



# Nutrition and Dietetics Didactic Program Handbook

(Fall 2023)

Revised May 2023

*Do your best to present yourself to God as one approved, a worker who does not need to be ashamed and who correctly handles the word of truth.*

*2 Timothy 2:15 (NIV)*



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## WELCOME AND OVERVIEW

Welcome to the Messiah University Nutrition and Dietetics Major! We are glad you have chosen to join us as we seek to provide excellent nutrition

## ABOUT THE PROGRAM

MESSIAH UNIVERSITY NUTRITION AND DIETETICS DIDACTIC PROGRAM  
MISSION, GOALS, AND OUTCOME OBJECTIVES

**Mission:** to prepare students for supervised practice leading to eligibility fo eRTw 0.1D11.60 Tc -21 (1 Tf3-

\*students progress into the last 2 years of the program after completing the prerequisite courses and meeting the GPA criteria.

**Goal 2: Graduates will demonstrate professional development, leadership, teamwork, and community service.**

Objective	Outcome (2021-23)
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## ACCREDITATION

The Messiah University Nutrition and Dietetics Didactic Program in Dietetics is accredited by the Commission on Accreditation for Dietetics Education of the Academy of Nutrition and Dietetics,  
120 South Riverside Plaza, Suite 2190,  
Chicago, IL 606-6995, (312) 8990040 ext 5400  
<http://www.cadeff.org/AC>

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## THE MESSIAH UNIVERSITY NUTRITION AND DIETETICS MAJOR AND THE RDN AND NDTR CREDENTIALS

To earn the RDN credential an individual must complete a multi-step process:

1. Complete a minimum of a bachelor's degree at a college or university approved by the US Department of Education and course work that provides the core knowledge for the RDN through an ACEND-accredited Nutrition and Dietetics Didactic Program (DPD).
2. Complete an ACEND-accredited supervised practice program in dietetics and beginning January 1, 2024, at least a master's degree will also be required. Supervised practice programs provide a minimum of 1000 hours of supervised practice in professional settings designed to result in the competencies for the RDN in each of the three main areas of practice: Food Service, Community Health, and Clinical Nutrition. This typically takes 1 – 2 years on a full-time basis and involves tuition and fees. There are currently five options at this step:

Dietetic Internship (DI) – This option provides the supervised practice competencies for the RDN for those who have already earned a master's degree. Completion of a Nutrition and Dietetics Didactic Program is required to apply.

Combined Master's Degree and Dietetic Internship Program (MS/DI) – This option provides the supervised practice competencies for the RDN and a master's degree. Completion of a Nutrition and Dietetics Didactic Program is required to apply.

Coordinated program (CP) – This option provides both the core knowledge and the supervised practice competencies for the RDN and may result in a bachelor's degree or a master's degree. Requirements for starting these programs vary.

Individual Supervised Practice Program (ISPP) - This option is offered by some ACEND-accredited programs and includes individually planned experiences to meet the ACEND supervised practice competencies. Completion of a Nutrition and Dietetics Didactic Program is required to apply.

Future Education Model (FEM) Graduate Program – these programs provide both RDN knowledge and competencies at a graduate (master's or doctorate) level. Requirements for application vary but about half of the programs nationwide require completion of a DPD to apply.





license is not required to provide nutrition care in Pennsylvania, many employers require a state license. For a list of the licensure requirements for each US state please see <https://www.cdrnet.org/licensure>

## COSTS AND FINANCIAL AID

### COSTS:

A summary of costs for tuition, fees, room and board, books and supplies can be found at the University [Tuition and Aid website](#) Information about specific fees for the current academic year is available by clicking on the "fees" link on the [Student Financial Services website](#)

The following courses in the Nutrition and Dietetics Major have lab fees. The current lab fee is \$65.00.

- NUTR 121 Food and Food Science
- NUTR 331 Advanced Food Science and Technology
- NUTR 341 Food Service
- NUTR 410 Nutrition Education and Counseling
- NUTR 412 Medical Nutrition Therapy II
- NUTR 425 Nutrient Metabolism and Research Methods I
- NUTR 426 Nutrient Metabolism and Research Methods II

### Other things you will need:

Flat, closed-toe shoes will be needed for lab. This can be any closed toe shoe  
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to these activities and typically travel together to reduce the cost. A reasonable estimate of transportation cost is \$5 – \$10 per academic year.

Messiah University does not require students to bring their own computers. However, the online learning management system CANVAS is used to provide most course materials and for submitting course assignments and taking exams. The Office of Information Technology provides [recommended specifications for a personal computer](#) if you choose to bring one. Laptop costs vary widely – a reasonable budget is \$700- \$1000.



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106, and NUTR 121. Students who have less than a 2.50 cumulative GPA after three classes (less than a 2.75 for students who transfer one of these classes in) or less than a C- in one of them will be on probation as far as progression in the major is concerned. Students on probation related to DPD progression should consider the possibility that their talents may not be the best fit for the nutrition and dietetics major and should discuss progression in the major as well as other career options with their academic advisor.

#### GPA REQUIREMENTS FOR PROGRESSION IN THE NUTRITION AND DIETETICS MAJOR:

This policy applies to students in the Nutrition and Dietetics major as well as to students in the non-degree academic verification in nutrition and dietetics program. Students who do not meet the progression criteria will be unable to complete the nutrition and dietetics major, though completing the food and nutrition minor will be a possibility for them.

To progress in the Messiah University Didactic Program in Dietetics (to take Medical Nutrition I, Nutrient Metabolism and Research Methods I, and Nutrition Education and Counseling) students need to have completed the following courses with no grades lower than a C- in each and with an average GPA of at least 2.50 in them. Ideally, these courses will be completed by the end of the third semester. Students who have transferred in more than one course from this list will need to have achieved an average GPA of at least 2.75 in them.

CHEM 105

CHEM 106

CHEM 204 or both CHEM 309 and 310

BIOL 185 or BIOL 170

NUTR 121

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The Messiah University Nutrition and Dietetics major does not require students to participate in activities which require background checks or drug testing. However, some students opt to volunteer or complete internships at agencies which require background checks, clearances, drug testing or a physical examination. If an agency requires a background check, the student will be responsible for making requests to the appropriate agencies or authorities, transmitting the results of the background check to the agency, and for any costs associated with these requests. Students are advised to plan so that adequate time for the processing of these requests is provided for.

## COMPLETION REQUIREMENTS

### GRADUATION REQUIREMENTS (B.S. IN NUTRITION AND DIETETICS)

Graduation requirements for students earning a B.S. in Nutrition and Dietetics are outlined in the program manual (G) 1211 (E) 107 (1) 12





welcome to confer with the instructor during office hours. Faculty will **not** be facilitating synchronous Zoom access to class or asynchronous class recordings.

#### ASSIGNMENT POLICY FOR THE NUTRITION AND DIETETICS MAJOR

Unless the class schedule indicates otherwise, assignments are due at the start of class. Assignments turned in on the day they are due but after the time they are due will lose 5% of the grade. Assignments turned in after the day they are due will receive a penalty of 10% of the grade for each day late (not counting weekends).

#### COURSE SCHEDULING

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this web site are assigned on a ~~Me D7 id0 744ac (e)t0 744.c (e) p7 randedaf (7 t0 744e06 (r t0 3 )0h01 Tc- -C~~

Inclusive Language Policy (page 29)

Sexuality and Relationships (page 36)

Interpersonal Violence and Sexual Misconduct (page 38)

Hazing (page 55)

Respect for the Rights of

During any use of the Foods Lab, a NUTR faculty member or student Lab Assistant must be present. The following are situations when the use of the Foods Laboratory **may** be approved.

- A single session(s) of a Messiah University course involving an educational food-related activity.
- Non-credit foods classes for Messiah University students and/or staff.
- School of Science, Engineering, and Health (SEH) social activities (such as the Christmas Happening).

Food Laboratory use for the following purposes will not be approved:

- Food preparation by groups for purposes not listed above.
- Social gatherings that do not involve an educational component (except those sponsored by SEH)
- Preparation and storage of personal food (except with permission of a Nutrition and Dietetics faculty member).

## FOOD TASTING POLICY

To be effective, foods and nutrition professionals need to be involved in the taste testing of a wide variety of foods. Accordingly, individuals studying to be foods and nutrition professionals need to taste small amounts of many foods as they learn the knowledge and skills they will need to serve others. Students in Messiah University classes that are part of the Nutrition and Dietetics major or the Foods and Nutrition minor are encouraged to set aside their personal preferences and taste small amounts of foods to be evaluated for class assignments. Students with medical (for example a medically documented eating disorder, food intolerance or food allergy) or religious (for example avoidance of meat on Friday) food restrictions should discuss their food restrictions with their instructor during the first week of the semester.

## HEALTH SERVICES AND COUNSELING

The [Engle Center for Counseling and Health Services](#) provides Messiah University students with resources for meeting physical and mental health needs.





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will facilitate car-pooling if possible or try to find a substitute experience on campus. Messiah University and the Department of Health, Nutrition, and Exercise Science are not responsible to provide transportation to off-campus activities and are not liable for any personal injury, accident, or financial loss suffered by the student while traveling. Students will not be reimbursed by the university or department for traveling expenses related to course or volunteer activities.

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to the program, be sure to include the mailing address, including the department or person to whom the recommendation should be addressed. If it is a paper form, indicate whether the recommendation should be in a sealed envelope with the writer's signature across the seal.

Include the deadline when the recommendations should be completed.

2. If you e-mail your recommenders an electronic copy of the form you usually still need to type in your name (and any other information you need to provide such as the program you are applying to or your address).

Many forms – including the Dietetic Internship Recommendation form – require that you sign a form indicating your preferences regarding confidentiality. Be sure that you take care of this before you provide forms to your recommenders. If you need to use a paper copy of an internship recommendation, give each recommender a copy of the confidentiality page with your name and graduation date typed in and the form signed in blue ink.

3. In many cases it will be helpful to meet with your recommender to discuss your interests, strengths, and weaknesses.

#### RECOMMENDATIONS FOR STUDY ABROAD, CROSS CULTURAL TRIPS, AND SCHOLARSHIPS

1. Please follow the general directions for requesting recommendations provided above. Prepare a typed request in memo form that details the following:

The name and address of the agency/program/organization to which you are applying. If possible, also provide the name and credentials of the person the letter should be addressed to. (In general, a letter to a specific person will make a better impression than one addressed to "To whom it may concern".)

If traveling, include a summary about why you are interested in travel to this particular location.

Include a copy of your resume which lists your current GPA. In many cases it will be helpful to meet with your letter writer to discuss your interests, strengths, and weaknesses.

Specific instructions on how the recommendations are to be done such as:

- Indicate if a separate letter is required in addition to a form provided by the program.

- State whether the recommendation should be in a sealed envelope with the writer's signature across the seal.
- State whether the recommendation should be returned to you or mailed directly to the program. If it should be mailed directly to the program, be sure to include the mailing address, including the department or person to whom the recommendation should be addressed.
- Include the deadline when the recommendations should be returned to you or to the program.

2. If the program has a recommendation form, fill out the information you need to provide. If you need to sign the form do so in blue ink (not black). Many forms require that you sign a form indicating your preferences regarding confidentiality. Be sure that you take care of this before you give forms to your recommenders.

Some forms are available electronically or may be completed interactively on the web. If forms are involved, ask your recommender if they prefer to receive a paper

3. Give your recommenders a copy of your resume. In many cases it will be helpful to meet with them to discuss your interests, strengths, and weaknesses.
4. If your letter writer is a faculty member at Messiah University, the faculty member will provide you with a university stationary envelope. If your letter writer is off campus, you should provide them with both an envelope (with the address typed in) and the appropriate postage.

## STUDY ABROAD

We highly recommend gaining a more international perspective while you are a student at Messiah University. There are several ways to do this. Some students study abroad for a semester, and others take a May term cross cultural study course. Because upper-level nutrition and dietetics courses are typically not offered in semester long study abroad programs, the May term opportunities are easier for nutrition and dietetics majors to participate in. Most students who wish to spend a semester abroad need to do so in

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

KRDN 3.1: Use



KRDN 5.1: Perform self-assessment that includes awareness in terms of learning and leadership styles and cultural orientation and develop goals for self-improvement.

KRDN 5.2: Identify and articulate one's skills, strengths, knowledge and experiences relevant to the position desired and career goals.

KRDN 5.3: Practice how to self-advocate for opportunities in a variety of settings (such as asking for needed support, presenting an elevator pitch).

KRDN 5.4: Practice resolving differences or dealing with conflict.

KRDN 5.5: Promote team involvement and recognize the skills of each member.

KRDN 5.6: Demonstrate an understanding of the importance and expectations of a professional in mentoring and precepting others.

Nutrition and Dietetics course syllabi list the ACEND core knowledge requirements (KRDNs) that are being assessed at an introductory, developmental, or mastery level. Students who do not meet a KRDN being assessed at the introductory or developmental level will be notified by their course instructor who will provide strategies for improved performance in the future. When a KRDN is being assessed at a mastery level within a course, students are expected to demonstrate proficient or advanced performance. In the event a student does not achieve proficient or advanced performance the student must remediate the assignment until they have achieved at least proficient performance. Remediation plans are at the discretion of the professor teaching the course. Remediating a KRDN will not change the grade for the assignment. The maximum amount of time allowed for completing program requirements after starting NUTR courses at the 300 level is 6 years.

#### PROCEDURE FOR ISSUING VERIFICATION STATEMENTS:

1. DPD Verification statements, per ACEND requirements, will be issued after the following are met:
  - a. The DPD director has confirmed that the student has earned a 75% or higher on assignments tied to the ACEND KRDN student learning outcomes at the Mastery Level.
  - b. The University registrar has confirmed completion of bachelor's degree requirements OR the DPD Director has confirmed completion of Academic Verification in Dietetics program course requirements.
2. The DPD director will send 6 copies of the ACEND DPD verification statement form to each graduate within 6 weeks after confirmation of all course requirements is verified by the University Registrar.

3. One official original copy of the Verification Statement will be kept on record indefinitely at Messiah University; however, it is important that the student keep an

