# Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Dietetics</td>
<td>3</td>
</tr>
<tr>
<td>Program Accreditation</td>
<td>4</td>
</tr>
<tr>
<td>Program Mission, Goals and Objectives</td>
<td>4</td>
</tr>
<tr>
<td>Core Knowledge for the RD</td>
<td>6</td>
</tr>
<tr>
<td>On-going Assessment of Core Knowledge &amp; Competencies for RD</td>
<td>7</td>
</tr>
<tr>
<td>Dietetics, Nutrition and Food Science Major (Didactic Program in Dietetics) Curriculum</td>
<td></td>
</tr>
<tr>
<td>University Catalog Excerpts</td>
<td>8</td>
</tr>
<tr>
<td>NFS Departmental Checklist</td>
<td>12</td>
</tr>
<tr>
<td>DNFS Major Typical Academic Plan</td>
<td>16</td>
</tr>
<tr>
<td>Declaring a Major</td>
<td>17</td>
</tr>
<tr>
<td>Academic Advising</td>
<td>17</td>
</tr>
<tr>
<td>Academic Planning and Registration</td>
<td>18</td>
</tr>
<tr>
<td>Program Policies</td>
<td>18</td>
</tr>
<tr>
<td>Withdrawal and Refund of Tuition and Fees Policy</td>
<td>19</td>
</tr>
<tr>
<td>Scheduling and Program Calendar including vacations and holidays</td>
<td>19</td>
</tr>
<tr>
<td>Protection of Privacy of Student information and Access to Personal Files</td>
<td>19</td>
</tr>
<tr>
<td>Access to Student Support including health services, counseling and testing and financial aid</td>
<td>19</td>
</tr>
<tr>
<td>Professional Liability Insurance</td>
<td>19</td>
</tr>
<tr>
<td>Liability for safety in travel to or from assigned areas</td>
<td>19</td>
</tr>
<tr>
<td>Injury or Illness while in a facility for supervised practice</td>
<td>19</td>
</tr>
<tr>
<td>Drug Testing and Criminal Background Checks</td>
<td>19</td>
</tr>
<tr>
<td>Educational purpose of supervised practice to prevent the use of students to replace employees</td>
<td>20</td>
</tr>
<tr>
<td>Filing and Handling Complaints</td>
<td>20</td>
</tr>
<tr>
<td>Assessment of Prior Learning</td>
<td>21</td>
</tr>
<tr>
<td>Formal Assessment of Student Learning</td>
<td>21</td>
</tr>
<tr>
<td>Program Retention and Remediation Procedures</td>
<td>21</td>
</tr>
<tr>
<td>Disciplinary/Termination Procedures</td>
<td>22</td>
</tr>
<tr>
<td>DPD Graduation and Program Completion Requirements</td>
<td>23</td>
</tr>
<tr>
<td>Verification Statement Procedures</td>
<td>24</td>
</tr>
<tr>
<td>Student Resources</td>
<td>25</td>
</tr>
</tbody>
</table>
Introduction to Dietetics

Dietetics is the integration and application of principles derived from the sciences of food, nutrition, management, communication, and biological, physiological, behavioral, and social sciences to achieve and maintain optimal human health. Registered dietitians are food and nutrition experts who work in a wide variety of employment settings, including health care, business and industry, public health, education, research, and private practice.

Dietetics is a growing profession as health care moves from treatment to prevention. Health-care reform and policies discussed in Washington and across the country all include prevention related components. Although many health professionals are interested in prevention, Registered Dietitians are at the cutting edge of prevention because so many preventable diseases and conditions are tied to food and nutrition.

The DPD (dietetics major) prepares students for careers as Registered Dietitians (RD) or Registered Dietitian and Nutritionist (RDN) by providing the academic requirements needed to apply to a supervised practice or dietetic internship program. Registered Dietitians (RD) or Registered Dietitian and Nutritionists (RDN) are credentialed by the Commission on Dietetic Registration (CDR) of the Academy of Nutrition and Dietetics (AND). Requirements for being a Registered Dietitian include the following:

- **Completed a minimum of a bachelor’s degree** at a U.S. regionally accredited university or college and course work accredited or approved by Accreditation Council for Education of Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics.
- **Completed an ACEND-accredited supervised practice program** at a health-care facility, community agency, or a foodservice corporation or combined with undergraduate or graduate studies. Typically, a practice program will run six to 12 months in length.
- **Passed a national examination** administered by the Commission on Dietetic Registration (CDR). For more information regarding the examination, refer to CDR’s Web site at [www.cdrnet.org](http://www.cdrnet.org).
- **Completed continuing professional educational requirements** to maintain registration.

Your dietetics major provides you with a bachelor’s degree and accredited coursework to become a Registered Dietitian, which is the first step mentioned above. Students in the dietetics major may apply to supervised practice in their senior year or after graduation and then complete the national examination. The dietetics program provides students with guidance for application to supervised practice but cannot guarantee acceptance or admission to these programs. As demographics change with increased numbers of students graduating with bachelor’s degrees from dietetics programs the competition for supervised practice programs has greatly increased.

The State of Vermont provides Vermont Certification of Dietitians. The Didactic Program in Dietetics encourages graduates of the program who will be working in Vermont to obtain certification status as certified dietitians. Information about Vermont Dietitian Certification is available through the Vermont Secretary of State, Office of Professional Regulation, National Life Building, FL 2, Montpelier, VT 05620-3402, phone: 802-828-2191 or website: [www.vtprofessionals.org](http://www.vtprofessionals.org).
Program Accreditation

The Didactic Program in Dietetics (DPD) at the University of Vermont is accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy for Nutrition and Dietetics, 120 South Riverside Plaza, Suite 2000, Chicago, IL 60606-6995, 312/899-0400 ext 5400.

The Accreditation Council for Education in Nutrition and Dietetics (ACEND), formerly known as the Commission on Accreditation for Dietetics Education (CADE) is the Academy of Nutrition and Dietetics' accrediting agency for education programs preparing students for careers as registered dietitians (RD) or dietetic technicians, registered (DTR). ACEND serves and protects students and the public by assuring the quality and continued improvement of nutrition and dietetics education programs.

ACEND is recognized by the United States Department of Education as a Title IV gatekeeper. This recognition affirms that ACEND meets national standards and is a reliable authority on the quality of nutrition and dietetics education programs. ACEND is also a member of the Association of Specialized and Professional Accreditors (ASPA) and abides by its code of good practice.

Program Mission, Goals, and Objectives

Mission: The mission of the Didactic Program in Dietetics (DPD) is to prepare students with the knowledge and skills to be competent entry-level dietetic/nutrition practitioners with a dedication to life-long learning, the ability to effectively communicate, analyze, problem-solve, think critically, and work with others, and an understanding and appreciation of individual, community, and cultural differences.

Program Goal 1: The Program will prepare graduates to be successful in dietetic internships, graduate schools, and/or employment through opportunities to obtain knowledge and skills in dietetics in addition to communication, problem-solving, critical thinking and diversity skills.

Program Objectives for Goal 1:

Program Objectives:
1. 60% of program graduates will apply to dietetic internships, coordinated graduate programs or other supervised practice programs (i.e. ISPP)
2. 60% of program graduates applying to dietetic internships, coordinated graduate programs or other supervised practice programs (i.e. ISPP) will be accepted
3. 80% of program graduates will feel prepared for dietetic internships, graduate school, and/or employment.
4. 75% of seniors will rank knowledge and skills in the good to excellent category on the Senior Survey.
5. 75% of one-year alumni will rank knowledge and skills in the good to excellent
category on the One-Year Alumni Survey.
6. 25% of program graduates will have completed a graduate degree by five-years post graduation.
7. 50% of graduates will be employed or continuing education at one-year post graduation.
8. 80% of graduates will be employed at five-year post graduation.
9. 90% of five-year alumni will say their preparation at UVM was good to excellent on the Five-Year Alumni Survey.
10. 80% of employers and DI directors will rank individuals as average to superior compared to others on the Employer/DI Survey.
11. 90% of program graduates setting for the RD exam will pass on the first attempt.
12. 95% of students declaring dietetics as their major in the fall of their junior year will graduate as dietetics majors in three years.

Program Goal 2: The Program will provide graduates with practice experiences to increase problem-solving and critical thinking skills through service or experiential learning.

Program Objectives for Goal 2:

Program Objectives:
1. 100% of students will participate in community practicum, field experience, or undergraduate research for a minimum of one credit
2. 50% of students will participate in volunteer activities related to community food or nutrition programs, ie., Campus Kitchens, Burlington Food Shelf, Committee on Temporary Shelter, VT FEED, community gardens, farmers markets, etc.
Core Knowledge for the RD

1. Scientific and Evidence Base of Practice: integration of scientific information and research into practice
KRD 1.1 The curriculum must reflect the scientific basis of the dietetics profession and must include research methodology, interpretation of research literature and integration of research principles into evidence-based practice. (Tip: Examples of evidence-based guidelines and protocols include the Academy’s Evidence Analysis Library and Evidence-based Nutrition Practice Guidelines, the Cochrane Database of Systematic Reviews and the U.S. Department of Health and Human Services, Agency for Healthcare Research and Quality, National Guideline Clearinghouse Web sites.)

2. Professional Practice Expectations: beliefs, values, attitudes and behaviors for the professional dietitian level of practice.
KRD 2.1 The curriculum must include opportunities to develop a variety of communication skills sufficient for entry into pre-professional practice. (Tip: Students must be able to demonstrate effective and professional oral and written communication and documentation.)
Knowledge
KRD 2.2 The curriculum must provide principles and techniques of effective counseling methods. (Tip: Students must be able to demonstrate counseling techniques to facilitate behavior change.)
KRD 2.3 The curriculum must include opportunities to understand governance of dietetics practice, such as the Scope of Dietetics Practice and the Code of Ethics for the Profession of Dietetics; and interdisciplinary relationships in various practice settings.

3. Clinical and Customer Services: development and delivery of information, products and services to individuals, groups and populations
KRD 3.1 The curriculum must reflect the principles of Medical Nutrition Therapy and the practice of the nutrition care process, including principles and methods of assessment, diagnosis, identification and implementation of interventions and strategies for monitoring and evaluation. (Tip: Students must be able to use the nutrition care process to make decisions, to identify nutrition-related problems and determine and evaluate nutrition interventions.)
Knowledge
KRD 3.2 The curriculum must include the role of environment, food, nutrition and lifestyle choices in health promotion and disease prevention. (Tip: Students must be able to develop interventions to affect change and enhance wellness in diverse individuals and groups.)
KRD 3.3 The curriculum must include education and behavior change theories and techniques. (Tip: Students must be able to develop an educational session or program/educational strategy for a target population.)

4. Practice Management and Use of Resources: strategic application of principles of management and systems in the provision of services to individuals and organizations
KRD 4.1 The curriculum must include management and business theories and principles required to deliver programs and services.
KRD 4.2 The curriculum must include content related to quality management of food and nutrition services.
KRD 4.3 The curriculum must include the fundamentals of public policy, including the legislative and regulatory basis of dietetics practice. (Tip: Students must be able to explain the impact of a public policy position on dietetics practice.)

KRD 4.4 The curriculum must include content related to health care systems. (Tip: Students must be able to explain the impact of health care policy and different health care delivery systems on food and nutrition services.)

KRD 4.5 The curriculum must include content related to coding and billing of dietetics/nutrition services to obtain reimbursement for services from public or private insurers

5. Support Knowledge: knowledge underlying the requirements specified above.

KRD 5.1 The food and food systems foundation of the dietetics profession must be evident in the curriculum. Course content must include the principles of food science and food systems, techniques of food preparation and application to the development, modification and evaluation of recipes, menus and food products acceptable to diverse groups.

KRD 5.2 The physical and biological science foundation of the dietetics profession must be evident in the curriculum. Course content must include organic chemistry, biochemistry, physiology, genetics, microbiology, pharmacology, statistics, nutrient metabolism and nutrition across the lifespan.

KRD 5.3 The behavioral and social science foundation of the dietetics profession must be evident in the curriculum. Course content must include concepts of human behavior and diversity, such as psychology, sociology or anthropology

### On-going Assessment of Core Knowledge & Competencies for the RD

<table>
<thead>
<tr>
<th>Core Knowledge and Competencies</th>
<th>On-going Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>The scientific basis of the dietetics profession and must include research methodology, interpretation of research literature and integration of research principles into evidence-based practice.</td>
<td>70% of students will receive 80 of 100 points on the Evaluation of a Research Article Project and 80% of students will receive 80 of 100 points on the CAM Paper</td>
</tr>
<tr>
<td>The curriculum must include opportunities to develop a variety of communication skills sufficient for entry into pre-professional practice.</td>
<td>Students will complete a videotaped counseling session where 80% of students will receive a B or better grade on the evaluation</td>
</tr>
<tr>
<td>The curriculum must provide principles and techniques of effective counseling methods.</td>
<td>Students will complete a videotaped counseling session where 80% of students will receive a B or better grade on the evaluation.</td>
</tr>
<tr>
<td>The curriculum must reflect the principles of Medical Nutrition Therapy and the practice of the nutrition care process, including principles and methods of assessment, diagnosis, identification and implementation of interventions and</td>
<td>60% of students will receive 80% or better on the Complex MNT Case Study Analysis</td>
</tr>
</tbody>
</table>
### Dietetics, Nutrition and Food Science Major (Didactic Program in Dietetics) Curriculum

<table>
<thead>
<tr>
<th>Strategy for Monitoring and Evaluation</th>
<th>Grade Distribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>The curriculum must include the role of environment, food, nutrition and lifestyle choices in health promotion and disease prevention.</td>
<td>70% of students will receive a B grade or better for NFS 244</td>
</tr>
<tr>
<td>The curriculum must include education and behavior change theories and techniques.</td>
<td>80% of students will receive a B grade or better for NFS 223</td>
</tr>
<tr>
<td>The curriculum must include management and business theories and principles required to deliver programs and services.</td>
<td>80% of students will receive a B or better grade in NFS 250</td>
</tr>
<tr>
<td>The curriculum must include content related to quality management of food and nutrition services.</td>
<td>80% of students will receive a B or better grade in NFS 250</td>
</tr>
<tr>
<td>The curriculum must include the fundamentals of public policy, including the legislative and regulatory basis of dietetics practice.</td>
<td>80% of student will receive a B grade or better for NFS 262</td>
</tr>
<tr>
<td>The curriculum must include content related to health care systems.</td>
<td>80% of students will receive a B or better grade in NFS 262</td>
</tr>
<tr>
<td>The curriculum must include content related to coding and billing of dietetics/nutrition services to obtain reimbursement for services from public or private insurers</td>
<td>80% of students will receive a B or better grade in NFS 262</td>
</tr>
<tr>
<td>The food and food systems foundation of the dietetics profession must be evident in the curriculum. Course content must include the principles of food science and food systems, techniques of food preparation and application to the development, modification and evaluation of recipes, menus and food products acceptable to diverse groups.</td>
<td>90% of students will receive a B or better grade in NFS 54 and 80% of students will receive a B or better grade in NFS 250</td>
</tr>
</tbody>
</table>

### University Catalog Excerpts

#### Admissions Criteria for Undergraduate Students

The University of Vermont welcomes applications from students of diverse backgrounds. Through a holistic admissions review, students are selected with potential for academic success who will contribute to our community. The rigor of an applicant’s academic program, class standing and grades, standardized test results, and trends in performance are considered. Essays, a letter of
recommendation, and other evidence of each student’s life experience also assist our evaluation. Admission decisions are made without regard to family financial circumstances.

In recognition of the university’s focus on engaging with global, national, and state issues, UVM’s admissions policies attempt to balance geographic diversity, diversity of racial, ethnic, and international backgrounds with a firm commitment to residents of the state of Vermont.

The University of Vermont welcomes applications from transfer students with a number of college credits completed. Transfer candidates are evaluated on performance in college-level course work completed, standing at previous institutions, and/or other credentials that reflect educational history. For transfer candidates who present fewer than twenty-one semester credits, the high school record is more heavily weighted. With twenty-one or more college credits the college record assumes more importance; the high school record will help determine completion of entrance requirements for the selected field of study. Course work not completed at the high school level may be fulfilled by equivalent college-level academic work. Students who were wait-listed or denied admission previously as high school students should be working toward completion of a minimum of twenty-one credits at the point of applying to UVM.

University admissions staff reviews applications and renders final admission decisions. Academic unit representatives are consulted on a case-by-case basis when a candidate’s credentials are inconclusive. Admission policies are developed by the Office of Admissions in collaboration with the colleges and schools that constitute the University of Vermont and are subject to review by the University of Vermont Faculty Senate, the Vice President for Enrollment Management, and the provost’s office.

Requirements for All Undergraduate Degree Students

Undergraduate degrees are conferred on the recommendation of the colleges/schools. Specific degree requirements may be found in the catalogue sections devoted to the respective colleges/schools.

To be eligible for graduation, a student must have attained a cumulative grade-point average sufficient to meet the minimum requirements for the college/school in which the student is officially enrolled. Beginning with the class of 1984, the minimum grade-point average for graduation is 2.00. Grades in courses accepted for transfer credit are excluded in computing this average.

Every degree candidate must have taken thirty of the last forty-five credits in residence at the university before being awarded their degree. An exception to this rule exists for those students who have completed three years of pre-medical study in the university and are awarded their degrees after successful completion of one year of study in any approved college of medicine. Other exceptions to this rule may be made only upon decision of the dean or the appropriate faculty committee of the student’s college/school. To earn another bachelor’s degree, the student must fulfill the requirements of that degree. Please note: pursuing multiple majors within the same degree does not result in earning multiple degrees. Multiple bachelor’s degrees are only conferred when the degrees are different: Bachelor of Arts, Bachelor of Science, Bachelor of Music, etc.

Beginning with the class entering during the fall 2008 semester, all undergraduate degree candidates must successfully complete the University Approved Diversity courses: one three-credit course from Category One (Race and Racism in the U.S.) and a second three-credit course from either Category One
or Category Two (Human and Societal Diversity). These requirements will apply as well to undergraduate transfer students receiving bachelor’s degrees from May 2012 onward. (See the “Courses Approved for Diversity Credit” under Courses in this Catalogue.)

Dietetics, Nutrition and Food Sciences (Bachelor of Science)

Overview

Dietetics is a profession concerned with the science and art of human nutritional care, an essential component of human health science. The Didactic Program in Dietetics is accredited by the Accreditation Council for Education and Dietetics (ACEND) of the Academy of Nutrition and Dietetics, 120 South Riverside Plaza, Suite 2000, Chicago, IL 60606-6995, 312/899-0040 ext. 5400. This program prepares students for careers as Registered Dietitians by providing the undergraduate requirements needed to apply to dietetic internships.

To become a Registered Dietitian, students must complete the Didactic Program in Dietetics, complete a ACEND accredited supervised practice/dietetic internship program and pass the National Registration Examination for Dietitians. This major prepares graduates to counsel people about the preventive and therapeutic role of nutrition in the maintenance of health and fitness.

Nutrition and Food Sciences Core Requirements

Course requirements for all NFS Department Majors

Credits required = 44-53

I. General Education Studies for all Majors
   A. Communication Skills (six credits)
      ENGS 001 (or equivalent) *(Note: See Diversity course substitute for Writing.)*
   B. CALS 183 (or equivalent)
   C. Fine Arts and Humanities (six credits)
      Any two humanities courses *(Note: See Diversity course substitute for Humanities.)*
   D. Social Science Core (six credits)
      PSYC 001
      SOC 001 or ANTH 021 or HLTH 105
   E. Basic Science Core (twenty credits)
      General Chemistry CHEM 023 (or CHEM 031)
      Organic Chemistry CHEM 042 (or CHEM 141)
      Anatomy/Physiology ANPS 019/ ANPS 020
      Survey of Biochemistry PBIO 185
      Survey of Biochemistry Lab PBIO 187
   F. Analytical Science Core (nine credits)
      NFS: Math Placement
      *(if test Score less than or equal to 6 take MATH 009; if more than or greater than 7 take MATH 019)*
DNFS: BSAD 060 Accounting (required in place of math)  
Elements of Statistics STAT 111  
Computer Applications CALS 085 (or equivalent)  
G. CALS Orientation for 1st year students only (six credits)  
Diversity (may substitute for Humanities, see list)  
CALS 001 and CALS 002 (first year students only)

II. Dietetics, Nutrition and Food Science Core  
A. NFS 223, NFS 244, NFS 250, NFS 260, NFS 262, NFS 263  
BSAD 120; HLTH 003 (twenty-five to twenty-seven credits)  
Practical Experience (one to three credits) choose from:  
NFS 196, NFS 197, NFS 198, NFS 274, NFS 296  
Electives (fifteen to twenty-six credits)  
B. Nutrition and Food Sciences (twelve credits)  
In consultation with the student’s academic advisor, select four additional didactic courses, at least two of which must be at the 200-level.  
Electives (thirty-five credits)

III. Nutrition and Food Science Core (twenty-five credits)  
A. Nutrition and Food Sciences  
NFS 043, NFS 044, NFS 053, NFS 054, NFS 073, NFS 143, NFS 153, NFS 154, NFS 203, NFS 243  
B. Speech and Computer Science courses are only required of transfer students who have not taken CALS 001 and CALS 002.  
C. ANTH 021 and HLTH 105 fulfill the Category Two Diversity requirement.  
D. Students wishing to apply to medical, naturopathic, chiropractic, osteopathic, dental, or graduate school should take: CHEM 031 and CHEM 141 (in place of CHEM 023 and CHEM 042) plus use electives to take CHEM 032 and CHEM 142, BIOL 001, BIOL 002, PHYS 011 and PHYS 012 plus Physics Lab PHYS 021 and PHYS 022, MATH 019 and MATH 020 or MATH 021 and MATH 022 are optional and depend on the school.

For more information about the Diversity requirement, see the “Courses Approved for Diversity Credit” topic in this catalogue.

Students planning to attend medical or graduate school should have biology (one year), chemistry (two years), and physics (one year). One year of calculus is also recommended.
Department of Nutrition and Food Sciences
Checklist of Required Courses

**General and CALS Core Curriculum Requirements (44-53 credits, required)**

1. **Communication Skills** (6 credits)
   - **Oral:** CALS 001, CALS 183, Speech 11 (or equivalent) 3 ________
   - **Written**
     - ENGS 001 or HCOL 0085 (1st year CALS) 3 ________
     - ENGS 050 (non-first year CALS) 3 ________

2. **Humanities** (6 credits)
   - Any two humanities courses 3 ________
   - Diversity courses in Art, Classics, History, Literature, Music, Philosophy, Religion, Language and Theater also fulfill humanities requirement

3. **Social Science** (6 credits)
   - Psychology 1 3 ________
   - Sociology or ANTH 021 (D2) 3 ________

4. **Basic Science Core** (20 credits)
   - General Chemistry, Chem 23 or Chem 31* 4 ________
   - Organic Chemistry, Chem 42 or Chem 141* 4 ________
   - Anatomy and Physiology, ANPS 19-20 8 ________/_____
   - Survey of Biochemistry, PBIO 185 3 ________
   - Survey of Biochemistry Lab, PBIO 187 1 ________

5. **Analytical Science Core** (9-10 credits)
   - NFS: Math placement test score ≤ 6 = Math 9, > 7 = Math 19 3 ________
   - DNFS: BSAD 060, CDAE 158 3 ________
   - Elements of Statistics, STATS 111 3 ________
   - Computer Applications, CALS 002, CALS 85, or equivalent 3 ________

6. **CALS Foundations:** CALS 001 and CALS 002 (1st year students) 6 ________/_____
   - Transfer students take a course in Speech and one in Computer Science

7. **Diversity Requirement** (one course Category 1 and one course Category 1 or 2)
   - Diversity courses in Art, Classics, History, Literature, Music, Philosophy, Religion, Language, Theater will also fulfill humanities requirement 3 ________
   - ANTH 021 fulfills category 2 diversity and social science requirement 3 ________

8. **Sustainability Course Requirement** (1 course)
   - Required for students entering as of Fall 2015 3 ________

*Note: Students wishing to apply to Medical, Naturopathic, Chiropractic, Osteopathic, Dental or Graduate School should take: Chem 31 and Chem 141 (in place of Chem 23 and Chem 42), plus use electives to take Chem 32 and Chem 142, Biology 1 & 2, Physics 11 & 12, or 31 & 42 plus lab 21 & 22. Math 19 & 20 or Math 21 & 22 are optional depending on the school.
Departments of Nutrition and Food Sciences
Checklist of Required Courses

**Nutrition and Food Sciences Core (25 credits, required)**

- NFS 043: Fundamentals of Nutrition  
  Credits: 3 _________
- NFS 044: Survey of the Field  
  Credits: 1 _________
- NFS 053: Basic Concepts of Food  
  Credits: 3 _________
- NFS 054: Basic Concepts of Food Lab  
  Credits: 1 _________
- NFS 073: Farm to Table (D2)  
  Credits: 3 _________
- NFS 143: Nutrition in the Life Cycle  
  Credits: 3 _________
- NFS 153: Principles of Food Technology  
  Credits: 3 _________
- NFS 154: Principles of Food Technology Lab  
  Credits: 1 _________
- NFS 203: Food Microbiology  
  Credits: 4 _________
- NFS 243: Advanced Nutrition  
  Credits: 3 _________

**NFS Track Requirements (NFS)**

Credits Required: 12 NFS Didactic Course Credits plus 30-39 Elective Credits  
Total Credits: 120

In consultation with your advisor select **FOUR NFS Didactic Courses**, at least TWO of which must be at or above the 200 level:

- NFS: XXX  
  Credits: 3 _________
- NFS: XXX  
  Credits: 3 _________
- NFS: 2XX  
  Credits: 3 _________
- NFS: 2XX  
  Credits: 3 _________
- Elective Credits (30-39)  
  Credits: _________

**DNFS Track Requirements (DNFS)**

Credits Required: 25-27 credits in courses listed below plus 15-26 Elective Credits  
Total credits: 120

- NFS 223: Nutrition Education and Counseling  
  Credits: 3 _________
- NFS 244: Nutrition in Health and Disease Prevention  
  Credits: 3 _________
- NFS 250: Foodservice Systems Management  
  Credits: 4 _________
- NFS 260: Diet and Disease  
  Credits: 3 _________
- NFS 262: Community Nutrition  
  Credits: 3 _________
- BIOC 263: Nutritional Biochemistry  
  Credits: 3 _________
- HLTH 3: Medical Terminology  
  Credits: 2 _________
- BSAD 120: Principles Management and Organizational Behavior  
  Credits: 3 _________
- Practical Experience: choose from NFS 196, NFS 197, NFS 198, NFS 274, NFS 296 or other approved travel as field or research experience  
  Credits: 1-3 _________
- Elective Credits (15-26)  
  Credits: _________
The NFS Courses Offered to UVM Students as Electives:

- NFS 033: What’s Brewing in Food Science
- NFS 034: ServSafe Certification Course
- NFS 050: Cheese and Culture (D2)
- NFS 063: Obesity, Weight Control and Fitness
- NFS 163: Sports Nutrition
- NFS 185: Food and Culture
- NFS 205: Functional Foods: Principles and Technology
- NFS 208: Food Sensory of Foods
- NFS 253: Food Safety and Regulation
- NFS 283: HACCP: Theory and Application
- NFS 295: Food Safety and Public Policy
- NFS 295: Sustainable Food Purchasing: What is the Future for Food Services?
- NFS 295: Nutrition and Aging
- NFS 295: Child Nutrition
1. Completion of University Degree Requirements for Undergraduates
   (http://catalogue.uvm.edu/undergraduate/academicinfo/degreerequirements/)
   - Minimum cumulative grade-point average of 2.00
   - Thirty of the last forty-five credits in residence requirement
   - Diversity Course Requirement:
     - One D1 category course
     - One additional D1 or D2 category course
   - Foundational Writing and Information Literacy Requirement
     - One course: ENGS 001 or HCOL 085 for first year students in CALS
     - ENGS 050 for other CALS students
   - General Education Requirement in Sustainability
     - One SU category course

2. Completion of CALS Degree Requirements for Undergraduates:
   - Successful completion of 120 credits of coursework
   - Completion of CALS Core Competencies
   - Completion of CALS 001 and CALS 002 (Foundations) or equivalent courses

3. All courses as specified in individual program majors

CALS Core Competency

Values

- **Citizenship and Social Responsibility**: Students develop an understanding, appreciation and empathy for the diversity of human experience and perspectives. Students are exposed to solving problems for a community and contributing to the common good. Competency met by satisfactory completion of the University Diversity Course Requirement (one D1 category course and one additional D1 or D2 category course).

- **Environmental Stewardship**: Students develop sensitivity for the interconnected relationship between human beings and the natural world and the responsibility for stewardship of the environment. Competency met by the completion of the University General Education Requirement in Sustainability (one SU category course)

- **Personal Growth**: Students develop an understanding and appreciation of a healthy lifestyle and a love for learning that will lead to a continuous growth and development throughout their lives. Students continue to improve themselves by developing and affirming the values of respect, integrity, innovation, openness, justice and responsibility. Competency met by the completion of the NFS Course Requirements.
**DNFS Major Typical Academic Plan**

### First Year

<table>
<thead>
<tr>
<th>Fall</th>
<th>Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 23 Outline of Gen Chem</td>
<td>CHEM 42 Intro Org Chem</td>
</tr>
<tr>
<td>NFS 43 Fund of Nutrition</td>
<td>NFS 53 Basic Concepts of Foods</td>
</tr>
<tr>
<td>NFS 44 Survey of the Field</td>
<td>NFS 54 Basic Con of Foods Lab</td>
</tr>
<tr>
<td>ENGS 001 Writing Requirement</td>
<td>PSYC 1 General Psychology</td>
</tr>
<tr>
<td>CALS 1 Fdn: Comm Methods</td>
<td>CALS 2 Fdn: Information Tech</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>14</td>
</tr>
</tbody>
</table>

### Second Year

<table>
<thead>
<tr>
<th>Fall</th>
<th>Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANPS 19 Undergrad Hum Anat/Phys</td>
<td>ANPS 20 Undergrad Hum Anat/Phys</td>
</tr>
<tr>
<td>STAT 111 Elements of Stat</td>
<td>NFS 153 Prin Food Tech</td>
</tr>
<tr>
<td>HUM (Choose Diversity Option)</td>
<td>NFS 154 Prin Food Tech Lab</td>
</tr>
<tr>
<td>NFS 143 Nutr in the Life Cycle</td>
<td>BSAD 60 Financial Accounting OR</td>
</tr>
<tr>
<td></td>
<td>CDAE 158 Personal Finance</td>
</tr>
<tr>
<td>SOC 1 Intro Sociology or ANTH 21</td>
<td>NFS 73 Farm to Table: Our Food</td>
</tr>
<tr>
<td>Human Cultures D2</td>
<td>System</td>
</tr>
<tr>
<td></td>
<td>16</td>
</tr>
</tbody>
</table>

### Third Year

<table>
<thead>
<tr>
<th>Fall</th>
<th>Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td>PBIO 185 Survey of Biochemistry</td>
<td>NFS 243 Advanced Nutrition</td>
</tr>
<tr>
<td>PBIO 187 Survey of Biochem Lab</td>
<td>NFS 244 Nutr in Health &amp; Prev</td>
</tr>
<tr>
<td>BSAD 120 Prin Mgt &amp; Org Beh</td>
<td>NFS 250 Foodservice Systems Mgt</td>
</tr>
<tr>
<td>HUM (Choose Diversity Option)</td>
<td>HLTH 3 Medical Terminology</td>
</tr>
<tr>
<td>Electives</td>
<td>Electives</td>
</tr>
<tr>
<td></td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>16</td>
</tr>
</tbody>
</table>

### Fourth Year

<table>
<thead>
<tr>
<th>Fall</th>
<th>Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td>NFS 203 Food Microbiology</td>
<td>NFS 262 Community Nutrition</td>
</tr>
<tr>
<td>NFS 223 Nutr Educ/Counseling</td>
<td>NFS 263/BIOC 296 Nutr Biochemistry</td>
</tr>
<tr>
<td>NFS 260 Diet and Disease</td>
<td>Practicum Experience:</td>
</tr>
<tr>
<td></td>
<td>(NFS 196 or 296 Field Experience or</td>
</tr>
<tr>
<td></td>
<td>NFS 197 or 198 Undergrad Research, or</td>
</tr>
<tr>
<td></td>
<td>or NFS 274 Community Practicum)</td>
</tr>
<tr>
<td>Electives</td>
<td>Electives</td>
</tr>
<tr>
<td></td>
<td>6-8</td>
</tr>
<tr>
<td></td>
<td>15</td>
</tr>
</tbody>
</table>

**Total Credits = 120**

**Prerequisite sequence:** CHEM 23→CHEM 42→PBIO 185→NFS 243; NFS 243→NFS 260, 263. Suggested sequence: take NFS 244 prior to NFS 260.

Eng 1 or 0XX first year is recommended. Any two Humanities/Fine Arts Courses can be taken (suggest choosing University Approved Diversity course for at least one Humanities option to increase the number of electives the student has available). The Diversity courses Anthropology 21and Health 105 will fulfill the Social Science requirement.

**Diversity Requirement** All undergraduates must successfully complete one three-credit course from *Category 1* (Race and Racism in the U.S.) and a second three-credit course from either Category 1 or *Category 2* (Human and Societal Diversity). These requirements will apply as well to undergraduate transfer students receiving bachelor’s degrees from May 2012 onward. (For approved courses refer to Web Page: [http://www.uvm.edu/academics/catalogue2012-13/](http://www.uvm.edu/academics/catalogue2012-13/). Click on “Courses” then Click on “Courses Approved for Diversity Credit.” Diversity courses in Art, Classics, History, Literature, Music, Philosophy, Religion, Language, and Theater will also fulfill the humanities requirement.)
Declaring a Major

Students select a major upon admission to the University. Students wishing to complete academic requirements to be a Registered Dietitian need to select the Dietetic, Nutrition and Food Science (DNFS) major and complete all requirements for this major to receive a verification statement of completion of the Didactic Program in Dietetics.

If a student wishes to change their major to DNFS, they must complete the appropriate Change of Major Form found on the Registrar’s website.

Academic Advising

The Department of Nutrition and Food Sciences assigns a faculty advisor starting the student’s first semester. If at any point a student decides that they need to change advisors, they should contact the department support person for the major, and she/he will help make that change. Please feel free to contact the CALS Student Services Office if you have any questions or concerns about advising.

Students may contact advisors by phone, e-mail or in person. If they are having difficulty reaching their advisor, they should ask for help from the support person in their department who may know, for example, if the advisor is unavailable for a long period of time.

It is the student's responsibility to contact their advisor if they are having difficulty with courses or course load. If something is causing a student to struggle in class (sickness, personal problems, or a learning disability), the student should contact the advisor and/or CALS Student Services for assistance. Faculty advisors and students are encouraged to review courses and requirements early and often to avoid unnecessary frustration when problems are identified close to the anticipated semester of graduation. If a student has transfer credits, it is especially important to verify the credits as early as possible.

If students receive an academic alert letter from a course instructor they should see the advisor and seek guidance. There are many resources available to assist students through out the semester.

When students reach senior status in CALS, they must complete a senior record check before graduation, which should coincide with the CATS report. The first semester of the senior year is the ideal time to meet with an advisor to complete this form.

To summarize: students should feel comfortable consulting with their advisor for a variety of academically related reasons. As the advisee, students need to contact the advisor, be on time and prepared to meet with them. Hopefully both the student and the advisor will make a lasting connection that will contribute to the student's academic success at the University and future endeavors.
Academic Planning and Registration

Students are encouraged to complete academic planning early in their college career. This would involve contact with their academic advisor in the Department of Nutrition and Food Sciences. Additionally, first-year students are encouraged to enroll in NFS 44 Survey of the Field. One of the course assignments is to complete an academic plan for their major. Early planning allows for study abroad, thinking about when field experiences or practicums can be planned into the schedule, working with courses that are offered only in the fall or spring semesters, and requirements for prerequisites. Additionally, students have access to typical academic plans on the NFS website and the NFS checklist of required courses for the major.

Students have access to registration, transcripts, personal information, CATS Reports, and financial information through the Registrar’s website. To view this information, click on “BANNER” and log in using “myUVM.”

Other information regarding registration can also be viewed on the Registrar’s website by clicking on “Registration and Verification.”

CATS (Curriculum Audit Tracking System) is UVM’s degree audit system that produces automated, individualized reports to help students track their progress toward completing their degrees. The CATS report, used by students and advisors, identifies both completed and outstanding requirements and provides a current list of courses that can be taken to satisfy them.

The DPD does not grant prior learning or competence credit other than that allowed by University policy for military training and service and Academic Learning Integrated with Volunteer Experience through AmeriCorps Vista. The DPD Director does view transcripts from other schools to determine substitute courses for DPD requirements that provide required knowledge and skills.

Program Policies

The DPD follows the policies established by the University of Vermont, the College of Agriculture and Life Sciences, and the Department of Nutrition and Food Sciences. The DPD follows University policies and procedures, available at www.uvm.edu/policies. Students are strongly encouraged to review the Code of Student Rights and Responsibilities at: www.uvm.edu/policies/student/studentcode.pdf.

Withdrawal and Refund of Tuition and Fees Policy

The DPD follows the Refund and Bill Adjustment Policy of the University at: www.uvm.edu/policies/student/billadjust.pdf
Additionally, DPD students are required to complete a credit bearing field experience, community practicum, or undergraduate research experience where criminal background checks or drug testing may be required. In addition to regular tuition and fees, students will be responsible for costs related to providing their own transportation, health insurance coverage, verification of current PPD (Mantoux only) within one year; current Tetanus within ten years; Hepatitis B series and titer (or written waiver), proof of two MMTs or positive titers for Measles, Mumps, and Rubella, and positive titer for Varicella, and any required criminal background checks, drug testing, or other requirements to satisfy the policies and procedures of the site to which the student is assigned.

**Scheduling and Program Calendar, including vacations and holidays**

The DPD follows the academic calendar established by the University. This can be found at: [http://www.uvm.edu/~rgweb/?Page=importantdates/i_academiccalendars.html&SM=i_menu.html](http://www.uvm.edu/~rgweb/?Page=importantdates/i_academiccalendars.html&SM=i_menu.html)

**Protection of Privacy of Student Information and Access to Personal Files**

The DPD follows the Family Educational Rights and Privacy Act Policy of the University. This can be found at: [www.uvm.edu/policies/student/ferpa.pdf](http://www.uvm.edu/policies/student/ferpa.pdf)

**Access to student support services, including health services, counseling and testing and financial aid resources**

The DPD uses the student support services established by the University. These include Student Health Services at: [http://www.uvm.edu/~chwb/health/](http://www.uvm.edu/~chwb/health/); the Center for Health and Wellbeing at: [http://www.uvm.edu/~chwb/](http://www.uvm.edu/~chwb/); Counseling and Psychiatry Services at: [http://www.uvm.edu/~chwb/psych/](http://www.uvm.edu/~chwb/psych/); and Student Financial Services at: [http://www.uvm.edu/~stdfinsv/](http://www.uvm.edu/~stdfinsv/).

**Professional Liability Insurance**

Students in the DPD are not required to procure Professional Liability Insurance as the University maintains professional liability coverage that extends to students engaged in practicums.

**Liability for safety in travel to or from assigned areas**

Students in the DPD are required to complete a field experience, community practicum, or undergraduate research experiential learning component for credit. Traveling to and from these sites are the responsibility of the student who assumes personal responsibility for liability of their vehicle or uses public transportation.

**Injury or Illness while in a facility for supervised practice**

Students are required to maintain health insurance coverage during the term of the affiliation with the practicum experience.

**Drug Testing and Criminal Background Checks**

Although the University and the DPD do not require background checks or drug testing, students completing the dietetics degree are required to complete a credit bearing field experience, community
practicum, or undergraduate research where criminal background checks or drug testing may be required.

**Educational purpose of supervised practice to prevent the use of students to replace employees**

The University of Vermont, Department of Nutrition and Food Sciences Undergraduate Practicum Agreement states that students will not be used to replace employees during field experience, community practicums, or undergraduate research experiences. If students feel that they are being used as such, they should report this to the coordinator for the experience or the Chair of the Department of Nutrition and Food Sciences.

**Filing and Handling Complaints**

Although the DPD follows University procedures for student complaints, the following Student Complaint Policy for the DPD has been established.

**Student Complaint Policy**  
**Didactic Program in Dietetics**  
**University of Vermont**

The Didactic Program in Dietetics (DPD) follows University procedures related to grade appeals, the Code for Academic Integrity, the Code of Students Rights and Responsibilities, FERFA Rights Disclosure, and complaint procedures.

Concerns or complaints regarding the DPD should follow the steps below:

1. Any student with a concern or complaint should feel free to contact the DPD Director by email, phone, or in person.

2. If resolution is not achieved, the student should contact the Chair of the Department of Nutrition and Food Sciences.

3. If resolution is not achieved, the student should contact the Dean of the College of Agriculture and Life Sciences.

4. If resolution is not achieved, the student should contact the President of the University of Vermont per the University of Vermont Complaint Procedure.

5. If resolution is not achieved at the University level, any student who still has an unresolved complaint related to ACEND Accreditation Standards should contact the Accreditation Council for Education of Nutrition and Dietetic (ACEND) and follow the complaint procedures outlined by the accrediting body. ACEND may be contacted at 120 South Riverside Plaza, Suite 2000, Chicago, Illinois 60606-6995; phone 312-899-0040 ext. 5400, email www.eatright.org/acend

6. At no time during the process of filing a complaint with the Didactic Program in Dietetics, the Department of Nutrition and Food Sciences, the College of Agriculture and Life Sciences, the University of Vermont, or ACEND will there be any retaliation to the student due to the filing of such complaint.
Assessment of Prior Learning

The DPD does not grant prior learning or competence credit other than that allowed by University policy for military training and service and Academic Learning Integrated with Volunteer Experience through AmeriCorps Vista. The DPD Director does view transcripts from other schools to determine substitute courses for DPD requirements that provide required knowledge and skills.

Formal Assessment of Student Learning

Formal assessment of progress in the DPD is the course grades provided to students at the end of each semester. Another formal assessment of performance in classes is the University mid-term warning system that faculty may use to alert students and their academic advisors of poor performance in classes. The warning encourages students to seek advice from their academic advisor and talk to the faculty member of the course to determine a plan to improve performance. If students have a concern about the grade assigned, they may follow the procedures outlines in the Grade Appeal Policy at: www.uvm.edu/policies/student/gradeappeals.pdf.

Internal transfers into the department must have taken a chemistry course and NFS 43 Fundamentals of Nutrition and received a C or better to be accepted into the Department of Nutrition and Food Sciences.

The DPD encourages students to maintain high grades as part of becoming a registered dietitian is obtaining supervised practice, such as an Accredited Dietetic Internship or Coordinated Graduate Program, post graduation. These programs are very competitive and many require 3.0 GPA to apply. In addition, the mean GPA for many programs is a 3.4 GPA or higher.

Program Retention and Remediation Procedures

During the course of a semester students will receive grades on various projects. Students need to continuously evaluate their progress in the class based on their grade in relation to the rest of the class by viewing the class mean or average on the assignment. Many faculty provide a grading scale in their syllabus and students are encouraged to keep track of their grade by comparing performance to the grade scale for the class. Faculty and advisors in the department encourage students to consult with them about poor performance. Faculty may suggest visiting the Learning Coop to explore tutoring options, assistance with writing, or examination of study skills. Referrals may be made to ACCESS for learning disabilities or CAPS for mental or emotional problems that may be interfering with student performance.

Faculty in the Department of Nutrition and Food Sciences establish course content and assignments. Other requirements should be clearly stated on the course syllabus or outline and may include class conduct procedures, attendance requirements, late policies, and grading systems. Students should take care to review and follow syllabus procedures for each class. Faculty are required to follow the final exam schedule and guidelines established by the University.

The University of Vermont and the College of Agriculture and Life Sciences has established policies for academic recognition including graduation honors, the Dean’s list, being a member of the Honor’s College, and Honor’s project. The DPD follows these policies. The Department of Nutrition and Food Sciences makes two nominations for dietetics student awards including the Agnes Powell Award and the Outstanding Dietetics Student Award. These awards are voted on by faculty in the department based on established criteria and are recognized at Honor’s Day each April.
Disciplinary/Termination Procedures

Academic Standards

The DPD follows the College of Agriculture and Life Science Studies Committee Policies regarding termination procedures for academic standards. This policy is found at: http://www.uvm.edu/academics/catalogue2013-14/?Page=read.php&p=/Colleges_and_Schools/College_of_Agriculture_and_Life_Sciences/Requirements/Regulations_Governing_Academic_Standards&SM=collegemenu.html and is reproduced here.

College of Agriculture and Life Sciences Regulations Governing Academic Standards

The College of Agriculture and Life Sciences’ Studies Committee reviews the semester grades of all students in the college whose semester or cumulative grade-point average falls below the 2.00 minimum, as well as the academic progress of all students placed on academic probation the previous semester. Detailed information may be obtained from the CALS Student Services office, 106 Morrill Hall, (802) 656-2980.

Guidelines

A student whose semester grade-point average falls below a 2.00 will be placed "on trial" and will be given a target semester average to achieve by the end of the following semester. A student whose semester grade-point average is below a 1.00, or who fails to achieve the stated target average while "on trial," may be placed on "intermediate trial." Any student with a prolonged history of poor grades, including students who consistently fail to achieve the target semester average, may be placed on "final trial." A student who does not achieve the target semester grade-point average while on "final trial" is a candidate for dismissal from the university.

Additional Guidelines for CALS Academic Probation

Any student who has been dismissed can return to the College of Agriculture and Life Sciences assuming the student has satisfied the stipulations started in their dismissal letter. Upon re-entry to the university, the student will be placed on "intermediate trial" and will not be allowed to take more than twelve credits during the semester in which they are re-admitted.

If a student is dismissed twice during their undergraduate degree program, the student will be required to take one academic year off as a matriculated student. During this period, courses may be taken through Continuing Education at the University of Vermont or elsewhere. Upon re-entry to the university, the student will be placed on "intermediate trial" and will not be allowed to take more than twelve credits during the semester they are re-admitted.

If the student is dismissed for a third time, the dismissal is final and not appealable. Readmission to the university will only be permitted if the student is granted an Academic Reprieve. Please refer to the
Academic Reprieve” section under “Policies and General Information” in this catalogue for details on this policy.

Appeal

A student may appeal a dismissal by submitting a written appeal to the CALS Studies Committee within two working days of the receipt of the dismissal letter. The student will be asked to appear in person before the Studies Committee to appeal the case.

Continuing Education and Readmission

A student who has been dismissed from the college may take up to six credits of course work through UVM Continuing Education or another institution in an attempt to improve his/her grades. To gain readmission to the college, the student must achieve no less than a 2.67 semester average on the six credits. If six credits are to be taken at another institution, the student should work with the UVM Office of Transfer Affairs to ensure transferability.

Academic Integrity

Students may be sanctioned or dismissed if deemed in violation of the Code of Academic Integrity found at: www.uvm.edu/policies/student/acadintegrity.pdf. These violations center around plagiarism, fabrication, collusion, and cheating. Thus, sanctions or dismissal can be based on poor performance or lack of academic integrity.

DPD Graduation and Program Completion Requirements

The University of Vermont requires a 2.0 GPA to graduate. The DPD follows this requirement. Any course with a passing grade is accepted as part of the degree requirements in the Department of Nutrition and Food Science. That being said, low grades in specific courses and an overall low GPA will be detrimental if students are applying for dietetic internships or graduate school. The University does not have a policy related to the maximum amount of time that students may take to receive a degree. However, if a student has a long lapse in taking credits toward a degree, the DPD director may require the person to update requirements before taking upper levels classes or repeat classes for recency of education. To determine whether any recency of education is required, the student should contact the DPD Director.

Verification Statement Procedures

The DPD director is required to complete a Verification Statement for all students having completed the Didactic Program in Dietetics at the University of Vermont. The following policy has been established for issuing a Verification Statement.
University of Vermont Students

Graduates of the DPD Program

1. Department support person obtains transcripts for all students majoring in DNFS
2. Program director reviews transcripts and completes DPD checklist and confirms the issuance of a BS degree on the transcript.
3. Program director completes Verification Statements for all graduates with a BS degree who have completed all coursework on the DPD checklist.
4. Department support person makes five copies of the completed Verification Statement.
5. Program director signs (original signature) all copies and keeps one copy with an original signature,
6. Three copies are mailed to the graduate using the address provided by the graduate or to the home address on record.

Other NFS graduates (Undergraduate or Graduate) and Others Completing DPD Requirements in the NFS Department (Special Students)*

1. Students must provide the Program director with all transcripts of grades that will be considered toward verification.
2. Program director reviews transcripts and completes DPD checklist and confirms the issuance of a BA, BS and/or MS degree on the transcript.
   (If the student is lacking any coursework to complete the DPD checklist, this coursework must be approved by the Program director prior to being taken at another school).
3. Students requesting a Verification Statement must have completed four NFS courses at the 200 level or above at the University of Vermont to receive a Verification Statement.
4. Program director completes Verification Statements for all graduates with a BS degree who have completed all coursework on the DPD checklist.
5. Department support person makes five copies of the completed Verification Statement.
6. Program director signs (original signature) all copies and keeps one copy with an original signature,
7. Three copies are mailed to the graduate using the address provided by the graduate.
Graduates of other colleges or international students*  
1. Individuals must provide the Program director with all transcripts of grades and requested course information that will be considered toward verification.  
   (All international students must provide a foreign degree equivalency statement from a not-for-profit agency).

2. Program director reviews transcripts and completes DPD checklist and confirms the issuance of a BA, BS and/or MS degree (or foreign equivalency) on the transcript.  
   (If the student is lacking any coursework to complete the DPD checklist, this coursework must be approved by the Program director prior to being taken at another school).

3. Individuals requesting a Verification Statement must have completed four NFS courses at the 200 level or above at the University of Vermont to receive a Verification Statement.

3. Program director completes Verification Statements for individuals with a BS degree (or equivalent) who have completed all coursework on the DPD checklist.

4. Department support person makes five copies of the completed Verification Statement.

5. Program director signs (original signature) all copies and keeps one copy with an original signature,

6. Three copies are mailed to the individual making the request.

*Note: The DPD Program Director reserves the right to require additional coursework prior to issuing verification statements for any student who has not completed the DPD and a BS degree in dietetics from the University of Vermont

Student Resources

The University has a bevy of student support services. Three units on campus work together to support student physical, emotional and mental health. These units include Student Health Services, the Center for Health and Wellbeing (CHWB), and Counseling and Psychiatry Services (CAPS). The units provide general primary care; nutrition services; women’s, men’s, and transgender health care; travel services; and an allergy clinic. Contact information is available on the UVM website.

Students with documented disabilities are provided a variety of services through ACCESS including note taking, adaptive technologies, classroom accommodations, and assistance with housing needs. The Exam Proctoring Center provides students with special accommodations a place to take exams in a quiet room or use extended times. The Learning Coop provides tutoring, study skill and writing assistance to students. The ALANA Student Center provides support to African, Latino, Asian, Native American, and multiracial students. The Office of International Education provides student assistance in developing study abroad programs. Career Services provides services to students looking to identify interests and careers, resume writing, cover letter preparation, interviewing skills, and job availability and placement.
The University provides students with a variety of technology services including access to internet, wireless access on campus, computer labs, social media, online registration and access to personal, class and billing information, some online classes, access to Blackboard, and online access to library and database information.

The Bailey-Howe and Dana Medical Libraries offer student access to 1.5 million print books and journals, online access to other journals, databases, and e-books, access to interlibrary loan, in-house computers to access information and reference librarians to aid in the process of finding materials.

Student Financial Services manages all financial aid for students. The website (www.uvm.edu/~stdfinsv/) provides information for perspective, undergraduate, graduate, medical, and continuing education students as well as parents. Various forms are provided for application to federal loans, scholarships and grants, and work study. A Financial Aid Handbook is provided and the website has a frequently asked questions section and an “ask us” area where specific questions can be addressed.

While the DPD is not required to have specific supervised practice sites, there are a variety to off-campus programs available to or required of students. The DPD puts a strong emphasis on experiential or service learning activities. Students may study abroad, participate in a service learning course, a field trip, field experience, or community practicum. The required 1-3 credit field experience, community practicum, or undergraduate research is administrated through the department. The department has a lecturer position that coordinates these courses. Students meet with the coordinator to discuss available placements, the student meets with the site supervisor, agrees on goals and objectives, time frame, hours, and student and site supervisor responsibilities. Students complete a paper describing their experience and deliver an oral presentation to other students completing field experience or community practicum that semester. The University and the Department of Nutrition and Foods requires an Undergraduate Practicum Agreement between the University and the institution or person offering the field experience or practicum. It is the student’s responsibility to seek out any of these experiences and follow procedures established by the program, institution, or person offering the experience. Procedures related to practicum experiences including the requirement for professional liability insurance, liability for safety in travel, injury or illness requirements, drug testing, background checks, and not replacing employees are outlined in the Program Policy section of the handbook.

The Student Dietetic Association is a recognized student organization on campus. The SDA is associated with the Academy of Nutrition and Dietetics and has a liaison with the Vermont Academy of Nutrition and Dietetics. This is a wonderful opportunity to become involved on campus with other students interested in dietetics and nutrition. SDA sponsors a Dietetic Internship Panel, participates with other organizations on campus for Food Day, Campus Kitchens, fun runs, and other activities.