
Bachelor of Science in Dietetics Didactic Program in Dietetics (DPD) Student Handbook 2024-2025

Kansas State University
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Welcome

We welcome you to the Kansas State University (KSU) Didactic Program in Dietetics (DPD). Our program, with a history of over 100 years, is one of the oldest and most prestigious in the country, providing the required didactic coursework to become a dietitian. In 1996, we became the first ACEND-accredited DPD in the country to offer our program in an online format, extending our well-known campus DPD to those unable to relocate to Kansas. Our online DPD is one of a few online DPD programs in America. Our strong legacy is evident in the fact that our graduates consistently secure supervised practice programs at a rate between 90-100%, well above the national average of 65%.

The DPD at K-State is currently granted full accreditation by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics. Students completing the DPD can apply to ACEND-accredited supervised practice programs. This handbook includes information not only about the DPD, but also about the profession of dietetics. The program requirements outlined in this document are in addition to the student responsibilities outlined in the KSU Undergraduate Catalog.

You are encouraged to utilize all resources available to dietetics majors, including this handbook and the items posted on the *Dietetics Information Canvas* site. In addition, you can consult dietetics faculty and academic advisors if you have additional questions. At Kansas State, learners are part of our Wildcat Family, and we will do everything possible to help them succeed. Your success is our success.



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General Information

K-State's ACEND-accredited undergraduate Didactic Program in Dietetics (DPD) provides the academic requirements for eligibility to apply to ACEND-accredited supervised practice programs, which leads to eligibility to sit for the Registration Examination for Dietitians offered by the Commission for Dietetic Registration (CDR). With a passing score on the RDN Exam, you will earn the Registered Dietitian Nutritionist (RDN) credential. In 2012, the RDN credential degree requirements were elevated to a master's degree effective 1/1/2024. DPD graduates earn a BS in Dietetics and a DPD Verification Statement, making them eligible to apply to ACEND-accredited supervised practice programs, choosing between a stand-alone program (supervised practice hours only) or one combined with a graduate degree.

Equal Employment Opportunity Policy Statement

<https://www.k-state.edu/oie/equal/Files/EEO%20Policy%20Statement.pdf>

Accreditation (University and Program)

The Didactic Program in Dietetics (DPD) is housed in the Department of Food, Nutrition, Dietetics and Health (FNDH) within the College of Health and Human Sciences on the Manhattan campus of Kansas State University (KSU).

Kansas State University has been continuously accredited by the Higher Learning Commission (HLC) of the North Central Association of Colleges and Schools since 1916. K-State participates through the Open Pathway reaffirmation of accreditation process and underwent a comprehensive self-study and site visit in 2021-2022 with HLC reaffirming K-State's accreditation status. The next reaffirmation will take place in 2031-2032.

<http://www.k-state.edu/about/accreditation/index.html>

K-State's Didactic Program in Dietetics (DPD) is accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics. ACEND establishes standards for dietitian education programs. The DPD underwent a successful full review (self-study and site visit) in 2019 and is fully accredited through 2027. Current program accreditation is based on the 2022 Standards. To view the 2022 Standards, visit <https://www.eatrightpro.org/acend/accreditation-standards-fees-and-policies/2022-standards>

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The Profession of Dietetics

Public interest in nutrition and wellness is growing rapidly. Consumers are eager for guidance on applying basic nutrition principles to lifestyle management. The Registered Dietitian Nutritionist (RDN) is uniquely qualified to support consumers in distinguishing between nutrition facts and fallacies. The medical profession recognizes RDNs as nutrition experts.

As specialists in nutrition and nutrition services management, RDNs offer expertise to individuals and groups desiring to maintain, improve, or restore health. These services are provided in various settings, from acute care hospitals to military food service operations to unique settings such as journalism, sports medicine, consulting, information technology specialties, sales, and research/development. The broad range of opportunities for practice within the profession provides RDNs maximum flexibility as they move through their professional careers.

Kansas State has produced outstanding dietetics professionals for over 100 years and is one of the country's oldest and most prestigious programs. In 1996, K-State was the first ACEND-accredited DPD to begin offering our program online in addition to the campus format. We remain one of the few online ACEND-accredited undergraduate programs granting verification statements. Our success is evident in an acceptance rate into supervised practice consistently between 90-100% compared to the national average of 65%.

Path to Dietetic Registration

The Accreditation Council for Education in Nutrition and Dietetics (ACEND) grants accreditation status to dietetics education programs. The Commission on Dietetics Registration (CDR) administers the national registration examination for earning the Registered Dietitian Nutritionist (RDN) credential and oversees the continuing education process completed by dietitians for credential maintenance. There are three steps to complete to earn the RDN credential.

1. Effective 1/1/2024, students must complete a minimum of a master's degree and the ACEND Core Knowledge Requirements. K-State's Bachelor of Science in Dietetics includes coursework that meets the ACEND Core Knowledge Requirements. Graduates earn both a bachelor's degree and a DPD Verification Statement. To continue on the pathway to earning the RDN credential, graduates apply to an ACEND-accredited supervised practice program combined with a graduate degree. For more information on the elevation of the credential to a graduate degree, visit <https://www.cdrnet.org/new-graduate-degree-eligibility-requirement-effective-january-1-2024>
2. Students must complete an ACEND-accredited supervised practice program to qualify for the RDN Exam. Some programs offer supervised practice without a degree for students with a master's degree, and others provide a combined supervised practice + master's degree. The supervised practice program must be ACEND-accredited, including the ACEND Core Competency Requirements. All supervised practice programs offer hands-on experience in clinical nutrition, community nutrition, and nutrition services management. Graduates of the K-State DPD apply to supervised practice programs during their final year of coursework (or after graduation) through a competitive application process.
3. Students must pass the National Registration Examination for Dietitians offered by the Commission on Dietetics Registration (CDR). Passing the RDN Exam allows the individual to use the credentials RD or RDN after his/her name, indicating that they are credentialed as a Registered Dietitian Nutritionist. We recommend that DPD students keep important textbooks from their DPD courses and supervised practice programs for use when studying for the RDN Exam. Once credentialed, RDNs must complete regular continuing education to maintain their RDN credential. Many states recognize the RDN credential for eligibility for dietetic licensure within that state. State licensure requirements vary by state.

DPD Verification Statement

Verification statements are issued upon completing the Didactic Program in Dietetics (DPD). The DPD verification statement verifies that you have completed an ACEND-accredited DPD and are eligible to apply to ACEND-accredited supervised practice programs. After completing the supervised practice program, you will receive a second verification statement required for eligibility to sit for the Registration Examination for Registered Dietitian Nutritionists offered by the Commission on Dietetic Registration (CDR).

The DPD program director will issue your DPD Verification Statement once you complete all program requirements, as confirmed through the Office of the Registrar. Program requirements for earning a DPD Verification Statement at K-State include the following:

- Admission to K-State as an undergraduate student majoring in dietetics
- Admission to the K-State DPD (application midway through curriculum)
- Completion of the BS in Dietetics (120 credit hours)
 - Completion of DPD coursework (74 credit hours of the 120 total credit hours)
 - Grade of “B or better” in all DPD courses (or transfer equivalent)
 - Earn 70% or higher on KRDN learning activities within DPD courses
 - Verification of identity with a government-issued photo ID matching KSU student profile

Upon earning the BS in Dietetics, you will receive an electronic copy of a signed DPD Verification Statement with an authenticated electronic signature. The document will be “locked” to prevent editing after signing. Verification statements will be emailed within 4-6 weeks of program completion.

If you apply to ACEND-accredited supervised practice programs during your last year of coursework, the DPD Director will complete a *Declaration of Intent to Complete Degree*, which is needed during the supervised practice program application process since verification statements will not be issued until 4-6 weeks after graduation.

Signed Verification Statements must be kept in a secure location as they are essential to:

- include in your permanent file
- application to ACEND-accredited supervised practice programs
- application for state licensure/certification
- application for CDR specialty practice certifications

Once you receive your electronically signed verification statement, you must keep it safe for easy access. Official digital copies of your DPD Verification Statement will be kept on file permanently by the DPD director and/or dietetics coordinator at Kansas State University.

Application to ACEND-accredited Supervised Practice Programs

As a DPD student, you will apply to ACEND-accredited supervised practice programs during your final year of coursework. Several supervised practice program types exist, but most DPD students apply to a Dietetic Internship (DI) or an MS-DI (DI combined with a master's).

- **Dietetic Internships (DI):** This program offers the required supervised practice hours.
- **Dietetic Internship with a Master's (MS-DI):** This program type offers a master's degree in addition to supervised practice hours.
- **Dietetics Graduate Program (GP):** This program type is accredited under a different set of ACEND standards than the DI, MS-DI, and MS-CP. These standards are being piloted as the potential new format for dietetics education. GP programs include a master's degree (or doctorate) and the required supervised practice. GPs that require a DPD Verification Statement are a great option for DPD graduates. GPs that do not require a DPD Verification Statement are an option; however, the DPD coursework may not align perfectly with the list of prerequisites required by the GP. Thus, this option is not usually good for DPD graduates unless the program is within driving distance.
- **Master's Coordinated Program (MS-CP):** Like GPs, this program type offers a master's degree in addition to the supervised practice hours. The transfer of DPD dietetics courses may not align perfectly with the required MS-CP courses; thus, this option is not usually good for DPD graduates unless the program is within driving distance.
- **Individualized Supervised Practice Program (ISPP):** This program type offers supervised practice hours to individuals holding a PhD without the need to earn a DPD Verification Statement.

The DPD Director will assist you with applying to ACEND-accredited supervised practice programs; however, it is your responsibility to initiate and complete the process. Various resources are available on the Dietetic Information Canvas site, which is regularly updated. You can apply to multiple programs and receive multiple offers.

You may delay your application beyond your last semester of coursework; however, it is best to keep the delay as short as possible. If the delay is extended to multiple years, remember that some supervised practice programs may require you to retake select courses. Typically, the clinical nutrition courses need to be "recent", usually within 3-5 years.

It should be noted that successful completion of the DPD and receipt of a DPD Verification Statement does not guarantee acceptance into an ACEND-accredited supervised practice program. It is in your best interest to take the initiative to begin researching supervised practice programs early and take steps to be a strong candidate. Details about the application process can be found later in this handbook. In addition, resources are posted on the *Dietetic Information* Canvas site. A complete listing of ACEND-accredited supervised practice programs may be found at

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

Options When Not Accepted into a Supervised Practice Program

K-State has an acceptance rate between 95-100%, well above the national average of 65%. You may try again if you are not accepted on the first try. There is no limit to how many times you can apply. If you are not matched, the DPD Director can assist you with decision-making. If you are not accepted into a

supervised practice program by graduation, you will continue to have access to the DPD Director for support in future application efforts.

Pathway III – Nutrition and Dietetics Technician, Registered (NDTR)

DPD graduates can sit for the National Registration Examination for Dietetic Technicians without completing supervised practice hours. Upon passing the exam you will earn the dietetic credential, Nutrition and Dietetics Technician, Registered (NDTR). This credential is one of the strategies for strengthening your application to supervised practice programs in subsequent cycles since it allows you to secure employment as a dietetics professional. For more information on the NDTR Exam, visit <https://www.cdrnet.org/NDTR>. The DPD Director will assist you in proving eligibility to take the NDTR Exam. An interactive, online study guide is available (\$164.99) <https://www.eatrightstore.org/product-type/study-guides/eatrightprep-for-the-ndtr-exam>

Background Checks, Drug Tests, and Vaccination Status

A few things may impact an individual's ability to complete ACEND-accredited supervised practice hours. Most supervised practice programs require a background check, drug test, and proof of up-to-date vaccinations since students/interns will work in a healthcare environment.

State Licensure

In most states, credentialed RDNs must obtain a license to practice within that state. Individuals completing the K-State DPD who earn the RDN credential can apply for a license to practice in 46 states, including Kansas. As of August 2024, four states do not require a dietetic license. Credentialed RDNs should research licensing requirements in their state of residence. Information about individual states' licensure regulations is available at:

- <https://www.eatrightpro.org/advocacy/licensure/licensure-map>
- <https://www.cdrnet.org/LicensureMap>

International Students

International students completing the online DPD must consider that they must apply for a visa to come to the United States to complete a supervised practice program. For more information, visit <https://www.eatrightpro.org/acend/students-and-advancing-education/international-students>

KSU Didactic Program in Dietetics (DPD)

Program Philosophy

K-State's DPD is based on the belief that dietitians are uniquely qualified to provide evidenced-based nutrition services as the training includes not only clinical nutrition but also health promotion, food system concepts, and management skills.

We strive to prepare students for employment in today's fast-paced, information-hungry society. We emphasize the importance of quality and service, as the needs and expectations of clients must be the central focus of dietetics practice. Dietitians must engage in ongoing self-evaluation, embark on lifelong learning, and adhere to a personal and professional code of ethics.

The DPD's mission, seen below, aligns with the missions of K-State <http://www.k-state.edu/about/mission/index.html> and the College of Health and Human Sciences <https://www.hhs.k-state.edu/about/>. Within the College of Health and Human Sciences, the DPD is housed in the Department of Food, Nutrition, Dietetics and Health <https://www.hhs.k-state.edu/fndh/>.

DPD Mission Statement

The Kansas State University Didactic Program in Dietetics prepares graduates for entry into graduate programs, leading to eligibility for the CDR credentialing exam to become registered dietitian nutritionists (RDN) who can deliver food and nutrition services to the people of Kansas and beyond.

Goals and Objectives

Goal 1: Graduates will be prepared for successful application to accredited supervised practice programs, graduate school, or a career in food/nutrition.

- **Objective 1:** At least 70% of program graduates apply for admission to a supervised practice program prior to or within 12 months of graduation. [ACEND required wording, program identified target]
- **Objective 2:** Of graduates who apply to a supervised practice program, at least 70% are admitted within 12 months of graduation. [ACEND required wording, program identified target]
- **Objective 3:** In each supervised practice program application cycle, the acceptance rate will be at least 85%. [program identified wording and target]

Goal 2: Graduates will be prepared with the knowledge and skills necessary for completion of an accredited supervised practice program and/or a career delivering food and nutrition services to the people of Kansas and beyond.

- **Objective 4:** At least 95% of students complete program requirements within 3 years for the campus track or 4.5 years for the online track (150% of program length). [ACEND required wording and target; program length begins semester after admission to DPD and ends at graduation]
- **Objective 5:** 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%. [ACEND required wording and target]
- **Objective 6:** At least 95% of program graduates completing supervised practice will rate satisfaction with the program at 3.0 or higher on a five-point scale. [program identified wording and target]
- **Objective 7:** At least 95% of supervised practice program directors will rate program graduate preparedness at 3.0 or above on a five-point scale. [ACEND required, program identified wording and target]

Student and Program Assessment

Student Assessment (ACEND Core Knowledge Requirements)

To earn the BS in Dietetics and a DPD Verification Statement, you must earn a “B or better” in all DPD Science and DPD Professional courses. In addition, you are expected to achieve proficiency in the following ACEND Core Knowledge requirements (KRDNs).

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

- KRDN 1.1 Demonstrate how to locate, interpret, evaluate and use professional literature to make ethical, evidence-based practice decisions.
- KRDN 1.2 Select and use appropriate current information technologies to locate and apply evidence-based guidelines and protocols.
- KRDN 1.3 Apply critical thinking skills.

Domain 2 - Professional Practice Expectations: Beliefs, values, attitudes and behaviors for the nutrition and dietetics practitioner level of practice.

- KRDN 2.1 Demonstrate effective and professional oral and written communication and documentation.
- KRDN 2.2 Describe the governance of nutrition and dietetics practice, such as the Scope of Practice for the Registered Dietitian Nutritionist and the Code of Ethics for the Profession of Nutrition and Dietetics.
- KRDN 2.3 Assess the impact of a public policy position on the nutrition and dietetic profession.
- KRDN 2.4 Discuss the impact of health care policy and different health care delivery systems on food and nutrition services.
- KRDN 2.5 Identify and describe the work of interprofessional teams and the roles of others with whom the registered dietitian nutritionist collaborates.
- KRDN 2.6 Demonstrate cultural humility, awareness of personal biases and an understanding of cultural differences as they contribute to diversity, equity and inclusion.
- KRDN 2.7 Describe contributing factors to health inequity in nutrition and dietetics including structural bias, social inequities, health disparities and discrimination.
- KRDN 2.8 Participate in a nutrition and dietetics professional organization and explain the significant role of the organization.
- KRDN 2.9 Defend a position on issues impacting the nutrition and dietetics profession.

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

- KRDN 3.1 Use the Nutrition Care Process and clinical workflow elements to assess nutritional parameters, diagnose nutrition-related problems, determine appropriate nutrition interventions and develop plans to monitor the effectiveness of these interventions.
- KRDN 3.2 Develop an educational session or program/educational strategy for a target population.
- KRDN 3.3 Demonstrate counseling and education methods to facilitate behavior change and enhance wellness for diverse individuals and groups.
- KRDN 3.4 Practice routine health screening assessments, including measuring blood pressure and conducting waived point-of-care laboratory testing (such as blood glucose or cholesterol).

- KRDN 3.5 Describe concepts of nutritional genomics and how they relate to medical nutrition therapy, health and disease.
- KRDN 3.6 Develop nutritionally sound meals, menus and meal plans that promote health and disease management and meet client's/patient's needs.

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

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

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

- 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.

KRDN proficiency is defined as earning 70% or higher on a learning activity designed to measure student achievement of a particular KRDN. Learning activity formats vary - assignment, quiz, or verbal activity – and are spread over multiple DPD professional courses. Courses containing a KRDN learning activity will include a statement in the syllabus alerting you which KRDNs will be measured in the course. In addition, you can access a *KRDN by Course* document posted on the *Dietetics Information* Canvas site.

Individual instructors involved with measuring student achievement of KRDN statements monitor individual students and remediate when needed to ensure all DPD students are proficient on each KRDN learning activity.

Program Assessment Related to ACEND Standards

As an ACEND-accredited program, the achievement of program goals and objectives is continually monitored according to a Program Evaluation Plan (PEP). Program outcomes data are available upon request from the DPD Director, Heidi Oberrieder heidio@ksu.edu

Program Assessment Related to University Requirements

The DPD participates in the annual university-wide student learning assessment under the guidance of the College of Health and Human Sciences Assessment Review Committee and the Associate Dean for Academic Affairs. Relevant KRDN learning activities are used to submit an annual report of student learning to the University Office of Assessment as part of the university-wide assessment process, which impacts the University's accreditation.

Student Input on Program Quality

There are several ways that you can share input that supports continuous quality improvement in K-State's DPD.

- **Course Evaluations (TEVAL):** You will complete an **anonymous** survey after every KSU course. The questions are about the course design and delivery and the instructor's performance.
- **Senior Exit Survey:** You will receive an **anonymous** survey during your last semester of coursework. The survey allows you to provide input on specific courses, faculty/staff, program communications, and K-State. You will have the opportunity to provide additional comments within the survey.
- **One-year Post-Graduation Survey:** Twelve months after graduation, you will receive a survey asking for an update on your progress toward earning the RDN credential and/or employment in a nutrition-related position. This survey is **not anonymous** and is gathering data required for compliance with ACEND Standards.

BS in Dietetics (120 credit hours including 74 DPD credit hours)

The DPD is a collection of courses within the BS in Dietetics that meet ACEND accreditation requirements for a Didactic Program in Dietetics (DPD). When you graduate with a BS in Dietetics, you will be issued a DPD Verification Statement.

BS in Dietetics

To view the BS in Dietetics curriculum, visit <https://www.hhs.k-state.edu/students/services/programs/fndh-dt-option.pdf> or view a copy in the *Appendix* of this handbook. For course descriptions and course offering frequency, view the current university catalog (<http://courses.k-state.edu/courses/>). Prerequisites listed in the catalog must be met for eligibility to enroll in a course. Concurrent enrollment in a course and its prerequisites is not allowed unless expressly indicated or with instructor approval. **You should be aware that some courses are offered only once a year.** Because of this, you must work with your academic advisor to design a long-range plan allowing you to graduate on time.

With careful planning, a full-time campus student can complete the degree requirements within four years. For online students, the time varies based on the number of transfer courses accepted and the number of courses taken each semester. For both campus and online students, time to graduation may be extended if you take extra electives, change majors, participate in study abroad opportunities, or retake a class to earn a better grade. Of the 120 credit hours in the BS in Dietetics, **74 credit hours are considered DPD courses.** The program length for the DPD portion of the degree is typically 2 years for full-time campus students (junior & senior year) and 3 years for part-time online students.

Curriculum Plan Year

Degree programs experience changes over time. When you are admitted to K-State and choose dietetics as your major (or change to the dietetics major while enrolled at K-State), you are assigned the curriculum plan in place at that time. You may continue with that plan even if the curriculum changes during your time at K-State; however, you can opt to change to an updated curriculum. The credits you have taken up to that point will be re-evaluated against the revised curriculum. You may need to take additional courses or find that something you took earlier became an elective instead of meeting a requirement. You can talk with your advisor about which curriculum plan year you are on.

If you elect to interrupt your academic program, you may need to meet the program/degree requirements in place when you re-state if there was a curriculum change during your absence. Decisions about this situation are made on a case-by-case basis.

You are required to meet with your academic advisor prior to enrollment each semester. If you are an online dietetic student, you can communicate with your academic advisor by Zoom and email.

Nutrition Majors

In addition to the BS in Dietetics, K-State offers degree options in Nutrition and Health (NHLTH); Nutritional Sciences (NUTSC); and Sports Nutrition (SN). These three bachelor's degree options require many of the same nutrition courses; however, none of them meet the academic requirements of ACEND. Thus, if you want to work towards earning the RDN credential, you will need to dual major in your degree of choice plus the BS in Dietetics. At this time, only two majors are offered in the online format: Sports Nutrition, and Nutrition and Health.

Advisors in the College of Health and Human Sciences will help guide you to the degree option best aligned with your career goals. Nutritional Sciences is designed as a pre-medicine degree, preparing students to enter a medical school program after graduation. The Nutrition and Health degree and the Sports Nutrition degree prepare students to apply to health programs, such as nursing, or for various careers, including nutrition research, education, health promotion, food/nutrition advocacy, and public health. **If you want to do medical nutrition therapy, to work in a clinical setting, or to receive health insurance reimbursement as a dietitian, you must choose the BS in Dietetics and complete the steps to become an RDN, as the credential is required for those types of positions.**

Although all four of K-State's nutrition degrees focus on nutrition, the required academic rigor varies. The BS in Dietetics requires a "B or better" in all sciences and professional courses. The other three nutrition degrees require a "C or better" in the sciences and professional courses.

You may choose to dual (or triple) major, such as majoring in both Dietetics and Sports Nutrition. Although this may seem like a good idea, having two majors will not increase your chances of being selected for the DPD or accepted into a dietetic supervised practice program. Also, being a dual (or triple) major may extend the time it takes to graduate. If you choose to dual (or triple) major, work with your academic advisor to complete the necessary paperwork. You may be assigned a separate advisor for each of your majors.

Advanced Standing Credit

The DPD abides by the University policy on academic credit for prior learning and advanced credit through scores from Advanced Placement (AP), College Level Examination Program (CLEP), and DANTES Subject Standardized Test (DSST). For more information visit <https://www.k-state.edu/admissions/undergrad/manhattan/apply/policies-requirements/advanced-standing-credit/>

Transferring Courses from Other Schools to K-State

The most efficient way to have your previous courses evaluated is to use the Transfer Equivalency Tool <https://www.k-state.edu/admissions/undergrad/manhattan/apply/transfer/course-transfer.html> to check if your previous courses have already been deemed equivalent to a BS in Dietetics requirement. If a previous course is not listed in the tool, you can submit the transfer course syllabus for review even before you are admitted to K-State. **The syllabus must be from the semester and year that the course was taken or will be taken.**

Evaluation of a transfer course for equivalency to a DPD requirement will be done by the K-State instructor of record through a process initiated by the Dean's Office. Upon admission, you should

consult with your academic advisor as soon as possible to facilitate any additional transfer course review.

In addition to being deemed equivalent, transfer work must meet the following criteria to be accepted to fulfill a DPD requirement.

- Courses that must be no more than 5 years old with a B or better at admission to KSU
 - A&P II (or physiology-only course)
 - Biochemistry
 - Professional courses (except Basic Nutrition)
- Courses that must be no more than 10 years old with a B or better at admission to KSU
 - Basic Nutrition
 - Microbiology
- Courses that must include a lab with a B or better at admission to KSU
 - Principles of Biology
 - Anatomy & Physiology
 - Microbiology
 - Chemistry 1
 - Food Science
 - Food Production Management

If you are considering taking a required course from another school, it is best to first confirm that the course will be deemed equivalent to a DPD course. Use the Transfer Equivalency Tool to find out before taking that course <https://www.k-state.edu/admissions/undergrad/manhattan/apply/transfer/course-transfer.html>. Courses listed in the Transfer Equivalency search tool have been pre-approved and will usually transfer without question if they are listed as equivalent to a required K-State course. If you complete a transfer course, have an official transcript with your final grade sent directly from the issuing school to the K-State Office of Admissions. This is required for the course to be officially recorded on your transcript. For additional information on transferring work, contact your academic advisor or the Office of Admissions <http://www.k-state.edu/admissions/>

If there is a specific non-K-State course you wish to take that has NOT been pre-approved by K-State, you need to obtain a copy of the course syllabus from that institution. If you have already been admitted to K-State, provide the course syllabus to your academic advisor, who will assist you in completing paperwork requesting an equivalency review.

Students may transfer up to one-half of the credits required for a bachelor's degree from K-State from an accredited two-year college. For the BS in Dietetics, this is 60 credit hours. Students must complete at least 15 of the last 30 upper-level hours at K-State.

DPD Program Details

Tuition, Fees, Additional Expenses

Tuition and Campus Fees

The cost of tuition and fees depends on your residency status and program format (campus vs online). A campus student will pay the same tuition whether they take the course online or in person. Up-to-date information about tuition and fees is found on the K-State Office of Student Financial Assistance webpage. <https://www.k-state.edu/sfa/cost/>

Cost of Books and Materials

Textbooks for your classes are available from the K-State Campus Store (<http://union.k-state.edu/shopping-services/k-state-campus-store>) or from a variety of online retailers. It is difficult to estimate the cost of textbooks and course materials as the amount can vary greatly from one semester to the next. Some courses use online resources only, such as an Open Education Resources book, which reduces student cost to just a \$10 OER fee instead of requiring expensive textbooks. An estimate for a full-time student is \$300-500 per semester. You are encouraged to shop around for textbooks to obtain them at the lowest price possible.

You are encouraged to save the important dietetics-related textbooks for use when studying for the RDN Exam after completing your supervised practice program. You can check with each professor or contact the DPD Director about the value of keeping a particular course textbook in preparation for the RDN Exam.

Other Costs You May Incur

- 1) K-State utilizes Canvas as the Learning Management System (LMS). This is how you will access course-specific webpages where you interact with the instructor/classmates, submit assignments, and possibly take online quizzes or tests. You will need to have access to the proper technology. On campus, computers are available to students at Hale Library <https://lib.k-state.edu/> and throughout the campus. Information about the type of technology needed is linked below.
 - Campus students: <https://www.k-state.edu/it/resources/teaching-learning/buying/>
 - Online students: <https://online.k-state.edu/why-learn-online/technology-requirements.html>
- 2) You will incur costs when taking some of the required courses.
 - * FNDH 342 Food Production Management requires that you be ServSafe Manager certified (\$36 exam only; \$75 exam with book; if online proctoring is needed, the cost is an additional \$63) <https://www.servsafe.com/ServSafe-Manager> The instructor for FNDH 342 is Dr. Kelly Whitehair (stirtz@ksu.edu)
 - * FNDH 413 Science of Food: If you are an online student, you will incur costs to purchase food to complete at-home labs.
 - * FNDH 342, FNDH 450, and FNDH 600: In these three courses, you will be asked to contact professionals in your area. You may incur costs to travel to those professionals' workplaces.

- 3) FNDH courses do not require proctoring of online exam completion; however, it is possible that you may come across proctoring fees if taking online classes from another department or university. Previously, students reported paying anywhere from \$10-50 per exam for proctoring. If this does arise, you can often find free proctoring at a local community college, learning center, or public library. Although KSU contracts with Examity for online proctoring services, FNDH has chosen not to require proctoring for online exams. For information on Examity visit <https://online.k-state.edu/student-support/testing-center.html>
- 4) You are encouraged to participate in these **optional** activities:
- Join the appropriate student group:
 - Student Dietetic Association - contact Dr. Kelly Whitehair, stirtz@ksu.edu
 - Distance Student Dietetic Association - contact Heidi Oberrieder, heidio@ksu.edu
 - Join the Academy of Nutrition and Dietetics as a student member (currently \$58/year) <http://www.eatrightpro.org/resources/membership/membership-types-and-criteria/student-member>.
 - Academy student membership is restricted to individuals enrolled in an ACEND-accredited program. Our BS in Dietetics is an ACEND-accredited program thus you are eligible to be a student member of the Academy.
 - Academy membership includes free membership in a state affiliate of the Academy, which means you can interact with local dietetics professionals.
 - The Academy and most affiliate groups offer scholarship opportunities.
- 5) Attending local and national professional meetings is a great way to learn about the profession and network with dietetics professionals. Registration and lodging costs vary. The Academy of Nutrition and Dietetics' annual Food and Nutrition Conference (FNCE) takes place each October <https://eatrightfnce.org/>. Early each spring, you can apply to volunteer at FNCE, which substantially brings the registration cost down. Travel grants are available from the College of Health and Human Sciences and the Department of Food, Nutrition, Dietetics, and Health.
- 6) In your last year of coursework, you can apply to ACEND-accredited supervised practice programs. The process will involve application fees, which vary for each program. You must order official transcripts from any college institution you have attended, which can cost between \$10-20 per transcript. K-State transcripts are free to enrolled students. The following section contains details on the cost of supervised practice programs.

Costs Incurred After Graduating from K-State

On the pathway to earning the RDN credential, you will, after graduation, complete an ACEND-accredited supervised practice (SP) program and earn a master's degree before being eligible to take the RDN credentialing exam. The cost for SP programs varies greatly depending on if they are a stand-alone SP program or if they also include a master's degree. The average price of a stand-alone supervised practice program (without a master's) is \$10,000; however, lower-cost options are available. Some programs do not have a program fee, and some programs pay you a stipend. Programs that include a master's degree will likely provide access to federal financial aid.

Starting in your first semester with K-State, you should begin researching SP programs to plan wisely for upcoming costs. During an orientation program, you will learn how to use the tools for researching programs. One of the main tools is the ACEND Program Directory, which is available at <https://www.eatrightpro.org/acend/accredited-programs/program-directory>. The DPD Director is available to answer any questions and provide support as you work on identifying the best programs for your situation.

Once you have completed an ACEND-accredited supervised practice program and hold a master's degree, you will be eligible to take the Registration Examination for Dietitians offered by the Commission on Dietetic Registration (CDR). The cost of the exam is \$200. For more information about the exam, scroll to "RD Examination" on this webpage <https://www.cdrnet.org/RDN>.

After earning the RDN credential, you must determine if the state where you plan to work requires licensing. <https://www.eatrightpro.org/advocacy/licensure/licensure-map>

Financial Aid & K-State Scholarships

The Office of Student Financial Assistance oversees federal financial aid and K-State's Scholarship Application. Whether you are a campus or online student, you will have a financial aid advisor assigned to you. For more information, visit <https://www.k-state.edu/sfa/>

You are invited to complete the annual scholarship application through the K-State Scholarship Network (KSN) by the priority date. Details and additional information is available at <https://www.k-state.edu/sfa/scholarships-aid/scholarships/ksn/>

In addition to KSN, scholarships specific to online students are available. For more information visit <https://www.k-state.edu/sfa/scholarships-aid/scholarships/online/>

Drop/Refund Policy - <https://www.k-state.edu/registrar/students/regandenroll/refund/index.html>

Housing

Students can obtain information about on-campus housing from Housing and Dining Services at <http://housing.k-state.edu/> or by calling 785-532-6453 or 1-888-568-5027. Any student taking at least one credit hour is eligible to secure housing on campus.

A-Z Policies and Procedures

The DPD expects students to abide by all university policies, which can be viewed at <https://www.k-state.edu/registrar/students/academicpolicy/>

Academic Calendar The DPD follows the University academic calendar as described in the University Handbook at <https://www.k-state.edu/registrar/calendar/>

Accommodations At K-State it is important that every student has access to course content and the means to demonstrate course mastery. Students with disabilities may benefit from services including

securing accommodation validation by the Student Access Center. Disabilities can include physical, learning, executive functions, and mental health. You may register at the Student Access Center (<https://www.k-state.edu/accesscenter/>) or contact the center at accesscenter@k-state.edu or 785-532-6441.

Assessment of Prior Learning The DPD does not evaluate prior work experience to fulfill DPD course requirements, although prior work experience may be used to waive the recency requirement on transfer coursework.

Assessment of Student Learning Throughout the DPD, faculty assess student learning through a variety of exams, case studies, projects, presentations, and group activities. Students can view grades for active courses within Canvas and grades for completed courses and cumulative GPAs within KSIS.

Learning activities used to measure student achievement of the ACEND Core Knowledge Statements (KRDN) are administered by the faculty teaching specific courses, with the data provided to the DPD Director for use in documenting student eligibility for a DPD Verification Statement. To remain on the dietetics pathway, students must earn 70% or higher on all KRDN learning activities. In addition, students must earn a “B or better” in all DPD Science and Professional courses to graduate from the program. When needed, faculty will offer individual remediation to students who receive a score lower than 70% on a KRDN learning activity; however, the original score may remain for calculating the course grade. Scores earned on a KRDN learning activity are not reported on a student’s transcript or verification statement.

Students are required to meet with their academic advisors each semester, which allows advisors to monitor and discuss student achievement of KRDN proficiency and DPD grade requirements. Advisors will assist students who are struggling to find the best solution and options for moving forward.

DPD Handbook This DPD Handbook is available to the public on program webpages and to dietetics majors on the *Dietetic Information* Canvas site. Students are formally alerted to the presence of the handbook during orientation, FNDH 115 Introduction to Health and Nutrition Professions, and upon acceptance into the DPD through the mid-curriculum application. The handbook is updated annually between June and August.

Dress Code There is no specific dress code for campus or online students participating in class lectures or labs; however, dietetic students are encouraged to dress professionally when participating in experiential learning activities for a course, attending a professional meeting, or participating in any volunteer or shadowing experiences set up in preparation for application to the DPD or to dietetic supervised practice programs. It is important to note that some clinical settings have specific dress codes and may prohibit certain body piercings. For more information on professional and business casual examples, visit https://www.k-state.edu/careercenter/students/apply_interview/attire/dresstoimpress.html

Drops Information about dropping a course can be found at <https://www.k-state.edu/registrar/students/withdrawals/index.html>

Experiential Learning Opportunities (ELO) Experiential learning activities include items such as shadowing of dietitians, service-learning activities, and observation. Although ACEND does not require experiential learning, these activities are essential to many K-State DPD Professional courses. Affiliation agreements (legal documents) are not needed for the ELO experiences since the student chooses the facility, and the University is limited to faculty setting the learning objectives for the course and grading activity-based assignments.

Grievance Procedures The DPD follows K-State’s student grievance procedures as outlined in the current University Undergraduate Catalog. After navigating to the current catalog, choose “All University Regulations” in the menu on the left side of the screen. <https://courses.k-state.edu/courses/catalogs/>. Administrators relevant to the DPD are listed below.

- **DPD Director**
Heidi Oberrieder (785-532-0169, heidio@ksu.edu)
- **Interim Department Head**, Food, Nutrition, Dietetics, and Health
Brian Lindshield (785-532-5508, blindsh@ksu.edu)
- **Interim Dean**, College of Health and Human Sciences
Brad Behnke (785-532-5500, bjbehnke@ksu.edu)

DPD students can file a complaint with the Accrediting Council for Education in Nutrition and Dietetics (ACEND). ACEND does not intervene on behalf of the individual filing the complaint or act as a court of appeal for individuals in matters of admissions, appointment, promotion or dismissal of faculty or students. **ACEND acts only upon a signed allegation that the DPD program may not be in compliance with the Accreditation Standards or policies.** Anonymous complaints are not considered. For information on how to file a complaint with ACEND visit <https://www.eatrightpro.org/acend/public-notices-and-announcements/filing-a-complaint>

Health (Campus Students) Campus students are not required to have proof of health insurance before admission to the university, but they must show proof of up-to-date MMR and meningococcal vaccination, and TB screening. (<https://www.k-state.edu/lafene/requirements/>). Campus students choosing to live on campus may have additional immunization requirements (785-532-6453, <http://housing.k-state.edu/>). Students are encouraged to take advantage of the Student Success Resources Canvas course, which includes a “Health and Safety” module <https://k-state.instructure.com/courses/100145>.

Health (Online Students) Online students are not required to show proof of immunizations nor proof of health insurance for admission. Online students are encouraged to take advantage of the Student Success Resources Canvas course, which includes a module on “Health and Safety” <https://k-state.instructure.com/courses/100145>.

Honor System and Student Code of Conduct DPD students must abide by K-State’s Honor and Integrity System (<http://www.k-state.edu/honor/>) and Student Code of Conduct (<https://www.k-state.edu/sga/judicial/student-code-of-conduct.html>). These policies are posted in the University Undergraduate Catalog.

In addition, dietetics students are to follow the Dietetics Code of Ethics <https://www.eatrightpro.org/practice/code-of-ethics/what-is-the-code-of-ethics> and the Academy's Pledge of Civility <http://foodandnutrition.org/professionalcivility/>. The Dietetics Code of Ethics is discussed with students in several DPD Professional courses. Students are educated on the importance of following the code to maintain the RDN credential and dietetic license and continue as members of the Academy of Nutrition and Dietetics.

Retention, Remediation, and Termination Procedures To help retain students in the program, dietetics students must meet with their academic advisor each semester. Advisors guide students to the course sequence that best supports high academic achievement. Meeting with students each semester allows advisors to monitor students' academic achievement. Advisors will highlight for students the strategies for success in maintaining strong academic performance and building a strong resume in preparation for the mid-curriculum DPD application and later to dietetic supervised practice programs. When students are struggling, advisors and faculty guide students to tutoring and academic assistance services available to both campus and online students (see *Student Support Services List* in this handbook). Students are encouraged to contact their academic advisor or the DPD Director if they are at risk of not meeting the "B or better" policy to prevent the need to repeat a course to improve their grades.

Students begin as dietetics majors, then apply to the DPD mid-way through the curriculum. If not accepted on the first application attempt, students are limited to one additional attempt. If not accepted on the second application attempt, the program director and advisor will assist the student in choosing one of the other nutrition degrees that will allow the student to graduate on time. Students who graduate with a nutrition degree other than dietetics can continue the path to earning the RDN credential by applying to ACEND-accredited Graduate Programs that do not require a DPD Verification Statement.

For eligibility to apply to the DPD mid-curriculum, an overall GPA of 3.0 or higher is required. Waivers of the 3.0 GPA requirement are approved on a case-by-case basis. To graduate with a BS in Dietetics, students must earn a "B or better" in all DPD Science and DPD Professional courses. When a student's grades fall below what the DPD requires, the advisor will work with that student during the required advising meeting each semester. The advisor will assist the student in determining the best solution, whether to repeat the course or switch to one of the other three nutrition degrees not requiring a "B or better" which might allow the student to graduate on time as planned.

In addition to the "B or better" in DPD Science and DPD Professional course policy, students must earn 70% or higher on all KRDN learning activities. The KRDN learning activities measure student achievement of the ACEND Core Knowledge Statements and are spread throughout the DPD curriculum. A list of the KRDNs by course is available on the *Dietetics Information Canvas* site. Also, a syllabus statement is present in each course housing a KRDN learning activity. Faculty teaching a KRDN course will offer remediation to dietetic students who earn less than 70%; however, the original score will be used in calculating the course grade. Data is collected each semester for all DPD courses to ensure all dietetic students have met the 70% minimum target.

After acceptance into the DPD, students with an enrollment gap of one year will be dropped. Upon readmission and enrollment, the student can reapply to the DPD, which will be counted as the student's second and final DPD application since students are allowed only two DPD application attempts.

Student Records The DPD abides by all regulations governing student records, including FERPA https://www.k-state.edu/registrar/ferpa_main/. The DPD Director and dietetics coordinator maintain student files, which may include the student's DPD application materials, copies of transfer work transcripts, program-related correspondence, student-signed documents required for program administration (such as the Transcript Release form), copies of unofficial and official KSU Transcripts, and original copies of digitally signed DPD Verification Statements. Students may view the contents of their own file at any time, with the exception of those items for which the right to view has been waived by the student (such as with some faculty letters of recommendation). Signed and dated DPD Verification Statements will be maintained on file indefinitely per ACEND policy.

Technology Requirements Information about technology is available at <https://www.k-state.edu/onestop/technology-support/>, including computer recommendations and descriptions of the Information Technology Assistance Center (iTAC), IT Help Desk, student Webmail, and KSIS (student information system). "A Quick Guide to Information Technology at K-State: for K-State Students" is available at <https://www.k-state.edu/it/resources/welcome/2023-it-quickguide.pdf>

Transferring Previous Coursework The K-State Office of Admissions maintains transfer equivalency guides for many US colleges and universities. <http://www.k-state.edu/undergradadmit/transferequivalency.html>

Transfer work that has not been pre-approved by the university as equivalent to a DPD course is evaluated by the instructor of record through an evaluation request form on the transfer equivalency website. **A course syllabus from the semester and year the course was taken is required.** Typically, science and professional classes taken more than five years prior to beginning the program are not accepted to meet program requirements. Waivers of the recency requirement based on work experience are approved on a case-by-case basis.

In addition to being deemed equivalent, transfer work must meet the following criteria to be accepted to fulfill a DPD requirement.

- Science and Professional courses must be a B or better
- Courses that must be no more than 5 years old with a B or better at admission to KSU
 - A&P II (or physiology-only course)
 - Biochemistry
 - Professional courses (except Basic Nutrition)
- Courses that must be no more than 10 years old with a B or better at admission to KSU
 - Basic Nutrition
 - Microbiology
- Courses that must include a lab with a B or better at admission to KSU
 - Principles of Biology
 - Anatomy & Physiology

- Microbiology
- Chemistry 1 & 2
- Food Science
- Food Production Management

Students may transfer from an accredited two-year college up to one-half of the credits required for a bachelor's degree from K-State. For the BS in Dietetics, this is 60 credit hours. Students must complete at least 15 of the last 30 upper-level hours at K-State.

Withdrawal from the University Information regarding withdrawal from the University is found at <https://www.k-state.edu/registrar/students/withdrawals/index.html>

Student Support Services List

Resources listed below are available to both campus and online students.

K-State Online (online students)	Resources specific to online students – a great start point for online students looking for information	https://global.k-state.edu/	785-532-5575 or 800-622-2578
Academic Achievement Center	Tutoring, academic coaching, supplemental instruction	http://www.k-state.edu/aac/	785-532-6492
Advanced Standing Credit	Advanced Placement (AP); College Level Examination Program (CLEP); DANTES Subject Standardized Test (DSST); International Baccalaureate (IB); and Military credit evaluations	http://www.k-state.edu/undergradadmit/advancedstandingcredit.html	785-532-1521
Career Center	Resume critiques; job search; resume posting (Handshake)	http://www.k-state.edu/careercenter/	785-532-6506
College of Health and Human Sciences - Student Services	Awards, professional mentoring program, clubs and organizations, advising and academic resources	https://www.hhs.k-state.edu/students/	785-532-5500
IT Help Desk	eID and passwords; email and Office 365; network access; free/discounted software	http://www.k-state.edu/its/helpdesk/	785-532-7722
K-State First	A variety of opportunities to help freshmen transition to college life	http://www.k-state.edu/first/	785-532-1501
K-State Libraries	Access to resources, including “Ask a Librarian” chat/email/appointments	http://www.lib.k-state.edu/	785-532-3014
K-State Writing Center	One-to-one consultations about writing projects	https://www.k-state.edu/english/writingcenter/	785-532-6716
Non-Traditional & Veteran Student Services	A variety of helpful resources for these student groups	http://www.k-state.edu/nontrad/	785-532-6432
Student Support & Accountability (Formerly named Office of Student Life)	SSA’s mission is to enhance the student experience and promote student success in the classroom and life. Helps students dealing with a crisis affecting learning.	https://www.k-state.edu/student-support/	785-532-6432
Registrar’s Office	Student records, transcripts, and academic calendars	http://www.k-state.edu/registrar/	785-532-6254
Student Access Center	Disability resources to ensure equal access to all	http://www.k-state.edu/accesscenter/	785-532-6441

Admission to Dietetics Major and DPD Program Progression

The Bachelor of Science in Dietetics is offered in two formats – online and on campus.

Campus Undergraduate Students

1. Apply and be admitted to K-State as a degree-seeking undergraduate student, declaring dietetics as your major. <https://www.k-state.edu/admissions/apply/>
2. Upon notification of your admission by the Office of Admissions, the College of Health and Human Sciences Dean’s Office will assign you an academic advisor.
3. Your dietetics academic advisor will give you access to the *Dietetics Information* Canvas site, which connects you to vital information related to the dietetics pathway at K-State.
4. Midway through your long-range plan, you will apply to the Didactic Program in Dietetics (DPD). You must be admitted to the DPD to graduate with a BS in Dietetics and earn a DPD Verification Statement.

Online Undergraduate Students

1. Apply through K-State Online <https://online.k-state.edu/programs/dietetics-bachelors/>
Hard Deadlines: June 1 for fall start, Nov 1 for spring start, April 1 for summer start
2. Upon notification of your admission by the Office of Admissions, the College of Health and Human Sciences’ Dean’s Office will assign you an academic advisor.
3. Your dietetics academic advisor will grant you access to the *Dietetics Information* Canvas site, which connects you to vital information related to the dietetics pathway at K-State.
4. Midway through your long-range plan, you will apply to the Didactic Program in Dietetics (DPD). You must be admitted to the DPD to graduate with a BS in Dietetics and earn a DPD Verification Statement.

NOTE: As of 1/1/2024, a master’s degree is required for eligibility to take the RDN Exam. The last group eligible to take the exam **without** a master’s degree are those who complete ACEND-accredited coursework **and** supervised practice prior to December 31, 2023. **Current and new DPD graduates can apply to supervised practice programs that include a graduate degree.** For more information, visit <https://www.cdrnet.org/new-graduate-degree-eligibility-requirement-effective-january-1-2024>

See the next page for details on the mid-curriculum DPD Application.

DPD Application (acceptance required to earn BS in Dietetics and DPD Verification Statement)

Midway through the dietetics curriculum, you will apply to the DPD through a selective admission process. The mid-curriculum DPD application process allows the K-State DPD to stay within our accredited maximum number of 115 DPD students (3rd and 4th year). The acceptance rate into the DPD is consistently between 95-100%.

Once accepted into the DPD, you will complete the remaining courses and apply to ACEND-accredited dietetic supervised practice programs during (or after) your final year of coursework. After completing a supervised practice program and earning a master's degree, you can sit for the Dietitian Registration Exam offered by the Commission on Dietetic Registration (CDR). ACEND-accredited supervised practice programs are available as a stand-alone program or combined with a graduate degree.

To be eligible to apply to the DPD, you must have...

- completed or be enrolled in FNDH 400 (or equivalent course)
 - an overall GPA of 3.0 or above in collegiate coursework*
- * Waivers of this criteria are approved on a case-by-case basis.

Your academic advisor will assist you in determining the best time to apply to the DPD to graduate according to your long-range plan. Being admitted to KSU and choosing dietetics as your major was the first step; this second step, applying to the DPD, will allow you to complete the Bachelor of Science in Dietetics. **DPD Applications are accepted twice a year.**

The DPD application process mirrors the process you will experience when applying to dietetic supervised practice programs during your final year of coursework (or after graduation). Thus, the DPD application process prepares you for what is to come. When applying to supervised practice programs, the DPD director will assist you by providing general information; however, it is your responsibility to initiate and complete all application steps. Information about the supervised practice program application process is posted on the *Dietetics Information Canvas* site. An overview of the supervised practice program application process appears later in this handbook.

DPD Application Process

1. Request access to the DPD Application Portal at the beginning of the application semester or at least three weeks before the application deadline. Applications are accepted twice a year.

Contact your academic advisor for access to the DPD Application Portal.

2. Within the DPD Application Portal, reserve a DPD Application Interview time.
 3. Submit all requested materials in the DPD Application portal by the posted deadline.
 - a. DPD Application form
 - b. Current resume (1-2 pages) which includes:
 - i. education with location and completion dates
 - ii. paid work experience* with location, inclusive dates, indication of total hours
 - iii. volunteer/shadowing experience* with location, inclusive dates, total hours
 - iv. significant honors/awards/certifications
- * experiences that are dietetics-related or show evidence of transferable skills

- c. Personal statement (max 1000 words) outlining interest in dietetics, professional goals, strengths and weaknesses, and reasons behind choosing K-State's DPD.

NOTE: Resources about resumes and personal statements are posted on the *Dietetics Information Canvas* site.

4. Participate in a 15-minute interview with two DPD faculty via ZOOM
5. Students are scored on a 100-point scale by a selection committee
6. Results of the DPD selection process are sent to applicants by email in 1-2 weeks

If you are not accepted into the DPD, you have two options:

- Reapply in a future application cycle. Talk with the DPD director about strategies for strengthening the chance of acceptance. You are limited to a maximum of two DPD application attempts.
- Change your major to one of the other nutrition bachelor degrees, allowing you to graduate on time as planned. Your academic advisor can help you make this decision. You can continue the dietetics pathway by applying to ACEND-accredited Graduate Programs (GP), which do not require a DPD Verification Statement. A directory of ACEND-accredited programs is available at <https://www.eatrightpro.org/acend/accredited-programs/program-directory>.

AFTER Acceptance into the DPD

Depending on the semester you apply, the time you spend in the DPD will vary. In a general sense, the DPD is 2 years for full-time students and 3 years for part-time students. At maximum (150% of program length), the target is that campus students will complete the DPD within 3 years (time from DPD acceptance to graduation). For online students, the target is within 4.5 years (time from DPD acceptance to graduation). Consistently, DPD students graduate well before 150% of the program length.

At the latest, you must be accepted into the DPD in your next to last semester, which means you would officially be in the DPD for only one semester (your final semester). You cannot apply to the DPD in the same semester you plan to graduate.

After being accepted into the DPD, you will...

1. Complete the remaining program requirements and...
 - a. earn a “B or better” in all DPD Science and DPD Professional courses
 - b. earn 70% or higher on KRDN learning activities within select courses
2. In your last year of coursework, you will...
 - a. Apply to ACEND-accredited post-baccalaureate supervised practice (SP) programs. You can delay application to SP programs if needed, although applying within three years of graduation is best. Some SP programs require the clinical nutrition course(s) to have been taken within 3-5 years. The DPD director will assist you with SP applications; however, you are responsible for initiating and completing the steps. **NOTE:** Completion of the DPD does not guarantee placement in a supervised practice program.
 - b. Spring 2024 was the last use of a computer-matching application process. Beginning in fall 2024, you can apply to multiple programs and receive multiple offers.
 - c. Information on the application process for supervised practice programs appears later in this handbook, and details are posted on the *Dietetics Information* Canvas site.
3. In your final semester of coursework...
 - a. Apply for graduation in KSIS. Your academic advisor can assist you with this process. Summer session graduates should apply for Summer graduation during the Spring semester. If desired, summer graduates can participate in the Spring commencement ceremony or the following Fall commencement ceremony.
 - b. Complete “DPD Exit Paperwork”. **This paperwork is needed to process your DPD Verification Statement.** Karla Girard, the dietetics coordinator, will grant you access to the DPD Exit Paperwork site in Canvas, where you will access the documents you are required to complete and submit within Canvas. The paperwork includes:
 - i. DPD Graduate Information (a form for you to complete)
 - ii. A request for a copy of a government-issued photo ID matching your student profile
 - iii. A request for your signature on a *Permission to Release Official Transcript* waiver
4. After graduation...
 - a. Verification Statements are issued within 4-6 weeks of degree posting. Additional verification statement information is available earlier in this handbook.
 - b. If you were accepted into a supervised practice program, congratulations! If your program begins within six weeks of graduation, you may need us to send a letter to your

- program director since verification statements are not issued for 4-6 weeks beyond graduation. You can request this letter from the DPD director.
- c. If you were not accepted into a supervised practice program or elected to delay your application, we will stay by your side until you reach your next goal. There is no limit to the number of times you can apply. Many who are not accepted on the first attempt succeed on the second attempt.
 - i. We encourage you to consider taking the NDTR Exam. Passing this national exam will strengthen your application in future match cycles and provide you with a NDTR dietetics credential. Information about the NDTR Exam will be in the *DPD Exit Paperwork* course in Canvas.
 - ii. **You must keep your eID active to continue accessing the Dietetic Information Canvas site during future match cycles. Information on how to do so will be included in the *DPD Exit Paperwork*.**
 - d. Stay in contact with KSU. It is vital that we can contact you over the next two years. As an ACEND-accredited program, we collect data on the career progress of our graduates. We will contact you using the contact information you provided on the DPD Exit paperwork. Please inform us of any changes to your email, phone, or mailing address. You are part of the KSU Family, and we would like to stay in touch with you as you continue your educational or career journey. Stop by, email, or call anytime!
5. Final steps to earning the RDN credential after graduating with the BS in Dietetics...
- a. Complete an ACEND-accredited dietetic supervised practice program, providing you with a second verification statement proving eligibility to take the RDN Exam. Information on this process appears later in this handbook.
 - b. Take the Registered Dietitian Nutrition Exam. Information about the RDN Exam appears later in this handbook.
6. After earning your RDN credential...
- a. You will apply for a dietetics license in the states where you work.
 - b. To maintain your credential, You will complete the required continuing education units (75 CPEUs every five years).

As a graduate of the Didactic Program in Dietetics at Kansas State University, you will always be part of the Wildcat Family. Please stay in contact with us, checking in to let us know of your challenges and accomplishments. You are a role model and inspiration to the next generation of DPD students at KSU!

DPD Director: Heidi Oberrieder, MS, RDN, LD
785-532-0169 | heidio@ksu.edu

Dietetics Coordinator: Karla Girard
kgirard@ksu.edu

Dietetic Supervised Practice Program Information

Students graduating from the DPD at Kansas State can apply to ACEND-accredited supervised practice programs (SP) during their last year of coursework or within three years after graduation. SP programs include the required hours of supervised practice and may or may not include a graduate degree. Completing an SP program is required for eligibility to take the RDN Exam. Upon completion of the SP program, individuals will receive a second verification statement from the SP program, proving eligibility to take the RDN Exam.

There are several different types of supervised practice programs, with most DPD graduates choosing either a DI or MS-DI.

- **Dietetic Internships (DI):** This program type is perfect for students who already hold a master's degree or are working on a master's degree. The program will include the supervised practice hours needed for RDN Exam eligibility.
- **Dietetic Internship with a Master's (MS-DI):** This program type offers a master's degree in addition to the supervised practice hours.
- **Dietetics Graduate Programs (GP):** This program type is accredited under a different set of ACEND standards than the DI, MS-DI, and MS-CP. The GP standards are being piloted as the new format of dietetics education. GP programs include a master's degree (or doctorate) and the required supervised practice hours. GPs that require a DPD Verification Statement are a great option for DPD graduates. GPs that do not require a DPD Verification Statement are an option; however, the DPD coursework may not align perfectly with the list of prerequisites required by the GP. Thus, this option might not be good unless the program is within driving distance.
- **Master's Coordinated Program (MS-CP):** Like GPs, this program type offers a master's degree in addition to the supervised practice hours. The transfer of DPD dietetics courses may not align perfectly with the required MS-CP courses; thus, this option might not be good for DPD graduates unless the program is within driving distance.
- **Individualized Supervised Practice Program (ISPP):** This program type offers supervised practice hours to individuals holding a PhD without the need to earn a DPD Verification Statement.

Your DPD Director will assist with your application to supervised practice (SP) programs; however, you are responsible for initiating and completing all required steps. We recommend preparing for these applications early by researching program options and narrowing them down to a short list of programs. Then you can build a strong resume full of dietetic-related experiences that align with those programs. Information about researching supervised practice programs and the SP application process is posted on the *Dietetics Information* Canvas site.

Nationally, the acceptance rate into supervised practice programs (DI and MS-DI) is around 75% on the first attempt. **We are proud that the K-State DPD consistently has an acceptance rate well above the national average.**

Campus and Online Tracks	Spring Cycle Accepted/Applied	Fall Cycle Accepted/Applied
2020	28/31 (90%)	5/5 (100%)
2021	39/39 (100%)	10/10 (100%)
2022	72/73 (99%)	14/16 (88%)
2023	43/45 (96%)	8/8 (100%)

There are over 260 supervised practice programs to choose from. The program types explained earlier may be...

- On-site (you move to that location) **or** Distance (complete rotations where you currently live)
- Stand-alone (only internship hours) **or** Combo (internship hours and graduate credit/degree)
- Full-time **or** Part-time

It is best to begin exploring supervised practice programs (SP) options early in your academic program so that you fully understand the time and financial commitment required to complete one of these programs. A search tool for locating ACEND-accredited programs is found at <https://www.eatrightpro.org/acend/accredited-programs/accredited-programs-directory>.

NOTE: Graduation from the DPD does not guarantee acceptance into a dietetic internship.

Most dietetic supervised practice programs use DICAS, an online application portal allowing one application to be sent to multiple programs. Whether the SP program uses DICAS or not, they will abide by two notification/decision windows, allowing you to receive multiple offers and two weeks to decide which to accept. The basics are outlined below, and detailed information is available at <https://www.eatrightpro.org/acend/students-and-advancing-education/application-process-for-students>

- Each SP program sets a unique application deadline. Expect deadlines to fall between 2-10 months before the program start date. Thus, if you apply to multiple programs, the deadlines may be spread over many months.
- Applicants can apply to multiple programs and receive multiple offers.
- Applicants and programs must abide by the traffic rules (see above link).
- Notification/decision Windows
 - November 1-5
 - Programs must notify applicants of results on or before November 1
 - Applicants must accept or decline offers on or before November 15
 - Programs using this window likely have a program start date in January-March or fall start programs may use this window to select priority applicants.
 - March 1-15
 - Programs must notify applicants of results on or before March 1
 - Applicants must accept or decline offers on or before March 15
 - Programs using this window most likely have a program start date in June-September.

As you research your internship options, you should gradually narrow it down to a “short list” (anywhere from 1-6 internship programs). There is no limit on how many you can apply to; however, consider that application costs can add up quickly. One strategy for narrowing your options to a “short list” is to attend available “Open House” events held by the SP programs. The website for each program is the best place to identify information on any “Open House” events and details about the program. October through January is the “Open House” season! Open houses may be on-site or virtual events. You can also contact the program and schedule an individual in-person or virtual visit.

Once you have your short list, thoroughly research the specific application deadlines and processes that must be followed for each program. **The program's specific webpage is the best place to confirm a program's application deadline.**

Preparing for Application to Dietetic Supervised Practice (SP) Programs

The four pillars of being a strong applicant are...

- Overall GPA of at least 3.0 (the higher, the better) [includes all collegiate coursework ever taken]
- Strong resume showing dietetic-related experience and transferrable skills
- Well-written personal statement highlighting your unique strengths
- Relationships with possible authors of letters of recommendation (faculty, supervisors, mentors)

Most SP programs require an overall GPA of at least 3.0. Considering the competitive nature of the match process, the higher the GPA, the better. Some SP programs look for the DPD Science GPA and DPD Professional GPA to be closer to 3.5. Remember that GPA is only one criterion for which program selection committees make decisions. For example, some programs value experience over GPA.

Equally crucial as GPA is a resume showing dietetic-related experience. This experience can be paid, unpaid, or part of an academic class. Unpaid experience can include volunteer work or shadowing experiences. Whether paid or unpaid, these experiences can be in any major dietetics practice area – community, clinical, food service, or management. SP programs look for **strength** of experiences, **length** of experiences, and **variety** of experiences. Information about how to find dietetic-related experience is posted on the *Dietetics Information* Canvas site. Non-dietetic experiences can be valuable if they show transferrable skills, such as management, leadership, patient-contact, medical billing, and customer service skills.

Applicants must submit a personal statement that brings their resume to life by explaining the applicant’s career goals, strengths, weaknesses, and reason for entering dietetics. Each SP program may have specific points to be addressed in the personal statement, which will be outlined on the program’s webpage. Information on crafting a personal statement is posted on the *Dietetics Information* Canvas site.

The application process will require you to have letters of recommendation from several individuals, including faculty members, work supervisors, or mentors. Building rapport with these people is essential so they can write a positive letter that is personalized to you. Information on how to build rapport and ask for a recommendation letter is posted on the *Dietetics Information* Canvas site.

Strategies for Building a “Short List” of Supervised Practice (SP) Programs

- Consider your ability to relocate for an SP program. This will impact your choice between onsite programs vs remote (distance) programs. If relocation is not an option, think about how far you are willing to commute – then search for onsite SP programs in that area. You could consider applying to programs in cities where you have family or friends with whom you could live temporarily.
- Consider your need for access to financial aid. Not all SP programs are eligible for federal financial aid. In that case, you must secure outside funding to cover program fees and living costs. There are a few programs that do not charge tuition/fees, and there are programs that pay a stipend or even a salary. Research is key!
- Consider your primary area of interest in dietetics practice (clinical, community/public health, food service, management, or specialty areas, such as oncology, diabetes, or entrepreneurship). SP programs often have an emphasis area, so you may want to look for programs emphasizing your area of interest. **All SP programs will prepare you for all dietetics practice areas and the RDN exam. This means that practical things such as location, tuition, and program length can lead to your choice of programs.**
- Consider the timing of graduation from the DPD compared to the start date of the SP programs on your “short list”. Some SP programs accept applications once a year, whereas others have multiple start dates. Be aware that some SP programs may have an application deadline that is up to 10 months prior to the program start date.
- Build a spreadsheet of the various program deadlines and information. An Excel file template is available on the *Dietetics Information Canvas* site.

General Timeline for Application to SP Programs

1. Right away
 - a. Research supervised practice programs, creating a spreadsheet of those that interest you. A spreadsheet template is available on the *Dietetics Information* site. Important information to track for each program includes:
 - i. Program name
 - ii. Program type (DI, MS-DI, GP, MS-CP)
 - iii. Cost
 - iv. Program length
 - v. Start and end date
 - vi. Program director name and contact information
 - vii. Application deadlines
 - viii. Application process (note if use DICAS)
 - ix. Dates of upcoming Open House events
 - x. If an on-site program, location & living options
 - xi. If a distance program, preceptor requirements (# and type)
 - xii. If includes degree, degree type and focus
 - xiii. Acceptance of Credit for Prior Learning (work experience) (if applicable)
 - b. Work on gaining dietetics-related experiences, including those non-dietetics experiences where you learn(ed) transferrable skills. For each experience, document the following information:

- i. Name of position
 - ii. Experience type: paid, volunteer, shadowing, member, leadership, etc.
 - iii. Name of employer/organization
 - iv. Name of the contact person
 - v. Email/phone of contact person
 - vi. Inclusive dates of experience
 - vii. Total hours of experience
 - viii. Brief description of role/tasks completed
 - ix. Ah-ha moments: eye-opening moments, influence on career choices, the connection of experience with characteristics/skills needed in dietitians, names of any dietetics-related software experience (EMR, nutrition analysis, staffing/management, etc.). These notes will provide specific things to use within your personal statement.
 - c. Work on creating a well-formatted resume
 - d. Work on building rapport with faculty, supervisors, and mentors
 - e. Join either the Student Dietetics Association (SDA, campus, small fee) or Distance Student Dietetic Association (DSDA, online, free)
 - f. Become a student member of the Academy of Nutrition and Dietetics for access to scholarships and networking opportunities with dietitians
2. During your last year of coursework
 - a. If you plan to delay or forego the SP application, please inform the DPD Director, who can provide information on alternative routes.
 - b. Attend the free SP Application Prep Course offered each summer by the DPD Director
 - c. Create a spreadsheet of application deadlines and steps to complete
 - d. Narrow down your list of possible SP programs
 - i. A medium list (10-12) is **important to keep program name on the list as it may come into play** if you are not accepted into your top choices.
 - ii. A short list (1-6) programs you plan to apply to.
 - e. Decide who you will ask to write letters of recommendation. Reach out to these people well before the application deadline. It is best to give authors 4 weeks to write their letter. Provide the person with...
 - i. Your resume and possibly your personal statement
 - ii. A list of letters you will need (ie, one for DICAS and one for graduate school). Authors can write the letter in a way it can be used for multiple programs.
 - iii. Deadlines for each letter
 - iv. Process to complete each letter (if different)
 - v. FYI: Within DICAS, the same reference letter can be used for all programs, or the writer can choose to personalize letters for each program. A document to share with those writing you a letter of recommendation is posted on the *Dietetics Information* Canvas site.
 - f. Begin crafting program-specific personal statements. Check each program's website for specific things to address in the statement.
 - g. Plan to submit applications 1-2 weeks before the deadline. This allows for computer issues and tracking down missing documents.

- h. Each SP application cycle runs for 12 months, from August to July.
 - i. DICAS will open for applications in August. You can begin working on your application at any time. For DICAS, creating an application is **FREE** until you hit submit. In DICAS, the application fee is \$50 for the first application and \$25 per additional program. It is best to delay starting a DICAS application until the cycle you plan to apply.
 - ii. Thoroughly read the DICAS instructions posted on the *Dietetics Information* Canvas site.
 - i. Tips for navigating your applications.
 - i. Use your program spreadsheet to stay on top of all deadlines, especially to note which notification/decision window the programs are using
 - ii. Be aware of whether the program holds phone or zoom interviews so that you can prepare for those.
 - iii. Thoroughly read the Application Traffic Rules and Code of Conduct to understand your responsibilities. <https://www.eatrightpro.org/acend/students-and-advancing-education/application-process-for-student>
 - iv. Keep in touch with the DPD Director about your decisions. As an ACEND-accredited program, we must track student progress towards the credential through one year after graduation.
3. If you are not accepted to an SP program

You can re-apply in the next application cycle. It may be beneficial to contact the programs you applied to, to inquire what specific things in your application need improvement. The DPD director is available to students beyond graduation to assist with future application cycles. It will help to keep your eID up to date so you have continued access to the *Dietetics Information* Canvas site. Information about keeping an eID up to date will be in the “DPD Exit Paperwork” course in Canvas which you will have access to during your last semester of coursework.

Registration Examination for Dietitians Information

To earn the Registered Dietitian Nutritionist (RDN) credential, you must pass the Registration Examination for Dietitians offered by the Commission on Dietetics Registration (CDR).

To be eligible to take the RDN Exam, you must have:

- a master's degree (effective 1/1/2024)
- completed ACEND-accredited didactic coursework (included in K-State's BS in Dietetics)
- completed ACEND-accredited supervised practice program (DI, MS-DI, GP, MS-CP)

The RDN Exam is administered by computer at a Pearson VUE test center. There are over 250 test centers nationwide. Currently, the cost for the exam is \$200. There is no limit to the number of times you may attempt the exam, but you will pay the fee each time. Plan for a 3-hour window to complete the 120-145 question exam, which utilizes computer-adaptive-testing (CAT).

- For testing site information visit <https://home.pearsonvue.com/cdr>
- For exam information visit <https://www.cdrnet.org/RDN> (scroll down to "RD Examination")

DPD students are encouraged to keep dietetics textbooks required in DPD courses for use during supervised practice and exam preparations. Many supervised practice programs provide interns/students with RDN Exam preparation materials or workshops. Below are some RDN Exam study guide options...

- Academy of Nutrition and Dietetics interactive, online study platform \$199
<https://www.eatrightstore.org/product-type/study-guides/eatrightprep-for-the-rdn-exam>
- Other commercial study guides and workshops are available

Appendix

These documents are specific to students starting in the dietetics major in the 2024-2025 academic year. Students who joined before that will have different documents specific to their start date, which can be obtained from their academic advisor.

Page 38: BS in Dietetics Curriculum

Page 39: BS in Dietetics Typical Course Sequence – CAMPUS

Page 40: BS in Dietetics Typical Course Sequence – ONLINE

Page 41: DPD Course List (courses fulfilling the ACEND-accreditation standards)

Typical Course Sequence for BS in Dietetics Student - CAMPUS

See your academic advisor for the curriculum from the year you began dietetics.

Available at <https://www.hhs.k-state.edu/academics/program-guides/dietetics.pdf>

Fall
Basic Nutrition
Introduction to Health & Nutrition
Professions
Expository Writing I
Chemistry I
Math & Statistics Course

1

Spring
Well-being I: You & Community
Public Speaking I
Principles of Biology
Arts & Humanities Course
Unrestricted Elective

16 hours

14 hours

Fall
Science of Food
General Microbiology
Well-being 2: Mind & Body
Social Science Course
Unrestricted Elective

2

Spring
Human Body I & II
OR
Anatomy & Physiology
Social Science Course
Unrestricted Elective

15 hours

14 hours

Fall
Introduction to Organic Chemistry &
Biochemistry
Expository Writing II
Research in Health Sciences
Unrestricted Elective
Arts & Humanities Course

3

Spring
Well-being 3: Money & Meaning
Nutritional Assessment
Food Production Management*
Human Nutrition
Nutrition Education & Program
Planning
Unrestricted Elective

15 hours

15 hours

Fall
Public Health Nutrition
Nutrient Metabolism
Clinical Nutrition I
Financial Management in Dietetics
Unrestricted Elective

4

Spring
Life Span Nutrition
Clinical Nutrition II
Counseling Strategies in Dietetic Practice
Capstone in Dietetics
Management in Dietetics
Unrestricted Elective

15 hours

15 hours

120 hours are required for degree completion. The College of Health and Human Sciences requires a "B" or higher in professional studies and science courses. *Service certification must be earned before enrolling in this course.

Typical Course Sequence for BS in Dietetics Student - ONLINE

See your academic advisor for the curriculum from the year you began dietetics.

Recommended Course Sequence for Online Dietetics Program

This sequence is for a full-time student with no prior credits. The advisor will adjust it to include prior credits and/or accommodate student's preferred credit load. The dietetics program requires a "B" or higher in science and professional studies courses, and a grade of C or higher in general studies courses. Dietetics students apply to the Didactic Program in Dietetics (DPD) mid-way through the curriculum.

YEAR 1 (Freshman)											
Fall	credits	Spring	credits	Summer	credits						
BIOL 198 Principles of Biology	4	CHM 210 Chemistry I	4	_____	_____	Humanities Course				3	
FNDH 132 Basic Nutrition	3	COMM 106 Public Speaking I	3	_____	_____	Elective				3	
HHS 100 Well-being 1: You & Community	1	ENGL 100 Expository Writing I	3							6	
HHS 200 Well-being 2: Mind & Body	1	FNDH 115 Intro to Hlth & Nutr Professions	3								
MATH 100 College Algebra	3	HHS 300 Well-being 3: Money & Meaning	1								
			12				14				
YEAR 2 (Sophomore)											
Fall	credits	Spring	credits	Summer	credits						
CHM 230 Chemistry II (Elective)	4	BIOCH 265 Intro to Organic & Biochemistry*	5	FNDH 300 DT ServSafe Manager Cert						0	
ENGL 200 Expository Writing II	3	FNDH 313 Science of Food	4	_____	_____	Social Science				3	
FNDH 450 Nutritional Assessment*	2	KIN 362 Anatomy & Physiology II	4	_____	_____	Humanities Course				3	
KIN 361 Anatomy & Physiology I	4							13			6
			13								
					*Recommend working with RDN in healthcare for some assignments *Alternative courses are CHM 350 (3 cr) and BIOCH 521 (3 cr)						
YEAR 3 (Junior) APPLY to DPD in Junior year (contact advisor in Fall semester to prepare for application in Spring)											
Fall	credits	Spring	credits	Summer	credits						
BIOL 255 General Microbiology*	4	FNDH 342 Food Production Management*	4	STAT 225 Intro to Statistics (Elective)						3	
FNDH 515 Counseling Strategies in Dietetics Pract	3	FNDH 400 Human Nutrition	3	_____	_____	Elective				3	
FNDH 540 Nutr Education & Prog Plng	2	_____	3							6	
FNDH 575 Research in Health Sciences	1	_____	3								
_____ Elective	2-3							13			
			12-13								
					*Course not available online through KSU-consult advisor *Requires ServSafe Certification & finding large foodservice facility						
YEAR 4 (Senior)											
Fall	credits	Spring	credits								
FNDH 426 Financial Management in DT	3	FNDH 560 Management in Dietetics	3								
FNDH 510 Life Span Nutrition	2	FNDH 600 Public Health Nutrition	3								
FNDH 620 Nutrient Metabolism	3	FNDH 632 Clinical Nutrition II	3								
FNDH 631 Clinical Nutrition I	3	_____	3-4								
FNDH 645 Capstone in Dietetics	1							12-13			
			12								

Didactic Program in Dietetics includes 14-16 elective hours for 120 Total Credit Hours for BS in Dietetics. Students must apply to external supervised practice programs to be completed after graduation. A master's degree in any area also must be earned for eligibility to take the Registered Dietitian Nutritionist exam.

April 2024

DPD Course List

ACEND-accredited courses included within BS in Dietetics

See your academic advisor for the curriculum from the year you began dietetics.



Dietetic Internship Centralized Application Services

DPD Course List

Directions to DPD Program Director: Complete this form listing the program requirements for the catalog year on which the applicant's degree is evaluated by categorizing the courses as either DPD Professional Courses or DPD Science Courses. Provide a copy of the completed form to the applicant. They must use it to correctly enter all of their completed or in-progress DPD courses in the Coursework section of the application as either DPD Professional or DPD Science courses. The form should NOT be specific to the exact courses an individual applicant has completed; it should only list requirements in place for the catalog year on which the applicant's degree is evaluated.

Directions to the Applicant: Obtain this completed form from your DPD Program Director. This completed form **MUST** be uploaded to the "DPD Course List Form" section of your DICAS application before the application can be submitted; it should not be amended or changed. Before uploading the form, it must be used to correctly enter your completed or in-progress DPD courses as either DPD Professional or DPD Science courses into the Coursework section of your application. If you completed an alternate or substitute course or you transferred in a course from a different institution to fulfill one or more of your course requirements, enter the alternate course into the Coursework section of the application.

DPD Program Institution:	Kansas State University
DPD Director Name:	Heidi Oberrieder, MS, RDN, LD
Catalog Year for Applicant:	Fall 2024
Website for Course Catalog:	http://catalog.k-state.edu/

DPD Professional Courses	DPD Science Courses
FNDH 115 Intro to Health & Nutrition Professions	BIOL 198 Principles of Biology
FNDH 132 Basic Nutrition	BIOL 255 General Microbiology
FNDH 313 Science of Food	BIOL 441 Human Body I <u>and</u>
FNDH 342 Food Production Management	BIOL 442 Human Body II
FNDH 400 Human Nutrition	or
FNDH 426 Financial Mgt in Dietetics	KIN 360 Anatomy & Physiology
FNDH 450 Nutritional Assessment	or
FNDH 510 Life Span Nutrition	KIN 361 Anatomy & Physiology I <u>and</u>
FNDH 515 Counseling Strategies in Dietetic Practice	KIN 362 Anatomy & Physiology II
FNDH 540 Nutrition Education & Program Planning	CHM 210 Chemistry I
FNDH 560 Management in Dietetics	BIOCH 265 Intro Organic & Biochemistry
FNDH 575 Research in Health Sciences	
FNDH 600 Public Health Nutrition	
FNDH 620 Nutrient Metabolism	
FNDH 631 Clinical Nutrition I	
FNDH 632 Clinical Nutrition II	
FNDH 645 Capstone in Dietetics	