

Dietetics

Undergraduate Student Handbook

DEPARTMENT OF FOOD SCIENCE & HUMAN NUTRITION



College of Agriculture & Natural Resources
MICHIGAN STATE UNIVERSITY

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INTRODUCTION

Dietetics is the science and art of applying the principles of food and nutrition to health...and a vital, growing profession with many career possibilities...in clinical healthcare, public health, foodservice management, food industry, and more. The dietetics program is the first step toward the professional credential **Registered Dietitian Nutritionist (RDN)**, also referred to by the prior name **Registered Dietitian (RD)**.

Degree Granted

Bachelor of Science Degree in Dietetics – Enrollment in the dietetics major is limited. The BS degree in dietetics is a professional degree, which requires acceptance into a competitive internship in order to complete the requirements for eligibility to take the registration examination for dietitians. Freshmen and sophomores may declare a major *preference* in dietetics. The University guideline is that a minimum cumulative grade-point average of 2.5 is necessary for juniors and seniors to be *considered* for admission. The actual GPA cut-off may be higher. The minimum GPA cut-point has been 3.0 to 3.1 during the past few years.

Transfer Students with 42 or more credits – A cumulative grade point average above 3.1 and completion of 5 prerequisite courses are necessary for direct admission. See course list: <https://admissions.msu.edu/apply/transfer/before-you-apply/selecting-your-major.aspx>.

Second Bachelor's Degree - While at least 30 semester credits are necessary to complete a 2nd bachelor's degree, to fulfill the dietetics program requirements, a student may need to complete as many as 60-70 credits. An evaluation of courses taken in each individual's previous degree is needed to determine which prior courses may apply to the second-degree requirements.

Curriculum Requirements

MSU's dietetics curriculum is designed so that supporting discipline courses in general and organic chemistry, physiology, microbiology, and biochemistry provide a science background necessary for understanding concepts in foods and nutrition. Courses are sequenced to provide learning experiences that become increasingly complex, building on previous knowledge in nutrition, foods and food delivery systems, and medical nutrition therapy. Principles of social psychology and the application of management and communication skills in working effectively with people and within organizations are integrated throughout.

Accreditation by the Academy of Nutrition & Dietetics

The MSU dietetics program is accredited as a Didactic Program in Dietetics (DPD) by the Accreditation Council for Education in Nutrition and Dietetics (ACEND)¹ of the Academy of Nutrition & Dietetics (the *Academy*). See Appendix III for program mission and goals.

By meeting ACEND course requirements and completing the MSU graduation requirements for a BS degree, students receive a *Verification Statement* for the Didactic Program in Dietetics from the DPD Program Director, which is required for acceptance to a post-bachelor's ACEND-accredited dietetic internship program. Successful completion of the internship qualifies a graduate to take the national Registration Examination for Dietitians. The MSU dietetics program is among the largest in the US and one of the earliest established.

¹ Accreditation Council for Education in Nutrition and Dietetics, Academy of Nutrition & Dietetics, 120 South Riverside Plaza, Suite 2000, Chicago, Illinois 60606-6995; 312.899.0040 ext. 5400; acend@eatright.org

STEPS TO BECOME A REGISTERED DIETITIAN NUTRITIONIST (RDN)

STEP 1: BACHELOR'S DEGREE – DIETETICS

Students must complete program requirements approved by the *Accreditation Council for Education in Nutrition and Dietetics (ACEND)*, *Academy of Nutrition & Dietetics*².

STEP 2: SUPERVISED PRACTICE

Students apply to supervised practice during the senior year. Acceptance to a supervised practice program is awarded on a ***competitive*** basis – and ***is not guaranteed***. Students apply to programs and rank them in order of preference. Programs review the applications and rank order those they would accept. A national computer matching process determines placement. Programs are typically 9-11 months in length, or 16-24 months if combined with a master's degree. Supervised practice is unpaid and typically interns pay fees to cover the cost of the training. **Starting January 1, 2024, a master's degree became required to move on to Step 3.**

STEP 3: PASS THE NATIONAL REGISTRATION EXAMINATION FOR DIETITIANS (RDN EXAM)

The computer-based RDN exam is offered throughout the year at approximately 200 testing sites throughout the United States.

Careers:

- | | |
|--|---|
| <input type="checkbox"/> Clinical nutrition practice | <input type="checkbox"/> Health education/promotion |
| <input type="checkbox"/> Public health nutrition | <input type="checkbox"/> Hospitality industry |
| <input type="checkbox"/> Foodservice management | <input type="checkbox"/> Pharmaceutical sales |
| <input type="checkbox"/> Food industry | <input type="checkbox"/> Military dietetics |
| <input type="checkbox"/> Media/communication | <input type="checkbox"/> Critical care dietitian |
| <input type="checkbox"/> Government | <input type="checkbox"/> Pediatric dietitian |
| <input type="checkbox"/> Higher education | <input type="checkbox"/> Sports nutrition |
| <input type="checkbox"/> Research | <input type="checkbox"/> Private practice |
| <input type="checkbox"/> Corporate Wellness | <input type="checkbox"/> Administration |

For more information: *Occupational Outlook Handbook*,
<http://www.bls.gov/ooh/Healthcare/Dietitians-and-nutritionists.htm>

² Accreditation Council for Education in Nutrition and Dietetics, Academy of Nutrition & Dietetics, 120 South Riverside Plaza, Suite 2000, Chicago, Illinois 60606-6995; 312.899.0040 ext. 5400; acend@eatright.org

ACADEMIC ADVISING

All dietetics students should see the academic advisor at least once per year – more often, if needed. In addition, students thinking about changing their major to dietetics, prospective high school or transfer students, and 2nd degree students should plan an advising visit.

Academic Advisor for Dietetics

Jill DeJager, MPH, RDN 106 Trout FSHN Bldg. 517.353.3322
dejagerj@msu.edu

The academic advisor provides assistance in these areas: planning a schedule of required courses; verifying equivalencies of transfer courses; assisting with enrollment as needed; communicating news to students in the major, such as curriculum changes or scholarship opportunities; directing students to campus resources related to tutoring, counseling, service learning, study abroad, and career services; providing information on internship applications; and clearing students to graduate.

Director of Didactic Program in Dietetics

Lorraine Weatherspoon, PhD, RDN 140 Trout FSHN Bldg. 517.353.3328
weathe43@msu.edu

Assistant Director of Didactic Program in Dietetics

Deanne Kelleher, MS, RDN 2100 F Anthony Hall 517.353.3407
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Faculty Advisors/Mentors for Dietetics

Michele Nikolai, MS, RDN 2100 C Anthony Hall 517.353.3403
nikolaim@msu.edu

Christine Henries-Zerbe, MS, RD 2100 D Anthony Hall 517.353.3404
henriesz@msu.edu

Robin Tucker, PhD, RD 2110 Anthony Hall 517.353.3408
tucker98@msu.edu

Faculty advisors provide support and advice in decisions related to career plans, graduate or professional school, and dietetic internship applications. They perform a major service to dietetics students in providing letters of recommendation required for internship and graduate/professional school applications. Students are urged to build relationships with all faculty members in preparation for this important function. Visit during class office hours, and email any faculty advisor/mentor anytime with questions and to schedule appointments.

Administrative Staff for Dietetics

The FSHN administrative staff provides many services to students, including entering computer overrides and late-adds for HNF and FSC courses, assisting with the dietetic internship application process, and taking scholarship and department job applications.

Ms. Katelyn Horgan 106 Trout FSHN Bldg. 517.353.3318
horgank1@msu.edu

DIETETICS CURRICULUM REQUIREMENTS

A minimum of 120 semester credits is required for completion of a Bachelor of Science Degree in Dietetics. Course requirements are divided into 4 categories, as shown below.

I. University Requirements

University Requirements refers to the courses providing a broad general education to all MSU students, regardless of major. These consist of writing, mathematics, and integrative studies in 3 core areas listed below.

	<u>Credits</u>
IAH 201-210 , Integrative Studies in Arts & Humanities, choice	4
IAH 211-241 , Integrative Studies in Arts & Humanities, choice	4
ISS 200-level , Integrative Studies in Social, Behavioral, and Economic Sciences	4
ISS 300-level , Integrative Studies in Social, Behavioral, and Economic Sciences	4
(ISB/ISP/lab) , Integrative Studies in Biological and Physical Sciences, <i>Met via Alternate Track (CEM 141, 143, 161, and PSL 250, in major)</i>	(8+)
WRA 101 , Writing as Inquiry (formerly WRA 110-150, choice) <i>WRA 101 (or WRA 110-150) satisfies Tier I writing requirement; minimum 2.0 grade required. Tier II writing is completed in the major with HNF 472.</i>	4

Mathematics completed in major with MTH 103 or higher plus STT 200 or 201.

Subtotal 20 credits

II. College of Agriculture and Natural Resources Requirements

a. **One** of the following:

EC 201 , Introduction to Microeconomics	3 or
EC 202 , Introduction to Macroeconomics	3

b. Mathematics, met in major with MTH 116 or higher or MTH 103 plus STT 200/201

c. At least 26 credits in courses in the College, met with courses in major

d. The specific requirements for a major in the College, listed below

Subtotal 3 credits

III. Dietetics Major Requirements

Supporting Discipline Courses

One of the following:

MTH 103 , College Algebra	3 or
MTH 116 , College Algebra and Trigonometry	5 or
Higher level math	3+

*Placing into a calculus course based on a **proctored** MSU math placement test may satisfy this requirement.*

One of the following:

STT 200 , Statistical Methods	3 or
STT 201 , Statistical Methods with Lab	4

Subtotal 3-9 credits

Supporting Discipline Courses, continued

All of the following:

ANTR 350, Human Gross Anatomy for Pre-Health Professionals	3
BMB 200, Introduction to Biochemistry	4
CEM 141, General Chemistry I	4
CEM 143, Survey of Organic Chemistry	4
CEM 161, Chemistry Laboratory I	1
FSC 342, Food Safety and HACCP	3
MGT 325, Management Skills and Processes	3
PSL 250, Introductory Physiology	4
PSY 101, Introductory Psychology	4

Subtotal 30 credits

Professional Courses

All of the following:

HNF 150, Introduction to Human Nutrition	3
HNF 300, Experimental Approaches to Foods	4
HNF 320, Professional Practice of Dietetics & Nutrition	3
HNF 350, Advanced Human Nutrition and Metabolism	4
HNF 377, Applied Community Nutrition	3
HNF 378, Applied Nutrition Assessment Lab	1
HNF 406, Global Foods and Culture	3
HNF 440, Foodservice Operations	3
HNF 444, Business of Nutrition Services	3
HNF 445, Foodservice Management Practicum	2
HNF 446, Applied Culinary Nutrition	2
HNF 453, Nutrition and Human Development	3
HNF 471, Medical Nutrition Therapy I	4
HNF 472, Medical Nutrition Therapy II	4

Subtotal 42 credits

IV. General Electives

MTH 103A, College Algebra I (3)

Students who score 0-9 on the math placement exam must complete MTH 103A and 103B in place of MTH 103. The 3 credits earned in MTH 103A count toward the 120 credits needed to graduate.

Elective courses of student's choice 19-22

Subtotal 19-22 credits

Total 120 credits

SUGGESTED SAMPLE SCHEDULE – 4 YEAR PLAN

Fall			Spring		
HNF 150	Introduction to Human Nutrition	3	STT 200	Statistical Methods	3
MTH 103	College Algebra	3	CEM 141	General Chemistry I	4
WRA 101	Writing as Inquiry	4	CEM 161	Chemistry Laboratory I	1
ISS 2xx	Integrative Studies in Social Sciences	4	IAH 201-210	Integrative Studies in Arts & Humanities	4
Elective	Choice	1	Elective	Choice	3
IAH 211-241	Integrative Studies in Arts & Humanities	4	HNF 320	Prof Practice of Dietetics & Nutrition	3
PSY 101	Introductory Psychology	4	PSL 250	Introductory Physiology	4
CEM 143	Survey of Organic Chemistry	4	ISS 3xx	Integrative Studies in Social Sciences	4
EC 201 or 202	Intro to Microeconomics or Macroeconomics	3	HNF 300	Experimental Approaches to Foods	4
BMB 200	Introduction to Biochemistry	4	ANTR 350	Human Gross Anatomy for Pre-Health Professionals	3
HNF 377	Applied Community Nutrition	3	HNF 350	Advanced Human Nutrition & Metabolism	4
HNF 378	Applied Nutrition Assessment Lab	1	HNF 453	Nutrition & Human Development	3
HNF 440	Foodservice Operations	3	MGT 325	Management Skills & Processes	3
Elective	Choice	3	Elective	Choice	3
FSC 342	Food Safety & HACCP	3	Elective	Choice	3
HNF 444	Business of Nutrition Services	3	HNF 446	Applied Culinary Nutrition	2
HNF 471	Medical Nutrition Therapy I	4	HNF 406	Global Food & Culture	3
HNF 445	Foodservice Mgt Practicum	2	HNF 472	Medical Nutrition Therapy II	4
Elective	Choice	3	Elective	Choice	3

Students should complete elective credits as needed to reach minimum 120 total credits required for graduation. After junior-level admission, students are expected to complete the program within 36 months.

FINANCIAL INFORMATION

Tuition and Fees

A detailed description of costs related to tuition, fees, on-campus housing, and meal plans is outlined in *Getting Started...Your Michigan State University Resource Guide & Directory*, distributed in the dormitories at check-in and at the Transfer Student Orientation Program. There is also a link to an online tuition calculator at <http://www.ctrl.msu.edu/COSTudentAccounts/>.

Scholarships

There are numerous scholarship opportunities for students in the Department of Food Science and Human Nutrition. Information and an online application form are available here: https://www.canr.msu.edu/fshn/undergraduate_programs/undergraduate_scholarship_opportunities/index.

Students who are members of the Academy of Nutrition & Dietetics may apply for scholarships offered by both the Academy and by their state affiliate dietetic association.

The Academy of Nutrition & Dietetics: www.eatright.org

The Michigan Academy of Nutrition & Dietetics: www.eatrightmich.org

ADDITIONAL CURRICULAR OPPORTUNITIES

Additional academic experiences that enhance the dietetics program may strengthen a student's resume in preparation for applications to post-bachelor's dietetic internship programs.

Minors

Michigan State University offers a number of minors that may be used to complement academic majors or to accommodate student interest in interdisciplinary work that is not available as a major. Many of the minors are available to all undergraduates; others may be limited to students in designated majors of undergraduate and graduate degree programs. Approved minors and their requirements are listed in the *Academic Programs* publication on the web at <https://reg.msu.edu/AcademicPrograms/Programs.aspx?PType=MNUN>. Among the nearly 50 undergraduate minors, some that are popular with dietetics students are:

- Business
- Coaching
- Entrepreneurship and Innovation
- Environmental and Sustainability Studies
- Health Promotion
- Horticulture
- Food Processing and Technology
- Spanish
- Food Industry Management
- Sustainable Agriculture and Food Systems
- Global Public Health and Epidemiology
- Leadership of Organizations

Appendices I and II list the requirements of two of these minors.

Foreign Language

Students have the opportunity to attain some proficiency in a foreign language. Depending on the number of electives available, dietetics students may need to take additional summer courses in order to complete a foreign language minor.

Independent Study

Independent study allows students to explore interests in a particular area outside of a normal classroom setting. In the Department of Food Science & Human Nutrition, the course number is HNF 490 or FSC 490. A form, *Application for Independent Study*, must be completed and approved by the sponsoring faculty member before an override can be entered, allowing the student to enroll. The number of credits can vary from 1 to 6.

Education Abroad

Michigan State University is a national leader in education abroad and sends more of its undergraduate students across international borders than most other universities in the United States. Students may choose from over 200 programs in more than 60 countries on every continent. A Study Abroad Fair is held each year in the MSU Union, 2nd Floor, typically in late September. Information on all the programs and about the application process is available at <http://educationabroad.isp.msu.edu/>.

The Department of Food Science & Human Nutrition sponsors one study abroad program:

- ***Global Food Systems and Health*** <https://www.canr.msu.edu/fshn/study-abroad>

Contact person: Ms. Rhonda Crackel, crackel@msu.edu, 517.353.8870.

WORK AND VOLUNTEER EXPERIENCE

While all types of work and volunteer activities help students develop important skills and personal traits, three areas stand out as particularly valuable to dietetics students: foodservice, healthcare (especially clinical nutrition), and community nutrition. Building a good résumé of experiences is an essential antecedent to the internship application process.

Foodservice Experience

Foodservice management is an important component of the dietetics curriculum. Dietitians working in foodservice management oversee large-scale meal planning and preparation in health care facilities, company cafeterias, schools, and other institutions. Students may gain exposure to various aspects of foodservice through employment in on- and off-campus facilities. The residence hall cafeterias provide an ideal opportunity to earn money while gaining foodservice experience. Other on-campus foodservice venues include the MSU Bakery, Kellogg Hotel & Conference Center, the MSU Union, the International Center Crossroads Food Court, the John Henry Executive Center/University Club, the Dairy Store, the Sparty Convenience Stores, Starbucks coffeehouses, and the mobile Food Trucks. In addition, employment at MSU Food Stores may introduce students to food procurement, warehousing, and distribution. Even the Culinary Services Test Kitchen might hire a student or two. Opportunities for promotion to student supervisor exist in all locations.

Off-campus foodservice employment in health care settings, catering operations, country clubs, and restaurants may also provide quality experiences.

Healthcare and Community Nutrition Experience

It is not easy for students to find paying jobs in healthcare and community nutrition. However, volunteer positions are available and may help students decide if they have chosen the right major. Volunteering in healthcare settings exposes students to diverse working environments, contributes to development of interpersonal skills, and opens networking opportunities.

The **Center for Community Engaged Learning** at MSU helps match interested student volunteers with community organizations. In most cases, students volunteer several hours a week for the length of a semester. Community Engaged Learning may have positions available in hospital and nursing home dietary departments and in community/public health settings.

Students may explore the specific volunteer opportunities offered via the web at <https://communityengagedlearning.msu.edu/students>. The sign-up date for volunteer experiences is usually during the week *before* the start of the new semester. The most popular experiences go very fast and students with questions about the process should call ahead or visit the Community Engaged Learning Center (telephone 517.353.4400).

Students may also obtain volunteer experience by seeking positions on their own and through contacts made via family and friends.

ORGANIZATIONS

Food and Nutrition Association (FNA)

Students are encouraged to join and actively participate in the Food and Nutrition Association (FNA), which is the student club for the dietetics program. The goals of FNA are to enhance personal and professional development through community service, program planning, career awareness, interaction with other dietetics students, and networking opportunities with dietitians and area health professionals.

Meetings are held biweekly and are led by the student executive board (*e-board*). Guest speakers have presented on such topics as sports nutrition, HIV and nutrition, and eating disorders. Area dietitians have described career paths—such as public health nutrition, foodservice management, and pediatric nutrition. Dietetic interns and internship directors have shared information about their programs. Some meetings have focused on writing résumés, letters of application, and the process of applying for dietetic internships.

In recent years, FNA has taken a leadership role in organizing transportation and lodging for students who are attending the annual Food & Nutrition Conference & Expo (FNCE) of the Academy of Nutrition & Dietetics.

There is a nominal membership fee for FNA to cover the cost of meeting refreshments and to fund the 2 scholarships that are offered to members each year. At the last meeting of the year, elections are held to select new officers. For more information, visit <https://www.canr.msu.edu/fna/>.

The FNA faculty advisor is Mrs. Christine Henries-Zerbe, MS, RD, henriesz@msu.edu.

Academy of Nutrition & Dietetics (the Academy), www.eatright.org

The Academy of Nutrition & Dietetics, formerly known as the American Dietetic Association (ADA), is the nation's largest organization of food and nutrition professionals. Dietetics students have the opportunity to become student members of the Academy. The benefits of membership include:

- Subscription to the *Journal of the Academy of Nutrition & Dietetics* (JADA, JAND)
- Newsletters: *Daily News*, and *Student Scoop*
- Quarterly Magazine: *Food & Nutrition*
- Access to the online Evidence Analysis Library (EAL)
- eMentoring: Students can search for a mentor using a variety of parameters such as years of experience, practice area, languages spoken and even types of mentoring.
<https://www.eatrightpro.org/career/career-resources/mentor-programs>
- Member discounts on publications and merchandise
- Opportunity for Practice Group membership
- Membership in the affiliate state dietetic association
- Eligibility for Academy and state association scholarships and awards
- Reduced rate for the annual meeting, *Food & Nutrition Conference & Expo* (FNCE)

The fee for student membership (2023-2024) is \$58 per year. To join, download a membership application from the Academy website, <https://www.eatrightpro.org/member-types-and-benefits>.

Michigan Academy of Nutrition and Dietetics (Michigan Academy),

www.eatrightmich.org

The Michigan Academy of Nutrition and Dietetics (MAND), formerly known as the Michigan Dietetic Association (MDA), is an affiliate of the Academy of Nutrition & Dietetics. Students who are members of the Academy are automatically student members of their state affiliate. Some advantages of membership in the Michigan Academy of Nutrition and Dietetics include reduced registration fee for the annual meeting of MAND, eligibility for scholarships and awards, networking, and the MAND *Link* newsletter.

District Dietetic Associations, <https://eatrightmich.org/about/district-and-dietetic-groups/>

There are three local dietetic associations currently active in the state of Michigan: Dietitians of West Michigan, Northern Michigan Dietetic Association and Southeastern Michigan Dietetic Association. These groups can provide students an opportunity to attend professional meetings, interact with local dietitians, and develop professionally.

Registered Student Organizations (RSOs)

Michigan State University has over 500 registered student organizations. There is something for everyone! RSOs cover a wide range of topics and interest areas, including but not limited to: academic, business, environmental, international, political, religious, racial/ethnic, women's interests, sports, and leisure. See the list at <http://studentlife.msu.edu/>.

Besides the Food & Nutrition Association, dietetics students might be interested in Spartans Empower Body Acceptance (SEBA), formerly Spartan Body Pride. **SEBA** is an advocacy group focused on raising awareness about eating disorders and promoting positive body image on campus. This group is sponsored by MSU Student Health Services and is advised by their Nutrition Program Coordinator Anne Buffington, RD, CSSD.

Honor Societies

Students who maintain a high grade point average and/or fulfill other criteria will likely be asked to become a member of a campus honor society. The benefits of joining these societies include recognition for achievements, enhancing a résumé, networking, and an opportunity to develop leadership skills by becoming an officer. Joining an honor society can be costly, \$60 or more, and some have annual dues to consider. Honor society membership is a product of a student's hard work, and it allows for recognition of achievements.

College of Agriculture & Natural Resources

Student Senate

The CANR Student Senate is the academic voice of the students in the College of Agriculture & Natural Resources. It is composed of one undergraduate representative from every club and every major in the college, each elected by its constituent group. However, every student in the college is invited to attend the meetings. The Student Senate sponsors or co-sponsors several events annually, such as *CANR Olympics* and *Small Animals Day*.

FREQUENTLY ASKED QUESTIONS (FAQ)

What is a *Didactic* Program in Dietetics?

The word *didactic* means *scholarly* or *academic*. A Didactic Program in Dietetics (DPD) is an accredited³ program that grants at least a bachelor's degree and includes all the required dietetics coursework. There are more than 200 accredited DPDs in the United States, including the MSU dietetics program. Completion of a DPD is Step 1 of 3 steps to become a registered dietitian.

What is an accredited Supervised Practice Program?

An accredited Supervised Practice Program may be completed after a student earns a bachelor's degree in dietetics. These programs need to provide a minimum of 1000 hours of supervised practice. A typical program is 40 hours per week for approximately 10 months. A few programs are offered part-time. Most programs are combined with a master's degree. Completion of a Supervised Practice Program and master's degree is Step 2 in the process to become a registered dietitian. Acceptance to programs is competitive and there is no guarantee that applicants will get a match.

What is a Coordinated Program?

An accredited Coordinated Program (CP) combines the academic requirements (Step 1) and the supervised practice component (Step 2) together in one degree granting program. These courses may be designed at the baccalaureate or graduate degree level. Completion of a graduate level CP enables the individual to sit for the credentialing examination administered by the Commission on Dietetic Registration to become a registered dietitian.

What is a Graduate Program in Nutrition and Dietetics (GP)?

A Graduate Program in Nutrition and Dietetics (GP) utilizes a competency-based curriculum that combines the academic requirements (Step 1) and the supervised practice component (Step 2) together in one degree granting program. Completion of a GP program enables the individual to sit for the credentialing examination administered by the Commission on Dietetic Registration to become a registered dietitian.

Where can I find information on Supervised Practice Programs?

A list of all accredited program can be found on the web site of the ACEND arm of the Academy of Nutrition & Dietetics, <https://www.eatrightpro.org/acend/accredited-programs/program-directory> Each entry includes the program director's contact information and will provide a web link with additional program details and instructions.

The *Applicant Guide to Supervised Practice Experience* is a supplemental publication that includes additional information provided by internship program directors. The guide addresses the some of the more common questions asked by students about admission requirements and criteria, program focus, and costs. A copy of the latest guide will be made available to dietetics students upon request.

³ Accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND), Academy of Nutrition & Dietetics, 120 South Riverside Plaza, Suite 2000, Chicago IL 60606-6995; 312.899.0040 ext. 5400; acend@eatright.org

When do students apply to Supervised Practice Programs?

- Spring graduates typically apply in February and programs start the following fall. They find out in April, just before graduation, if and where they were accepted. It should be noted that a few programs have a “pre-select” option or an earlier application cycle which allows applicants to apply before the February match.
- Fall graduates apply in September and find out November if they received an internship appointment that starts in mid-winter.

The majority of programs—and the majority of student applicants—participate in the February application/April match date. Students may not apply to internships any earlier than their graduation semester. Most internship programs use an online application through DICAS – the Dietetic Internship Centralized Application Services.

The dietetics program director holds meetings every fall semester for juniors and seniors to learn about the internship application process. Students also receive a *Supervised Practice Application Guide* that outlines the process and provides examples of required documents.

How can students prepare to be competitive for Supervised Practice Programs?

Students are advised to put effort into these areas to be more competitive:

- **Good grades** – A grade point average above 3.0. The higher, the better. The best chance for acceptance is with a GPA of 3.4 and higher.
- **Work experience** – Paid or unpaid. Clinical nutrition, community nutrition, and foodservice experiences are probably the best. But, there is no need to limit to dietary-related jobs; all kinds of work experience can develop skills that internship directors seek. Promotions and increasing responsibilities also strengthen a résumé. Some students become involved in research with faculty or are hired as Undergraduate Learning Assistants.
- **Extracurricular activities** – College/university clubs, sports, community service projects. Evidence of leadership development is especially helpful.
- **Good letters of recommendation** – References are required from 3 professionals who know you well, generally professors and supervisors. Develop positive relationships with faculty and work/volunteer supervisors.

Students should apply to 4-6 programs to have a greater chance of receiving a “match”.

What do you do if you are not accepted to a Supervised Practice Program?

Contact dietetics program director, Dr. Lorraine Weatherspoon, immediately for assistance in evaluating options. There is a second round of applications to programs that did not fill their quota in the original matching process. Unmatched students who are well qualified will nearly always find a placement. Some students with a borderline application may also find a program willing to take a chance on them. Others may get matched the next year if they apply again.

Students who do not receive a placement after the 2nd round of applications will need to make alternative plans. First, identify reasons for not receiving a match. If determined to become a registered dietitian, take steps to correct problems or deficiencies, and then re-apply in 6 months or 1 year. Other options: Look for jobs in nutrition or foodservice that do not require the RD credential; take the exam to become a Registered Dietetic Technician (DTR); or seek employment outside of the nutrition and foodservice fields.

What if you have a complaint about an accredited program?

Begin with the institution's complaint process. The steps are shown on the website of the Office of the Ombudsman, <https://msu.edu/unit/ombud/>. For complaints not solved and that relate to the accreditation standards and policies, the Accreditation Council for Education in Nutrition and Dietetics (ACEND) has an established review process. This procedure fulfills its public responsibility for assuring the quality and integrity of the educational programs that it accredits. <https://www.eatrightpro.org/acend>, >Public Notices and Announcements.

Is Licensure required to practice as a registered dietitian?

Currently Michigan does not require licensure, but most other states do require it. Therefore, if you become a registered dietitian and decide to reside or move to a state requiring licensure, you will need to complete the state specific licensure requirements in order to practice.

Please see the following link for more information about licensure:

<https://www.cdrnet.org/LicensureMap>

UNIVERSITY RESOURCES

Neighborhood Student Success Collaborative

Phone: 517.355.3515

Email: nssc@msu.edu

Web: <http://nssc.msu.edu/>

The five Neighborhood Engagement Centers help undergraduate students achieve their academic goals, navigate the institution, and engage with other students, faculty and staff at Michigan State University, and to help students develop the strategies and techniques necessary to become successful students.

Writing Center

300 Bessey Hall

Phone: 517.432.3610

Email: writing@msu.edu

<http://writing.msu.edu/>

Experienced writing consultants provide one-on-one assistance to writers of all levels of proficiency at all stages of a composition. Students receive assistance in brainstorming

topics, organizing ideas, developing rough drafts, and fine-tuning their writing. Typical appointments are 50 minutes long and can be made up to two weeks in advance:

<https://msuwriting.mywconline.com/>

Career Services Network

113 Student Services Building, main office

Phone: 517.355.9510

<http://careernetwork.msu.edu/>

Career Services provides professional assistance with student employment, on-campus interviewing, career development information, advising, and resources for all majors. Resources include the **Handshake** recruiting tool (<https://msu.joinhandshake.com/login>) workshops, career fairs, and publications to help students with resumes, interview preparation, and more.

Field Career Consultants serve students in particular colleges. **Jill Cords**, jcords@msu.edu, is the career consultant for the College of Agriculture & Natural Resources. She is available to help dietetics students with resumes, letters of application, and job search strategies.

Center for Community Engaged Learning

556 East Circle Drive, Suite 101

Phone: 517.353.4400

Email: communityengagedlearning@vps.msu.edu

<https://communityengagedlearning.msu.edu/>

Students may sign up for community-based volunteer experiences in areas related to their major. Service placement can be as short as an afternoon or as long as a semester or an academic year. It is important for students to find out the date and time that new applications are taken each semester. The most popular hospital-based positions may be filled within 5-10 minutes after the start of sign-ups each semester!

Counseling and Psychiatric Services

Olin Health Center, 3rd floor

Phone: 517.355.8270

<https://caps.msu.edu/>

Services include short-term individual counseling, group counseling, medication, and referrals to other services as needed. Any student registered for one or more credits is eligible for a consultation/assessment interview and virtual or in-person mental health options are available. Crisis services are available 24/7. **Call (517) 355-8270 and press "1" at the prompt to speak with a crisis counselor.**

MSU Testing Office

237 Student Services Building

Phone: 517.355.8385

<http://testingoffice.msu.edu/>

The Testing Office is a division of the Counseling Center at MSU. It is an official test site and clearinghouse for computer based and paper based national exams, such as the GRE, GMAT, TOEFL, PRAXIS, LSAT, MCAT, TSE, ACT, SAT, ASE, ASWB, NMTCB, etc.

The **GRE** (Graduate Record Exam) is of interest to many dietetics students because it is required for some graduate schools and supervised practice programs. More information can be found here: <https://testingcenter.msu.edu/test-information/>

Office for Education Abroad

109 International Center

Phone: 517.353.8920 Email: abroad@msu.edu

<http://educationabroad.isp.msu.edu/>

Contact the OSA for information on Study Abroad programs and application instructions. In the College of Agriculture & Natural Resources (CANR), Rhonda Crackel, crackel@msu.edu, manages the Study Abroad programs.

Appendix I

MINOR IN HEALTH PROMOTION

The Minor in Health Promotion is designed to assist students in understanding health issues that will serve as a basis for personal and professional growth and positive lifestyle changes. The minor, which is multidisciplinary, is administered by the Department of Kinesiology, College of Education.

Requirements

1. All of the following courses (12 credits):

HNF	150	Introduction to Human Nutrition	3
KIN	210	Principles of Exercise Physiology	3
KIN	240	Principles of Biobehavioral Health	3
PSY	320	Health Psychology	3

2. At least 9 credits from the following courses:

ANP	270	Women and Health: Anthropological and International Perspectives	3
ANP	370	Culture, Health, and Illness	3
CEP	260	Dynamics of Personal Adjustment	3
CEP	261	Substance Abuse	3
AFRE	260	World Food, Population and Poverty	3
EPI	390	Disease in Society: Introduction to Epidemiology and Public Health	4
GEO	435	Geography of Health and Disease	3
HDFS	225	Lifespan Human Development in the Family	3
HDFS	444	Interpersonal Relationships in the Family	3
HDFS	445	Human Sexuality	3
HM	101	Introduction to Public Health	3
HNF	102	Dietary Supplements: Evidence vs. Hype	3
HNF	310	Nutrition in Medicine for Pre-Health Professionals	3
HNF	385	Public Health Nutrition	3
HNF	406	Global Foods and Culture	3
HNF	415	Global Nutrition	3
HNF	457	Sports and Cardiovascular Nutrition	3
PHL	344	Ethical Issues in Health Care	4
PHL	453	Ethical Issues in Global Public Health	3
PSY	333	The Neurobiology Food Intake and Overeating	3
SOC	475	Health and Society	3

To enroll in the Health Promotion Minor, fill out the following form:

https://msucoe.az1.qualtrics.com/jfe/form/SV_eKH96f6TvFS3Jyd

Appendix II

MINOR IN FOOD PROCESSING AND TECHNOLOGY

The Minor in Food Processing and Technology provides undergraduates with an introduction to food processing and technology to complement technical or business skills acquired in other majors. This specialization offers students interested in careers in the food industry—but whose primary interest is outside the traditional realm of food science—an introduction to food processing, food safety, food laws and food quality assurance.

Requirements**One of the following courses (3 credits)**

- ANS 201 Animal Products
- FSC 211 Principles of Food Science

The following course (3 credits):

- FSC 325 Food Processing: Unit Operations

Two of the following courses (5-6 credits):

- FSC 342 Food Safety and HACCP
- FSC 420 Quality Assurance
- FSC 421 Food Laws and Regulations

Two of the following courses (6 credits):

- CEM 482 Science and Technology of Wine Production
- CHE 483 Brewing and Distilled Beverage Technology
- FSC 430 Food Processing: Fruits and Vegetables
- FSC 431 Food Processing: Cereals
- FSC 432 Food Processing: Dairy
- FSC 433 Food Processing: Muscle Foods
- FSC 481 Fermented Beverages

To enroll in the Minor in Food Processing and Technology, contact Dr. Jeffrey Swada, 517.355.9993, or swadajef@msu.edu.

Appendix III

MISSION, GOALS, AND OUTCOME MEASURES OF THE MSU DIDACTIC PROGRAM IN DIETETICS

Mission

To provide a high quality curriculum that prepares graduates for eligibility for entrance into an ACEND⁴-accredited Dietetic Internship (DI) or pathway offering supervised practice in dietetics.

Goals and Measurable Outcomes

Goal 1. The program will prepare graduates for a career utilizing their knowledge, skills and competencies in dietetics and encourage graduates to pursue the RDN credential through participation in a dietetic internship or pathway offering supervised practice in dietetics. Outcome measures are:

- a) At least 80% of program graduates apply for admission to a supervised practice program within 12 months of graduation.
- b) At least 80% of program graduates (who apply to supervised practice) are admitted to a supervised practice program within 12 months of graduation.
- c) The program's one-year pass rate (graduates who pass the registration exam within one year of first attempt) on the CDR credentialing exam for dietitian nutritionists is at least 80%.
- d) *At least 75% of graduates accepted to a dietetic internship or pathways offering supervised practice are employed in a dietetics-related field or enrolled in a post-graduate related field of study two years after graduation.
- e) *Of those graduates who do not apply to supervised practice programs or who do not match, at least 80% either enter graduate school or are employed in a nutrition related field within a year of graduation.
- f) At least 90% of the program graduates, from entry into the DPD program (in the 3rd year of the program), complete program/degree requirements within 3 years (150% of the program length).

*based on those for whom data is obtained/available

Goal 2. Program graduates will have a strong educational foundation and preparation for supervised practice and/or graduate education.

- a. At least 80% of graduating seniors in dietetics have a GPA of 3.0 or above.
- b. **Graduates participating in a DI with a degree in dietetics from MSU report a high level of preparation for a dietetic internship or pathways offering supervised practice as exhibited by an average rating score of 3.0 or higher on a scale of 1 to 5 with 5 being highest for each subject area on the Dietetic Intern Survey.

⁴ Accreditation Council for Education in Nutrition & Dietetics (ACEND), Academy of Nutrition & Dietetics, 120 South Riverside Plaza, Suite 2000, Chicago, IL 60606-6995; 312.899.0040 ext. 5400; acend@eatright.org

- c. **Program graduates perform at an above average level in their internships as exhibited by a score of >2 on a scale of 1-3 with 3 being the highest on the internship director survey.
** based on total number of responses obtained

Goal 3. The program will recruit, retain, and graduate students representing a diverse population. Outcome measures are:

- a) The proportion of graduating seniors in the program who are ethnic minorities is maintained or exceeded over a 3-year period based on the 2016 percentages.
- b) The proportion of graduating seniors in the program who identify as other than female gender is maintained or exceeded over a 3-year period based on the 2016 program percentages.

Outcome data regarding achievement of these goals and objectives is available upon request. Contact DPD Director Lorraine Weatherspoon, PhD, RDN, weathe43@msu.edu.