



**University of New Hampshire**  
College of Life Sciences and Agriculture

# **Undergraduate Didactic Program in Dietetics (DPD) Policies & Procedures Handbook**

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

**Updated August 2022**



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## **INTRODUCTION**

This Undergraduate Didactic Program in Dietetics (DPD) Student Handbook is a guide for undergraduate students admitted into the *Dietetics* Option. This is not a comprehensive resource and should be used in conjunction with the information in the college catalog([catalog.unh.edu/undergraduate](https://catalog.unh.edu/undergraduate)), the Student, Rights, Rules, and Responsibilities handbook (<https://www.unh.edu/student-life/student-rights-rules-responsibilities>), the nutrition program website <https://colsa.unh.edu/anfs/nutrition>, and in consultation with your faculty advisor. It is recommended that you ask for clarification whenever you have questions about your program or progress. This guide does not constitute legal advice and should not be used as such.

The DPD Program at the University of New Hampshire (UNH) is fully accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics (AND) and is the first step towards becoming a registered dietitian nutritionist (RDN). To earn the RDN credential, via the UNH undergraduate DPD program, students must complete the following:

1. Bachelor's degree (at minimum) and an ACEND accredited DPD program such as the DPD program at UNH
2. Master's degree (in any field)\*
3. ACEND accredited dietetic internship (a complete list of internships may be accessed from the AND website @ <https://www.eatrightpro.org/acend/accredited-programs/dietetic-internships>)
4. Pass the National Registration Examination for Dietitians
5. Obtain licensure (if required by state)\*\*

\*Effective January 1, 2024, CDR will require a minimum of a master's degree to be eligible to take the National Registration Examination for Dietitians.

\*\*In New Hampshire, graduates must obtain licensure to practice.

Commission on Dietetic Registration (CDR) requires that individuals complete coursework and supervised practice in program(s) (also referred to as Dietetic Internships) accredited by the ACEND.

Graduates who complete the ACEND-accredited DPD program at the University of New Hampshire are eligible to apply to an ACEND-accredited Dietetic Internship. Although Dietetic Internships differ in length (~8-24 months), all are currently required to provide at least 1200 hours of supervised practice.

For more information about educational pathways to become an RDN please visit <https://www.eatrightpro.org/acend/students-and-advancing-education/information-for-students>

## **ACCREDITATION STATUS**

### **(ACEND required element 7.3a)**

The UNH DPD program is accredited by the ACEND. The United States Department of Education recognizes the ACEND as an accrediting body.

Website: <https://www.eatrightpro.org/acend>

Email: [ACEND@eatright.org](mailto:ACEND@eatright.org)

Phone: (312) 899 -0040 ext. 5400

Mailing Address: 120 South Riverside Plaza, Suite 2190, Chicago, IL 60606-6995.

Date of next review: 2028

## **CONTACT INFORMATION**

The DPD program is provided by the Department of Agriculture, Nutrition, and Food Systems (ANFS) within the College of Life Science and Agriculture (COLSA).

<b><u>DPD Director</u></b>	<b><u>Assistant DPD Director</u></b>	<b><u>Dietetics Program Coordinator</u></b>
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## **DPD PROGRAM MISSION**

**(ACEND required element 2.1a, 7.3b)**

The mission of the DPD program at the University of New Hampshire is to provide a quality baccalaureate program for students seeking careers in nutrition and dietetics. The program is designed to meet the accreditation standards for knowledge and skills of The Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics (AND) by providing a strong science-based foundation with a professional preparation in nutrition, food science, dietetics and management with integrated laboratory and clinical experiences. Students are encouraged to participate in outreach activities in addition to research, service, and academic activities. Graduates will be prepared for supervised practice leading to eligibility for the CDR credentialing exam to become a registered dietitian nutritionist, as well as graduate school and entry level nutrition positions that do not require an RD.

## **DPD PROGRAM GOALS AND OBJECTIVES**

**(ACEND required element 2.1b, 2.1c, 7.3b)**

**Goal #1– Graduates will possess the foundational knowledge and skills for successful participation in supervised dietetics practice programs and advanced degrees**

*Objective 1A:* “At least 70% of program graduates apply for admission to a supervised practice program prior to or within 12 months of graduation”.

*Objective 1B:* At least 90% of dietetic internship directors or graduate program directors who respond to a survey will rate UNH DPD graduates as “very well” or “adequately prepared” in comparison with other interns, graduate students, or employees in their program.

*Objective 1C:* At least 90% of employers who respond to a survey will rate UNH DPD graduates’ job performance as “very well” or “adequate” in comparison with employees in a similar position within 12 months of graduation.

*Objective 1D:* At least 90% of graduates of the DPD who respond to an alumni survey will indicate that they were “extremely prepared” or “well prepared” to perform successfully in a supervised practice program.

**Goal #2 – Graduates will be prepared for careers in dietetics**

Objective 2A: “At least 80% of students complete program requirements within 3 years (150% of planned program length)”. The student will be considered to enter the DPD in the first semester of their junior year.

Objective 2B: “Of program graduates who apply to a supervised practice program, at least 90% are admitted within 12 months of graduation”.

Objective 2C: “The program’s one-year pass rate (graduates who pass the registration exam within one year of first attempt) on the CDR credentialing exam for dietitian nutritionists is at least 80%”.

### **Goal #3 – Graduates will provide meaningful contributions to the field of nutrition**

Objective 3A: At least 50% of DPD graduates who respond to a survey will indicate that they served the field of nutrition as a preceptor, mentor, instructor, author, or a leader within five years of graduation.

### **DPD OUTCOME DATA**

#### **(ACEND required element 7.3c)**

The percentage of UNH senior Dietetics students who apply to a Dietetic Internship and are matched to a dietetic internship during their senior year exceeds the national average. Additionally, our student pass rates for the national Registration Examination for Dietitians exceed the national average. Additional outcome data are available upon request.

Senior Dietetic Students who matched to a Dietetic Internship

Year	Students Applied	Students Accepted	% Accepted	National match rate
2016	26	21	81%	51%
2017	15	11	73%	56%
2018	24	19	79%	62%
2019	17	13	76%	66%
2020	12	12	100%	71%
2021	11	11	100%	73%
2022	8	8	100%	74%

UNH Dietetic Student Alumni who passed the national Registration Examination for Dietitians Within One Year of First Attempt

Year of Exam	Students who took exam	Students who passed	Pass rate	National pass rate
2017	20	20	100%	96%
2018	30	28	93%	93%
2019	19	18	95%	92%
2020	15	11	73%	89%
2021	23	22	96%	90%

### **APPLYING FOR THE DIETETICS OPTION (for UNH students currently 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: introduces curricular and career choices of the three options
- ☐ One semester of Anatomy & Physiology or Chemistry (e.g., BMS 507 or CHEM 403)

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 15<sup>th</sup> and February 15<sup>th</sup> for fall and spring semesters respectively.

To choose an option, the student must complete an online [Application Packet](#). The Application Packet includes:

- (1) personal statement describing why the student wishes to enter their chosen program (300-500 typed words)
- (2) unofficial transcript from WebCat
- (3) transcripts from other colleges/universities (if applicable)

Instructions and application can be found @ [https://unh.az1.qualtrics.com/ife/form/SV\\_8eoyksJrS2jrGdw](https://unh.az1.qualtrics.com/ife/form/SV_8eoyksJrS2jrGdw)

Completed applications will be reviewed by the Nutrition Faculty; students will be notified of the outcome no later than October 15<sup>th</sup> or March 15<sup>th</sup>, respectively.

### **DPD PROGRAM ADMISSION POLICY** **(ACEND requirement element 7.1, 7.3f, 8.1a)**

Consistent with the University of New Hampshire, the DPD Program is committed to establishing an inclusive and welcoming environment (<https://www.unh.edu/affirmativeaction/laws-standards>). Our admission policy complies with all UNH, state, and federal laws and regulations.

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	$\geq B$
NUTR 401	Credit
BMS 507 or CHEM 403	$\geq C+$

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

**Admission to DPD program as an internal transfer (for UNH students currently in a different major)**

Internal transfer students who are interested in the *Dietetics* Option will apply directly to the *Dietetics* Option. 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, internal transfer students are required to meet the following minimum criteria:

- Complete at least 12 credits from UNH prior to application
- Cumulative GPA  $\geq 3.2$
- Enrolled in (or completed) NUTR 401
- Complete the following courses (or equivalent courses) and earn the required grade

Course	Required Grade
NUTR 400	$\geq B$
BMS 507 or CHEM 403	$\geq C+$

Applications are reviewed on a rolling basis and can be submitted online @ [https://unh.az1.qualtrics.com/jfe/form/SV\\_0odUY7aK2GGhOYZ](https://unh.az1.qualtrics.com/jfe/form/SV_0odUY7aK2GGhOYZ)

**DPD PROGRAM RETENTION AND REMEDIATION POLICY**  
**(ACEND requirement element 8.1b-c; 8.2k-l)**

The DPD Director and Assistant Director will routinely monitor student academic performance as well as academic integrity and professional and ethical behaviors.

Students admitted to the *Dietetics* Option must maintain a cumulative GPA of  $\geq 3.2$ . The DPD Director will review each DPD student's GPA at the end of each semester. Students whose GPA falls below 3.2 will be placed on probation for one semester.

All students who meet the criteria for academic probation will receive a formal letter from the DPD Director at the end of the semester (once grades are available).

If the student is placed on probation or is in danger of being placed on probation, the DPD Director, Assistant Director, and the student's assigned academic advisor will work closely with the student to guide how to improve his/her academic performance. Strategies may include academic coaching through the Center for Academic Resources ( <https://www.unh.edu/cfar> ) and/or encouraging tutorial support.

If, after the probationary semester, the GPA does not improve to  $\geq 3.2$ , the student will be required to select another option in Nutrition or another academic program. In this case, the student will receive a formal letter from the DPD Director, indicating that they must select another option in the Nutrition major or another academic program under the guidance of their academic advisor.



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

## **DPD CURRICULUM AND COURSE SEQUENCE POLICY**

### **(ACEND requirement element 3.1)**

The DPD curriculum includes a rigorous collection of courses in chemistry, biological and social sciences, business, food, and nutrition (see Table below). In addition to the required DPD courses, students must also complete all UNH Discovery Program courses (these are general education courses), and elective courses as needed. A total of 128 credits are required to graduate. A suggested course sequence for undergraduate students can be found on the nutrition program website @ <https://colsa.unh.edu/agriculture-nutrition-food-systems/program/bs/nutrition-major-dietetics-option> Given the sequential nature of the course work, it is essential to plan your program carefully.

DPD courses cover the Core Knowledge Requirements for the RDN (KRDN). These competencies were established by ACEND and cover the knowledge and skills that are utilized by RDNs. A comprehensive explanation of the KRDNs can be found below.

If the DPD curriculum is updated, students entering the program will be required to meet the new DPD requirements. In accordance with university policy, students already enrolled in the program when the new DPD requirements go into effect have the option of either following the new or previous DPD curriculum (as long as the student's catalog year is less than five years old). Students who are readmitted into the program will be required to follow the most current DPD curriculum.

<b>DPD Professional Courses</b>	<b>DPD Science Courses</b>
ENGL 401 First-Year Writing	BMS 507 Human Anatomy and Physiology I
SOC 400 Introductory Sociology <b>OR</b> PSYC 401 Introduction to Psychology	BMS 508 Human Anatomy and Physiology II
PSYC 402 Statistics in Psychology <b>OR</b> SOC 502 Statistics <b>OR</b> BIOL 528 Applied Biostatistics	BMS 501 Microbes in Human Disease
HMP 401 United States Health Care Systems	CHEM 403 General Chemistry I
NUTR 400 Nutrition in Health and Well Being	CHEM 404 General Chemistry II
NUTR 403 Culinary Arts Skills Development	CHEM 545 Organic Chemistry
NUTR 476 Nutritional Assessment	CHEM 546 Organic Chemistry Laboratory
NUTR 504 Managerial Skills in Dietetics	BMCB 658 General Biochemistry
NUTR 550 Food Science: Principle and Practice	
NUTR 610 Nutrition Education and Counseling	
NUTR 650 Life Cycle Nutrition	
NUTR 700/800 Career Development in Dietetics	
NUTR 720/820 Community Nutrition	
NUTR 750/850 Nutritional Biochemistry	
NUTR 773/873 Clinical Nutrition	
NUTR 775/875 Practical Applications in Medical Nutrition Therapy	
NUTR 780/880 Critical Issues in Nutrition	

## **TRANSFER CREDITS/PRIOR LEARNING POLICY**

### **(ACEND required element 8.2i)**

The UNH DPD program does not waive coursework due to prior related work or volunteer experiences.

Additionally, the transfer of coursework credit from other universities follows the policies of the University of New Hampshire (<https://admissions.unh.edu/transfer-credits>). All potential DPD equivalent courses taken at other institutions must be approved by Dr. Dylewski Begis. A course syllabus and transcript indicating the grade earned in the course should be provided to Dr. Dylewski Begis @ [Maggie.Dylewski@unh.edu](mailto:Maggie.Dylewski@unh.edu).

Transfer credit for all NUTR 700-800 level courses will not be accepted by the UNH DPD Program. All 700-800 level DPD NUTR courses must be taken at UNH.

## **PATHWAY TO BECOMING A REGISTERED DIETITIAN NUTRITIONIST VIA THE UNH DPD PROGRAM**

**(ACEND required element 7.3d)**

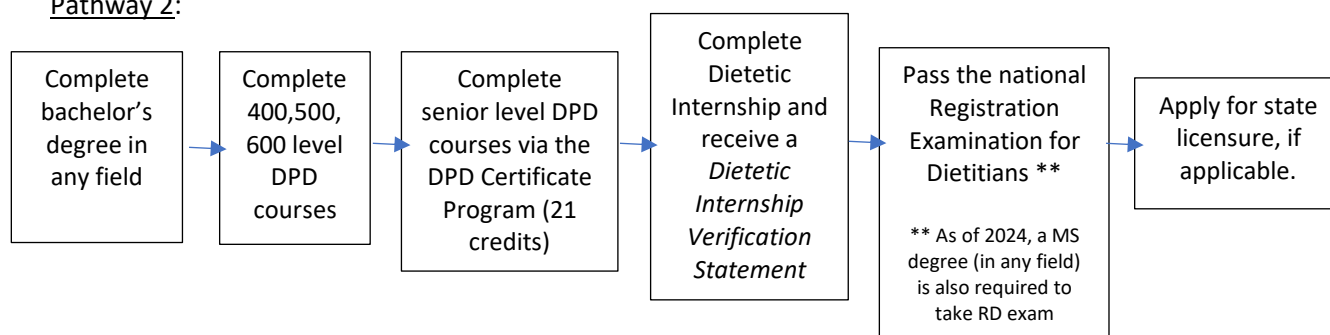
Completion of the undergraduate DPD curriculum is the first step to becoming a registered dietitian nutritionist. The pathway featured below illustrate the steps required to earn the registered dietitian nutritionist credential starting with the UNH DPD Program.

### Pathway 1:



An alternative pathway is available at UNH for students with a previous bachelor's degree (in any field). Information about the graduate DPD Certificate Program can be found @ <https://catalog.unh.edu/graduate/programs-study/nutritional-sciences/didactic-program-dietetics-certificate/>, and the pathway is illustrated below.

### Pathway 2:



## **EVALUATION OF STUDENT LEARNING AND CORE KNOWLEDGE (KRDN POLICY)**

### **(ACEND required element 3.1, 8.2j)**

As stated above, GPA will be assessed at the end of each semester. All students who do not meet the required 3.2 GPA will receive a formal letter.

Also, student understanding and comprehension of all coursework is assessed at regular intervals. Evaluation criteria are listed on course syllabi and may include case studies, term papers, lab reports, quizzes, exams, oral presentations, class discussions, and discussion boards.

The UNH DPD program prepares students for the core knowledge that is required before entry into a dietetic internship. These course knowledge competencies, required by ACEND and referred to as KRDNs, are covered throughout the DPD curriculum, as indicated below. In many of these courses listed below, students will be expected to demonstrate that they meet these competencies through specific assignments. The assignments associated with DPD competencies will be clearly outlined in the course syllabi. The DPD Director, in collaboration with the Nutrition faculty, will monitor and document the completion of each competency for each student.

If a competency (KRDN) is not met, additional assignments will be provided by the corresponding Nutrition faculty or the DPD director, until the competency is met. A *DPD Verification Statement* will not be awarded until all competencies (KRDNs) are met.

### **Domain 1. Scientific and Evidence Base of Practice: Integration of scientific information and translation of research into practice.**

<b>Knowledge</b>	<b>UNH Courses</b>
KRDN 1.1 Demonstrate how to locate, interpret, evaluate, and use professional literature to make ethical, evidence-based practice decisions.	NUTR 400, NUTR 610, NUTR 650, NUTR 773/873, NUTR 775/875, NUTR 780/880
KRDN 1.2 Select and use appropriate current information technologies to locate and apply evidence-based guidelines and protocols.	NUTR 400, NUTR 476, NUTR 610, NUTR 650, NUTR 773/873, NUTR 700/800, NUTR 750/850, NUTR 775/875, NUTR 700, NUTR 780/880
KRDN 1.3 Apply critical thinking skills.	NUTR 400, NUTR 476, NUTR 550, NUTR 610, NUTR 504, NUTR 650, NUTR 700/800, NUTR 773/873, NUTR 750/850, NUTR 775/875, NUTR 720/820, NUTR 780/880

### **Domain 2. Professional Practice Expectations: Beliefs, values, attitudes, and behaviors for the professional dietitian nutritionist level of practice.**

<b>Knowledge</b>	<b>UNH Courses</b>
KRDN 2.1 Demonstrate effective and professional oral and written communication and documentation.	NUTR 400, NUTR 476, NUTR 610, NUTR 773/873, NUTR 750/850, NUTR 775/875, NUTR 720/820, NUTR 780/880
KRDN 2.2 Describe the governance of nutrition and dietetics practice, such as the Scope of Practice for the Registered Dietitian Nutritionist and the Code of Ethics for the Profession of Nutrition and Dietetics.	NUTR 476, NUTR 610, NUTR 700/800, NUTR 775/875, NUTR 780/880
KRDN 2.3 Assess the impact of a public policy position on nutrition and dietetics practice.	NUTR 400, NUTR 700/800, NUTR 720/820, NUTR 780/880
KRDN 2.4 Discuss the impact of health care policy and different health care delivery systems on food and nutrition services.	NUTR 504, NUTR 650, NUTR 700/800, NUTR 720/820, NUTR 750, NUTR 773/873, NUTR 775/875
KRDN 2.5 Identify and describe the work of interprofessional teams and the roles of others with whom the registered	NUTR 400, NUTR 476, NUTR 504, NUTR 700, NUTR 750, NUTR 773, NUTR 775/875

nutritionist collaborates.	
KRDN 2.6 Demonstrate cultural humility, awareness of personal biases and an understanding of cultural differences as they contribute to diversity, equity and inclusion.	NUTR 476, NUTR 610, NUTR 650, NUTR 504, NUTR 700, NUTR 773/873, NUTR 775/875, NUTR 720/820, NUTR 780/880
KRDN 2.7 Describe contributing factors to health inequity in nutrition and dietetics including structural bias, social inequities, health disparities and discrimination.	NUTR 400, NUTR 476, NUTR 610, NUTR 720/820, NUTR 775/875, NUTR 780/880.
KRDN 2.8 Participate in a nutrition and dietetics professional organization and explain the significant role of the organization.	NUTR 700/800
KRDN 2.9 Defend a position on issues impacting the nutrition and dietetics profession.	NUTR 700/800, NUTR 773/873, NUTR 775/875, NUTR 780/880

**Domain 3. Clinical and Customer Services: Development and delivery of information, products, and services to individuals, groups, and populations.**

<b>Knowledge</b>	<b>UNH Courses</b>
KRDN 3.1 Use the Nutrition Care Process and clinical workflow elements to assess nutritional parameters, diagnose nutrition related problems, determine appropriate nutrition interventions and develop plans to monitor the effectiveness of these interventions.	NUTR 476, NUTR 610, NUTR 773/873, NUTR 775/875
KRDN 3.2 Develop an educational session or program/educational strategy for a target population.	NUTR 610, NUTR 775/875, NUTR 720/820
KRDN 3.3 Demonstrate counseling and education methods to facilitate behavior change and enhance wellness for diverse individuals and groups.	NUTR 610, NUTR 775/875
KRDN 3.4 Practice routine health screening assessments, including measuring blood pressure and conducting waived point-of-care laboratory testing (such as blood glucose or cholesterol).	NUTR 400, NUTR 476, NUTR 610, NUTR 775/875
KRDN 3.5 Describe concepts of nutritional genomics and how they relate to medical nutrition therapy, health and disease.	NUTR 610, NUTR 750/850, NUTR 773/873, NUTR 775/875, NUTR 780
KRDN 3.6 Develop nutritionally sound meals, menus and meal plans that promote health and disease management and meet client's/patient's needs.	NUTR 476, NUTR 775/875

**Domain 4. Practice Management and Use of Resources: Strategic application of principles of management and systems in the provision of services to individuals and organizations.**

<b>Knowledge</b>	<b>UNH Courses</b>
KRDN 4.1 Apply management theories to the development of programs or services.	NUTR 504
KRDN 4.2 Evaluate a budget/financial management plan and interpret financial data.	NUTR 504
KRDN 4.3 Demonstrate an understanding of the regulation system related to billing and coding, what services are reimbursable by third party payers, and how reimbursement may be obtained.	NUTR 700/800, NUTR 775/875
KRDN 4.4 Apply the principles of human resource management to different situations.	NUTR 504
KRDN 4.5 Apply safety and sanitation principles related to food, personnel and consumers.	NUTR 400, NUTR 403, NUTR 550, NUTR 504
KRDN 4.6 Explain the process involved in delivering quality food and nutrition services.	NUTR 400, NUTR 403, NUTR 550, NUTR 504, NUTR 700, NUTR 775
KRDN 4.7 Evaluate data to be used in decision-making for continuous quality improvement.	NUTR 504

**Domain 5. Leadership and Career Management: Skills, strengths, knowledge and experience relevant to leadership potential and professional growth for the nutrition and dietetics practitioner.**

<b>Knowledge</b>	<b>UNH Courses</b>
KRDN 5.1 Perform self-assessment that includes awareness in terms of learning and leadership styles and cultural orientation and develop goals for self-improvement.	NUTR 504, NUTR 610, NUTR 700/800
KRDN 5.2 Identify and articulate one's skills, strengths, knowledge and experiences relevant to the position desired and career goals.	NUTR 504, NUTR 600, NUTR 700/800
KRDN 5.3 Practice how to self-advocate for opportunities in a variety of settings (such as asking for needed support, presenting an elevator pitch).	NUTR 504
KRDN 5.4 Practice resolving differences or dealing with conflict.	NUTR 504, NUTR 610, NUTR 775/875
KRDN 5.5 Promote team involvement and recognize the skills of each member.	NUTR 560, NUTR 720/820, NUTR 775/875
KRDN 5.6 Demonstrate an understanding of the importance and expectations of a professional in mentoring and precepting others	NUTR 775

The UNH DPD Program is also required to include a variety of components listed in the table below, along with the courses that cover these required topics.

<b>The program's curriculum must include the following required components, including prerequisites:</b>	<b>UNH Course</b>
1. Research methodology, interpretation of research literature and integration of research principles into evidence-based practice	NUTR 400: Nutrition in Health and Well Being NUTR 476: Nutritional Assessment NUTR 610: Nutrition Education and Counseling NUTR 650: Life Cycle Nutrition NUTR 773/873: Clinical Nutrition NUTR 775/875: Practical Applications in Medical Nutrition Therapy NUTR 780/880: Critical Issues in Nutrition
2. Communication and documentation skills sufficient for entry into professional practice	ENGL 401: First Year Writing NUTR 400: Nutrition in Health and Well Being NUTR 610: Nutrition Education and Counseling NUTR 720/820: Community Nutrition NUTR 750/850: Nutritional Biochemistry NUTR 775/875: Practical Applications in Medical Nutrition Therapy NUTR 780/880: Critical Issues in Nutrition
3. Principles and techniques of effective education, counseling and behavior change theories and techniques	NUTR 610: Nutrition Education and Counseling NUTR 775/875: Practical Applications in Medical Nutrition Therapy
4. Governance of nutrition and dietetics practice, such as the Scope of Practice for the Registered Dietitian Nutritionist and the Code of Ethics for the Profession of Nutrition and Dietetics, and interprofessional relationships in various practice settings	NUTR 400: Nutrition in Health and Well Being NUTR 476: Nutritional Assessment NUTR 610: Nutrition Education and Counseling NUTR 700/800: Career Development in Dietetics NUTR 773/873: Clinical Nutrition NUTR 775/875: Practical Applications in Medical Nutrition Therapy
5. Principles of medical nutrition therapy, the Nutrition Care Process, and clinical workflow elements	NUTR 476: Nutritional Assessment NUTR 700/800: Career Development in Dietetics NUTR 773/873: Clinical Nutrition NUTR 775/875: Practical Applications in Medical Nutrition Therapy

6. Role of environment, food, nutrition and lifestyle choices in health promotion and disease prevention	BMS 507: Anatomy and Physiology 1 BMS 508: Anatomy and Physiology 2 NUTR 400: Nutrition in Health and Well Being NUTR 476: Nutritional Assessment NUTR 550: Food Science NUTR 610: Nutrition Education and Counseling NUTR 650: Life Cycle Nutrition NUTR 773/873: Clinical Nutrition NUTR 775/875: Practical Applications in Medical Nutrition Therapy NUTR 720/820: Community Nutrition NUTR 780/880: Practical Applications in Medical Nutrition Therapy
7. Management theories and business principles required to deliver programs and services	NUTR 504: Managerial Skills in Dietetics
8. Continuous quality management of food and nutrition services	NUTR 403: Culinary Arts Skills Development NUTR 504: Managerial Skills in Dietetics NUTR 650: Life Cycle Nutrition NUTR 720/820: Community Nutrition NUTR 775/875: Practical Applications in Medical Nutrition Therapy
9. Fundamentals of public policy, including the legislative and regulatory basis of nutrition and dietetics practice	NUTR 400: Nutrition in Health and Well Being HMP 401: US Healthcare Systems NUTR 720/820: Community Nutrition
10. Licensure and certification in the practice of nutrition and dietetics	NUTR 700/800: Career Development in Dietetics NUTR 775/875: Practical Applications in Medical Nutrition Therapy
11. Individual National Provider Identifier (NPI).	NUTR 610: Nutrition Education and Counseling NUTR 700/800: Career Development in Dietetics NUTR 775/875: Practical Applications in Medical Nutrition Therapy
12. Health care delivery systems (such as accountable care organizations, managed care, medical homes, local health care agencies)	HMP 401: US Healthcare Systems NUTR 700/800: Career Development in Dietetics NUTR 775/875: Practical Applications in Medical Nutrition Therapy
13. Coding and billing of nutrition and dietetics services to obtain reimbursement for services from public or private payers, fee-for-service and value-based payment systems	HMP 401: US Healthcare Systems NUTR 700/800: Career Development in Dietetics NUTR 775/875: Practical Applications in Medical Nutrition Therapy
14. Food science and food systems, food safety and sanitation, environmental sustainability, global nutrition, principles and techniques of food preparation and development, modification and evaluation of recipes, menus and food products acceptable to diverse populations	NUTR 400: Nutrition in Health and Well Being NUTR 476: Nutritional Assessment NUTR 610: Nutrition Education and Counseling NUTR 403: Culinary Arts Skills Development NUTR 504: Managerial Skills in Dietetics NUTR 550: Food science NUTR 720/820: Community Nutrition NUTR 773/873: Clinical Nutrition NUTR 775/875: Practical Applications in Medical Nutrition Therapy
15. Organic chemistry, biochemistry, anatomy, physiology, genetics, microbiology, pharmacology, statistics, logic, nutrient metabolism, integrative and functional nutrition and nutrition across the lifespan	CHEM 403: General Chemistry 1 CHEM 404: General Chemistry 2 CHEM 545: Organic Chemistry CHEM 546: Organic Chemistry lab BMCB 658: Biochemistry BMS 501: Microbes in Disease BMS 507: Anatomy and Physiology 1 BMS 508: Anatomy and Physiology 2

	NUTR 476: Nutritional Assessment NUTR 550: Food science NUTR 773/873: Clinical Nutrition NUTR 775/875: Practical Applications in Medical Nutrition Therapy Statistics (HHS 540, PSYC 402, SOC 502, BIOL 528) NUTR 750/850: Nutritional Biochemistry NUTR 650: Life Cycle Nutrition NUTR 780/880: Critical Issues in Nutrition
16. Cultural humility, self-reflection, and diversity, equity and inclusion.	NUTR 400: Nutrition in Health and Well Being NUTR 476: Nutritional Assessment NUTR 504: Managerial Skills in Dietetics NUTR 610: Nutrition Education and Counseling NUTR 650: Life Cycle Nutrition NUTR 720/820: Community Nutrition NUTR 773/873: Clinical Nutrition NUTR 775/875: Practical Applications in Medical Nutrition Therapy SOC 400: Intro to Sociology
17. Human behavior, psychology, sociology or anthropology	NUTR 400: Nutrition in Health and Well Being NUTR 476: Nutritional Assessment NUTR 504: Managerial Skills in Dietetics NUTR 610: Nutrition Education and Counseling NUTR 773/873: Clinical Nutrition NUTR 775/875: Practical Applications in Medical Nutrition Therapy SOC 400: Intro to Sociology PSYC 401: Intro to Psychology

## **GRADUATION REQUIREMENTS AND POLICY**

### **(ACEND required element 7.3h, 8.2m)**

UNH students must complete 128 credits, including all Discovery/general education and four 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.

To receive a DPD Verification Statement, all KRDNs must also be completed (see Verification Statement Policy below).

All 700/800-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 <https://www.unh.edu/registrar/graduation>

## **MAXIMUM TIME TO COMPLETE THE DPD PROGRAM REQUIREMENTS**

### **(ACEND required element 8.2m)**

Once a Dietetics student enters their junior year (or begins to follow the junior year DPD courses), it is expected that they will complete the DPD program within four semesters (2 academic years).

Students have six semesters (3 years) from the date they start their junior year DPD courses to complete all DPD requirements to earn a Verification Statement. Although rare, exceptions to the guidelines may be made for unique and unavoidable circumstances. These situations will be handled on a case by case basis at the discretion of the DPD director.

Completing the entire DPD program may take longer for transfer students, part-time students, students with a second major or additional minors, or students who study abroad during the academic year. Students are encouraged to meet with their advisor early and create an efficient and feasible course schedule.

## **VERIFICATION STATEMENT POLICY**

### **(ACEND required element 8.2n)**

The DPD Director issues a DPD Verification Statement after earning a bachelor's degree, completing all DPD courses (or equivalents; all 700/800-level nutrition courses must be taken at the University of New Hampshire.) and meeting all required competencies (KRDNs).

To request a *Verification Statement*, students must complete a *DPD Verification Statement Request Form* and request that a final transcript, indicating that a bachelor's degree was awarded and all DPD courses were successfully completed, be sent to the DPD Director. Once the Director has reviewed the request form, transcript(s), and verified that all KRDNs were met, a signed *Verification Statement* will be issued. Six original copies will be provided to the student, and one original copy will be kept on file.

A *DPD Verification Statement* is required prior to starting a Dietetic Internship. Students applying to Dietetic Internships who have not completed requirements for the DPD will receive a *Declaration of Intent* from the program director indicating coursework that needs to be completed before receiving a *DPD Verification Statement*.

Additional information about the *Verification Statement* is available on the ACEND website @ <https://www.eatrightpro.org/acend/program-directors/program-directors-faqs/faqs-about-verification-statements>.

## **DIETETIC INTERNSHIP COMPUTER MATCHING**

### **(ACEND required element 7.3d)**

The majority of Dietetic Internship programs utilize the Dietetic Internship Central Application Service (DICAS) (<https://portal.dicas.org/>) and the D&D Digital matching system (<https://www.dnddigital.com/>) to select qualified students who apply to their program.

This Dietetic Internship Match system (<https://www.eatrightpro.org/acend/students-and-advancing-education/dietetic-internship-match-students>) provides a streamlined and equitable approach to matching applicant and Dietetic Internship program preferences.



The application and matching process occurs twice a year (spring, fall), but most internships participate in the spring application/match cycle. The UNH Career Development in Dietetics (NUTR 700/800) course, typically taken during the fall of the senior year, provides specific details on the application and matching process and guides students through the application and matching process.

## **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
- private practice

Dietetics graduates, who choose not to apply for a post-graduate dietetic internship or take a “gap year” prior to applying for a dietetic internship are eligible for jobs in:

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

DPD program graduates are also eligible to take the registration examination for dietetic technicians to become a Nutrition and Dietetic Technician Registered (NDTR). Professionals that hold this credential may work independently or under the supervision of an RDN in a variety of settings including

- healthcare facilities
- schools
- state and local government agencies
- health clubs

More information about the NDTR credential can be found

@<https://www.eatrightpro.org/acend/students-and-advancing-education/information-for-students/nutrition-and-dietetic-technician-registered-fact-sheet>

## **UNH TUITION & FEES**

**(ACEND required element 7.3e, 8.2p)**

Information about UNH tuition, fees, and other costs can be found @ <https://www.unh.edu/business-services/tuitfees>. Policies and procedures for tuition and refunds are determined by UNH’s Business Services and can be found @ <https://www.unh.edu/business-services/refunds>.

### **Additional program expenses**

- Several DPD 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. [Courses.unh.edu](https://courses.unh.edu).

- Expenses incurred for books, supplies, and printing fees may range from \$500-\$1000 per semester.
- Additional costs for transportation, Academy of Nutrition and Dietetics membership, and medical (e.g., physical exam, immunizations) expenses may also be required for the following DPD courses:
  - NUTR 700/800 – Career Development in Dietetics
    - Academy of Nutrition and Dietetics membership (\$58/year)
  - NUTR 775/875 – Practical Applications in Medical Nutrition Therapy
    - Medical expenses (physical exam, immunizations): \$50 - \$300
    - Transportation: \$100
  - Fees associated with applying to dietetic internships
    - DICAS Application Fees: \$50 for the first application + \$25 each additional application
    - D&D Digital Application Fee: \$55 one-time application fee per application cycle
    - Dietetic Internship Application Fee: \$75 (average; varies by program)
    - GRE (required by some internships): \$205

## **INSURANCE POLICY**

### **(ACEND requirement element 8.2a-c)**

- 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. Students must show proof of having health insurance prior to participating in an experiential learning experience.
- 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.**

### **(ACEND required element 7.3i)**

To apply for financial aid, please visit the Financial Aid Office (<https://www.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 @ <https://colsa.unh.edu/scholarships>.

## **ACADEMIC CALENDAR**

### **(ACEND required element 7.3g, 8.2q)**

The University of New Hampshire academic calendar can be found at <https://www.unh.edu/main/unh-calendar> <http://calendar.unh.edu/MasterCalendar.aspx>.

## **PROGRAM EXPECTATION POLICY**

The Student Conduct Code is found in the *Student Rights, Rules and Responsibilities Handbook* @ <https://www.unh.edu/student-life/student-rights-rules-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, 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/student-rights-rules-responsibilities>, students may not use electronic devices in the classroom unless designated by the course instructor (p. 23). Failure to comply within the parameters set by an instructor may result in disciplinary action and possible removal from a course.

## **REQUIRED CLINICAL EXPERIENCE**

As part of NUTR 775/875, all DPD students will complete a clinical experience (~18 hours) at a local healthcare facility.

### **Policy for selection and retention of Clinical Experience sites**

All clinical sites will be chosen and arranged by the instructor of NUTR 775/875, in consultation with other members of the Nutrition program faculty.

Site selection is based on several criteria, including:

- Registered Dietitian availability and willingness to precept
- Requires no more than ~1-hour travel time
- Reputable healthcare facility and preceptors
- Ongoing positive and mutually beneficial relationship between UNH and the site

Evaluation of each clinical experience site occurs annually using feedback from preceptors and students. A clinical site may be removed from our list if it is believed to be inadequate or inappropriate.

### **Policy for the role of the student during a clinical experience**

During this experience, they will shadow registered dietitians and complete related projects and activities related to medical nutrition therapy. As stated in legal documents, students participating in the clinical experience will not be used to replace employees.

### **Policy for legal agreements for Clinical Experience sites**

Legal documents between all healthcare facilities utilized for the NUTR 775/875 clinical experience and the University of New Hampshire are in place to ensure a mutually beneficial relationship. Contract expiration dates are assessed annually by the DPD Director and updated as needed.

### **Dress code for practical and clinical 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 @ <https://www.unh.edu/career/students/resources/interview-skills>

#### **Policy for health information and immunizations**

Students will be required to provide health information and proof of immunizations. Specific instructions will be provided by the course instructor ~ 6 months prior to the start of the clinical experience. Students will submit the health information to the instructor who will only share it with the appropriate clinical experience site. All records will be kept in the instructor's locked office and be held in confidence.

#### **Policy for Background checks**

All students will be asked to complete a criminal background check. The course instructor will provide instructions on how to initiate the background check. Serious convictions, such as those related to drug/alcohol violations or criminal activity, may prevent students from being placed in a clinical experience.

Results of the background check will be maintained by UNH Human Resources and the course instructor and will only be shared with the appropriate clinical experience site. If a criminal background check is returned with a discretion, the instructor will alert the student and request permission to discuss the discretion with the site to determine if it will prohibit the student from completing a clinical experience at the site.

#### **Policy for Drug Testing**

All students will be asked to complete a drug screening within 30 days of starting the clinical experience. The course instructor will provide instructions on how to complete the drug screen. A positive drug test will prevent students from being placed in a clinical experience.

Results of the drug screen will be maintained by the course instructor and will only be shared with the appropriate clinical experience site.

#### **Policy for Liability for travel to clinical experience**

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 the student. Students who drive to clinical sites are expected to have a valid driver's license, auto insurance, and are responsible for all associated costs.

#### **Injury or illness while in a facility for clinical experience**

If a student becomes ill or injured during a clinical experience, the student should alert the primary preceptor/supervisor and follow the facilities procedures. The illness/injury must also be reported to the course instructor. The student is responsible for all medical costs. Prior to engaging in experiential learning, all students must provide proof of health insurance.

### **ACADEMIC ADVISING**

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 online through Webcat. It is crucial 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 provided with the RAC.

Advisors are an excellent resource, and will assist 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**

<b>FACULTY MEMBER</b>	<b>COURSES TAUGHT</b>	<b>DEGREE &amp; AREAS OF INTEREST</b>
<b>Gretchen Arnold, MS, RD, LD</b>	NUTR 476: Nutritional Assessment NUTR 650: Life Cycle Nutrition NUTR 740: Nutrition for Children with Special Needs	MS University of New Haven  Clinical nutrition, pediatric and maternal nutrition, nutrition support
<b>Maggie Dylewski Begis, PhD, RD, LD</b>	NUTR 700/800: Career Development in Dietetics NUTR 755/855: Treatment in Adult Obesity NUTR 775/875: Practical Applications of Medical Nutrition Therapy NUTR 780/880: Critical Issues in Nutrition NUTR 876: Advanced Pathophysiology and Clinical Care	PhD, Boston University  Clinical nutrition; nutrition during critical illness / burn injuries
<b>Sherman Bigornia, PhD</b>	NUTR 506: Nutrition and Wellness NUTR 709/809: Nutritional Epidemiology NUTR 750/850: Nutritional Biochemistry	PhD, Boston University  Epidemiology, nutrition and metabolic risk factors, health disparities
<b>Jennifer Chadbourne, MS, RD, LD, CDE</b>	NUTR 400: Nutrition in Health and Well Being NUTR 550: Food Science: Principle and Practice NUTR 710: Advanced Diabetes Care	MS University of Maine  Clinical Nutrition, Diabetes, Food Science, Virtual Health Care/Telehealth
<b>Carlota Dao, PhD</b>	NUTR 720: Community Nutrition	PhD, Tufts University  Health disparities, microbiome, obesity, nutritional physiology, malnutrition
<b>Nooreem Mena, PhD, RDN, LDN</b>	NUTR 755/855: Treatment in Adult Obesity NUTR 650: Life Cycle Nutrition	
<b>Jesse Stabile Morrell, PhD</b>	NUTR 401: Professional Perspectives on Nutrition NUTR 560: Introduction to Research in Nutrition NUTR 595: Mediterranean Diet & Culture NUTR 600: Field Experience NUTR 686: UNH in Italy Study Abroad NUTR 960/961: Research Experience in Nutrition	PhD, University of New Hampshire  Human nutrition; young adult health

<b>Kevin Pietro, MS, RD, LD, CSSD</b>	NUTR 546: Nutrition in Exercise and Sports NUTR 610: Nutrition Education & Counseling NUTR 758: Practicum in Weight Mgt NUTR 773/873: Clinical Nutrition	MS, Illinois State University  Sports Nutrition; clinical nutrition; nutrition counseling
<b>Amy Taetzsch, PhD, RD, LD, CPT</b>	NUTR 400: Nutrition in Health and Well Being NUTR 751: Nutritional Biochemistry of Micronutrients NUTR 860: Behavioral Nutrition and Counseling	PhD, Tufts University  Human nutrition; behavioral counseling; weight management; physical activity and eating patterns.

## **NUTRITION STAFF**

STAFF MEMBER	TITLE	EMAIL
<b>Michela Lessard, MS, RD, LDN</b>	Dietetics Program Coordinator	<a href="mailto:Michela.Lessard@unh.edu">Michela.Lessard@unh.edu</a>
<b>Kristen Fuda</b>	Lab Coordinator	<a href="mailto:Kristen.Fuda@unh.edu">Kristen.Fuda@unh.edu</a>
<b>Celeste Dietterle</b>	Administrative Assistant III	<a href="mailto:Celeste.Dietterle@unh.edu">Celeste.Dietterle@unh.edu</a>
<b>Jennifer Surina</b>	Academic Program Manager	<a href="mailto:Jennifer.Surina@unh.edu">Jennifer.Surina@unh.edu</a>

## **FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)**

**(ACEND requirement element 8.2r)**

UNH adheres to FERPA, which is a federal law that governs access to student educational information. More information can be found @ <https://www.unh.edu/data-services/regulated-data/family-educational-rights-privacy-act-ferpa>

## **ACCESSING PERSONAL FILES POLICY**

**(ACEND requirement element 8.2s)**

Students have the right to review their student records. More information can be found @ <https://www.unh.edu/registrar/student-records/ferpa>

## **GRIEVANCES AND COMPLAINTS POLICY**

**(ACEND requirement element 8.2g-h)**

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

The complaint policy for the *Dietetics* Option mirrors the UNH grievance policy and is as follows:

1. Students must first speak with the DPD program director unless the issue is about the program director, then the student may go directly to the Chair of the Agriculture, Nutrition, and Food Systems Department.
2. If the complaint is not resolved by the DPD Program Director, the student has the option to meet with the Chair of the Agriculture, Nutrition, and Food Systems Department.

3. If the complaint is not resolved by the Chair then the student has the option to meet with the Associate Dean of COLSA.
4. If the complaint is not resolved by the Associate Dean, then the student has the option to meet with the Vice President of Academic Affairs (VPAA).
5. If the complaint is not resolved by the VPAA and all options to address the complaint within UNH have been exhausted, then the student may contact Accreditation Council for Education in Nutrition and Dietetics (ACEND) to submit a formal complaint related to the program's compliance with the accreditation/approval standards for dietetics.  
(<https://www.eatrightpro.org/acend/public-notice-and-announcements/filing-a-complaint-with-acend>).

ACEND has a grievance procedure that is outlined in the ACEND Policy & Procedure Manual @ <https://www.eatrightpro.org/acend/accreditation-standards-fees-and-policies/acend-policy-and-procedures>

ACEND will review complaints that relate to a program's compliance with the accreditation/approval standards. The Council is interested in the sustained quality and continued improvement of dietetics education and programs but does not intervene on behalf of individuals or act as a court of appeal for individuals in matters of admission, appointment, promotion or dismissal of faculty, staff, or students.

## **STUDENT RESOURCES**

### **(ACEND requirement element 8.2t)**

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:

**Financial Aid Office**. To apply for financial aid, please visit the Financial Aid Office (<https://www.unh.edu/financialaid/>) in Stoke Hall.

**Center for Academic Resources** (CFAR) offers an array of support services to support academic success, such as individualized academic coaching, study tips, and tools. <https://www.unh.edu/cfar>

**Psychological and Counseling Services (PACS)**: provides a variety of clinical services, including crisis intervention, individual counseling, and group counseling. <https://www.unh.edu/pacs/>

**Connors Writing Center**: reviews writing assignments and offers tools and tips to assist with academic writing. <https://www.unh.edu/writing/cwc/>

**Student Accessibility Services**: provides a variety of services for students with disabilities. <https://www.unh.edu/studentaccessibility/>

**Health and Wellness**: offers medical care and health education. <https://www.unh.edu/health/>

**Mathematics Center (MaC)**: provides tutoring in math. <https://ceps.unh.edu/mathematics-statistics/mathematics-center-mac>

**The Aulbani J. Beauregard Center for Equity, Freedom and Justice**: 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. <https://www.unh.edu/beauregardcenter/>

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

<https://colsa.unh.edu/careers>

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

## **STUDY ABROAD**

The Nutrition Program considers study abroad to be an enriching 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 @ <https://www.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](https://colsa.unh.edu/study-abroad/Italy) or contact Jesse Stabile Morrell at [jesse.morrell@unh.edu](mailto: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 always 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 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, to enhance the learning experience of the student and improve the understanding 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 <https://colsa.unh.edu/agriculture-nutrition-food-systems/nutr-600>.

**\*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 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 <http://www.unh.edu/health-services/ecm>
- Student Nutrition Association <https://wildcatlink.unh.edu/organization/studentnutritionassociation>
- Nourish UNH <https://www.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 <https://www.facebook.com/UNHNutritionProgram/>
- Twitter <https://twitter.com/unhnutrition?lang=en>
- UNH Nutrition Program website <https://colsa.unh.edu/agriculture-nutrition-food-systems/program/bs/nutrition-major>

## **ACADEMY OF NUTRITION AND DIETETICS (AND) STUDENT MEMBERSHIP**

The Academy of Nutrition and Dietetics (AND), and its state affiliates (e.g., New Hampshire Academy of Nutrition and Dietetics) are the only associations which represent RDNs. These organizations exist to foster the highest standards in dietetics practice and to promote the registered dietitian as being the most qualified food and nutrition professional.

Benefits of student membership in the AND include: receiving the monthly *Journal of the Academy of Nutrition and Dietetics* as well as other supplemental publications, reduced rates at AND's conferences and materials sold in the AND Marketplace, and membership in the state affiliate. Additional information and the student application can be found on the AND website @ <https://www.eatrightpro.org/membership/membership-types-and-criteria/student-member>.

## **INTERNATIONAL DIETITIANS SEEKING REGISTRATION IN THE U.S.**

Dietitians, who completed a dietetics program outside of the US may be eligible for reciprocity with the Accreditation Council for Education in Nutrition and Dietetics. Please refer to the following Academy of Nutrition and Dietetics web page for additional information:

<https://www.eatrightpro.org/acend/accredited-programs/international-programs>

International Dietitians who do not qualify for reciprocity in the United States may be able to obtain a *Verification Statement* by completing the DPD coursework.

Prior to assessing eligibility to take the DPD courses as a non-matriculating student, the student must have the credentials from any educational institute outside of the United States verified and transcripts translated by one of the credential evaluation services listed at the Academy of Nutrition and Dietetics <https://www.eatrightpro.org/acend/students-and-advancing-education/information-for-students/foreign-degree-evaluation-agencies>.

## **CODE OF ETHICS OF THE ACADEMY OF NUTRITION AND DIETETICS**

Nutrition and dietetics practitioners and students are expected to follow a Code of Ethics created by AND

The Code of Ethics includes four primary principles and 32 associated standards. The principles include

1. Competence and professional development in practice (non-maleficence)
2. Integrity in personal and organizational behaviors and practices (autonomy)
3. Professionalism (beneficence)
4. Social responsibility for local, regional, national, global nutrition and well-being (justice)

A complete list and explanation of the AND Code of Ethics can be found @

<https://www.eatrightpro.org/-/media/eatrightpro-files/career/code-of-ethics/coeforthenutritionanddieteticsprofession.pdf?la=en&hash=0C9D1622C51782F12A0D6004A28CDAC0CE99A032>

## **HANDBOOK APPROVAL PROCESS**

The DPD handbook, which reflects the DPD policies, procedures, and curriculum planning, will be updated every year to reflect changes made in accordance with ACEND and course offerings.

Every eight years, a formal institutional review will occur. The institutional review committee includes the DPD Director and Undergraduate Academic Faculty Advisors.

Last revision: August 2022

Last institutional review: July 2020

Next institution review: 2028

## **SIGNATURE PAGE**

I understand the information presented in the UNH DPD Policies and Procedures Handbook.  
I agree to abide by the policies and procedures outlined in this handbook throughout the remainder of my undergraduate studies.

I understand the information provided, in particular:

- The degree requirements including the required courses for the nutrition option that I have chosen and the requirements for graduation from this program
- A grade of C- or better is required for all Nutrition courses.
- Students admitted to the *Dietetics* option must maintain a cumulative GPA of  $\geq 3.2$ . 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  $\geq 3.2$ , the student will be required to select another option in Nutrition or another academic program.
- That there may be additional program fees. For example: course fees, drug and TB tests, student membership in the Academy of Nutrition and Dietetics, etc.
- That the Nutrition major holds high standards for academics and professional behavior which must be observed while on campus as well as during experiences off campus

Student Name \_\_\_\_\_

Student Signature \_\_\_\_\_

Student's Academic Advisor Name \_\_\_\_\_