACS 100</strong> Research: Methods and Application in Family and Consumer Sciences (3)</td>
<td>6 FACS units completed. FACS majors only</td>
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<td><strong>FACS 107</strong> Nutrition Education, Communication and Counseling (3)</td>
<td>FACS 10 and an additional 3 FACS units</td>
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<td><strong>FACS 110</strong> Food Production and Sustainability (4)</td>
<td>FACS 9, FACS 10 and FACS 11</td>
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<td><strong>FACS 114</strong> Cultural and Social Aspects of Food (3)</td>
<td>FACS 10</td>
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<td><strong>FACS 115</strong> Nutrition: Pre-conception Through Childhood (3)</td>
<td>FACS 113</td>
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<td><strong>FACS 116</strong> Foodservice Mgmt. (3)</td>
<td>FACS 110</td>
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<td><strong>FACS 117</strong> Community Nutrition (3)</td>
<td>FACS 107; and either FACS 115 or FACS 119</td>
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<tr>
<td><strong>FACS 118A</strong> Med. Nutrition Therapy I (3)</td>
<td>FACS 113, FACS 121, and BIO 131</td>
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<td><strong>FACS 118B</strong> Medical Nutrition Therapy II (3)</td>
<td>FACS 118A, and CHEM 161</td>
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<tr>
<td><strong>FACS 119</strong> Nutrition: Adolescence Through Older Adulthood (3)</td>
<td>FACS 113</td>
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<td><strong>FACS 121</strong> Nutrition Assessment, Methods and Support (3)</td>
<td>FACS 113</td>
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<tr>
<td><strong>FACS 199D</strong> Dietetic Pathway (1) Fall Only</td>
<td>Senior Standing as Dietetic emphasis</td>
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Students are required to see a GE adviser for GE requirements. All students should meet with their faculty advisor at least once per academic year.

Advisor's Signature ______________________ Date ____________

The Didactic Program is granted accreditation by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics. Completion of the curriculum above as well as the dietetic internship or AP4 program and the national registration examination is required to become a registered dietitian (RD). *Chem 1A & 1B will be accepted through instructor’s permission.
Assessment of Prior Learning:
You may apply to challenge any course listed in the current the DPD program by providing proof of taking and passing an equivalent course. For colleges within California we use www.assist.org to determine course equivalency. For colleges or Universities not listed in assist.org the student is required to provide the transcript, course description and syllabus of the course they believe to be equivalent, which will be evaluated by the nutrition area faculty in Family and Consumer Sciences to determine if equivalent content is covered. Credit earned by challenging courses from experience equivalency will not apply towards residence requirements. Students must still meet units and degree requirements for their degree. It is recommended that any student seeking assessment of prior learning of DPD courses meet with the DPD director for advising.

Professional Organizations
The FACS faculty strongly supports and encourages student participation in professionally related activities and organizations.

The Academy of Nutrition and Dietetics (AND), website: www.eatrightpro.org/ is the national professional organization of 75,000 members headquartered in Chicago, IL.

The California Academy of Nutrition and Dietetics (CAND), website: http://www.dietitian.org/ is the professional organization for AND members in the state and provides for the coordination of statewide matters. AND members living in California are automatically enrolled in CAND when they pay their AND dues. By becoming a CAND student member, you can improve your professional marketability and networking. Consult your advisor for more information.

The Northern Area Dietetics Association (NADA), website: http://www.dietitian.org/d_nada/nada_index.html, promotes exchange of information among food and nutrition professionals working in close proximity to one another. These associations provide opportunities for employment advancement via continuing education events and networking as well as promote the advancement of the profession of dietetics.

Membership in AND and CAND is required for membership in the local districts and associations.

Sacramento State Food and Nutrition/ Dietetics Club (FAN club) on campus helps students get involved in and off campus in nutrition related activities. The FAN club board is located in the hallway in front of 3001 Mariposa Hall.

Verification of Completion of the Didactic Program in Dietetics (DPD)
Upon completion of the Dietetics Emphasis (DPD) and university graduation requirements for a Bachelor of Science degree, students will be mailed the DPD Verification of Completion form. The Didactic Program in Dietetics Director’s signature on this form verifies that the individual has successfully completed the didactic requirements. Prior to graduating, students will be required to give the Dietetics Program Director a current mailing address. Once the student’s degree is posted, the Dietetics Program Director will issue a Verification of Completion form and a minimum of three copies will be mailed directly to the student. A Verification of Completion form is required to sit for the Nutrition Dietitian Technician Registered (NDTR) examination or to begin a Dietetic Internship to become a Registered Dietitian and may be
required for ACEND membership and some state licensures.

Frequently Asked Questions

How can I get assistance with the Dietetic Internship application process?
FACS 199D is a one-unit class and is offered the Fall semester of each year. During this class, students have the opportunity to self-reflect on their personal characteristics and the career options available to them. Students learn to do career and job searches, write resumes and cover letters and participate in interviews. Students examine the different dietetic internship options. The final project for the class is the completion of an application packet for a Dietetic Internship. Additional assistance is provided by the Didactic Program in Dietetics Director during office hours or appointment.

What is a Dietetic Internship?
A Dietetic Internship provides a minimum of 1200 hours of supervised learning experiences primarily in hospitals and other care facilities. Length of the program, date the program begins, tuition or fees charged, stipends, graduate credits, housing, and availability of financial aid vary among programs and may be important determinants in the selection of practice programs. Most programs require a 6 - 12 month time span to complete the program, while still others integrate coursework leading to a Master's degree into the experience. Some programs are part-time with the supervised component at a minimum of 20 hours per week, and may be completed over a two-year period. While all programs provide training in core areas of dietetics (clinical, management, community), each program serves unique clients and many program emphasize certain fields of dietetics. All these factors should be considered when applying. In addition, consider your personal characteristics. If you need time to assimilate information, select longer programs. Shorter programs are fast-paced, require many hours of intensive work each week and have little discretionary time built into them. Costs vary widely; some Dietetic Internships will pay a stipend while others require students to pay tuition. Your advisor and the DPD director will assist in making choices that will suit your individual needs.

How important are grades in this curriculum, particularly with respect to being accepted into a Dietetic Internship?
Dietetic Internships are competitive. Thus, the importance of good grades must not be minimized. A minimum grade point average of 3.0 is recommended for applying to many Dietetic Internships and C grades in NFSC courses is generally not acceptable for many programs. It is difficult to turn a low GPA earned as a freshman or sophomore into an acceptable GPA by the senior year.

What is the Computer Matching Process?
AND has contracted with D & D Digital to facilitate the computer matching process (http://www.dnddigital.com/). The student/applicant may register on-line or down load an application form. All applicants will receive a username and password after payment is completed, that will allow online access for you to enter, verify and change if necessary, your contact information, release information and DI choices. The applicant will be required to indicate the sites to which he/she applied, in order of preference. Simultaneously, Dietetic Internships will submit a list of applicants they selected for participation in their program to D &
D Digital. Computer matching does not change the applicant's nor the program's selection order. Applicants cannot be matched to a program to which they did not apply. Before the matching begins, the applicant's priority list is "cleaned." That is, if a program to which an applicant applied does not rank an applicant, the program is removed from the applicant's list. If an applicant does not rank a program, the applicant is removed from the program's list. The matching occurs using the applicants' prioritized list of programs to which he or she applied, and the programs' prioritized lists of applicants until all possible matches are complete. Students will receive only one match; the one that was highest on his/her program priority list. The process is explained in detail in the "Instructions to Applicants" booklet provided by D&D Digital Systems.