



University of New Hampshire
College of Life Sciences and Agriculture

Nutrition Program Student Handbook

**Department of Agriculture, Nutrition, and Food Systems
Durham, New Hampshire**

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INTRODUCTION

This student handbook is a guide for undergraduate students admitted into UNH's 4-year undergraduate Nutrition Program. This is not an inclusive resource and should be used in conjunction with the information in UNH's Academic Catalog (catalog.unh.edu/undergraduate), the Student, Rights, Rules, and Responsibilities handbook (<https://www.unh.edu/student-life/2018-2019-student-rights-rules-and-responsibilities>), the Nutrition Program website (colsa.unh.edu/anfs/nutrition), and in consultation with your Nutrition Program faculty advisor. It is recommended that you ask for clarification whenever you have questions about your program or progress.

CHOOSING AN OPTION IN THE NUTRITION PROGRAM

The UNH Nutrition Program offers three options to meet the interests and career goals of students. The options include:

- Dietetics*
- Nutrition and Wellness*
- Nutritional Sciences*

Students may select an option after successfully completing:

- an introductory nutrition course (e.g. NUTR 400)
- NUTR 401: a course that introduces curricular and career choices of the three options
- One semester of Anatomy & Physiology or Chemistry (e.g. BMS 507 or CHEM 403/CHEM 411)

Typically, nutrition students select an option during the second semester of their first year. Students *must* declare an option by the beginning of their fourth semester enrolled at UNH. The deadline for choosing an option in Nutrition is September 15th and February 15th for fall and spring semester respectively. An option can be declared as early as second semester if the student wishes.

To choose an option, the student must complete an Application Packet. The Application Packet includes:

- (1) completed official Nutrition Program cover sheet
- (2) short, personal statement describing why the student wishes to enter their chosen program (300-500 typed words)
- (3) unofficial transcript printed from WebCat
- (4) transcripts from other colleges/universities (if applicable)

Instructions and the office Nutrition Program cover sheet can be found at

https://colsa.unh.edu/sites/default/files/media/2018/09/declaring_an_option_in_nutrition_updated_09.14.18.pdf

Students must submit the Application Packet to Amy Parker (224 Kendall Hall) no later than 4:00 p.m. on September 15th or February 15th. Completed applications will be reviewed by the Nutrition Faculty; students will be notified of the outcome no later than October 15th or March 15th, respectively.

Admission into the *Dietetics* Option is competitive and due to programmatic constraints, meeting all admission criteria does not guarantee placement into the option. To be eligible for admission into the *Dietetics* Option, students are required to meet the following minimum criteria:

- Cumulative GPA \geq 3.2
- Complete the following courses and earn the required grade.

Course	Required Grade
NUTR 400	≥ B
NUTR 401	Credit
BMS 507 or CHEM 403	≥ C+

Students wishing to select the *Dietetics* Option must apply and be admitted into the option by the beginning of their fourth semester at UNH. No student may be admitted into the *Dietetics* Option after their fourth semester. Students admitted to the *Dietetics* Option must maintain a cumulative GPA of ≥ 3.2. Students whose GPA falls below 3.2 will be placed on probation for one semester. If, after the probationary semester, the GPA does not improve to ≥ 3.2, the student will be required to select another option in Nutrition or another academic program.

Students interested in changing options (after initial declaration) must submit a new application; the deadline for all applications is September 15th and February 15th. The *Dietetics* Option must be selected by the end of the fourth semester at UNH.

Transfer Students

Internal transfer students will select an option upon admission into the Nutrition major. External transfer students will be designated as Nutrition majors without a specified option until they meet criteria and complete application process as described above. External transfer students must select an option by the end of their third semester at UNH.

COURSES

Suggested course sequences for all options in the Nutrition major can be located on our website at colsa.unh.edu/anfs/nutrition.

DIETETICS OPTION

The Dietetics curriculum is accredited by The Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics (AND). This curriculum lays the foundation to becoming a registered dietitian nutritionist by:

- providing a solid science background in chemistry, anatomy and physiology, biochemistry, and microbiology
- incorporating nutrition courses essential to becoming a competent professional
- providing individualized guidance when applying for a post-graduate dietetic internship

Becoming a registered dietitian nutritionist (RDN) involves successful completion of this curriculum and a post-graduate dietetic internship, followed by passing the national Registration Examination for Dietitians. Starting in 2024, a master's degree will also be required prior to taking the national examination.

Additional information about the undergraduate Didactic Program in Dietetic (DPD) is located in DPD Program Handbook.

NUTRITION & WELLNESS OPTION

The *Nutrition & Wellness* Option prepares the student for employment in wellness fields in health promotion, schools, fitness centers, nonprofit organizations and community agencies. The *Nutrition & Wellness* curriculum provides a foundational science background in chemistry, anatomy and physiology, and microbiology, incorporates courses in stress, wellness, nutrition education, and exercise science, and promotes hands-on experiences in providing nutrition and health guidance. The program allows flexibility to pursue a minor in areas such as kinesiology, business, psychology or health management, or a dual major in an area such as ecogastronomy.

NUTRITIONAL SCIENCES OPTION

The *Nutritional Sciences* Option prepares the student for entry into professional schools of medicine, dentistry, nursing or physical therapy, graduate school, or technically-oriented jobs in science. It provides a comprehensive science background in biology, chemistry, physiology, nutrition, biochemistry and physics, incorporates core nutrition courses in nutritional assessment, life cycle nutrition, nutrition and health, and careers in nutrition, and offers individualized guidance for post-graduate and career options.

HONORS-IN-MAJOR (NUTRITION)

Requirements for this program are found on the Nutrition Program website colsa.unh.edu/anfs/nutrition/honors-major and include:

1. Maintain an overall 3.5 grade-point average in courses completed at the University of New Hampshire and a 3.5 grade-point average in all Nutrition (NUTR) courses.
2. Complete 16 credits of approved Nutrition courses with Honors designation, including 4-8 Honors Thesis credits (NUTR 799H).
3. Complete an Honors Thesis (NUTR 799H). Thesis work must encompass two consecutive semesters of 1-4 credits each semester, and the student should expect to spend 2-3 hours per week for each hour of course credit. The student (through their own initiative) must identify a faculty mentor to supervise their thesis work well in advance of initiating the honors thesis.

Students should contact the Nutrition Program's Honors Coordinator (currently Dr. Jesse Stabile Morrell - Jesse.Morrell@unh.edu) for more information and to register.

GRADUATION REQUIREMENTS

All UNH students must complete 128 credits, all Discovery/general education requirements, and 4 writing intensive courses to be eligible to graduate. The cumulative grade point average must be at least a 2.0. Students must earn a grade of C- or better in all required nutrition (NUTR) courses.

All 700-level nutrition courses must be taken at the University of New Hampshire.

If a student does not successfully pass a 700-level nutrition course with a C- or better, students are strongly encouraged to repeat the course at UNH. For extraordinary circumstances, a petition may be submitted to the UNH Nutrition faculty to take an equivalent course at another institution. The petition must include a complete syllabus of the proposed course and a detailed explanation of extraordinary circumstances. Students wishing to

complete this petition must meet with their Nutrition academic advisor prior to submission. Of note, if the student chooses to repeat the course at another institution, the grade earned will not replace the original grade on the student's UNH final transcript.

During the senior year, students must file an *Intent to Graduate* via Webcat. This will trigger the Registrar's Office to verify that the student has met all Discovery/General Education/writing requirements. Information as to deadlines and specifics concerning graduation can be found on the UNH website at unh.edu/registrar/graduation-diplomas/.

CAREER OPPORTUNITIES

Dietetics graduates, who complete a post-graduate dietetic internship and pass the national Registration Examination for Dietitians are eligible for jobs in:

- medical nutrition therapy at healthcare facilities
- state and local government agencies
- food service industries

Nutrition and Wellness graduates, who specialize in nutrition and wellness, are eligible for jobs in:

- state and local government agencies
- nonprofit and community organizations
- wellness promotion at schools, fitness center, or within industry

Nutritional Sciences graduates are well prepared for entry into professional schools of medicine, dentistry, nursing, physical therapy, or graduate school, or technically-oriented jobs in science such as:

- biomedical device and pharmaceutical firms
- biotechnology
- medical and research laboratories

UNH TUITION & FEES

Information about UNH tuition, fees and other costs can be found at unh.edu/business-services/tuitfees. Policies and procedures for tuition and refunds are determined by UNH's Business Services and can be found unh.edu/business-services/refunds.

Additional program expenses

- Transportation and membership expenses may be incurred for the following courses:
 - NUTR 600 – Field Experience in Nutrition
 - NUTR 700 – Career Development in Dietetics
 - NUTR 758 – Practicum in Weight Management
 - NUTR 775 – Practical Applications in Medical Nutrition Therapy
- Some NUTR courses require laboratory fees to cover the cost of supplies and services. All lab fees are posted with the course description on the time and room schedule for each semester at courses.unh.edu.

Insurance

- Professional Liability – Nutrition students are covered by a professional liability insurance policy paid by the University System of New Hampshire when participating in supervised field placement activities.
- Health Insurance - The student is responsible for obtaining personal health insurance.
- Liability/Travel/Injuries – Personal travel to field trips or experiences as part of coursework is not covered by the University of New Hampshire and is to be covered by personal auto insurance.

FINANCIAL AID

To apply for financial aid, please visit the Financial Aid Office (unh.edu/financialaid) in Stoke Hall. The College of Life Sciences and Agriculture offers annual scholarships for eligible students every spring semester. Application instructions and eligibility requirements can be found at colsa.unh.edu/colsa-scholarships.

ACADEMIC EXCLUSION, SUSPENSION & DISMISSAL

UNH policies pertaining to student academic progress, standing, termination and re-admittance can be found in the *Student Rights, Rules, & Responsibilities* at <https://www.unh.edu/student-life/2018-2019-student-rights-rules-and-responsibilities>.

ACADEMIC CALENDAR

The University of New Hampshire academic calendar can be found at unh.edu/main/unh-calendar.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

UNH adheres to FERPA which is a federal law that governs access of student educational information. More information can be found at unh.edu/registrar/general-information/ferpa.html.

GRIEVANCES AND COMPLAINTS

The University has a grievance procedure that is outlined in the *Student Rights, Rules, & Responsibilities* at <https://www.unh.edu/student-life/2018-2019-student-rights-rules-and-responsibilities>.

PROGRAM EXPECTATIONS

Student conduct

The Student Conduct Code is found in the *Student Rights, Rules and Responsibilities Handbook* at <https://www.unh.edu/student-life/2018-2019-student-rights-rules-and-responsibilities>.

Students have the responsibility to remain honest in academic endeavors (not plagiarizing, cheating, or knowingly or willingly falsifying data) and avoid social misconduct. Acts of academic dishonesty may result in a failing grade for the assigned work in connection with which the violation occurred, a failing grade for the course, or, after review by the Associate Dean, dismissal from the university.

According to UNH policy, (<https://www.unh.edu/student-life/2018-2019-student-rights-rules-and-responsibilities>) students may not use electronic devices in the classroom unless designated by the course instructor. Failure to comply within the parameters set by an instructor may result in disciplinary action and possible removal from a course.

Dress code for practical and field experiences

- If a student is placed in a practicum or field experience, they are expected to dress in accordance with the standards of the facility in which they are working.
- The following are not considered professional attire and should not be worn: short skirts, shorts, jeans, leggings, yoga pants or any clothing which would be worn during exercise, flip-flops, low cut necklines, any clothing that reveals the midsection of the body like cropped tops.
- Suggestions for professional attire can be found at unh.edu/career/what-wear

Health Information and immunizations

Some field experiences, practicums and clinical facilities may require students to provide health information and proof of immunizations. Many facilities also require drug and alcohol testing.

Background checks

Students working in facilities with youth or in hospital settings may be asked to complete a criminal background check.

YOUR ACADEMIC ADVISOR

The Nutrition Program is strongly committed to academic advising. Every student in the Nutrition Program is assigned an advisor. New students are encouraged to make an appointment and get to know their advisor.

When a student meets with their advisor during the pre-registration period each semester, they will be provided with a Registration Access Code (RAC) which enables them to register on-line through Webcat. The RAC will only be provided in person - no RAC numbers will be provided by e-mail or by phone. It is important that each semester the student and his or her advisor meet in person to work out a plan for the coming semester and review student progress toward graduation. Information concerning registration procedures and deadline dates for completion of registration are found on the RAC sheet.

Advisors are an excellent resource, and will provide assistance in:

- Planning a schedule of required courses
- Providing information about scholarships, professional organizations and job opportunities
- Making plans for future endeavors
- Identifying and marketing student strengths
- Communicating pre-professional and professional expectations
- Nurturing professional growth and development

It is important to note that although your advisor will provide academic guidance, it is ultimately the primary responsibility of the student to ensure that all program and degree requirements are met.

We encourage students to monitor their academic progress using DegreeWorks, a degree auditing tool that may be accessed through Webcat.

NUTRITION FACULTY

FACULTY MEMBER	COURSES TAUGHT	EDUCATION & AREAS OF INTEREST
Gretchen Arnold, MS, RD, LD	NUTR 476: Nutritional Assessment NUTR 504: Managerial Skills in Dietetics NUTR 740: Nutrition for Children with Special Needs	MS University of New Haven Clinical nutrition, pediatric and maternal nutrition, nutrition support
Sherman Bigornia, PhD	NUTR 709: Nutritional Epidemiology NUTR 750: Nutritional Biochemistry	PhD, Boston University Epidemiology, nutrition and metabolic risk factors, health disparities
Joanne D. Burke, PhD, RD, LD	NUTR 720: Community Nutrition NUTR 730: From Seed to Sea: Examining Sustainable Food Systems NUTR 506: Nutrition and Wellness	PhD, University of New Hampshire Community & public health nutrition education; sustainability and food systems
Joanne Curran-Celentano, PhD	NUTR 550: Food Science: Principle and Practice	PhD, University of Illinois at Urbana Food science and human nutrition; food and culture; nutrition and aging; antioxidants
Maggie Dylewski Begis, PhD, RD, LD	NUTR 401: Professional Prospective on Nutrition NUTR 700: Career Development in Dietetics NUTR 755: Treatment in Adult Obesity NUTR 775: Practical Applications of Medical Nutrition Therapy NUTR 780: Critical Issues in Nutrition	PhD, Boston University Clinical nutrition; nutrition during critical illness / burn injuries
Mary Katherine Lockwood, PhD	INCO 403: Healthcare Professions Seminar NUTR 751: Nutritional Biochemistry of Micronutrients	PhD, Univ. of California, Los Angeles Effect of micronutrients on diabetic complications of the vasculature; Role of EMS in public health response to mass casualty & epidemics
Kevin Pietro, MS, RD, LD	NUTR 546: Nutrition in Exercise and Sports NUTR 600: Field Experience NUTR 610: Nutrition Education & Counseling NUTR 758: Practicum in Weight Mgt NUTR 773: Clinical Nutrition	MS, Illinois State University Sports Nutrition; clinical nutrition; nutrition counseling
Jesse Stabile Morrell, PhD	NUTR 560: Introduction to Research in Nutrition NUTR 595: Mediterranean Diet & Culture NUTR 686: UNH in Italy Study Abroad NUTR 760/761: Research Experience in Nutrition I & II	PhD, University of New Hampshire Human nutrition; young adult health
Ruth A. Reilly, PhD, RD, LD	NUTR 401: Professional Perspective on Nutrition NUTR 650: Life Cycle Nutrition	PhD, University of New Hampshire Human nutrition; nutritional education; Women's health

NUTRITION ADJUNCT FACULTY AND STAFF

STAFF MEMBER	TITLE	EMAIL
Lisa Corman, MS,RD,LD	Assistant Director of Dietetic Internship	Lisa.Corman@unh.edu
Celeste Dietterle	Administrative Assistant III	Celeste.Dietterle@unh.edu
Molly Mayfield, MS,RD,LDN	Adjunct Faculty	Molly.Mayfield@unh.edu
Jessica Monroe, PhD,RD	Adjunct Faculty	Jessica.Monroe@unh.edu
Amy Parker	Senior Administrative Assistant	Amy.Parker@unh.edu
Anne Ronan	Senior Laboratory Technician	Anne.Ronan@unh.edu
Jennifer Surina	Academic Program Manager	Jennifer.Surina@unh.edu

STUDENT RESOURCES

A variety of resources are available to students to support their success at UNH. We encourage you to visit the websites for each of the following services:

[Center for Academic Resources \(CFAR\)](#) offers an array of support services to support academic success, such as individualized academic coaching, study tips and tools. unh.edu/cfar

[Psychological and Counseling Services \(PACS\)](#): provides a variety of clinical services including crisis intervention, individual counseling, and group counseling. unh.edu/pacs/

[Connors Writing Center](#): reviews writing assignments and offers tools and tips to assist with academic writing. unh.edu/writing/cwc/

[Student Accessibility Services](#): provides a variety of services for students with disabilities. unh.edu/studentaccessibility/

[Health and Wellness](#): offers medical care and health education. unh.edu/health/

[Mathematics Center \(MaC\)](#): provides free tutoring in math. ceps.unh.edu/mathematics-statistics/mathematics-center-mac

[Office of Multicultural Student Affairs](#): supports an inclusive community and provides support, advising, advocacy, and student development for students of all abilities, ages, ethnicities, genders, nationalities, races, religions, spiritual traditions, socio-economic classes, and sexual orientations. unh.edu/omsa/

[COLSA St Martin Career Exploration Office](#): offers a comprehensive menu of internship and career resources. colsa.unh.edu/careers

Other services available to students can be found at the [Student Support Services](#) web site at <https://www.unh.edu/affirmativeaction/student-support>

STUDY ABROAD

The Nutrition Program considers study abroad to be an important part of a student's education, both personally and professionally. We encourage all students who meet the eligibility criteria to spend a summer or a semester in another country. To ensure proper credit transfer and financial aid packaging, students must follow the study abroad process carefully. Students should let their advisor know early in the academic career if they would like to do this so that the curriculum can be planned around this very valuable experience. More information is available on the UNH Global Website at unh.edu/global/education-abroad.

In partnership with the UNH Department of Agriculture, Nutrition & Food Systems, the UNH-in-Italy Program offers students the opportunity to experience living abroad in the medieval city of Ascoli Piceno, for either a four-course, 13-week semester or a two-course, 5-week summer session. The curriculum focuses on the links between food culture, sustainably-focused agriculture, and the policies and issues impacting the food system. Experiential activities, field trips, and group excursions encourage students to immerse themselves in the unique educational opportunity. Students live in apartments in the historic center of the city and take UNH courses taught in English. The program is open to all UNH students and fulfills the International Experience requirement of the EcoGastronomy Dual major. For more information, please visit colsa.unh.edu/study-abroad/Italy or contact Jesse Stabile Morrell at jesse.morrell@unh.edu.

GENERAL INFORMATION FOR NUTRITION 600:

The purpose of hands-on engagement in nutrition is to provide students with an opportunity to apply theory and concepts learned in an academic environment to real-life situations in the community, foodservice, research, teaching, wellness or clinical setting. Field experience in nutrition is encouraged to enhance a student's understanding of the role that nutrition can play in meeting individual needs as well as the needs of the community at large.

There are a variety of field experience opportunities available through the Nutrition 600 course option*. Student opportunities include healthcare facilities, school foodservice operations, community settings, as well as a variety of UNH sponsored sites (UNH Dining, UNH Athletics, UNH Child Study and Development Center).

Goals and Objectives of Nutrition 600 – For each experience, a protocol is developed with the cooperating mentor to define goals, objectives and projects to be completed. There is generally some flexibility in the final goals as the needs and program objectives of agencies and healthcare facilities are constantly changing.

Legal Agreements for Field Experience – Many hospitals, healthcare agencies and community programs are requiring that a legal document be developed between the agency and the University of New Hampshire. Students may be asked to allow criminal background checks, health and immunization information, and/or immigration status. In some cases, the student may be required to pay for the criminal background check, additional insurance, screening tests or immunizations.

Time Commitment – Students enrolled in this two-credit course work directly with their pre-approved preceptor/site for 4-6 hours/week. Additionally, in an effort to enhance the learning experience of the student and improve the understand of existing employment possibilities, students will attend a weekly one-hour seminar.

Student Expectations and Evaluations– Students taking NUTR 600 for the first time, in order to receive credit for the course, must complete a **minimum of 52 site hours** and attend **at least 12 seminars**. Furthermore, to earn credit for NUTR 600 students must earn an average of 80% or higher on all assignments. A UNH evaluation form is provided to preceptors to evaluate the student at the midpoint and end of the field experience.

If you are interested in NUTR 600 please visit our website at <https://colsa.unh.edu/agriculture-nutrition-food-systems/nutr-600> or contact kevin.pietro@unh.edu.

***Please note:** Students are encouraged to seek work and volunteer opportunities for experiential learning during their time at the University of New Hampshire beyond those established in the NUTR 600 course. Real life experiences help to strengthen applications for future internships or for graduate school, but more importantly, they help students gain valuable insight into their passions and capabilities that extend beyond classroom learning.

Suggested locations for volunteer or work experiences include:

- UNH Dairy Bar
- Local hospitals or skilled nursing facilities
- School districts
- NH Food Bank
- Local food pantries
- Eating Concerns Mentors unh.edu/health-services/ecm
- Student Nutrition Association wildcatlink.unh.edu/organization/studentnutritionassociation
- Nourish UNH unh.edu/health/nourish-unh

SOCIAL MEDIA

The Nutrition Program uses multiple mechanisms to disseminate information and opportunities. Successful students should routinely utilize the following:

- Wildcat email
- Facebook facebook.com/UNHNutritionProgram/
- Twitter twitter.com/unhnutrition
- UNH Nutrition Program website colsa.unh.edu/anfs/nutrition

SIGNATURE PAGE

By signing below, I affirm that:

1. I have read and understand the information presented in the UNH Nutrition Handbook.
2. I agree to abide by the policies and procedures outlined in this handbook throughout the remainder of my undergraduate studies.
3. I understand that the Nutrition Program faculty and staff uphold high standards for academic effort and professional behavior by all students in the classroom, during interactions with other faculty, students, or staff, as well as during experiences off campus.
4. I have reviewed the degree requirements of my undergraduate major, including the required courses for my selected nutrition option (i.e. Dietetics, Nutrition & Wellness, or Nutritional Sciences), as well as the university's graduation requirements.
5. I understand the following academic policies of the Nutrition Program:
 - A grade of C- or better is required for all Nutrition (NUTR) courses.
 - Students admitted to the *Dietetics* option must maintain a cumulative GPA of ≥ 3.2 . Students whose GPA falls below 3.2 will be placed on probation for one semester. If, after the probationary semester, the GPA does not improve to ≥ 3.2 , the student will be required to select another option in Nutrition or another academic program.

Student Name _____ Student ID # _____

Name of Student's Academic Advisor _____

Student Signature _____ Date _____