

California State University, Fresno
Jordan College of Agricultural Sciences and
Technology
(Jordan College)
Food Science and Nutrition Department
Didactic Program in Dietetics (DPD)
Student Handbook
2021-2022



Food Science and
Nutrition

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INTRODUCTION

Overview

Students majoring within the Food Science and Nutrition department – Dietetics and Food Administration: 1) Certificate in Dietetics or 2) Career Specialty is prepared for a wide range of professions. California State University, Fresno (Fresno State) is centered in the greatest food production area in the world. There is a strong demand for Registered Dietitians (RD), Registered Dietitian Nutritionists (RDN) including clinical settings, nutrition counseling and consulting, school and community nutrition, education, public health and policy, sports nutrition, long-term care facilities, management, commercial and institutional food service industries and private practice.

Graduates are prepared for challenging and rewarding employment in dietetics, nutrition and food service ranging from clinical, community and food service. The clinical dietitian would most likely work in hospitals planning and implementing meals for the patient population. The community dietitian would work with programs that serve populations in need such as the Women Infant and Children (WIC) Program advising clients on proper nutrition across the life cycle. The food service dietitian would work with large populations such as school districts to provide nourishing meals to varied populations.

The Food Science and Nutrition department (FSN) DPD program is currently updating and improving the curriculum in order to reflect the Academy of Nutrition and Dietetics new standards for accredited programs. FSN department also offers a certificate Internship Program accredited by the Academy, so opportunities for advanced training in this area are available.

The demand for RD/RDN's is expected to grow by 20% between 2010 and 2020, faster than the average for all occupations according to the [Bureau of Labor Statistics](#). Students who are interested in food, nutrition, and management and have a strong desire to work with the public to promote good health or assist them with disease management are great candidates for the area of study. The RD/RDN professional designation qualifies an individual as the food and nutrition expert to address today's complex issues surrounding foods and nutrition.

“The U.S. Bureau of Labor Statistics predicts that the number of jobs for registered dietitians and nutritionists will increase by 11% between 2018 and 2028; however, we believe that even more RDs will be needed, because of the on-going U.S. health crisis. Avoidable diseases and conditions such as hypertension, cardiovascular disease and diabetes are on the rise, but can be avoided if we have enough RDs who are willing and able to deliver the message and provide care in the communities where it is most needed.”

- “Data from CDR's workforce 2011 demand study workgroup indicate that there is only one RDN or NDTR for every 3,610 individuals in the U.S. population.”

<https://www.eatrightpro.org/acend/students-and-advancing-education/information-for-students/dietitian-job-outlook>

“Employment of dietitians and nutritionists is projected to grow 8 percent from 2019 to 2029, much faster than the average for all occupations. The role of food in preventing and treating diseases, such as diabetes, is now well known. More dietitians and nutritionists will be needed to provide care for patients with various medical conditions and to advise people who want to improve their overall health.”

<https://www.bls.gov/ooh/healthcare/dietitians-and-nutritionists.htm>

About the Handbook

The student handbook provides important information to help prospective and current students enrolled in the Fresno State DPD, understand the requirements for completion of the undergraduate degree (certificate in dietetics) and (career specialty) as well as the expectations of student conduct while at Fresno State.

This handbook is subject to revision and students will be notified of any changes through electronic communications (email and posted on the Fresno State Food Science and Nutrition website). An electronic version of this document is available on the Food Science and Nutrition department website under the Dietetics option section

<http://www.fresnostate.edu/jcast/fsn/documents/Fresno%20State%20DPD%20Handbook%20Update%202020-2021.pdf>

Please use this handbook as your first step to answering any questions about the DPD program.

The DPD student handbook is supplemental to the current edition of Fresno State's undergraduate catalog and the Student Code of Conduct document. Students can access the University undergraduate catalog on the Division of Undergraduate Studies website at <http://www.fresnostate.edu/catalog/> and the Student Code of Conduct document on the Office of Student Conduct website at <http://www.fresnostate.edu/studentaffairs/judicialaffairs/title5.html>.

Students should read the contents of these documents for undergraduate student advisement information and policies in all the above documents.

Contact Information

The Didactic Program in Dietetics is administered by the Food Science and Nutrition Department within the Jordan College of Agricultural Sciences and Technology (JCAST).

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Jordan College of Agricultural Sciences and Technology (JCAST) Administration

Name	Title
Dennis Nef	Dean

Mission, Vision Statements

California State University, Fresno will become nationally recognized for education that **transforms students and improves the quality of life in the region and beyond**; for leadership that **drives economic, infrastructure, and human development**; and for institutional responsiveness that **fosters creativity, generates opportunity for all, and thrives on change**. Drawing from the **rich human diversity of experiences, values, worldviews, and cultures that make up the fabric of the Central Valley**, we will power the New California through the 21st century.

University Mission

California State University, Fresno powers the New California **through learning, scholarship, and engagement**. The University faculty, staff, and administrators work together to:

- Make **student success** our first priority;
- **Embrace a culture of diversity, internationalization, and inclusion**;
- Advance our established **distinction in liberal arts and sciences, professional programs, and community engagement**;
- **Produce transformative scholarly research and creative works** that target **regional issues** with global significance;
- Exemplify the **ethical stewardship of capital and human resources**; and,
- Develop **institutional, community, and intellectual leaders**.

Jordan College of Agricultural Sciences and Technology Mission

The Jordan College of Agricultural Sciences and Technology is dedicated to **improving the environment and quality of life through education, research, and public service in the areas of agriculture, food, technology, and the family**. Educational opportunities in the college emphasize problem solving through the **application of basic scientific principles, up-to-date technology, and the latest management techniques**.

The college has dedicated faculty and staff to help you achieve your educational goals. Our faculty members will help you **network with students** who have similar interests in numerous on-campus clubs, as well as with industry professionals in various state and national organizations. The faculty and staff will involve you **in applied research, service activities, and industry internships**.

Upon graduation, you will be recognized for your solid **basic science foundation**, your experience in **applied research, your hands-on problem-solving skills, and your global view of the world**.

Vision

The faculty of the Department of Food Science and Nutrition are regionally focused food experts who are committed to student success, scholarly activity, and engagement.

Department of Food Science and Nutrition Mission

The mission of the faculty of the Department of Food Science and Nutrition is to

- **Impart food-related knowledge and skills** to our students
- Apply food-related knowledge and skills to **research and scholarly activity**
- **Integrate with industry and students** to apply food related knowledge and skills to advance the region.

New Mission Statement for DPD at Fresno State

- The mission of Fresno State's DPD program is to provide high quality, evidenced- based education that meets the Standards outlined by ACEND through didactic and experiential learning to qualified undergraduate students. The program is committed to preparing students to be successful in an accredited dietetic internship program, graduate program, or professional career within the culturally diverse communities in the Central Valley.
- **Analysis of the Congruency of Mission Statements:**
- The bolded terms in the mission and vision statements indicate the key terms included in each of the mission statements. Each of the mission statements focus on student success by imparting knowledge and skills needed to fulfill their professional role within the community. The focus is on high quality education through hands-on problem solving, applied research and utilizing the latest up-to-date technology and scientific principles. The Department of Food Science and Nutrition emphasize the importance of imparting food-related knowledge and skills to advance the region. This is in alignment with the DPD mission statement as the primary mission of this program is to prepare students for the supervised practice by including the Core Knowledge for the RDN/RDNN throughout the curriculum. The DPD program strives to build upon basic knowledge core competencies while emphasizing the importance of the profession.
- All missions focus regionally on improving the educational status of California as noted in the University's mission of a New California to the DPD program mission of preparing entry-level students applying to an internship to serve the population of the San Joaquin

Valley or any future community. All missions note how they would improve one's educational skills & knowledge.

- Fresno State's mission is very broad in the areas of interest, such as, "liberal arts and sciences, professional programs, and community engagement; develop institutional, community, and intellectual leaders", JCAST in which the Food Science and Nutrition department is housed notes its commitment "to improving the environment and quality of life through education, research, and public service in the areas of agriculture, food, technology, and the family" which begins to narrow the focus down to noting Nutrition, then the department mission is specific to areas which they will enrich the students' knowledge in Food/Nutrition areas, and lastly looking at the DPD program mission, it narrows the path down to a Nutrition career specifically to becoming an entry level RDN/RDNN as defined by the Academy of Nutrition and Dietetics.
- The DPD mission statement is a much focused mission statement, whereas the Fresno State and JCAST mission statement is more broadly stated. It speaks to how specific the requirements are for a student to become eligible for an internship and eventually a RDN/RDNN.
- The DPD program's curriculum builds on the body of knowledge component of the Scope of Practice.
- According to Academy of Nutrition and Dietetics: Scope of Practice for the Registered Dietitian - The Academy Quality Management Committee and Scope of Practice Subcommittee of the Quality Management Committee (2013), for RDNs, scope of practice focuses on food and nutrition and related services developed, directed, and provided by RDNs to *protect the public, community, and populations; enhance the health and well-being of patients/clients; and deliver quality products, programs, and services.*
- This knowledge gained during the DPD will prepare the students for their chosen career path as a RD/RDN.

JCAST Departments

Six departments:

1. [Agricultural Business](#)
2. [Animal Sciences & Ag Education](#)
3. [Food Science & Nutrition](#)
4. [Industrial Technology](#)
5. [Plant Science](#)
6. [Viticulture & Enology](#)

FRESNO STATE UNIVERSITY DIDACTIC PROGRAM IN DIETETICS (DPD) DESCRIPTION

Overview

The Didactic Program in Dietetics (DPD) within the Department of Food Science and Nutrition at California State University, Fresno (Fresno State), is under review for re-accreditation by The Accreditation Council for Education in Nutrition and Dietetics (ACEND). The following self-study report for the DPD program complies with the 2017 Accreditation Standard. Fresno State is part of the California State University System (CSU). Fresno State University was founded in 1911 as the Fresno State Normal School, a teacher's college. It is one of the oldest campuses in the California State University System. Fresno State University has been offering advanced degrees since 1949, and the Western Association of Schools and Colleges accredit it. Fresno State University has academic programs at both the undergraduate and graduate level. Fresno State University is the sixth oldest of the 23 campuses in the California State University System. The campus has been at its current 1,410-acre site since 1958. The 327-acre main campus, officially designated as an arboretum in 1978, has more than 46 buildings and the 1,083-acre University Farm has 34 buildings. The University currently has school, department, or program accreditation, approval, or certificated memberships from 26 organizations, including The Academy of Nutrition and Dietetics (The Academy).

Fresno is located in the Central Valley and San Joaquin of California, which stretches from Sacramento in the north to Bakersfield in the south and is bordered by the Sierra Nevada Mountains. The service area for Fresno State University is the Central Valley and San Joaquin Valley.

As of 2021, Fresno County, contained within the Central Valley, has 984,521 people in its population. Fresno County, California is the 10th largest county in California. The ethnic mix of the area consists of Caucasian, Hispanic, Asian Pacific, African American, and Native American and other.

The service area for Fresno State University is the Central Valley and San Joaquin Valley with an estimated population of 4.3 million people. The counties in the service area include Fresno, Kern Kings, Madera, Mariposa, Merced, Monterey, San Benito, San Joaquin, San Luis Obispo, Santa Barbara, Santa Cruz, Stanislaus, Tulare and Tuolumne.

The ethnic mix of these areas are as follows: 54.9% Hispanic or Latino, 18.2% White, 12.2% Asian, 2.7% Two or more races, 2.8% Black or African American, 0.403% American Indian or Alaska Native, 0.2% Native Hawaiian or other Pacific Islanders, and 3.8% unknown. It is ideally located for offering dietetics education programs.

The unique food and nutritional needs of the San Joaquin Valley are found in the diversity of the population. Overweight and obesity are strongly tied to many cardiometabolic diseases, leading

to major causes of death. According to the data provided by the San Joaquin County Community Health Needs Assessment, there are approximately 76.6% adults either overweight or obese as compared to 62.5% in California.

Approximately 21% of youth are overweight or obese as compared to 19% in California and finally, approximately 47% of adults have prediabetes or diabetes. The combination of both obesity and diabetes mellitus in the San Joaquin Valley is a major health concern amongst medical professionals including physicians, certified diabetes care and education specialists and registered dietitian nutritionists.

There are many unique challenges for nutrition care providers. Including the DPD program at Fresno State University allows for the continuity of nutrition care providers to address the overwhelming cardiometabolic health needs in the Central Valley and San Joaquin Valley.

Fresno State enrolls more than 24,000 students and offers 68 baccalaureate degree programs, concentrated into 63 majors within 25 broad fields of study and 58 graduate programs – 45 masters, 7 doctorate and 6 post-bachelors.

- The Jordan College of Agricultural Sciences and Technology (Jordan College) is one of eight colleges / schools at Fresno State.
- The Department of Food Science and Nutrition is one of six departments in The Jordan College.
- The University has offered a Didactic Program in Dietetics since 1940, beginning with the undergraduate degree program.
- The University has offered a dietetics curriculum since 1940, beginning with the undergraduate degree program.
- The program served as a pilot for the Plan IV requirements in 1973. In 1984, the program was again approved as a Plan IV program.
- In 1989, the program was approved as a Plan V program. In December 1997, the University submitted an application for a dietetic internship with a general emphasis.
- In May, 1998, the Commission on Accreditation for Dietetics Education (CADE) of the American Dietetic Association (ADA) granted the program developmental accreditation.
- The first class of ten students was admitted in August 1998. The fifth internship class graduated in May, 2003.
- The internship was simultaneously approved on campus as the Certificate of Advanced Study – Dietetics, a post-baccalaureate, non-degree, and certificate program.
- In 1999, the program was granted developmental accreditation status by the American Dietetic Association (now known as the Academy of Nutrition and Dietetics) as a didactic program in dietetics (DPD).

The didactic program is administered by the Department of Food Science and Nutrition (FSN). The Accreditation Council for Education in Nutrition and Dietetics (ACEND - formerly known as CADE) has recognized the Didactic Program in Dietetics (DPD) since 1973. In 1999, CADE

granted developmental accreditation to the program; this site visit is for the re-accreditation of the DPD. The DPD program was granted accreditation status in 2003. The PAR was approved in 2008. The DPD program was approved for reaccreditation in 2014. The 7-year site review was delayed to fall 2021 through a virtual site review because of COVID-19.

The FSN department offers four academic programs:

- Bachelor of Science in Human Nutritional Sciences – 2 options (new BS degree – 5/21)
 - DPD Program – RDN Career Pathway (ACEND accredited program)
 - Nutritional Sciences
- Bachelor of Science in Food Sciences
 - Culinology option
 - Food Science option
- Master of Science in Food and Nutritional Sciences – reinstated Fall 2020
- Dual Master/Dietetic Internship – reaccreditation 11/21

The DPD is under the Bachelors of Science degree in Human Nutritional Sciences – RDN Career Specialty. The courses that provide learning experiences for developing the Foundation Knowledge and Skills for the Didactic component are also the courses necessary to complete the requirements for the Certificate in Dietetics. Most of the students are working towards the Certificate in Dietetics option. **Currently, the only accredited program is the Certificate in Dietetics option.**

The DPD provides a strong foundation in science, foods, and nutrition with a diverse curriculum to meet the Academy of Nutrition and Dietetics (The Academy) national accreditation standards set by the ACEND. The course work includes a science-based curriculum, social science offerings, as well as management courses.

The Bachelor of Science Human Nutritional Sciences – Option in Dietetics and Food Administration requires completion of 69 semester units in the major and 51 semester units of General Education (120 semester units' total). The DPD requirements are the same 69 units in the major required for the degree. Students that have already completed a bachelor's degree are required to complete only the 69 semester units in the major to complete the DPD requirements.

- In order to obtain the RD/RDN credential, graduates of the DPD must successfully complete an accredited pre-professional program in dietetics, known as a dietetic internship program.
- Dietetic internship programs include a minimum of 1000 hours of supervised practice experience and can take 10 to 13 months to complete if the student attends full-time.
- See eatright.org for a full listing of the Academy of Nutrition and Dietetics and ACEND accredited internships at Dietetic internship programs charge tuition for the supervised practice experience; tuition costs vary between programs.
- Additional information on dietetic internship programs can be found on the Food Science and Nutrition Department Dietetic Internship Program at Fresno State

<http://www.fresnostate.edu/jcast/fsn/degrees-programs/post-baccalaureate/dietetic-internship.html>.

- Graduates of Fresno State University DPD have an acceptance rate into dietetic internship programs that fall within the national average.
- In the final step to earn the RD/RDN credential, students must successfully meet the requirements of the dietetic internship program and pass the national registration examination.
- Graduates of the Fresno State DPD program have a first time pass rate on the registration examination of 90.1%.
- Students who earn their RD/RDN credential and want to practice as Dietitians may need to apply for licensure, before they are eligible to practice dietetics and provide nutrition counseling in states that require licensure.
- Licensing statutes include an explicitly defined scope of practice, and performance of the profession is illegal without first obtaining a license from the state.
- A list of the states that require licensure is available on the Commission on Dietetic Registration (CDR) website at <http://www.cdrnet.org/certifications/licensure/index.cfm>.

Becoming a RD/RDN

- ✦ Earn a BS degree from an accredited Didactic Program in Dietetics (DPD) (Certificate in Dietetics at Fresno State) and receive a verification statement,
- ✦ Complete an accredited post-baccalaureate dietetic internship program, and
- ✦ Pass a national board registration examination

The Fresno State Food Science and Nutrition department has an accredited DPD within its undergraduate program. Graduates of the DPD (certificate in dietetics) who meet all of the degree requirements will be eligible to apply for a dietetic internship program. Additional information about the DPD and process for earning the RDN credential are included within this document.

What is a Registered Dietitian (RD)/Registered Dietitian Nutritionist (RDN)?

Registered Dietitian (RD)/(RDNs) are individuals who have completed the following requirements:

- Minimum of a bachelor's degree from a US regionally accredited institution
- Academic requirements from a ACEND-accredited Didactic Program in Dietetics (DPD)
- A dietetic internship program from a ACEND-accredited program
- Successfully passed the Registration Examination for Dietitians administered by the Commission on Dietetic Registration (CDR)
- Maintain continuing professional education requirements (75 continuing education units per 5-year period)

Where do RDs/RDNs work and how much do they make?

RDs/RDNs are employed in hospitals and other health care facilities, government and public health agencies, food companies, schools and universities, private practice, and a variety of other settings. Opportunities for Registered Dietitians to be employed in wellness and sports nutrition programs and in sales and marketing for business and industry are also increasing.

The median salary for Registered Dietitians working four years or fewer ranges from 43,400 to \$62,200 per year according to the Academy's 2009 Dietetics Compensation and Benefits Survey. Salaries vary based on the type of position, geographic location, and supply of RDs/RDNs. The survey has exciting news to report. The median salary for RDNs (now \$63,700) and NDTRs (now \$42,000) grew more than the inflationary rise of 1.7 since the 2013 survey. The survey found that RDNs and NDTRs who are members of the Academy earn more per year than non-Academy members (\$2,995 and \$3,973 respectively*).

<https://www.salary.com/research/salary/alternate/registered-dietitian-nutritionist-rdn-salary>

Practitioner Profile

“Ninety-two percent of practitioners identify as a woman. Median age is 41 years; 22% are 55 or older, and 34% are under 35. Six percent indicated Hispanic, Latino, or Spanish origin, and 10% indicated a race other than White (6% Asian, 3% Black/African American, and 1% American Indian or Alaska Native). “

“Fifty-two percent of practicing RDNs hold master's degrees, and 4% doctoral degrees, as their highest level of attainment. Fifty-seven percent of practicing NDTRs hold a bachelor's degree or higher. “

“Forty-six percent of practicing RDNs are members of the Academy, as are 28% of practicing NDTRs. Thirty-eight percent of RDNs and 5% of NDTRs reported holding a state license/certification (not required in all states). Twenty-four percent of RDNs and 16% of NDTRs hold one or more of the specialty certifications asked about (e.g., CDCES, CNSC, CDM, CFFP). “

“The typical (median) RDN practitioner has 13 years of work experience in nutrition/dietetics (excluding time taken off to return to school, raise a family, or work in other areas). The typical NDTR practitioner has 11 years of work experience in nutrition/dietetics.”

The Academy of Nutrition and Dietetics Compensation and Benefits Survey of the Dietetics Profession, 2021

Employers

“Eight percent of practitioners are self-employed (8% of RDNs and 2% of NDTRs); 39% work for a for-profit firm, 37% for a non-profit (other than government), 16% for the government (other than military), and less than 1% for the military. “

“The most common work settings for RDNs are inpatient acute-care facilities (21%) and ambulatory/outpatient care facilities (e.g., clinics, physician offices, etc.) (20%), followed by long-term care (9%).”

“The majority of NDTRs work in one of three settings: inpatient acute-care facilities (31%) long-term care (18%), or for social services and public health organizations (16%).

The Academy of Nutrition and Dietetics Compensation and Benefits Survey of the Dietetics Profession, 2021

Positions Held

Positions Held Based on their selection of one most closely matching core position, nutrition/dietetics practitioners are employed or self-employed across a variety of primary practice areas:

Practice Area of Primary Position RDNs NDTRs clinical nutrition – acute care/inpatient 39% 48%

Clinical nutrition – ambulatory care 14% 1%

Clinical nutrition – long-term care 7% 7%

Community and public health 10% 18%

Management and executive leadership 10% 15% consultation, Business & industry, entrepreneur 9% 2%

Education and research 6% 2%

Among RDN practitioners, the positions most commonly held include Clinical Dietitian (18%),

Clinical Dietitian, Long Term Care (7%),

Clinical Dietitian, Specialist – Renal (6%).

Among NDTR practitioners, the positions most commonly held include Dietetic Technician, Clinical (45%),

WIC Nutritionist (11%),

Dietetic Technician, Long Term Care (7%),

Dietetic Technician, Foodservice Management (6%).

The Academy of Nutrition and Dietetics Compensation and Benefits Survey of the Dietetics Profession, 2021

Compensation Range

The range of RDN compensation is of interest:

Hourly total wage cash 10th percentile (10% earn less) \$24.48 \$52,000
25th percentile (25% earn less) \$28.00 \$60,300
50th percentile (50% earn less) \$33.65 \$72,000
75th percentile (75% earn less) \$40.87 \$87,700
90th percentile (90% earn less) \$51.44 \$114,300

Factors showing strong association with compensation levels for RDNs include number of years of experience, level of supervisory responsibility, budget responsibility, and practice area:

Clinical, community, and long-term care positions tend to pay less, whereas consultation/business, management, education, and research positions tend to pay more.

NDTR Compensation 87% of NDTRs reported working in their primary nutrition/dietetics-related position full time and year round.

Among all NDTRs in all positions, the median hourly wage as of January 1, 2021 was \$23.22 per hour; if annualized, this equates to a salary of approximately \$48,300 per year.

Median total cash compensation for NDTRs employed in the position full time for at least one year was \$49,900.

The 2021 median wage of \$23.22 per hour represents an increase from the 2019 reported median of \$22.00.

NDTR compensation also spans a considerable range: hourly total wage cash 10th percentile (10% earn less) \$16.90 \$35,500
25th percentile (25% earn less) \$19.14 \$41,500
50th percentile (50% earn less) \$23.22 \$49,900
75th percentile (75% earn less) \$28.79 \$62,000
90th percentile (90% earn less) \$35.49 \$77,600

Factors showing strong association with compensation levels for NDTRs include number of years of experience, supervisory and budget responsibility, and practice area

The Academy of Nutrition and Dietetics Compensation and Benefits Survey of the Dietetics Profession, 2021

What are some of the career options for graduates of the RDN career specialty

- Clinical Dietitian/Nutritionist (in a health care setting, including acute and long term care and facilities specializing in rehabilitation and eating disorders) *
- Public Health or Community Nutritionist*
- Consultant Dietitian in Private Practice*
- Sports Dietitian*
- Nutrition Educator or Teacher
- Nutrition Specialist (for food industries)
- Restaurant Manager
- Supermarkets
- Food Service Director (in acute care hospitals, extended care facilities, educational institutions)
- Pharmaceutical/Medical Sales Representative
- Nutraceutical Industry
- Corporate Wellness
- Culinary
- Public Policy Development
- Non-profit Advocacy Groups/Organizations
- National and International Health Organizations
- Research
- Graduate School
- Nutrition Writer
- Private Practice

***Requires RDN and/or LD/N**

Why is it important to get work or volunteer experience in the dietetics field?

- To learn about the field of dietetics and strengthen your application for a dietetic internship.
- It is strongly recommended that you work or volunteer in dietetics-related areas.
- Most internships require additional experience beyond coursework. You can do this during the summer or the school year.
- You are encouraged to contact local dietitians and request a volunteer experience.
- Opportunities for volunteer experiences are also sent via the listserv.
- Keep a documented record of your hours and experiences for your Certificate in Dietetics Option application and internship application and resume.

What scholarships are available to dietetics students?

Scholarships are available through The Academy of Nutrition and Dietetics (The Academy) and the California Academy of Nutrition and Dietetics Foundation (CA Academy Foundation) for student members of these organizations.

California Academy of Nutrition and Dietetics Foundation Scholarships:

<https://dietitian.org/foundation-scholarships/>

The Academy of Nutrition and Dietetics Foundation Scholarships:

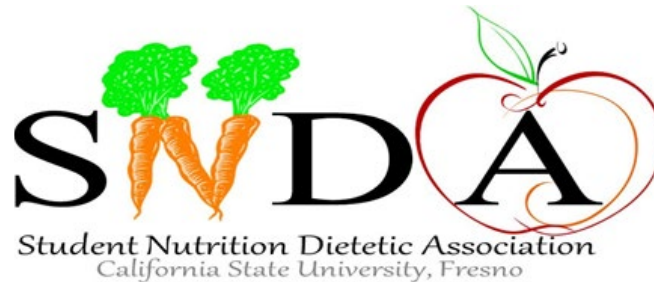
<https://www.eatrightfoundation.org/why-it-matters/scholarships/#:~:text=The%20Academy%20of%20Nutrition%20and,from%20%24500%20to%20%2410%2C000%20each.>

What are the characteristics of a successful dietetics student?

Look below and check all that apply

- Critical thinker
- Self-starter
- Team player
- Good time management skills
- Organizational skills
- Good communication skills with professors and fellow students
- Copes well with stress
- Task oriented – gets the job done
- Adaptability
- Leadership ability Commitment to the profession
- Integrity
- Ability to prioritize
- Volunteer and work experience
- Excellent GPA
- Responsible and mature
- Pro-active
- Goal-oriented
- Professional

Why join the SNDA?



- Network with students and professionals within the dietetic community.
- Hands on experience and volunteer opportunities.
- Obtain information about the yearly Food and Nutrition Conference Expo.
- Network with the CAND-CVD board.
- Build your professional reputation and resume.
- Cultivate leadership skills through teamwork and building unity.
- Educate healthy eating habits and promote the importance of purchasing local fresh produce through SNDA's weekly Nutrition Outreach.
- Expand one's knowledge in dietetics through forums, lectures, meetings hosted by RDs/RDNs and/or interns.
- Positive reinforcement activities towards health awareness on campus.
- Receive guidance and counseling towards academic courses.
- For more information please see:
<http://www.fresnostate.edu/jcast/fsn/students/clubs/student-dietetics.html>
- SNDA on Facebook: <https://www.facebook.com/FresnoStateSNDA>
- SNDA on Twitter: <https://www.twitter.com/FresnoStateSNDA>
- SNDA Website: <http://www.fresnostate.edu/jcast/fsn/students/clubs/student-dietetics.html>

Where do I go to find more information about Dietetic Internship Programs?

The Academy of Nutrition and Dietetics website (www.eatright.org) provides the most up-to-date information about internship programs. You can access (<http://www.eatright.org/ACEND/>) for a listing of each program and information on cost, length of internship, internship director, and the area of specialization. The Academy website also has a direct link to the individual programs' websites, which provide detailed information about the programs.

How do I apply for a dietetic internship program?

In 2010, the Academy of Nutrition and Dietetics contracted with a company that developed an online application process for dietetic internships. The system, Dietetic Internship Centralized Application System (DICAS) allows applicants to submit their application materials online so each of the internships that you are interested in applying to will be able to access your information. There is a \$40.00 fee for the first application and \$20.00 for each additional application. DICAS can be accessed at <https://portal.dicas.org/> It is important to keep in mind that not all internship programs will access **DICAS**, therefore, be sure to check out the specific requirements for the internship programs.

1. There are approximately 251 dietetic internship programs. While all programs listed on the website are accredited, they each have their own distinct program characteristics. You may want to consider the following:
 - **Types of experiences:** If you have a particular area of interest, you may want to find a program that provides learning experiences in that area. For example, if you were interested in working with children, a program with a pediatric rotation would be of interest to you.
 - **Expense:** Programs may charge a fee to attend or may pay a stipend (small allowance). Other programs do not charge or pay a stipend. A program may provide housing and/or provide meals. Programs may require you to purchase books and uniforms. Living expenses and transportation costs should also be considered.
 - **Location:** There are programs in most all states and in Puerto Rico. Programs may be in large medical centers or community hospitals or not in hospitals at all. Some considerations about the location include weather, need for own transportation vs. public transportation, cost of living, distance from family, etc.
 - **Graduate credit:** Some programs may offer graduate credit or a degree, at either the master's or doctoral level. Programs offering a degree take longer to complete. For programs offering graduate credit, you may be able to transfer the credit to another university to complete a degree. Not all programs have graduate credit available.

- **Length:** Program length varies from 6 months to 24 months. This is largely dependent on whether a graduate degree is included and whether it is a full-time program. More programs are now available on a part-time basis. The average full-time program is 10-12 months (without a graduate degree). The requirements have changed, the programs are now 1200 hours, and therefore you may find that there are several programs in transition. Contact the internship programs that you are interested in to find out more.

Dietetic Internship Program Costs

Costs will vary depending on the internship program. Make sure that you look at all costs involved to calculate what you will need in order to complete the internship. Most of the internships that are associated with an accredited university will provide opportunities for you to apply for government-sponsored loan programs. Check out each of the internship websites to find out available options for financial support.

A Successful Intern Applicant

- GPA of 3.0 or higher (**although a 3.2 or higher is recommended**)
- A 3.0 GPA or higher in professional courses
- A 3.0 GPA or higher in biological and physical science courses
- Significant paid or volunteer work experience
- Strong letters of recommendation
- Leadership in organizations
- Willingness to relocate
- Clean criminal history (programs require criminal background check)

How can I improve my chances of being matched?

For the previous four years, 50% of the students who participated in the national computer match received a match for an internship.

Internships continue to become more competitive. In order to increase your chances for an appointment, you should:

1. Start early
2. Excellent GPA (3.0 or better)
3. Volunteer and work experience in nutrition and dietetics related fields
4. Participate in leadership activities
5. Get to know your DPD and dietetics faculty through office hours
6. Join SNDA
7. Join The Academy of Nutrition and Dietetics
8. Be flexible
9. Apply to more than one internship program

Recommended Timeline

Place a checkmark as you complete:

Freshman/Sophomore Year

- _____ GPA
- _____ Join SNDA
- _____ Join The Academy of Nutrition and Dietetics
- _____ Join The California Academy of Nutrition and Dietetics (CA Academy)
- _____ Join the California Academy – CVD (Central Valley District)
- _____ Look for volunteer/work opportunities

Junior Year

- _____ Become familiar with The Academy website and look at possible internships
- _____ Maintain The Academy/CA Academy/CA Academy-CVD memberships
- _____ Submit application for Certificate in Dietetics Option (at the end of NUTR 153)
- _____ Continue to work with DPD director and start a conversation about your desire to
- _____ apply to an internship
- _____ Start to think about who you are going to ask to write letters of recommendations
- _____ Get involved with SNDA – run for a board member
- _____ GPA – focus on maintaining at least a 3.0

Senior Year

- _____ Call, email, or write internships for additional information and application
- _____ GPA – maintain at least the 3.0
- _____ SNDA membership/board position
- _____ Maintain The Academy membership
- _____ Attend local CA Academy/CA Academy/CVD meetings
- _____ Take GRE examination – see testing center in FSN building for details
- _____ Sign up for Senior Dietetics Seminar – fall semester (after acceptance in Certificate In Dietetics Option) – during the senior seminar: NUTR175
- _____ Start to narrow down your internships
- _____ Check on deadlines for DICAS, D&D digital
- _____ Appointment match date – April (Fall match)
- _____ Congratulations if you match!

What if you don't match?

- Make an appointment with your DPD director to discuss your options.
- Keep trying to match in the post-match period from April to August (not all programs fill their classes during the match) – called “second round match”
- Continue to get experience if necessary
- Apply for internships again for the fall match (deadline in September-November appointment date (DI usually begins in January). After completing a dietetic internship program, what do I do next?
- Go do graduate school (FSN has a master's program)

DPD Program Goals and Objectives – 2014-2021

Program Goal 1: Program Goal 1: Provide high quality, evidenced based education and experiences for qualified undergraduate dietetic **graduates** to develop core knowledge, integrate scientific principles, and acquire professional values and behaviors to prepare them for entry into a dietetic internship.

Objectives:

1. "50 percent of program graduates apply for admission to a supervised practice program prior to or within 12 months of graduation"
2. "55 percent of program graduates are admitted to a supervised practice program within 12 months of graduation".
3. 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 registered dietitian nutritionist is at least 80%.
4. 80% or more of internship directors' surveys will rate graduates with a minimum of 3 on a 5 point scale for knowledge and skills that meet the expectations of the internship directors.

Program Goal 2: Prepare culturally competent qualified undergraduate dietetic graduates for graduate school or employment in dietetics or related fields that positively impact the culturally diverse communities within the San Joaquin Central Valley.

- Objectives:

1. \geq 90% of qualified undergraduate students will be accepted into the Certificate of Dietetics option in year 3 of the DPD curriculum.
2. At least 90% of qualified undergraduate dietetic students will graduate within 150% of the time planned for completion.
3. At least 60% of DPD alumni completing the exit survey will report at least satisfactory rating relating to core knowledge and cultural competency for the RDN.
4. At least 70% of alumni completing the exit survey will report at least satisfactory rating relating to their capacity to perform in a supervised practice, graduate program, pre-professional program or entry-level nutrition and dietetics position.

Program Outcomes Data

The outcomes data that show how well the DPD program is meeting the 5-year pass rate criteria for the Registration Examination for Dietitians and the 5-year acceptance rate criteria of the DPD graduates into dietetic internship programs are available upon request. Individuals may request this information from the DPD director, Lisa Herzig, PhD, RDN, CDCES (lherzig@csufresno.edu).

PROSPECTIVE STUDENTS

Admission Requirements

FALL 2021 FRESNO STATE REQUIREMENTS:

The information below explains how Fresno State will determine a first-time freshman applicant's eligibility for fall 2021:

- Students will be admitted if they meet the first-time freshman CSU admissions requirement and have a GPA of 2.0 (CA high school graduates or CA residents) and 2.47 GPA (for non-CA high school graduates or non-resident of CA). Only impacted majors may require higher GPAs.
- Fresno State will determine eligibility using an Admission Score (GPA x 800), where the GPA is earned in "a-g" courses taken the summer after the 9th grade through the summer after the 11th grade, to meet the Admission Score set by the University or programs

- All applicants in our “[local area](#)” with an “a-g” GPA of 2.0 and above will benefit from an additional 100 Local Advantage Points towards their admission score.

Resources:

- To review the CSU minimum first-time freshman requirement, visit https://www2.calstate.edu/apply/freshman/getting_into_the_csu/Pages/admission-requirements.aspx
- To review the CSU fall 2021 first-time freshman guidance, visit <https://www2.calstate.edu/apply/freshman/Pages/first-time-freshman-guidance.aspx>
- For first-time freshman frequently asked questions, visit <https://www2.calstate.edu/apply/Pages/first-time-freshman-faq.aspx>

Freshmen CSU Eligibility Requirements

- Complete A-G course requirement with a C or better grades (see below)
 - Meet eligibility admissions score (see above)
 - A high school diploma or passing the California High School Proficiency Examination or complete a General Education Development program (GED)
- Subject Requirements

The CSU requires a minimum 15-unit pattern of courses for admission as a first-time freshman. Each unit is equal to a year of study in a subject area. A grade of C or better is required for each course you use to meet any subject requirement.

AREA AND YEARS		
Area	Subject	Years
Total Required Courses		15
A	History and Social Science (including 1 year of U.S. history or 1 semester of U.S. history and 1 semester of civics or American government <i>AND</i> 1 year of social science)	2
B	English (4 years of college preparatory English composition and literature)	4
C	Math (4 years recommended) including Algebra I, Geometry, Algebra II, or higher mathematics (take one each year)	3

AREA AND YEARS		
Area	Subject	Years
D	Laboratory Science (including 1 biological science and 1 physical science)	2
E	Language Other than English (2 years of the same language; American Sign Language is applicable)	2
F	Visual and Performing Arts (dance, drama or theater, music, or visual art)	1
G	College Preparatory Elective (additional year chosen from the University of California "a-g" list)	1

There are career and technical education (CTE) courses that can be used to meet any of the subject area requirements listed above. Please refer to <https://www.ucop.edu/agguide/> for the entire listing of approved courses.

GPA

- Your grade point average is calculated on all a-g courses completed after your 9th grade. When filling out your admission application, your GPA should include your a-g courses taken the summer after 9th grade through the end of your 11th grade.

Point Values

GRADE AND POINTS	
Grade	Points
A	4
B	3
C	2
D	1

GRADE AND POINTS	
Grade	Points
F	0

Honors, AP, College, or IB Classes

- In your calculation, add an extra point to any approved honors, AP, college or IB grades used to satisfy A-G requirements in which you received a grade of C or better. For example, a B in AP Government would have a point value of 4 instead of 3.
- Up to 8 semesters can be awarded extra points in your GPA calculation.
- Up to four approved honors courses taken in the 10th grade can be given extra points.
- No extra points are added to grades of D or lower.
- In order to be an "approved honors level course," that high school course must be identified as honors level on your official high school "a-g" course list. You can find your school's course list at www.ucop.edu/agguide/.

[More about GPA calculation and to use the Cal State Apply GPA Calculator](#)

Admission to Fresno State is competitive in all majors because Fresno State continues to have more qualified applicants than can be accommodated by state funding. This situation is called "impaction" and it means that meeting the minimum CSU minimum eligibility requirements does not guarantee admission to Fresno State. To learn more about the Admissions Selection Process, visit our [Freshman Impaction Information](#).

Where do I go for advising?

For academic advising, you should schedule an appointment with Dr. Herzig, RDN, CDCES—lherzig@csufresno.edu for the Certificate in Dietetics Option. Dr. Herzig will provide assistance in planning your course outline.

The Jordan College Advising & Career Development Center is here to assist students in the Jordan College of Agricultural Sciences and Technology in achieving their goals, both academically and professionally. <http://www.fresnostate.edu/jcast/student-success/>

The resources and services we provide include:

- Academic advising
- Access to internship and career opportunities
- Assistance with internship and job search strategies
- Skill development in resume writing and interviewing
- Resources to develop the skills that employers want in the new employees they hire

We offer services to student through:

- One-on-one appointments
- Group advising
- Workshops
- Classroom presentations
- Special events - Including career fairs and networking events

Agricultural Sciences Room 110

For Academic Advising & Internship and Career Counseling

Call:559.278.4019

Email: jordanadvising@csufresno.edu

Criteria for Eligibility to Repeat a Course Undergraduate Students

- This policy excludes repeatable courses until the maximum units allowed for the courses are completed.
- See University Catalog for identification for repeatable courses. Undergraduate students may register for courses a second time only if they earned a grade of D, F, IC, or WU during the first attempt and they have not exceeded 28 units of repeated coursework.
- Undergraduate students may not register to take a course more than two times until they complete the required paperwork, meet with the major advisor, obtain verification of all of the following conditions, and submit the verification to the major department chair for approval:
 1. a) they have not exceeded 28 units of repeated coursework,
 2. b) they received a grade of D, F, IC, or WU upon the second attempt of the course,
 3. c) the course to be repeated is a program requirement,
 4. d) the program they are pursuing requires a grade of C or higher in the course to fulfill a program requirement,
 5. and e) there are no other courses in the catalog that can be used to fulfill the program requirement.
- The chair will not grant this approval unless all of these conditions are met. If the request is approved, the student submits the required paperwork to the Admissions and Records office.

For Academic Advising & Internship and Career Counseling

Grade Substitution

1. A student can use up to a maximum of 16 units for grade substitution.
 2. A grade substitution may be made only once for each course and only a higher grade or the same grade may be substituted for the original attempt.
 3. For the 16 units of grade substitution, the registrar will record the grade substitution without action by the student.³ If the student receives a lower grade than the original attempt, the units attempted and grade points
 4. Both attempts will be used to compute the grade point average.
-
1. In all cases, work will remain legible on the academic transcript ensuring a true and complete history.
 2. Grade substitution is not allowed when the original grade was assigned based on academic dishonesty.

Grade Averaging

1. A student can use up to a maximum of 12 units for grade averaging. Grade averaging is used when the student has not reached the 12 unit maximum and the repeat of a course does not qualify for grade substitution.
2. The student's GPA will automatically be calculated by the registrar without action by the student.
3. The units attempted and grade points for both attempts will be used to compute the grade point average.
4. In all cases, work will remain legible on the academic transcript ensuring a true and complete history.

Repetition of Courses Taken at Other Universities

1. A course taken at California State University, Fresno may not be repeated at another institution for grade substitution.
2. However a course completed at another institution may be repeated by enrolling in a regular California State University, Fresno course determined by the Evaluation Office to be essentially equivalent.
3. In the case of a course taken and repeated at another institution, the policy of the institution where the course was originally taken shall be followed.

For Academic Advising & Internship and Career Counseling

4. If it is not possible to determine that policy, there will be no grade substitution or averaging for the course taken at another university.

- a) Approved by Academic Senate December 1992
- b) Approved by the President February 1993*
- c) Amended May 2000
- d) Revised March 2010
- e) Revised January 2011 *
- f) Implementation June 1, 1993.

BS in Human Nutritional Sciences – Didactic Program in Dietetics

The DPD program is designed to prepare students to pursue a career as a RD/RDN. To qualify for the national examination to become a RD/RDN, students must earn the following: (1) bachelor's degree from a U.S. regionally accredited university or college, or international equivalent, (2) verification statement from a ACEND accredited DPD, and (3) verification statement from a ACEND accredited dietetic internship (DI).

The BS in Human Nutritional Sciences – DPD program is accredited with ACEND. Students completing both programs will receive a verification statement to apply for an accredited DI – dietetics internship program.

Currently the supply of positions in dietetic internship programs is less than the demand by the DPD graduates. The DI selection is highly competitive and favors students who have demonstrated a well-rounded preparation as evidenced by their GPA, work experience, volunteer experience, leadership, and career potential. Not all students applying to a DI may not be placed the first time.

To be accepted into the Food Science and Nutrition Department Dietetics Option – ACEND accredited only program, students will be evaluated using the following criteria:

1. grade point average of 3.0 or higher in all attempted college coursework
2. [personal statement](#) – statement of personal goals (35/40 score)
3. a minimum of 240 hours of [documented work or volunteer experience](#) in nutrition and dietetics (see form below)
4. 2 letters of recommendation (academic and professional) (updated as of 2015) [Applications](#) must be requested, completed, and reviewed prior to starting their senior year – fall semester (before enrolling into NUTR 156 – Nutrition Assessment and NUTR 175 Senior Dietetics Seminar) and FSM 133. Students will be notified prior to fall semester whether they have been accepted into the Certificate in Dietetics option.

Applications

Must be requested, completed, and reviewed prior to starting their senior year – fall semester (before enrolling into NUTR 156 – Nutrition Assessment and NUTR 175 Senior Dietetics Seminar) and FSM 133 – Food Systems Management – Quantity Foods. Students will be notified prior to fall semester whether they have been accepted into the Certificate in Dietetics option.

Individuals who have specific questions about the course requirements or admission requirements for the Certificate in Dietetics Option in the Food Science and Nutrition Department should contact Lisa Herzig, PhD, RDN, CDCES – DPD director (lherzig@csufresno.edu) for more information.

Human Nutrition Sciences Option

Not all students will be accepted into the DPD program based on not meeting the requirements, or they are interested in the nutrition field; however, do not want to become a RD/RDN. The FSN department has created another option for those students. In consultation with assigned faculty advisor in the FSN Department, each student is required to take the same course requirements as the Nutritional Sciences; however, they will not take the courses that are required for the DPD program – a total of 12 units. Instead, each student in the Nutritional Sciences will select one area of electives to match their career goals. A minimum of 3 of the 12 career specialty units must be upper-division in the Department of Food Science and Nutrition. Please see Dr. Pooya for questions and interest. shabnampooya@mail.fresnostate.edu.

**Pathway to Complete the Bachelor of Science Human Nutritional Sciences Major
Dietetics and Food Administration – Certificate in Dietetics Option**

There is one pathway offered for students to complete the DPD course requirements and to receive a Verification Statement upon completing a BS degree at Fresno State University:

Bachelor of Science Major Requirements – Human Nutritional Sciences - Certificate in Dietetics
Option Courses

2021-2022 B.Sc. Human Nutritional Sciences (Dietetics) Checklist		
Consult University Catalog for advising notes/prerequisites/etc		
Student Name:	Date:	
Email Address:		
Catalog Year:	Student ID#	
Projected Graduation Semester/Year:		
General Education 55 Units	Units	Semester Offered
GE A1 - Oral Communication	3	Fall/Spring
GE A2 - Written Communication	3	Fall/Spring
GE A3 - Critical Thinking	3	Fall/Spring
GE B1 - CHEM 3A - Intro General Chem (must have C or higher)	4	Fall/Spring
GE B2 - Life Sciences	3	Fall/Spring
GE B3 - Laboratory Component	0	Fall/Spring
GE B4 - MATH 11 Elementary Statistics	3	Fall/Spring
GE C1 - Arts	3	Fall/Spring
GE C2 - Humanities	3	Fall/Spring
GE C1 or C2 - Arts or Humanities	3	Fall/Spring
GE D1 - American History	3	Fall/Spring
GE D2 - PSYCH 10	3	Fall/Spring
GE E - NUTRITION 53	3	Fall/Spring
GE F-Ethnic Studies	3	Fall/Spring
GE IB - Physical Universe and Its Life Forms	3	Fall/Spring
GE IC - Arts and Humanities	3	Fall/Spring
GE ID - Social, Political, and Econ. Inst. and Behav., Hist. Background	3	Fall/Spring
Political Science	3	Fall/Spring
Upper Division Writing Skills requirement	3	Fall/Spring
Additional Requirements 18 Units	Units	Semester Offered
Biol 20 Intro Microbiology (Pre-req Chem 3A)	4	Fall/Spring
Biol 67A Human anatomy/physiology 1 (pre-req Biol 20 or chem 3A)	4	Fall/Spring
Biol 67B Human anatomy/physiology 2 (pre-req Biol 20 or chem 3A)	4	Fall/Spring

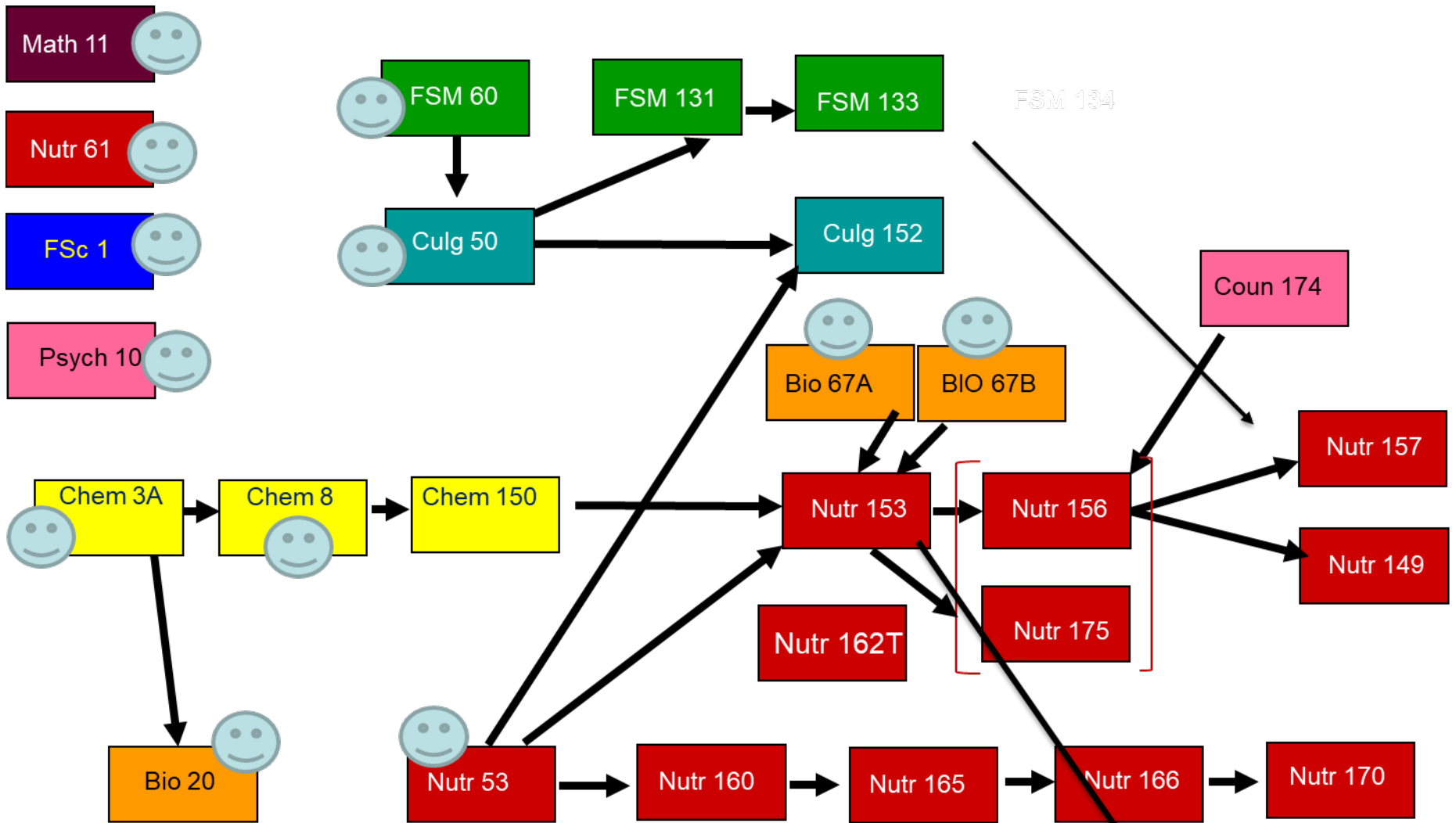
Chem 8 Elementary Organic Chem (pre-req Chem 3 A)	3	Fall/Spring
CHEM 150 General Biochemistry (Must have C or higher)	3	Fall/Spring
Major Core Courses 32 Units	Units	Semester Offered
Nutr 61 Introduction to Food and Nutrition Careers	1	Fall/Spring
Nutr 153 Advance Nutrition (pre-req Nutr 53, biol 67A/B & chem 150)	3	Fall/Spring
Nutr 154 (162T) -Advanced Nutrition - Micronutrients and Fluids Metabolism	3	Fall/Spring
Nutr 160 Nutrition across the life cycle 1 (pre-req Nutr 53)	3	Fall
Nutr 165 Nutrition Across the life cycle 2 (pre-req Nutr 160)	3	Spring
Nutr 166S Community Nutrition (pre-req Nutr 165)	3	Fall
Nutr 170 Food and Culture (pre-req Nutr 166S)	3	Spring
FSC 1 Introduction to Food Science and Technology	3	Fall/Spring
Culg 50 Culinary Science 1	3	Fall/Spring
ELECTIVES 3 Units	Units	Semester Offered
Culg 55, 152, FSM 60, 131, 193i, nutr 147 or courses approved by program coord.		
	3	
RD Track Classes 16 Units	Units	Semester Offered
FSM 131	3	Fall
FSM 133	3	Spring
Nutr 156	3	Fall
Nutr 175	1	Fall
Nutr 157	3	Spring
Coun 174	3	Fall/Spring
Nutr 149	3	Spring
Total	120	
6/10/2021 *Mi has been waived		

General Education

<http://www.fresnostate.edu/catoffice/current/gened.html>

Total units: 120

Notes to Self:



Graphic Representation of the Registered Dietitian Nutritionist Track

RDN Track Application

Notes to Self (2)

Classes that I have taken:

Classes that I still need to take:

Accreditation Status of the DPD at Fresno State University

The Department of Food Science and Nutrition is one of six departments in Jordan College of Agricultural Sciences and Technology. The University has offered a DPD since 1940, beginning with the undergraduate degree program. The didactic program is administered by Department of Food Science and Nutrition. The Accreditation Council for Education in Nutrition and Dietetics (ACEND - formerly known as The Commission on Accreditation for Dietetics Education - CADE) has recognized the DPD since 1973. In 1999, CADE granted developmental accreditation to the program; this site visit is for the re-accreditation of the DPD. The DPD program was granted accreditation status in 2014. The next review will be conducted in Fall 2021. For more information regarding the site visit or Fresno State University's DPD accreditation, please contact:

ACEND, 120 South Riverside Plaza, Suite 2190, Chicago, Illinois 60606-6995

Phone: 312-899-0040 Ext. 5500.

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

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

Student Complaints Policy

The Accreditation Council for Education in Nutrition and Dietetics (ACEND) has established a process for reviewing complaints against accredited programs in order to fulfill its public responsibility for assuring the quality and integrity of the educational programs that it accredits. Any individual, for example, student, faculty, dietetics practitioner and/or member of the public may submit a complaint against any accredited or approved program to ACEND. However, the ACEND board does not intervene on behalf of individuals or act as a court of appeal for individuals in matters of admissions, appointment, promotion or dismissal of faculty or students. It acts only upon a signed allegation that the program may not be in compliance with the accreditation standards or policies. The complaint must be signed by the complainant. Anonymous complaints are not considered. Where a complainant has threatened or filed legal action against the institution involved, ACEND will hold complaints in abeyance pending resolution of the legal issues and the complainant is so advised.

1. ACEND staff forwards all written complaints to the ACEND[®] chair within three weeks of receipt of the complaint. If the complainant, requests to remain anonymous to the program, the complainant must also provide a written copy of the complaint where identifying information is blocked out.
2. If the ACEND[®] chair determines that the complaint does not relate to the accreditation standards or policies, the complainant is notified in writing within two weeks of the Chair's review that no further action will be taken.
3. If the ACEND[®] chair determines that the complaint may relate to the accreditation standards or policies, the complaint is acknowledged in writing within two weeks of the chair's review and the complainant is provided a copy of the process for handling the complaint.
4. At the same time as the complainant is notified, the complaint is forwarded to the program director by express mail second day delivery for tracking purposes. The administrative officers of the institution or organization sponsoring the program, currently on file with ACEND[®], receive copies of the correspondence by first class mail.

5. The ACEND[®] chair requests the program to conduct a preliminary investigation and submit a report addressing the relevant accreditation standards or policies postmarked no more than 30 calendar days from receipt of the notification, as documented by the record of second day delivery.
6. The ACEND[®] chair may also request further information or materials relating to the complaint from the complainant, the institution or other sources.
7. The ACEND[®] chair appoints a review committee to consider the complaint, along with all relevant information. The review committee recommends appropriate action to the ACEND[®] board at its next scheduled meeting.
8. In determining the appropriate action, the ACEND[®] board considers the complaint, materials relating to the complaint, the review committee's recommendation, if any, and additional evidence provided by the program, if any.
9. The ACEND[®] board or the ACEND[®] chair may determine that legal counsel is needed to address the complaint. Staff works with the ACEND[®] board and legal counsel to identify a plan to address the complaint.
10. If the complaint is determined to be unsubstantiated or not related to the accreditation standards or policies, no action is taken.
11. If the complaint is substantiated and indicates that the program may not be in compliance with the accreditation standards or policies, appropriate action is taken, which may include, but is not limited to, scheduling an on-site visit of the program. If the complaint is substantiated and the ACEND[®] board determines that the program is not in compliance with the accreditation standards or policies, the ACEND[®] board may place the program on probation or withdraw accreditation.
12. The program director and administration of the sponsoring institution are notified of the ACEND[®] board's decision and action in writing within two weeks of the decision. The complainant is notified of the final decision and action when the reconsideration and appeals process expires.
13. The program has the right to request the ACEND[®] board to reconsider a decision to withdraw accreditation or probationary accreditation.

Updated May 2015 - <https://www.eatrightpro.org/acend/public-notices-and-announcements/filing-a-complaint-with-acend/procedure-for-complaints-against-accredited-programs>

Program Expenses

Tuition and Fees: Information about the tuition rates, housing and other fees associated with Fresno State are available on the Undergraduate Admissions Office website at:

<http://www.fresnostate.edu/catoffice/current/fees.html>

There are two courses in the DPD program that have a course fee. The course and fee is listed below.

CULG 50 – \$25

CULG 152 – \$25

Books, materials and supplies: Required books, dietary analysis software, and printing fees for course materials are estimated to be approximately \$500 per semester.

Student organization fees: Dues to join the Student Nutrition Dietetic Association are \$15 for a year or \$10 for one semester.

Health Service Fee: \$93

Immunizations: Fees vary

Professional Organizations

The Academy of Nutrition and Dietetics membership dues: \$50.00 (due in May) – automatically become a member of the California Academy of Nutrition and Dietetics (not mandatory; however highly recommended) Complete the student application and become a member today. See website linked below: www.eatright.org

The Journal of the Academy of Nutrition and Dietetics (JAND)

- Academy's Members-only website, which includes access to the Evidence Analysis Library (EAL)
- Student Center with information about career planning, student news, and a listserv
- Continuing education programs and materials
- Professional publications
- Member discounts on publications and merchandise
- Annual meeting discounts
- Membership opportunities in dietetics practice groups (DPG)
- Membership in state dietetic association
- Job announcements
- Scholarship opportunities

California Academy of Nutrition and Dietetics – automatic member if member of the Academy of Nutrition and Dietetics <http://www.dietitian.org/>

California Academy of Nutrition and Dietetics - Central Valley District: \$15.00/year for student fee (local dietetic association)

Must attend professional meeting for a course requirement in NUTR 61.

http://dietitian.org/d_cvd/cvd_index.html

Dietetic Internship program application fees:

- Application fees to each Dietetic Internship program: \$30.00-\$60.00 per application
- Online Dietetic Internship Centralized Application System (**DICAS**) Application fee: \$45.00 for the first DI and \$20.00 for each DI applied to thereafter
- D&D Digital computer matching: \$50.00

Students are encouraged, but not required, to attend professional meetings in dietetics. Students will be responsible for covering the registration, housing, and travel costs associated with these meetings. These costs will vary depending on the type and location of the meeting.

Post-baccalaureate Tuition and Fees

Students who attend a dietetic internship after graduating from the Didactic Program in Dietetics will be expected to pay tuition and fees as part of the program costs. The tuition and fees vary between programs. They can range from \$5,000 to \$28,000 depending on the type of program.

Distinguishing Between the Declaration of Intent and Verification Statement

When you apply to dietetic internship programs, the DPD Director will provide you with a “Declaration of Intent to Complete” form. You will complete this form; the information is verified and then submitted on the DICAS website. It serves as temporary “proof” that you are on your way to completing the undergraduate program.

Once you have actually graduated, the Director will provide you with six original signed copies of the “Verification Statement” (see verification policy). This form is your final proof that you did indeed complete the DPD, and it will only be issued to you after your graduation is certified by Fresno State. See policies and procedures for specific steps to follow to receive the verification statement.

Time to Complete the DPD Program in order to earn a Verification Statement

Students will have a total of five years from the date that they were accepted into the DPD program to complete all of the DPD requirements to earn the ACEND verification statement. The verification statement is the form completed by the DPD director stating that you have successfully completed all requirements for the BS in Human Nutritional Sciences. The verification statement will be issued upon request by the DPD director after receiving and official transcript from Fresno State conferring the degree (see the Verification Statement Policy in the Policy and Procedures section of the handbook). There are exceptions that may need to be made in situations where the student needs to take a leave of absence from the university while completing their degree requirements or other unusual circumstances that may affect their progression through the degree program. These situations will be handled on a case by case basis at the discretion of the DPD director.

The Food Science and Nutrition Department follows the same semester and summer schedule as Fresno State. The calendar can be located at the following web address:

<https://fresnostate.edu/catalog/calendar.html>

See policy for verification statement under policies and procedures:

University Policies and Resources

1. **Library Resources:** <https://library.fresnostate.edu/COVID-19>
2. **For free tutoring on campus, contact the Learning Center** (<http://fresnostate.edu/studentaffairs/lrc>) in the Collection Level (basement level) of the Henry Madden Library. You can reach them by phone at 559.278.3052.
3. "Our campus has developed SupportNet (<http://www.fresnostate.edu/studentaffairs/supportnet/>) to connect students with specific campus resources promoting academic success. I have agreed to participate in this program and may refer you to it if I believe you need the services provided by SupportNet to succeed in this course."
4. Information on student rights, responsibilities, academic honesty, etc., can be found on the Fresno State Student Handbook web page. The web page is located at: <http://www.fresnostate.edu/studentaffairs/division/general/studenthandbook/>.
5. **Plagiarism Detection:** The campus subscribes to Turnitin, a plagiarism prevention service, through Canvas. You will need to submit written assignments to Turnitin. Student work will be used for plagiarism detection and for no other purpose. The student may indicate in writing to the instructor that he/she refuses to participate in the plagiarism detection process, in which case the instructor can use other electronic means to verify the originality of their work. **Turnitin Originality Reports WILL be available for your viewing.**
6. **Technology Innovations for Learning & Teaching (TILT)** course web sites contain material protected by copyrights held by the instructor, other individuals or institutions. Such material is used for educational purposes in accord with copyright law and/or with permission given by the owners of the original material. You may download one copy of the materials on any single computer for non-commercial, personal, or educational purposes only, provided that you (1) do not modify it, (2) use it only for the duration of this course, and (3) include both this notice and any copyright notice originally included with the material. Beyond this use, no material from the course web site may be copied, reproduced, re-published, uploaded, posted, transmitted, or distributed in any way without the permission of the original copyright holder. The instructor assumes no responsibility for individuals who improperly use copyrighted material placed on the web site.

7. **Digital Campus** course web sites contain material protected by copyrights held by the instructor, other individuals, or institutions. Such material is used for educational purposes in accord with copyright law and/or with permission given by the owners of the original material. You may download one copy of the materials on any single computer for non-commercial, personal, or educational purposes only, provided that you (1) do not modify it, (2) use it only for the duration of this course, and (3) include both this notice and any copyright notice originally included with the material. Beyond this use, no material from the course web site may be copied, reproduced, re-published, uploaded, posted, transmitted, or distributed in any way without the permission of the original copyright holder. The instructor assumes no responsibility for individuals who improperly use copyrighted material placed on the web site.

University Policies

Intellectual Property provision -

As part of your participation in virtual/online instruction, please remember that the same student conduct rules that are used for in-person classrooms instruction also apply for virtual/online classrooms. Students are prohibited from any unauthorized recording, dissemination, or publication of any academic presentation, including any online classroom instruction, for any commercial purpose.

1. In addition, students may not record or use virtual/online instruction in any manner that would violate copyright law.

2. Students are to use all online/virtual instruction exclusively for the educational purpose of the online class in which the instruction is being provided.

3. Students may not re-record any online recordings or post any online recordings on any other format (e.g., electronic, video, social media, audio recording, web page, internet, hard paper copy, etc.) for any purpose without the explicit written permission of the faculty member providing the instruction.

4. Exceptions for disability-related accommodations will be addressed by Services for Students with Disabilities (SSD) working in conjunction with the student and faculty member.

Students with Disabilities: Upon identifying themselves to the instructor and the university, students with disabilities will receive reasonable accommodation for learning and evaluation. For more information, contact Services to Students with Disabilities in the Henry Madden Library, Room 1202 (278-2811).

The Following University polices can be found at:

- [Adding and Dropping Classes](#)
- [Cheating and Plagiarism](#)
- [Computers](#)
- [Copyright Policy](#)
- [Disruptive Classroom Behavior](#)
- [Honor Code](#)
- [Students with Disabilities](#)
- [Title IX](#)

UNIVERSITY SERVICES

The following University services can be found at:

- [Associated Students, Inc.](#)
- [Dream Success Center](#)
- [Learning Center Information](#)
- [Student Health and Counseling Center](#)
- [Writing Center](#)

Questions and Assistance

Contact the [Undergraduate Studies office](#).

Fresno State Catalog: Student Policies

- [Career Placement Policy](#)
- [Changes on Rules and Policies](#)
- [Cheating and Plagiarism](#)
- [Civil and Criminal Penalties for Violation of Federal Copyright Laws](#)
- [Credit Hour](#)
- [CSU Immunization Requirements](#)
- [Disposition of Fees](#)
- [E-mail Communication](#)
- [Nondiscrimination Policy](#)
- [Privacy Rights of Students in Education Records](#)
- [Programs Leading to Licensure and Credentialing](#)
- [Research on Human Subjects](#)
- [Reservation to Deny Admission](#)
- [Student Body Fee](#)
- [Safety Checklist](#)
- [Service Learning Policy](#)
- [Smoking Policy](#)
- [Student Complaint Procedure](#)

- [Student Conduct](#)

Disciplinary Procedures for The California State University

<http://www.fresnostate.edu/studentaffairs/studentconduct/policies/index.html>

Grievance Policy and Procedure

<http://www.fresnostate.edu/academics/aps/documents/apm/415.pdf>

Liability Insurance

<http://www.fresnostate.edu/adminserv/ehsrms/riskmgt/insurance/slp.html>

Off-Campus Events Policies and Procedures

<http://www.fresnostate.edu/adminserv/ehsrms/riskmgt/trips/>

Admissions Office:

<http://www.fresnostate.edu/catalog/academic-regulations/admissions.html>

Protection of Privacy of Student Information and Accessing Personal Files - Family Educational Rights & Privacy Act (FERPA) FAQ

<http://fresnostate.edu/studentaffairs/registrar/student-records/ferpafaq.html>

Transfer of Credits – Assist.org

<https://fresnostate.edu/studentaffairs/registrar/articulation/assist.html>

Withdrawal from Fresno State

<http://www.fresnostate.edu/cge/openuniversity/withdrawal.html>

Verification Statement (DPD Program)

Verification Statement Policy

A verification statement is an official document that signifies that the student has met all academic and professional requirements as dictated by the *Accreditation Council for Education in Nutrition and Dietetics* (ACEND) of the Academy of Nutrition and Dietetics for the Fresno State Bachelor's Degree in Human Nutritional Sciences – DPD program. Students are required to meet all the requirements listed below in order to receive a verification statement.

This policy is in effect for students applying to the DPD program starting fall 2012 and later. Students enrolled in the DPD program prior to fall 2012 will be issued a verification statement if they meet the graduate requirements for the Bachelor of Science Degree in Human Nutritional Sciences.

Procedure

Students must complete the following to receive a verification statement:

2. Complete all the DPD requirements and degree requirements for the BS in Human Nutritional Sciences – DPD program
3. Maintain a “C” or better in all of major courses (NUTR designation). All prerequisite courses must be passed with a “C” or better.
4. Students who are unable to take the requirements for the DPD program offered by the Department of Food Science and Nutrition at Fresno State, and want to take the course at another college/university, must get approval from the Didactic Program director (DPD) to ensure that this course will meet the requirements for the verification statement.
5. The verification statement is generated as soon as the Registrar's office has corroborated the degree requirements and an official transcript with the official degree has been conferred is listed on the final transcript.

Students must complete a form that is generated through the Food Science and Nutrition Department – RDN career specialty website. See link:

<http://www.fresnostate.edu/jcast/fsn/degrees-programs/dietetics/verification-form.html>

Upon receipt of the completed form and all above steps have been met, the DPD director will generate the verification statement electronically. There is generally a 2-3 week waiting period for the University to officially confer the degrees. Upon completion, the verification statement will be emailed to the student disseminate as needed. One signed official original copy of your verification statement will be kept on record indefinitely; however, it is important that you keep your original verification statement in your files. Verification statements may be needed by:

- Dietetic internship programs
- Academy of Nutrition and Dietetics (for membership)
- States (for licensure)
- Potential employers

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

Policies and Procedures

Policies and Procedures	Policy Location
a. Admission Assessment	<p>Fresno State Admissions Requirements: http://www.fresnostate.edu/catalog/academic-regulations/admissions.html</p> <p>RDN career specialty website: http://www.fresnostate.edu/jcast/fsn/degrees-programs/dietetics/contact.html</p> <p>DPD Handbook: http://www.fresnostate.edu/jcast/fsn/documents/Fresno%20State%20DPD%20Handbook%202021-2022.pdf (pg. 30)</p> <p>Jordan College Advising Center: https://www.fresnostate.edu/jcast/student-success/</p> <p>DPD Handbook: pg. 27</p>
b. Student Performance Monitoring:	<p>Fresno State General Catalog: Academic Standing: http://www.fresnostate.edu/catalog/academic-regulations/index.html</p> <p>Fresno State Grades First: https://www.fresnostate.edu/studentaffairs/lrc/documents/GradesFirst%20Manual.pdf</p> <p>Jordan College Advising Center: https://www.fresnostate.edu/jcast/student-success/</p> <p>DPD Handbook: pg. 27</p>

<p>c. Student Retention:</p>	<p>Tutoring: Student’s Role Students are able to request tutoring, create an appointment with their advisor (if permitted by the department), and correspond with their professor. For a full list of manuals, please visit: http://bit.ly/2dXnCDP</p> <p>Jordan College Advising Center: https://www.fresnostate.edu/icast/student-success/</p> <p>DPD Handbook: pg. 27</p>
<p>a. Insurance requirements, including those for professional liability.</p>	<p>Fresno State Health Insurance: https://www.fresnostate.edu/cge/international/admitted/orientation/health.html</p>
<p>b. Liability for safety in travel to and from assigned areas.</p>	<p>Institutional Information on student travel: See institutional information on student travel: https://www.fresnostate.edu/adminserv/accountingservices/travel/ http://www.fresnostate.edu/adminserv/accountingservices/travel/studentgrouptravel.html</p>
<p>c. Injury or illness while in a facility for experiential learning.</p>	<p>Environmental Health, Safety, and Risk Management – Student Liability Programs http://www.fresnostate.edu/adminserv/ehsr/riskmgmt/insurance/slp.html</p>
<p>d. Drug testing and criminal background checks, if required by the experiential learning sites.</p>	<p>The DPD program does not require students to participate in any drug testing.</p>
<p>e. Requirement that students doing experiential learning, if required, must not be used to replace employees.</p>	<p>Experiential Learning is in the form of Service Learning for NUTR 166s – Community Nutrition. Students are required to sign Service Learning Contract. See appendix. http://www.fresnostate.edu/academics/cesl/servicelearning/index.html</p>
<p>f. Student Pay</p>	<p>There are no paid internships during the DPD program. Students do not receive any compensation.</p>
<p>g. Filing Student Complaints</p>	<p>Fresno State University: Student Complaint Process: http://www.fresnostate.edu/adminserv/hr/eo-diversity/complaints/index.html</p>

<p>h. Process for submission of written complaints to ACEND related to program noncompliance with ACEND accreditation standards after all other options with the program and institution have been exhausted.</p>	<p>DPD Student Handbook: http://www.fresnostate.edu/jcast/fsn/documents/Fresno%20State%20DPD%20Handbook%202021-2022.pdf (pg. 36-37)</p>
<p>i. Program Credit</p>	<p>Fresno State General Catalog: Credit by Examination: http://www.fresnostate.edu/catalog/academic-regulations/academic-placement.html</p>
<p>j. Formal assessment of student learning.</p>	<p>Jordan College Advising Center: https://www.fresnostate.edu/jcast/student-success/ DPD Handbook: pg. 27, 30-31 Office of Institutional Effectiveness: http://www.fresnostate.edu/academics/oie/assessment/index.html A formal FSN department assessment plan is done annually as well as the department annual report. All faculty w/in the DPD program participate.</p>
<p>k. Program retention and remediation procedures.</p>	<p>Fresno State Learning Center: Tutoring, supportnet, supplemental instruction, academic success workshops, job opportunities http://fresnostate.edu/studentaffairs/lrc/</p>
<p>l. Disciplinary/termination procedures.</p>	<p>Fresno State Student Conduct https://fresnostate.edu/studentaffairs/studentconduct/ General Catalog: Cheating and Plagiarism and Student Conduct Policies: http://www.fresnostate.edu/catalog/academic-regulations/policies.html</p>

<p>m. Graduation and/or program completion requirements for all tracks and pathways including maximum amount of time allowed for completing program requirements in place at the time student enrolls.</p>	<p>DPD Handbook: http://www.fresnostate.edu/jcast/fsn/documents/Fresno%20State%20DPD%20Handbook%202021-2022.pdf (pgs. 30-31)</p> <p>Jordan College Advising Center: https://www.fresnostate.edu/jcast/student-success/</p> <p>DPD Handbook: pg. 27</p>
<p>n. Verification statement requirements and procedures.</p>	<p>RDN Career Specialty website: http://www.fresnostate.edu/jcast/fsn/degrees-programs/dietetics/curriculum.html</p> <p>DPD Handbook: http://www.fresnostate.edu/jcast/fsn/documents/Fresno%20State%20DPD%20Handbook%202021-2022.pdf (44)</p>
<p>o. Distance instruction and/or online testing to verify identity.</p>	<p>Fresno State APM 206 policy: Policies and Procedures on Technology-Mediated Courses and Programs: http://www.fresnostate.edu/academics/cfe/teaching_online/ http://www.fresnostate.edu/academics/facultyaffairs/documents/apm/206.pdf</p>
<p>p. Withdrawal and refund of tuition and fees.</p>	<p>Fresno State Withdrawals / Refunds: http://www.fresnostate.edu/cge/registration/refunds.html</p>
<p>q. Program schedule, vacations, holidays and leaves of absence.</p>	<p>Fresno State Office of the Registrar – Leave of Absence Request: http://www.fresnostate.edu/studentaffairs/registrar/student-records/planned-ed-leave.html</p>
<p>r. Protection of privacy of student information, including information used for identifying students in distance learning.</p>	<p>Fresno State Catalog: Privacy Rights of Student Records: http://www.fresnostate.edu/catalog/academic-regulations/policies.html#anchor274824</p>

<p>s. Student access to their own student file.</p>	<p>Fresno State Catalog: Privacy Rights of Student Records: http://www.fresnostate.edu/catalog/academic-regulations/policies.html#anchor274824</p> <p>Office of Financial Aid and Scholarships: FERPA Information: http://www.fresnostate.edu/studentaffairs/financialaid/parents/ferpa.html#:~:text=Parents%20or%20eligible%20students%20have,records%20maintained%20by%20the%20school.&text=Schools%20may%20charge%20a%20fee,to%20be%20inaccurate%20or%20misleading.</p>
<p>t. Access to student support services, including health services, counseling and testing and financial aid resources.</p>	<p>Division of Continuing and Global Education: Student Services Desk: http://www.fresnostate.edu/cge/courses/mayjune/student-services.html</p> <p>Services for Students with Disabilities: http://www.fresnostate.edu/studentaffairs/ssd/about-ssd/campus-and-community-resources.html</p> <p>Jordan College Advising Center: https://www.fresnostate.edu/jcast/student-success/</p> <p>DPD Handbook: pg. 27</p>

Notes