



**School of Nursing and Health Sciences
Philadelphia, PA 19141**

Bachelor of Science in Nutrition Didactic Program in Nutrition

Policies and Procedures

Student Handbook 2021-2022

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~ AFFIRMATION ~

I choose to be a member of
the La Salle University community.

I conduct myself with
honesty, integrity, civility, and citizenship.
I respect people, property, our University,
and its Lasallian and Catholic heritage.

I celebrate our many cultures.
I promote the free exchange of scholarly ideas.

I commit to my personal involvement in
learning for the greater good.

In all my actions, I am La Salle.

In association, we are La Salle.

La Salle University
School of Nursing and Health Sciences
Didactic Program in Nutrition
1900 W. Olney Avenue
Philadelphia, PA 19141

Dear Student:

Welcome to the Didactic Program in Nutrition!

The course of study you are undertaking is rigorous and challenging. You will be studying a wide range of courses designed to prepare you to enter a career in nutrition with a broad foundation in the liberal arts, sciences, and multiple aspects of nutrition practice. Your success in the program is our priority.

This guide contains information about the policies and procedures required for the Didactic Program in Nutrition. You will find it useful throughout your course of study.

After reviewing the handbook please print, sign and return the Student Acknowledgement Form to Dr. Laura Frank, Director of the Didactic Program in Nutrition, indicating that you have received the Handbook and understand and agree to all policies. If you have questions, please contact Dr. Frank at frankl@lasalle.edu.

We wish you success in meeting your educational goals.

Sincerely,

Laura B. Frank, MEd, MPH, PhD, RD, LDN
Director, Didactic Program in Nutrition

The following policies regulate the Didactic Program in Nutrition in the School of Nursing and Health Sciences. The information in this Student Handbook precludes all previous handbooks and is intended to supplement the University Student Handbook. By enrolling in the Didactic Program, students accept the responsibility to abide by and adhere to all policies and procedures outlined in this handbook. More detailed expectations for the behavior of students enrolled in the Didactic Program in Nutrition are presented later in this Handbook. In addition, The Academy of Nutrition and Dietetics and its credentialing agency, the Commission on Dietetic Registration, believe it is in the best interest of the profession and the public it serves to have a Code of Ethics in place that provides guidance to dietetics practitioners in their professional practice and conduct. Students in the program are expected to abide by the Code of Ethics and Standards of Practice and Professional Performance set forth by the Academy of Nutrition and Dietetics available at <https://www.eatrightpro.org/practice/code-of-ethics/what-is-the-code-of-ethics>

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Bachelor of Science in Nutrition/Didactic Program in Nutrition

Program Overview

The Didactic Program in Nutrition, accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND), prepares students for the La Salle Master’s Coordinated Program or any other ACEND-accredited dietetic internship or supervised practice leading to the Registered Dietitian (RD)/Registered Dietitian-Nutritionist (RDN) credential. Students who complete program requirements are also eligible to take the exam leading to the Nutrition and Dietetics Technician, Registered (NDTR) credential upon graduation with the B.S. in Nutrition degree. Course work meets all Academy of Nutrition and Dietetics academic requirements and offers opportunities for electives to match a student’s interests or career goals.

Students may choose a minor area of study; electives may also be used to take additional courses to prepare for graduate study in other health sciences, such as medicine, physician’s assistant, dentistry, occupational or physical therapy, and others. Students may be required to take different science coursework as well to prepare for these other careers, and so should also consult the La Salle University Health Professions advisor.

Graduates who do not seek the RDN credential may work to promote health and wellness within communities, and have employment opportunities in public health agencies (government and private) and fitness and health-related businesses. The nutrition degree also qualifies graduates to seek the Certified Dietary Manager credential and work within the food and hospitality industry.

Mission

The Mission of the La Salle University Didactic Program in Nutrition/Bachelor of Science in Nutrition is to educate baccalaureate students in nutrition and health science, promote health and wellness, prevent nutrition-related disease, integrate research into practice, and enable graduates to enter nutrition and food related careers or pursue careers as

Nutrition and Dietetics Technicians, Registered or Registered Dietitians (RD)/Registered Dietitian Nutritionists (RDN).*

*Note: Students who wish to pursue the RD/RDN credential must complete an accredited coordinated program, dietetic internship, or other supervised practice program in addition to or concurrent with completion of the Didactic Program and a Baccalaureate degree. As of 1/1/2024, students will also be required to possess a Master's degree to take the qualifying examination for the RD/RDN credential. Further information on eligibility requirements for becoming a RD/RDN can be obtained at the Commission on Dietetic Registration web site at <https://www.cdrnet.org/certifications/registered-dietitian-rd-certification> .

Didactic Program in Nutrition Program Goals and Outcome Measures

Program Goals

Goal 1: The Didactic Program will educate graduates to prepare them for careers as Nutrition and Dietetic Technicians, Registered (NDTR), and entry-level positions in nutrition, health and food related fields.

Outcomes:

1. Over a five year period, at least 80% of full-time DP students will complete program/degree requirements within 6 years (150% of program length).
2. Over a five year period, at least 80% of verification-only and transfer/second degree DP students will complete verification course requirements within 4 years of beginning junior level DP course work.
3. Over a five year period, at least 90% of program graduates will “agree” or “strongly agree” that DP program director and faculty provided sufficient and accurate guidance about Didactic Program requirements.
4. Over a five year period, at least 90% of program graduates will “agree” or “strongly agree” that they are satisfied with the quality of the education they received in the Didactic Program.
5. Over a 5 year period, at least 90% of program graduates will “agree” or “strongly agree” that they received accurate and helpful career information, advising, and guidance that made them aware of career

options and opportunities they can pursue after completing their studies

6. Over a five year period, at least 80% of DP graduates who sought employment upon graduating will be employed within 12 months of graduation.

Goal 2: The Didactic Program will prepare graduates to obtain and successfully complete supervised practice and graduate degree programs that will qualify them to earn the RD/RDN credential.

Outcomes:

1. Over a five year period, at least 60% of DP students who complete verification requirements will apply for admission to supervised practice (including the La Salle Master's Coordinated Program) and/or graduate degree programs prior to or within 12 months of graduation.
2. Over a five year period, at least 60% of those DP students applying to supervised practice programs (including the La Salle Master's Coordinated Program) will be admitted within 12 months of graduation.
3. Over a five year period, at least 80% of DP students admitted into supervised practice will "agree or strongly agree" that the DP prepared them to perform effectively as dietetic interns.
4. Over a five year period, the pass rate for DP students who complete verification requirements taking the CDR credentialing examination for Registered Dietitians/Registered Dietitian Nutritionists within one year of their first attempt will be at least 80%.

Didactic Program Student Learning Outcomes and Objectives

Upon successful completion of the program the student will demonstrate the ability to:

1. Locate, interpret, evaluate and use nutrition information, applying critical thinking and scientific reasoning skills.
2. Use current information technologies to locate and apply evidence—based guidelines and protocols.
3. Provide nutrition education to individuals, groups, and communities throughout the lifespan, using effective and professional communication skills.

4. Utilize professional skills and the Nutrition Care Process to provide and effectively document nutrition services in multidisciplinary, interprofessional settings.
5. Assess the impact of policies and strategies for food access, procurement, preparation, and safety for individuals, families and communities.
6. Apply theories and knowledge to provision of quality food management functions in business, healthcare, community and institutional arenas.
7. Provide culturally competent, ethical nutrition services to individuals and communities.
8. Describe the governance and scope of professional dietetics practice, including mentoring and precepting others.
9. Utilize knowledge from the physical and biological sciences as a basis for understanding the role of food and nutrients in health and disease processes.

Admission to the Didactic Program in Nutrition

Application for admission for all full-time students is made through the Office of Admissions of the Day Division of La Salle University (215-951-1500). The candidate's credentials are evaluated in the Office of Admissions; all candidates must meet admissions criteria established by the University. Once accepted, all students are referred to a Nutrition Program Advisor.

Select incoming freshmen may be accepted directly into the 5 year BS to MS program, guaranteeing them a place in the Master's Coordinated Program if they maintain Master's admission requirements throughout their undergraduate course work. Other students who enter the Didactic Program as freshmen may choose to follow the accelerated 5 year program track (see pages 26-27) with the intent to apply to the CP at the end of their junior year. The BS to MS program can be completed within 5 years **only by students who begin the program as freshmen.**

Transfer and second degree students may also apply to the Didactic Program in Nutrition through the Office of Transfer Admissions. Previous transcript(s) will be evaluated by the Didactic Program Director for course

work that can be applied to Dietetics requirements. A personalized course sequence will be developed to complete ACEND academic requirements for eligibility for supervised practice programs (verification).

Application for admission for post-baccalaureate non-degree students is made through the Office of Adult Enrollment of La Salle University ((215-951-1500). The candidate's credentials are evaluated by the Office of Adult Enrollment and must meet admissions criteria established by the University. Once accepted, the candidate is contacted by an enrollment counselor in the Office of Adult Enrollment and is referred to the Didactic Program Director for advising.

All students who seek admission to the Master's Coordinated Program in Dietetics Practice must first matriculate in the Didactic Program in Nutrition as described above to complete verification coursework requirements. Admission requirements for the Master's Coordinated Program are found on page 27.

Assessment of Transfer, Second Degree, and Post-Baccalaureate Courses/Credits:

1. Upon acceptance to La Salle University, students must contact the Didactic Program Director for advising before they will be permitted to register for classes.
2. The Director requires an individual meeting for formal transcript evaluations of prior learning. Transcripts should be sent to the Director for initial review prior to this meeting.
3. Meetings may be scheduled by contacting the Program Director at frankl@lasalle.edu.
4. The student must provide:
 - a. Official transcripts from all previously attended institutions. If the student attended a University outside of the United States, they must also provide an official US education equivalency evaluation from a recognized foreign transcript evaluation service such as World Education Services (or the equivalent).
 - b. Course descriptions and/or syllabi for science and nutrition major courses may be required to determine whether these courses specifically meet the requirements of La Salle's Nutrition Program. Equivalent courses will be accepted for

transfer or verification credit only if they were completed within the following time frames:

- i. Science courses Anatomy and Physiology I and II, Clinical Microbiology, Chemistry for the Life Sciences, Organic Chemistry, and Biochemistry must have been completed within 10 years prior to admission to La Salle.
 - ii. All Nutrition major courses and Computer Science/Healthcare Informatics courses must have been completed within 5 years prior to admission to La Salle.
 - iii. All other courses required for graduation may have been taken at any time prior to admission to La Salle.
5. The student must have attained a grade of “C” or better for any course for which transfer or verification credit is requested.
 6. Course work completed through an ACEND-accredited dietetic technician program will be accepted only as equivalent to 100 or 200-level coursework in the Didactic Program in Nutrition. Supervised practice courses within dietetic technician programs are not transferable for credit.
 7. All nutrition courses accepted for transfer or verification must have been taught by a Registered Dietitian/Registered Dietitian Nutritionist, or by a credentialed culinary/food service professional at an accredited culinary school for equivalent courses in those content areas.
 8. Nutrition courses at 200-level or above will only be accepted for transfer or verification if completed within an ACEND-accredited Nutrition or Dietetics Program; or, for courses equivalent to NUTR 310 or 320, if completed within an accredited professional culinary/food service educational program.
 9. The Didactic Program Director and Assistant Dean of the School of Nursing and Health Sciences maintain the authority to make final determination of the acceptance or denial of all transfer and verification courses.

Assessment of Prior Learning Experience

Prior work experience will not be accepted in place of any courses in the Didactic Program in Nutrition or Master’s Coordinated Program in Dietetics.

Didactic Program in Nutrition (DP) Requirements for Verification

DP Science Courses:

CHM 161 Chemistry for the Life Sciences
CHM 262 Organic Chemistry for the Life Sciences
CHE 263 Biochemistry for Life Sciences
BIO 161 Anatomy and Physiology I
BIO 162 Anatomy and Physiology II
BIO 163 Clinical Microbiology

DP Other:

HSC 217 Statistics for Health Sciences
PSY 155 Introduction to Psychology
ECN150 Introductory Macroeconomics OR POL 151 American Government
ENG 110 College Writing
ENG 210 College Writing II
CSC 151 Computing or CSC 154 Health Informatics
COM 150 Presentation Skills
PHLT 408 Research Methods

DP Professional Courses:

NUTR 165 Principles of Nutrition
NUTR 200 Life Cycle Nutrition
NUTR 230 Food Science
NUTR 300 Community Nutrition
NUTR 310 Management in Nutrition and Dietetics
NUTR 320 Quantity Food Preparation & Management
NUTR 340 Professional Practice in Nutrition
NUTR 341 Medical Nutrition Therapy I
NUTR 342 Medical Nutrition Therapy II
NUTR 420 Nutrition Education and Counseling
NUTR 440 Capstone in Nutrition
NUTR 450 Sustainable Food Systems and Food Justice
NUTR 441 Food and Culture
Elective (choose 1): NUTR 460 Externship in Nutrition; NUTR 470-473,
475 Special Topics in Nutrition or Nutrition and Fitness

Note: Students are expected to follow the course sequence plan set up with their academic advisor. Deviations from this plan may extend the time needed to complete the degree. For graduation students must complete at least 122 credits.

**4 Year Model Roster BS in Nutrition
(DOES NOT APPLY TO THE 5 YEAR BS TO MS)**

FALL

SPRING

Freshman Year

ENGL 110 College Writing I	COM 150 Presentation Skills
NUTR 165 Principles of Nutrition	CHEM 161 Chemistry for the Life Sciences
BIOL 161 Anatomy and Physiology I	BIOL 162 Anatomy and Physiology II
CSC 154 Health Informatics	PSYC 155 Introduction to Psychology
REL 100 Religion Matters	FYS Course

Sophomore Year

CHEM 262 Organic Chemistry for Life Sciences	CHEM 263 Biochemistry for Life Sciences
NUTR 200 Life Cycle Nutrition	NUTR 300 Community Nutrition
NUTR 230 Food Science	NUTR 340 Professional Practice in Nutrition
ENGL 210 College Writing II	BIOL 163 Clinical Microbiology
ECON 150 Introductory Macroeconomics OR POL 151 American Government	ILO 9, 10 or 11

Junior Year

NUTR 310 Management in Nutrition and Dietetics	NUTR 320 Quantity Food Preparation and Management
NUTR 341 Medical Nutrition Therapy I	NUTR 342 Medical Nutrition Therapy II
NUTR 441 Food and Culture	HSC 217 Statistics for Health Sciences
ILO 9, 10 or 11 or Elective* (NUTR 470 Nutrition and Fitness)	ILO 9, 10 or 11 or Elective* (NUTR 472 Special Topics)
ILO 9, 10 or 11 or Elective*	ILO 9, 10 or 11 or Elective*

Senior Year

PHLT 408 Research Methods for Public Health	NUTR 440 Capstone in Nutrition
NUTR 420 Nutrition Education and Counseling	NUTR 450 Sustainable Food Systems and Food Justice
ILO 9, 10 or 11 or Elective* (NUTR 470 Nutrition and Fitness)	NUTR 460 Externship or Elective*
ILO 9, 10 or 11 or Elective*	ILO 9, 10 or 11 or Elective* (NUTR 472 Special Topics)
ILO 9, 10 or 11 or Elective*	NUTR 474 Dietetic Technician Careers and Credential (1 credit)

*At least one 3 credit Nutrition elective is required for graduation. Students may choose from NUTR 450, 460, 470 and 472. This can be waived if they enter the Master's Coordinated Program instead of graduating. Students who are interested in the NDTR credential should also take NUTR 474 (1 credit) during their senior Spring semester.

**Model Roster BS in Nutrition for Transfer and Second Degree Students
(DOES NOT APPLY TO THE 5 YEAR BS TO MS)**

FALL

SPRING

First Year

ENGL 110 College Writing I	COM 150 Presentation Skills
ILO 9, 10 or 11 or Elective	ILO 9, 10 or 11 or Elective
BIOL 161 Anatomy and Physiology I	BIOL 162 Anatomy and Physiology II
CSC 154 Health Informatics	PSYC 155 Introduction to Psychology
ILO 9, 10 or 11 or Elective	ILO 9, 10 or 11 or Elective

Second Year

CHEM 161 Chemistry of the Life Sciences	NUTR 165 Principles of Nutrition
ILO 9, 10 or 11 or Elective	HSC 217 Statistics for Health Sciences
ILO 9, 10 or 11 or Elective	ILO 9, 10 or 11 or Elective
ENGL 210 College Writing II	ECN 150 Introductory Macroeconomics or POL 151 American Government
ILO 9, 10 or 11 or Elective	BIOL 163 Clinical Microbiology

First Year at La Salle

CHEM262 Organic Chemistry for Life Sciences	CHEM263 Biochemistry for Life Sciences
NUTR 200 Life Cycle Nutrition	NUTR 300 Community Nutrition
NUTR 230 Food Science	NUTR 340 Professional Practice in Nutrition
NUTR 310 Management in Nutrition and Dietetics	NUTR 320 Quantity Food Preparation and Management
REL 100 Religion Matters	ILO 9, 10 or 11 or Elective*

Second Year at La Salle

NUTR 341 Medical Nutrition Therapy I	NUTR 342 Medical Nutrition Therapy II
NUTR 420 Nutrition Education and Counseling	NUTR 440 Capstone in Nutrition
NUTR 441 Food and Culture	NUTR 450 Sustainable Food Systems and Food Justice
PHLT 408 Research Methods for Public Health	Externship or Elective*
NUTR 472 Nutrition and Fitness or Elective*	ILO 9, 10 or 11 or Elective*

*At least one 3 credit Nutrition elective is required for graduation. Students may choose from NUTR 450, 460, 470 and 472. This can be waived if they enter the Master's Coordinated Program instead of graduating at the end of their second year at La Salle.

This roster assumes that students begin at La Salle in their junior year or equivalent, so the courses indicated for freshman and sophomore years may be replaced by equivalent courses taken elsewhere. A transfer or second degree student who enters La Salle after completing the freshman course equivalents plus NUTR 165 or equivalent elsewhere can follow the 4 year model roster. **Dual-admit and second degree students are exempt from ILO courses and can replace them with electives of their choosing or a minor.**

Requirements for receiving a Didactic Program in Nutrition

Verification Statement: (This document is required to apply for a dietetic internship or to be eligible to take the exam to earn the Nutrition and Dietetics Technician, Registered credential).

1. All degree-seeking students and non-degree post-baccalaureate students must follow procedures for admissions and transcript evaluations as stipulated above.
2. Students must maintain a minimum cumulative GPA of at least 2.0 for all courses taken at La Salle University in order for a verification statement to be issued.
3. All degree-seeking students who meet University and Didactic Program in Nutrition requirements for the Bachelor of Science in Nutrition will receive five original, signed copies and an electronic signed copy of the verification statement upon degree conferral. An additional original signed copy and an electronic signed copy will be retained by the Program and will be available to the student upon future request. All non-degree post-baccalaureate students who complete verification requirements will also receive verification statements as described above.

Requirements for the Dietetics Technician, Registered, Credential

The Commission on Dietetic Registration (CDR) offers a registration eligibility pathway to the Dietetics Technician, Registered (DTR) credential for graduates of accredited Didactic Programs. Individuals who have completed both a baccalaureate degree and a Didactic Program are eligible to take the DTR registration examination without meeting additional academic or supervised practice requirements. The requirements of this pathway (DTR Pathway III) include: completion of a baccalaureate degree granted by a US regionally accredited college/university (or foreign equivalent), and completion of verification through an ACEND-accredited Didactic Program.

NDTR Credential Option

The Academy of Nutrition and Dietetics' Board of Directors has approved the optional use of the credential "Nutrition and Dietetics Technician, Registered" (NDTR) by DPD graduates who have successfully completed DTR Pathway III requirements. This credential option builds upon the existing DTR Pathway and differentiates between degree levels to obtain the credential Nutrition and Dietetics Technician, Registered (PhD-, MS-, BS- or AS-NDTR). Please access the NDTR FAQ on CDR's website <http://www.cdrnet.org/new-ndtr-credential-title-option-information> for additional information.

All nutrition students interested in this credential should take the 1-credit Dietetic Technician (NUTR 474) course to learn about the NDTR credential during their senior year. This course details the NDTR exam, professional opportunities for the NDTR, and continuing education requirements to maintain registration.

Master's Coordinated Program in Dietetics Practice

This unique two-year program combines a Lasallian graduate education with over 1000 hours of supervised practice culminating in a Master of Science degree and eligibility to take the exam to become a credentialed, licensed Registered Dietitian Nutritionist directly following degree conferral. The program will prepare students to meet the 2024 Master's degree requirement for the RD/RDN credential. All students who seek admission to the Master's Coordinated Program must first matriculate in the Didactic Program in Nutrition to complete pre-requisite coursework.

All supervised practice experiences are arranged through La Salle, eliminating the need to compete for post graduate dietetic internships or do the work of securing preceptors and sites. With an urban health focus, this program addresses hunger, policy, advocacy, health promotion, and disease treatment through medical nutrition therapy in diverse communities.

Students who are accepted to enter the Master's CP after completing either the 4 year BS or the Transfer and Second Degree BS model roster would complete the CP as follows:

First Year Master's Coordinated Program

NUTR 601 Practicum in Community Nutrition I	NUTR 602 Practicum in Community Nutrition II
PHLT 489 Race, Ethnicity, and Public Health	PHLT 635 Health Policy
NUTR 512 Advanced Nutrition and Metabolism	NUTR 514 Cases in Clinical Nutrition
Credits 12	Credits 12

Summer

NUTR 605 Practicum in Foodservice Management - Credits 6
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Second Year Master's Coordinated Program

NUTR 608 Practicum in Medical Nutrition Therapy I	NUTR 609 Practicum in Medical Nutrition Therapy II
NUTR 510 Nutrition Communication	NUTR 612 Seminar in Dietetics Practice
Credits 9	Credits 9

Application to the Master's Coordinated Program

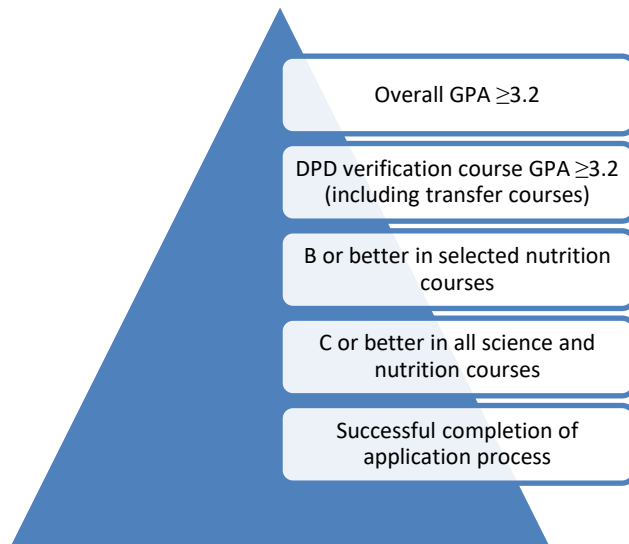
Application for the Master's Coordinated Program for matriculated students occurs during spring semester to begin the CP in the following Fall semester. However, course grades and minimum acceptable GPA must be maintained as listed below for the student to be permitted to continue into the Master's and practicum courses. The application process is conducted by Nutrition faculty. Acceptance into the Master's program is dependent on availability of slots in the program and is contingent on the student meeting all application requirements.

Minimum admission requirements for the Master's Coordinated Program in Dietetic Practice are described below.

1. All students must have
 - a. completed college writing (English composition) I and II, statistics, computer science or healthcare informatics, presentation skills, introductory psychology, macroeconomics or American government, research methods, and all science and nutrition prerequisites.
 - a. earned a cumulative GPA of $\geq 3.2^*$; and, a GPA of ≥ 3.2 in all courses required for verification, calculated to include courses taken at other institutions as well as at La Salle.
 - b. earned a B or better in NUTR 341 & 342 Medical Nutrition Therapy I and II, NUTR 310 Management in Nutrition and

Dietetics, NUTR 320 Quantity Food Production and Management, and in all 400 level courses taken prior to beginning the practicum.*

- c. earned a C or better in NUTR 165, all other 200-300 level Nutrition courses, and all science courses.
- d. successfully completed the application process.



2. Non-degree students who apply to the Coordinated Program in Dietetics must complete a minimum of eighteen credits in the Didactic Program in Nutrition at La Salle University, unless they hold a verification statement issued within the past 3 years indicating completion of an ACEND-accredited Didactic Program.
3. International students for whom English is a second language, and who have not completed a high school diploma or higher education degree in the United States, must earn a minimum score of 600 (paper-based), 250 (computer-based), or 100 (internet-based) within two years prior to application on the Test of English as a Foreign Language (TOEFL). The TOEFL web site is <http://www.toefl.org>

Steps to Becoming a Registered Dietitian:

1. Complete a Bachelor's Degree granted by a US regionally accredited college/university (or foreign equivalent) and complete the academic requirements of an ACEND-accredited Didactic Program.

2. Apply for and obtain admission into one of the following ACEND-accredited supervised practice programs:
 - a. La Salle Master's Coordinated Program in Dietetics Practice, which integrates graduate coursework and at least 1,000 hours of supervised practice.
 - b. Dietetic Internship or Individualized Supervised Practice Program, which includes at least 1,000 hours of supervised practice (Note: the application process for Dietetic Internships is highly competitive, with approximately 60% of applicants obtaining an internship the first year applying).
 - c. Future Education Model (FEM) program, which is a graduate-level, competency-based dietitian nutritionist program that integrates coursework and experiential learning.
3. Successfully complete the supervised practice program.
4. If a Master's degree has not been previously completed, also graduate from a Master's degree program.
5. Take and pass the Registration Examination for Registered Dietitians/Registered Dietitian Nutritionists.

Preparation for Application to Dietetic Internships Outside of La Salle

How can I improve my chances of being admitted to a dietetic internship program?

A student has no guarantee of acceptance to a DI program. In recent years, 60% of the students who have participated in the national computer match have received a match the first time applying. Internships continue to become more competitive. In order to increase your chances for acceptance, you should:

- Investigate programs early to identify their admission criteria.
- Earn a cumulative GPA of 3.0 or higher (although a 3.2 or higher is recommended)
- Earn a 3.2 GPA or higher in professional courses
- Earn a 3.2 GPA or higher in biological and physical science courses
- Complete significant paid or volunteer work experience related to food, nutrition and dietetics, particularly in clinical settings
- Obtain strong letters of recommendation

- Take on leadership roles in organizations on or off campus
- Take the Graduate Record Exam (GRE) if you plan to apply to graduate level internships

What is the timeline for preparing for and applying to Dietetic Internships?

Freshman/Sophomore Year

- Maintain good grades
- Obtain dietetics-related work or volunteer experience.
- Become active in organizations or community activities
- Join the Student Nutrition Club: La Salle Explorers Advocating Nutrition (LEAN)
- Join the Academy of Nutrition and Dietetics (only student members are eligible for scholarships and awards)
- Join your local dietetic association (example PhillyAND)

Junior Year

- Maintain good grades
- Obtain dietetics-related volunteer or paid work experience
- Begin reviewing the Academy website and the Applicant Guide to Supervised Practice Experience
- Research your areas of interest and select 3-6 internships that match your interests and qualifications
- Access and review the DICAS Internship Preparation Canvas site
- Get to know your faculty advisor and other faculty members. It is important for faculty to get to know you if you intend to ask them to write a letter of recommendation.
- Get involved in activities in LEAN – run for office
- Continue membership in the Academy and PhillyAND

Senior Year

- Call, email, or write internships for additional information and application/Attend Open Houses
- Continue to obtain dietetics-related volunteer or paid work experience
- Maintain good grades and request letters of recommendation (by December)
- Get even more involved in LEAN and continue membership in the Academy and PhillyAND
- Take the Graduate Record Examination (GRE) if needed
- Access and review the DICAS Internship Preparation Canvas site
- Check deadlines and apply on time – usually mid-February
- Internship match date – April

Registered Dietitian Examination

Students are eligible to take the Registration Examination for Dietitians upon successful completion of a baccalaureate degree and the Master's Coordinated Program or a Dietetic Internship. As of 1/1/2024, a completed Master's degree will also be required for eligibility to take the Examination.

The cost of the exam and related fees are the responsibility of the student.

Licensure

Most states, including Pennsylvania, regulate the practice of dietetics through licensure. State licensure and state certification are entirely separate and distinct from registration or certification by the Commission on Dietetic Registration. Once an individual successfully completes the CDR exam and becomes a Registered Dietitian (RD)/Registered Dietitian Nutritionist (RDN), the individual can apply for state licensure as a Dietitian-Nutritionist in Pennsylvania. Information regarding licensure in Pennsylvania can be obtained from the Pennsylvania State Board of Nursing website:

<https://www.dos.pa.gov/ProfessionalLicensing/BoardsCommissions/Nursing/Pages/Licensed-Dietitian-Nutritionist-Licensure-Requirements-Snapshot.aspx>

Information on licensure and certification in other states is provided at <https://www.cdrnet.org/state-licensure>.

As of January 1, 2015, all persons applying for issuance of an initial license in Pennsylvania must complete 3 hours of Department of Human Services-approved training in child abuse recognition and reporting requirements in order to become licensed.

Accreditation

La Salle University's Didactic Program in Nutrition is 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, (312) 899-0040 ext. 5400.

<http://www.eatrightpro.org/ACEND>.

Program Costs

- Current tuition and fees are published on the La Salle University Financial Aid website <https://www.lasalle.edu/financialaid/undergraduate-tuition-and-fees/> . Students in the Didactic Program in Nutrition are charged the same tuition and fees as other La Salle University undergraduates.
- Additional fees (as applicable)
 - Books (Approx. \$200 per course)
 - Transportation to and from externship and field trip sites (cost varies according to site)
 - Lab coat (Approx. \$50)
 - Medical Insurance

Financial Aid

- College Financial Aid Policy can be accessed on the La Salle University Financial Aid website <https://www.lasalle.edu/financialaid/>

Withdrawal Policy & Financial Charges

- Tuition Refund and Credit Policy can be accessed at <https://www.lasalle.edu/studentaccounts/billing-policies/>

Student Health Requirements

Health screening measures are required for all students for their own and the public's safety. The requirements have been developed to maximize both student and client health safety. Prior to admission to the University, students are expected to complete the Student Health Services Health Questionnaire which is forwarded to Student Health Services, La Salle University. Additional measures related to COVID-19 may also be required by La Salle University and off-campus sites. Externship sites may have additional requirements that the student must meet before starting the experience (e.g., flu shots, blood test for tuberculosis, etc.) at a specific organization. All students must complete all requirements listed and all costs related to the health requirements are the responsibility of the student.

Student Health Insurance

While enrolled in the DP, students are expected to maintain wellness by seeking professional care when needed. The Student Health Service of the

University is available to each student. In addition, students are required to have health care insurance and should have a primary care provider (i.e., physician and/or other appropriate health professional). **A current copy of health insurance policy or card must be on file.**

Transportation to Off-Campus Sites

Students are responsible to provide their own transportation to and from all off-campus sites. Students are solely responsible for any and all risks related to transportation to and from off-campus sites, and by participating in the DP every student agrees that the University will bear no liability for any claims, losses, or injuries that may occur during or as a result of such transportation. All transportation costs and parking fees are the responsibility of the student. Costs for transportation and parking will vary considerably depending on the site.

Inclement Weather

All courses at the University remain in session unless announced otherwise by the university. (See website and phone numbers below.) If classes are in session, students are expected to be present for class meetings. For safety reasons, faculty and students can make individual decisions about attending classes during severe weather conditions.

Any absence based on inclement weather must be reported to the course instructor via email. Any student not following this policy will be considered unexcused.

To check for school closure,

- Go to: <http://philadelphia.cbslocal.com/> or listen to KYW 1060 AM
- Call (215) 925-1060. La Salle's number is 105 for day classes.
- Sign up for La Salle University's Class Cancellation Text Alert

You may also call La Salle University's Weather Emergency number at 215-951-1910 for weather emergency information, or check the university web portal for announcements.

Communication and Professional Behavior

Email: Students must use La Salle email and Canvas for program and course-related communication. Students are responsible for checking their La Salle email and course announcements daily during the semester.

Interpersonal Communication: Students are expected to always exhibit personal and professional civility, acting and communicating in a respectful manner when interacting with La Salle students, faculty and staff as well as individuals at off-campus sites. Civility entails supporting constructive dialogue and positive engagement, avoiding belittling or judging others, and seeking to hear and understand different points of view and lived experiences. Students should model professional conduct in all public communications and actions. ***HIPPA protected information is NEVER to be discussed in public, sent via text or email, or shared through social media.***

Cell phones and other electronic devices: Students may use these devices in class only to access the internet or utilize professional applications when it is necessary to complete their work during that class meeting. The use of cell phones or other electronic devices for personal use, including text messaging, is otherwise prohibited during class time.

Social media: Students are not to use the name of La Salle University or make any reference to any La Salle teacher, practicum preceptor, patient, or student experience on social media. Students must refrain from making remarks that could be considered libelous or defamatory.

Dress Code for Off Campus Sites

A professional appearance should be maintained during all off-campus experiences through your choice of clothing, accessories, and personal grooming. Your appearance should not distract others from your professional expertise or give a negative impression of the program. Jeans, sweat pants, leggings, yoga pants, shorts, miniskirts, tank tops, crop tops, low cut shirts, and sheer garments are not acceptable. Students must carry their La Salle University identification cards at all times. Food service settings may have additional dress/uniform requirements in order to meet Health Department regulations.

Access to Student Support Services

- Student Support Services include but are not limited to the following:
 - Academic Support Programs and Services
 - Writing tutoring
 - Academic Coaching and Peer Subject Tutoring
 - Career and Employment Services
 - Counseling and Health Services
 - Student Food Pantry (The Basket)
 - Basic Needs Benefit Programs: Single Stop
 - University Life
 - University Ministry and Service
- More information on University Student Support Services can be accessed in the 2021-2022 University Catalog and in course syllabi.

Substance Abuse Policy

Students at non-La Salle settings are regulated by the specific facility's policies. The La Salle University Students Guide to Resources, Rights, and Responsibilities, regulates conduct at La Salle locations.

Student Complaints

Feedback from students, whether of a positive or negative nature, should be used for the improvement of the educational programs and environment of the University.

The purpose of the following document is to outline avenues by which students may lodge complaints within the School of Nursing and Health Sciences (SONHS) at La Salle University. This document provides an overview of the process, followed by sections that address the most common categories of student issues and complaints, with the aim of providing students with general information and specific contact strategies. Specific procedures may vary in details among departments and programs; students of other programs are encouraged to refer to the handbook of their particular program.

It is an express SONHS policy that all students at all times have the right to lodge a complaint which they deem important without fear of retaliation of any sort or any other adverse consequence as a result of doing so.

The recommended general strategy for reporting complaints is to first contact the specific individuals or units most directly connected with the issue at hand unless there are good reasons for not doing so such as a desire to maintain anonymity (see section 4 below). The Campus Directory generally provides contact information for all the campus units, departments, Dean's offices, etc. from which an individual can usually determine where to go to make a complaint. All of the main campus entities also have contact information via web pages.

- Policies and procedures for managing complaints regarding harassment and/or discrimination can be found in the Student Guide to Rights and Responsibilities which can be found online at: <https://www.lasalle.edu/student-life/student-guide/>
- Additionally, there is a University Policy and Procedure for appeal of final grades, available in the Student Guide to Rights and Responsibilities: https://www.lasalle.edu/student-life/student-guide/#gen_pol The University Handbook also presents a review of student rights, including grade grievances. Students should be aware that neither Chairs nor Deans can require an instructor to change a properly assigned course grade.
- The Academic Integrity Policy of the Nursing Programs of the School of Nursing and Health Sciences is consistent with the University Academic Integrity Policy that can be found here: <https://www.lasalle.edu/student-life/student-guide/#inte>

1. Issues about academic advising

The student should begin with the specific departmental or program advisor. Names, emails, office numbers and telephone numbers and names of the appropriate individuals can be found in the campus directory; if unsure of who the advisor is, the student may contact the administrative assistant assigned to his/her department or program. Complaints may continue to the advisor's Program Director or Department Chair. Normally, supervisory level complaints are submitted by a written process, which may include email and/or submission of the Complaint form found in this DPD Program Student Handbook.

2. Issues about grading of assignments or exams, exam procedures, excused absences, class policies, course content or teaching methodology

Students should first discuss the issue with the individual faculty person since faculty members have primary authority and responsibility in all of these areas. If the issue is still unresolved, the student may then contact the Program Director or Department Chair using the Complaint form in this DPD Program Student Handbook. If unable to resolve the issue at this level, the student may proceed to contact the Dean and present the written complaint to the Dean. Disagreements regarding whether a particular assignment earns a particular grade are decided solely by the individual instructor assigned to the course; information about assignment requirements and grading procedures are stated in the course syllabus and/or on Canvas.

The campus has standing policies on student accommodation for religious and disability reasons. If a student has a complaint in these areas, they can contact Rose Lee Pauline, Affirmative Action Officer, Title IX Coordinator, and Academic Affairs Support Specialist, 215.951.1014, pauline@lasalle.edu

3. Issues about faculty performance or faculty behavior

If reasonable and appropriate, students should begin with the individual faculty person to discuss and resolve the problem together, if possible. If this direct effort fails, students may then contact the Program Director or Department Chair using the Complaint form in this DPD Program Student Handbook. If a student is unable to resolve the problem at this level, they may contact the Dean and present the written complaint to the Dean. This step typically constitutes the end of the formal complaint process.

4. Issues wherein the student wishes their identity to remain unknown with respect to an instructor or staff member, or where the student otherwise chooses to avoid directly discussing the problem with that individual.

If, for whatever reason, a student does not want to personally or directly contact an instructor or staff member to discuss a complaint, the student should begin with the next highest level of responsibility, which would typically be the Program Director or Department Chair. The student

can request an appointment to meet with the Chair or Director and/or send a written description of the issue or problem and request that their identity be kept confidential. That request will be honored unless there are over-riding reasons to do otherwise. For example, if a student alleges sexual harassment by a faculty member to a Department Chair, the Chair *must* forward that information, to include the identity of the complainant, to the campus Affirmative Action Officer.

Students may also submit comments, concerns, and suggestions by completing a form located in the Student Lounge, 3013 St. Benilde Tower. Students have the right to lodge a complaint that they deem important without fear of retaliation. Complaints will be handled confidentially and professionally.

Matters that relate to ACEND accreditation standards and policies that cannot be resolved at the program, school, or university level may be addressed with ACEND. Only signed complaints related to accreditation standards or policies can be sent to ACEND. More information can be found at <https://www.eatrightpro.org/acend/public-notice-and-announcements/filing-a-complaint-with-acend/procedure-for-complaints-against-accredited-programs>

Advising

Advising appointments take place each semester, and are scheduled through Starfish. All Nutrition program students are provided with academic and career advising by a full-time faculty member:

Sarah Barnes, MS, RD, LDN, CSP

barness@lasalle.edu

[215-991-3658](tel:215-991-3658)

Room 3010 St. Benilde Tower

Robin Danowski, MS, RD, LDN

(Coordinated Program)

danowski@lasalle.edu

[215-991-3618](tel:215-991-3618)

Room 3019 St. Benilde Tower

Laura B. Frank, PhD, MPH, MEd, RD, LDN
frankl@lasalle.edu
215-991-3617
Room 3004 St. Benilde Tower

Heather Krick, MS, RD, CSOWM, LDN, CBC
krick@lasalle.edu
215-991-1866
Room 3023 St. Benilde Tower

Lisa M. Laura, JD, RD, LDN
Laural1@lasalle.edu
215-991-2738
Room 3030 St. Benilde Tower

Academic Progress

Students in the Didactic Program are required to meet University standards for academic progress, which can be found in the University Catalog at <https://www.lasalle.edu/catalog/undergraduate/academics-requirements-expectations-and-policies/#ftoc-academic-progress>

Assistance available to students at La Salle University:

The Center for Academic Achievement in the Lawrence Building, Suite 409, provides an array of academic support services, including subject and writing tutoring, supplemental instruction, academic coaching (including help with study strategies and time management), seminars on academic success, academic accommodation services, and academic support for student athletes. More details can be found on

<https://www.lasalle.edu/academiclearningsupport/>

Contact: Phenix Frazier Badmus, Executive Director, Center for Academic Achievement

215.951.5005

Center for Academic Achievement, Lawrence 409

frazier@lasalle.edu .

Students may also schedule appointments with peer and professional tutors through Starfish on the mylasalle Portal. Evening and weekend hours are available, as well as distance and online writing tutoring.

MAJOR COURSE DESCRIPTIONS

NUTR 165: Principles of Nutrition (3 credits)

Basic knowledge of food nutrients; functions, interactions, and balance of carbohydrates, proteins, lipids, vitamins, minerals, and water in normal human physiology; nutrient deficiency diseases; energy metabolism; nutrition and fitness. Three hours of lecture. Required for all subsequent nutrition courses.

NUTR 200: Life Cycle Nutrition (3 credits)

Details human nutritional needs and US dietary guidance for health maintenance and disease prevention during infancy, early and middle childhood, adolescence, adulthood, older adulthood, pregnancy and lactation. Three hours of lecture. Prerequisites: NUTR 165 and BIO 161; BIO 162 is also required, but may be taken concurrently.

NUTR 230: Food Science (4 credits)

Chemical and physical properties of food, principles of food selection, consumer trends, use of established food guides in meal planning, methods and techniques of food preparation, sensory evaluation of food, food safety, and government regulation of food. Three hours of lecture; two hours of laboratory. Prerequisites: NUTR 165 and CHM 161. Non-Nutrition Majors must obtain permission of Director to register.

NUTR 300: Community Nutrition (3 credits)

Illustrates the role of nutrition in health promotion and disease prevention through an examination of health and nutrition policy, programs, and population data. Emphasis is placed on the information and skills necessary to solve nutrition problems in local, state, and national communities. Three hours of lecture. Prerequisites: NUTR 165 and NUTR 200.

NUTR 310: Management in Nutrition and Dietetics (3 credits)

Dietetic management principles including: systems theory, leadership, quality management and methodology, cost-effectiveness, human resources, labor law, financial management, budgeting, and marketing. Three hours of lecture. Prerequisite: NUTR 165.

NUTR 320: Quantity Food Preparation and Management (3 credits)

Management systems and procedures used in quantity food production; menu planning; recipe standardization; purchase, receipt, and storage of food and supplies; facility design, equipment, and materials; financial management; and food safety and sanitation. Three hours of lecture. Prerequisites: NUTR 165, NUTR 230, NUTR 310, and BIO 163.

NUTR 340: Professional Practice in Nutrition (3 credits)

Explores the various roles of nutrition professionals within the broader health-care system including inter-professional collaboration for comprehensive care. The course provides an overview of nutrition careers in clinical, community, foodservice management, and business settings and emphasizes historical, legal, and ethical considerations for professional practice. Three hours of lecture. Prerequisites: NUTR 165, NUTR 200. Nutrition Majors Only.

NUTR 341: Medical Nutrition Therapy I (4 credits)

Pathophysiology of nutrition-related disease; normal and therapeutic diets in the prevention and treatment of disease; The Nutrition Care Process: nutrition assessment, diagnosis, intervention, monitoring, and evaluation; documentation of nutrition care; drug-nutrient interactions. Course materials will cover disorders of the gastrointestinal, cardiovascular, endocrine, skeletal systems and energy imbalance. Three hours of lecture, one hour of lab. Prerequisites: NUTR 165, NUTR 200, NUTR 300, BIO 161, BIO 162, CHM 161, CHM 262, and CHM 263.

NUTR 342: Medical Nutrition Therapy II (4 credits)

This course is a continuation of Medical Nutrition Therapy I: Pathophysiology of nutrition-related disease; normal and therapeutic diets in the prevention and treatment of disease; the Nutrition Care Process: nutrition assessment, diagnosis, intervention, monitoring, and evaluation; documentation of nutrition care; drug-nutrient interactions. Course materials will cover disorders of the gastrointestinal, hepatic, and renal systems; food allergy and intolerance; genetics in nutrition; enteral and parenteral nutrition support. Three hours of lecture, one hour of lab. Prerequisites: NUTR 341.

NUTR 420: Nutrition Education and Counseling (3 credits)

Communication strategies for effective health behavior change. Topics include; food behavior; verbal and non-verbal communication; interviewing skills; cultural competency; literacy; counseling theories and the counseling process; learning theories and educational principles; educational methods and tools. Three hours of lecture. Prerequisites: NUTR 165 and NUTR 200, recommended PSYC 155.

NUTR 440: Capstone in Nutrition (3 credits)

Emphasizes the integration of nutrition knowledge and the interpretation and application of nutrition-oriented research including evidence-based practice. Students write a scientific research paper and create and orally present a poster, utilizing peer-reviewed scientific literature and other appropriate sources. Three hours of lecture. Prerequisites: NUTR 165, NUTR 200, NUTR 300, NUTR 340, NUTR 420, and HSC 217. Nutrition Majors Only.

NUTR 441: Food and Culture (3 credits)

Examines cultural/culinary traditions that shape an individual's eating habits, including exploration of the activities by which people produce, prepare, present, and consume food. The cultural aspects of food including religion, health beliefs, and historical/traditional factors within regional and ethnic groups common in the United States are identified. Three hours of lecture. Prerequisites: NUTR 165 and NUTR 200; Recommended prerequisite: NUTR 230.

NUTR 450: Sustainable Food Systems and Food Justice (3 credits)

Encompasses current issues involving food, agriculture, activities, people and resources involved in getting food from field to plate. Current food practices and marketing are

investigated in terms of the cost/benefit to the individual, and society. Three hours of lecture. Prerequisites: NUTR 165, NUTR 200, NUTR 300

NUTR 460: Nutrition Externship (3 credits)

Students experience field work under the supervision of a nutrition professional and faculty member. Permission of the Director is required. Hours to be arranged with five hours of minimum field work per week required. Prerequisites: NUTR 165, NUTR 200, NUTR 300, and NUTR 420 or equivalent.

NUTR 471, 472, 473, 475: Special Topics in Nutrition (3 credits)

An in-depth examination of a topic of current interest in the field of nutrition. Three hours of lecture. Prerequisites: NUTR 165 and NUTR 200.

NUTR 470 Nutrition and Fitness

This course addresses the nutrition needs of active people and athletes. Course topics include carbohydrate, protein, fat, vitamin, mineral and water requirements for fitness and sport. Body weight and composition, weight maintenance, as well as proper weight gain and loss will be discussed.

NUTR 474: Nutrition and Dietetics Technician, Registered, Careers and Credential (1 credit)

This course will help prepare the student to take the credentialing exam to become a Nutrition and Dietetics Technician, Registered (NDTR). Roles and responsibilities of the NDTR are explored. Prerequisite: Student must be a senior in the Didactic Program in Nutrition to register for this course.

NUTR 480-481: Nutrition Research (3 credits)

Individual research under supervision of a faculty member. Permission of the Director required. Hours to be arranged. Prerequisites: NUTR 165, NUTR 200, NUTR 300, and HSC 217.

Program Faculty

Susan Adams, MS, RD, LDN, FAND, Adjunct Professor of Nutrition
adamss@lasalle.edu

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Non-Discrimination Policy

La Salle University is committed to the principle of equal educational opportunity without discrimination by race, color, religion, age, gender, national origin, or disability.



Nutrition Programs Student Complaint Form

A complaint is an educational or personal issue or condition that a student believes to be unfair, inequitable, discriminatory, or a hindrance to his/her education. Students who have a complaint about their La Salle University experience should complete this form and submit it to the appropriate individual as directed in the program Student Handbook. *It is an express School of Nursing and Health Sciences policy that all students at all times have the right to lodge a complaint which they deem important without fear of retaliation of any sort or any other adverse consequence as a result of doing so.*

Student Name: _____ Student ID# _____

Email Address: _____

Preferred Telephone Contact: _____

Semester/Year: _____ Current student: Yes _____ No _____

Name of individual and/or program against whom the complaint is filed:

Describe your complaint in detail, including date/s of occurrence if possible: (Attach additional sheets, if necessary, along with any documentation that will help describe and substantiate the complaint):

Students are encouraged to discuss their concerns and complaints through informal conferences with the appropriate instructor or program. Have you made an attempt to resolve this complaint in this way? Yes _____ No _____

If yes, describe the outcome (Attach any additional comments, if necessary):

What outcome do you hope to achieve after talking to the appropriate University official(s)? (Attach additional sheets if necessary):

I understand that information contained on this Complaint form will be held confidential to the extent possible. Complaint information may be shared with University officials in order to conduct a thorough investigation. I hereby declare that the information on this form is true, correct, and complete to the best of my knowledge.

Signature: _____ **Date:** _____
Student

Student Acknowledgement

_____ I hereby verify that I have received and read all of the contents of the Didactic Program in Nutrition Student Handbook 2021-2022.

_____ I have read and understand the admission requirements into the program as well as the policies and procedures for the nutrition major.

_____ I understand that in order to be accepted into the Coordinated Program in Dietetics I must meet GPA and course grade requirements as stated in this handbook

_____ I understand that in order to receive course credit and verification statements for eligibility to apply for a dietetic internship or to take the DTR exam, I must complete the program and meet all the requirements stated in this handbook

_____ I understand that outside dietetic internships are fiercely competitive and that acceptance into a dietetic internship is not guaranteed.

_____ My signature verifies my understanding of and compliance to the above stated policies and procedures of the program. This page with my signature should be given to my academic advisor to be placed in my student file.

Name (Print) _____ Student ID# _____

Signature _____ Date _____