

Dietetics Program Handbook 2023-2024

Texas State University

Nutrition and Foods Program

School of Family & Consumer Sciences

Christy Youens, MS, RD

Senior Lecturer

Dietetics Program Director

**Nutrition and Foods Mission**

The Texas State University Nutrition and Foods program mission is to:

* Involve students in research, instruction, and service;
* Advise students to achieve optimal education and career direction;
* Prepare graduates for post graduate education;
* Prepare graduates for careers in industry, dietetics, government, private advocacy programs, research, and/or academia;
* Prepare graduates for supervised practice leading to eligibility for the CDR credentialing exam to become a registered dietitian nutritionist**;** and
* Promote life-long learning and pursuit of excellence for faculty and students.

**Educational Philosophy**

The educational philosophy of the dietetics program emphasizes the importance of scientific and evidence-based practice, ethical decision-making, and understanding of social justice issues such as health equity. We engage students through service learning and participatory activities to develop knowledge, appreciation, understanding, abilities, and skills to facilitate development of critical thinking skills necessary for a nutrition career.

**Dietetics Program Goals and Objectives**

1. **The Texas State Dietetics Program will prepare graduates for acceptance into dietetic internships and/or nutrition related employment.**
	1. At least 80 percent of program students complete program/degree requirements within 3 years (150% of the program length).
	2. 25 percent of program graduates will apply for admission to a supervised practice program prior to or within 12 months of graduation.
	3. Of program graduates who apply, at least 50 percent are admitted to a supervised practice program within 12 months of graduation.
	4. 30 percent of program graduates apply for admission to a supervised practice program within 5 years of graduation.
	5. The program’s one-year pass rate (graduates who pass the registration exam within one year of the first attempt) on the CDR credentialing exam for registered dietitians is at least 80%.
	6. 50% of graduates that seek a nutrition-related position will be employed in a position that provides a contribution to the community within a year of graduation
	7. 75% of supervised practice directors responding to a survey will rate program graduates preparation for supervised practice as satisfactory or above.
	8. 80% of students enrolled in NUTR 4301 (Career Exploration in Nutrition and Foods) will receive high rankings (at least 50% of performance characteristics rated as “above average” and at least 25% rated as “outstanding”) from site mentors.
2. **The Texas State Dietetics Program will prepare graduates for lifelong learning using a research-based approach.**
	1. 15% of graduates will enroll in graduate school within 5 years of graduation.
	2. Each year, 75% of Nutrition and Foods tenured/tenure-track faculty will involve undergraduates in laboratory or community-based research.

 Results of outcome measures are published on our program website.

**Accreditation Status**

The **Dietetics Program** at Texas State University, offered in the Nutrition and Foods program (<https://www.fcs.txstate.edu/undergraduate-programs/Nutrition-and-Foods.html>) in the School of Family & Consumer Sciences (<http://www.fcs.txstate.edu/>), is currently granted Accreditation by the **Accreditation Council for Education in Nutrition and Dietetics (ACEND) until June 30, 2028**.

**Contact information:**

 ACEND, Academy of Nutrition and Dietetics
 120 Riverside Plaza, Suite 2190
 Chicago, IL 60606-6995
 312-899-0040, extension 5400

 [https://www.eatrightpro.org/acend/accredited-programs/about-accredited-programs](https://na01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.eatrightpro.org%2Facend%2Faccredited-programs%2Fabout-accredited-programs&data=02%7C01%7Ckb41%40txstate.edu%7Cc765719be86148ee835308d623c98d1a%7Cb19c134a14c94d4caf65c420f94c8cbb%7C0%7C0%7C636735746990119487&sdata=vqvg9vy486Znzdys3UWDWnkJxNzzmxDGSt64cwe8W40%3D&reserved=0)

**Texas State Nutrition and Foods Faculty**

|  |  |
| --- | --- |
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| Christy Youens, MS, RDSenior Lecturer, Dietetics Program Director | youens@txstate.edu |
| Leia Downs, MS, RDLecturer, Graduate Program Co-Coordinator | Ad1013@txstate.edu |
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 **School of Family & Consumer Sciences**

 Dr. Amy Weimer, Director (512) 245-2155

 **College of Applied Arts**

Dr. Angela Ausbrooks, Interim Dean (512) 245-3333

**Overview Description of Texas State Dietetics Program Requirements**

Students who are admitted to Texas State can choose a major in Nutrition and Foods, including the Dietetics Program (DP) track. Requirements for the Texas State DP are detailed in the Undergraduate Catalog, which is online (<http://www.txstate.edu/curriculumservices/catalogs/undergraduate/catalogs.html>). In addition, degree outlines can be found at <https://advising.appliedarts.txstate.edu/Undergraduate-Programs/majors/FCS.html>. The DP track requires 122 semester hours, including courses in Nutrition and Foods, Chemistry, Biology, Accounting, and Family & Consumer Sciences (in addition to general studies courses). In order to graduate, students must maintain a Grade Point Average of 2.75 or higher. (NOTE: To be competitive for post-graduate Dietetic Internships, the GPA should be much higher. See How to Prepare for Dietetic Internships.)

While rewarding, the DP track is also challenging. New majors who are potentially interested in obtaining the Registered Dietitian Nutritionist (RD or RDN) credential should declare the DP track as their major. As long as the GPA is ≥ 2.75, students can remain in this track and graduate when they have completed all requirements. However, if grades are consistently lower, students should consult with their advisor and consider switching to the Nutrition and Foods (with a Minor) track. To graduate from this track, the Texas State GPA must be 2.5, the major GPA must be 2.5, and the minor GPA must be 2.0.

Successful DP students have an aptitude for science, exhibit a consistent work ethic, and, like all Nutrition and Foods majors, have a passion for improving the lives of others.

**Advising and Preregistration**

It is strongly recommended that all Nutrition and Foods students visit with their academic advisor each semester prior to registration. The advisor will review your academic transcript and recommend classes that will help keep you on schedule for graduation. The academic advisor is familiar with prerequisite requirements and can provide information about special courses, such as NUTR 4301 Career Exploration in Nutrition and Foods, which require additional preparation (http://www.fcs.txstate.edu/degrees-programs/nutr/nutr\_4301.html). It is also strongly recommended that students preregister for classes. The Nutrition and Foods program is popular and classes fill quickly. Students who skip advising and/or fail to preregister are much more likely to experience disappointing delays in graduation.

To schedule an advising appointment, visit <http://advising.appliedarts.txstate.edu/> or contact the nutrition advisor, Ms. Stacy Doran, via email (sr1405@txstate.edu). Ms. Doran holds office hours in the main office of the School of Family and Consumer Sciences. You must secure an appointment to meet with Ms. Doran.

**Career Choices in Nutrition and Foods**

The DP prepares students for a variety of careers in nutrition and foods. For example, upon graduation, students are qualified for employment in the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC), county extension, managerial positions in food service establishments, laboratories, and in a variety of venues promoting health.

In most cases, students can significantly increase their employment potential by seeking the **Registered Dietitian Nutritionist (RD or RDN)** credential after graduation. An RD is a food and nutrition expert who is qualified to work in the prevention and treatment of disease by administering medical nutrition therapy in health care settings in collaboration with a medical team. Many RDs work outside of the hospital setting in industry, journalism, sports nutrition, research, sales, school lunch programs, and in wellness programs. With additional education and training, RDs can work in academic settings and/or specialize in age specific areas or disease states. See Frequently Asked Questions about Careers in Dietetics (http://www.eatrightpro.org/resource/acend/students-and-advancing-education/information-for-students/faqs-about-careers-in-dietetics). On the Nutrition Majors Canvas site, there is a Nutrition Career Opportunity Module and in it there is a document titled “What Can I Do With This Degree” along with career opportunities. Students are encouraged to review this and ensure they have good understanding of their potential employment positions. Additionally, students are encouraged to attend meetings for the Student Nutrition Organization and hear from various experts across all fields of nutrition. Once a year, there is a Career Exploration event open to all nutrition majors as well.

**How to Become a Registered Dietitian Nutritionist (RDN)**

There are 3 steps to becoming an RD:

1. Obtain a bachelor’s degree at a US regionally accredited university and complete course work from an ACEND-accredited Dietetics Program (DP), and receive a Verification Statement.
2. Complete an ACEND-accredited supervised practice program. This is generally referred to as a Dietetic Internship (DI) combined with a Master’s Program or complete both requirements as stand-alone options.
3. Effective January 1, 2024, the Commission on Dietetic Registration (CDR) will require a minimum of a master’s degree to be eligible to take the credentialing exam to become a RD.
4. Pass a national registration examination administered by the Commission on Dietetic Registration (CDR, <http://www.cdrnet.org/>).

The state of Texas does have licensure for RD’s and many organizations require RD’s to apply for licensure. Information can be found on the Texas Department of Licensing and Regulation web page. https://www.tdlr.texas.gov/diet/diet.htm

Graduates of the Texas State DP will receive a Verification Statement (VS) after verification of passing all required KRDN’s within the degree plan, and are eligible to apply for admission to Dietetic Internships (DI). The Texas State DI is accredited by ACEND. There are many DIs located throughout the US.

All Registered Dietitians must maintain their accreditation status by completing continuing professional education requirements. For more information, visit <https://www.eatrightpro.org/practice#continuing-professional-education>

**Becoming A Nutrition and Dietetic Technician Registered (NDTR)**

DP program graduates who receive a Verification Statement are qualified/eligible to take the national Commission on Dietetics Registration Examination to become a Nutrition and Dietetics Technician, Registered (NDTR). The NDTR credential enables employment as a dietetic technician and other nutrition-related positions. Once credentialed, these individuals will be required to comply with CDR recertification requirements and the Academy/CDR Code of Ethics for the Profession of Dietetics and the Standards of Practice for NDTRs. NDTR’s can apply for DI Programs and become RDNs upon completing a Master’s Degree and passing the RD exam. More information and resources regarding the NDTR credential are available at https://www.cdrnet.org/certifications/dietetic-technician-registered-dtr-certification.

Graduates who are interested in pursuing the NDTR credential should order an official transcript from the registrar office and submit a request to Mrs. Christy Youens for processing.

While the NDTR credential is an option, DP graduates should be aware the RD credential will offer many more employment and career opportunities. It is not required that graduates get the NDTR certification before pursuing the RD credential.

**How to Prepare for Dietetic Internships**

Acceptance to DIs is awarded on a competitive basis, and most DIs use a computer-matching process (<http://www.dnddigital.com/>). It generally takes 7-24 months to complete a DI, depending on whether the DI is full-time, part-time or combined with a Master of Science degree plan. All DIs require at least 1000 hours of supervised practice. For students who wish to become RDs, it is important to begin preparation from the time you enter college, by making every effort to:

* Maintain a GPA of 3.25 or higher (in particular, earn good grades in DP and supportive science courses),
* Obtain relevant experience in nutrition and foods through work and volunteer activities,
* Develop a resume and professional portfolio that demonstrates your expertise and quality work,
* Obtain positive references from professionals who can attest to your unique skills and qualifications,
* Exhibit a professional demeanor, positive attitude, and excellent oral and written communication skills.
* Seek leadership roles if possible, in university organizations, Texas Academy of Nutrition, work, or in volunteer roles.

It is important to note that the match rate for acceptance into Dietetic Internships is approximately 50%. Graduates who are not matched during their first attempt often work for a year or attend graduate school and then apply again.

All DP students are automatically added to the Nutrition Majors Canvas site. This site hosts a variety of information to include; resources for the DI application process, Dietetic Internship Centralized Application Services (DICAS), NDTR, job and volunteer opportunities, scholarships, DI open houses, announcements and careers information. Students are encouraged to review the information provided and watch for email messages.

Each semester, the DPD or DI director provides an informational session to students about how to apply to dietetic internships. It is highly recommended that all students attend a session upon entrance to the program, and again in their junior year to fully understand the application process. Information about these sessions are advertised via email messages, fliers and the SNO Facebook page.

Occupational license HB 1508: The dietetics track degree plan prepares students for occupational licenses, such as education and dietetics. Jobs in these and related fields may require background checks. An individual who has been convicted of an offense may be ineligible for issuance of an occupational license upon completion of the educational program. You are encouraged to review all applicable eligibility requirements related to any occupational license of interest. Questions related to eligibility requirements should be directed to the applicable licensing authority. For more information, see: <http://www.txstate.edu/curriculumservices/programs/occupational-license-HB-1508.html>.

**How to Apply for Dietetic Internships**

**General Timeline**. You should begin investigating DI programs (<https://www.eatrightpro.org/acend/accredited-programs/accredited-programs-directory>) during the end of your junior year, and apply during the last semester of your senior year.

The annual application deadlines are in February and November, with more DIs accepting applications in February. It is important to check specific program due dates, as many programs have rolling admission. Students graduating in May or during the summer typically apply by the February deadline.

**Dietetic Internship Centralized Application Services (DICAS)**. Each DI provides directions for applying to their programs. Most use the DICAS site (<https://portal.dicas.org/>) hosted by the Academy of Nutrition and Dietetics. It is recommended that you watch the DICAS instructional video at <https://www.youtube.com/watch?v=qP28aNF_hkI>.

In general, DICAS requires that you create an account and provide personal and background information, including details about your college education (transcripts for all colleges attended), details about DP courses, contact information of your DP Director (Christy Youens at Texas State), a list of awards, experience, certifications, volunteer activities, an updated resume, three letters of reference (2 academic and 1 from volunteer/work experience), a list of DIs for which you are applying, etc. It takes some time to gather these materials. This system requires $50 to apply for the first DI, and an additional $25 for each additional program to which the student applies.

**Computer Matching**. Application to most DIs includes a computer matching process. Application is made online at D&D Digital (<https://www.dnddigital.com/ada/index.php>). Applicants rank their preference for all internship to which they apply. This system requires $65 to register.

**Specific Timeline.** The DICAS application cycle opens on July 24th. D&D fall match registration opens July 1st and the deadline is September 25th. For those applying in February, the application deadline is typically in February, and results are reported at the D&D Digital (matching) website (<http://www.dnddigital.com/>) on the first Monday in April. Many programs now have rolling application dates, so it is imperative to verify program specific deadlines.

**Texas State DP Verification Statement Policy**

**Verification Statements.** To receive a Verification Statement from the Texas State DP Director, students enrolled in the DP must:

1. Successfully complete all DP degree requirements and demonstrate achievement of the Knowledge for Registered Dietitian Nutritionists (KRDN) requirements within specific courses. Courses are described in the DP degree plan in the undergraduate catalog and during student advising appointments. All DP students must pass (earn a score of at least 70%) for the assignment/test/quiz/presentation associated with the KRDN during the course. If the KRDN is not passed, the student will have the opportunity for remediation during the semester. Remediation will require additional work and/or testing. If a student does not pass the assignment/test even after remediation, the course instructor will notify the Didactic Program Director. A verification statement will not be awarded unless the student provides the Didactic Program Director with evidence that he/she has demonstrated achievement the KRDN. This evidence can be in the form of a non-course assignment or activity that will be reviewed and graded by the Didactic Program Director.
2. Provide accurate permanent email addresses to Texas State. (It is helpful if you complete a survey (link emailed shortly after graduation by DP Director) verifying contact information.
3. The DP Director will email an official, digitally signed copy of the Verification Statement to the email address provided.

Verification statements are issued after the University Registrar has posted the final grades and indicated the bachelor’s degree was issued on the designated graduation day, and the DPD verifies all of the KRDN’s were met by the student.

Students who already have a bachelor’s degree can complete the dietetics curriculum in consultation with the DP Director to obtain a Verification Statement. Students enrolled in the MS in Human Nutrition take a combination of undergraduate and graduate courses, in consultation with the DP Director, and receive a Verification Statement upon completion of the designated courses and demonstrated achievement of KRDN’s being met during the coursework.

**Transfer Credit and Prior Learning Policies**. When students have attended other universities prior to enrolling to Texas State, they must submit their transcripts for review. Transfer courses from other institutions in Texas that automatically transfer as Texas State equivalents can be found at (https://tim.txstate.edu/transferguide). For Nutrition and Foods courses taken at colleges or universities outside of Texas, students must provide course syllabi to the DP Program Director who will review the syllabus and textbooks used in each course to determine whether that course is an appropriate substitute for a specific Texas State course. If a course is considered to be an appropriate substitute, the DP Program Director will notify the College of Applied Arts nutrition advisor and an official substitution will be granted. If a student has relevant work experience, certain DPD coursework may be waived. Appropriate documentation may include a written rationale, professional resumes, curriculum vitae, and/or letters of recommendation from designated person(s). In certain cases, successful completion of a comprehensive exam can be taken for certain DPD course credit. The DPD Director (Mrs. Christy Youens) and Graduate Coordinators will make the final decisions on Approval for Prior Learning Experience. More information can be found on our website at (https://www.fcs.txst.edu/nutrition/degree-plans/mshn-di/Assessment-of-Prior-Learning.html)

**Knowledge for Registered Dietitian Nutritionist (KRDN’s**)

The 2022 Accreditation Council for Education in Nutrition and Dietetics (ACEND) Accreditation Standards for Nutrition and Dietetics Didactic Programs requires the curriculum to be designed to ensure the breadth and depth of requisite knowledge needed for entry into supervised practice to become a registered dietitian nutritionist. The program’s curriculum must include required components, including prerequisites. The Knowledge for Registered Dietitian Nutritionists (KRDN) Knowledge for Registered Dietitian Nutritionist (KRDN’s) are within the required course work. The following is the complete list of the required KRDN’s.

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.

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 Nutrition and Dietetics Practice and the Code of Ethics for the Profession of Nutrition and Dietetics.

KRDN 2.3 Assess the impact of a public policy position on nutrition and dietetics practice.

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 the 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.

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.

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.

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 team member.

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

**Complaints about the Dietetic Program**

Complaints about the DP should be made directly to the DP Director, Mrs. Youens (youens@txstate.edu). If the situation is not resolved, the student can then contact the School Director (Dr. Amy Weimer, a\_w377@txstate.edu). All complaints will be documented and handled in a professional manner. As a last resort after all other options with the program and institution have been exhausted, students may consult with the staff at ACEND (acend@eatright.org) regarding complaints about the program. ACEND has established a process for reviewing complaints against accredited programs in order to fulfill its public responsibility for assuring the quality and integrity of the educational programs that it accredits. Any individual, for example, student, faculty, dietetics practitioner and/or member of the public may submit a complaint against any accredited program to ACEND®. However, the ACEND® board does not intervene on behalf of individuals or act as a court of appeal for individuals in matters of admissions, appointment, promotion or dismissal of faculty or students. It acts only upon a signed allegation that the program may not be in compliance with the Accreditation Standards or policies. The complainant must sign the complaint. Anonymous complaints are not considered. If still not satisfied students may consult with the Dean of the College of Applied Arts. Additionally, the Dean of students Office provides Ombuds Services to address student concerns. For more information, the Texas State Procedures for Students Seeking Resolution or Reporting University Related Complaints is found at: <http://www.txstate.edu/effective/upps/upps-07-10-06.html>. The Dean of Students also makes referrals to other campus departments or offices when necessary. Students are advised to review policies in the University Student Handbook (<http://www.dos.txstate.edu/handbook.html>) before proceeding to the Dean of Students.

**Professional Memberships and Student Nutrition Organization (SNO)**

Students are encouraged to join the Academy of Nutrition and Dietetics (AND) as a student member ([www.eatright.org).](http://www.eatright.org/) AND membership will help you find AND scholarships, search for specific employment, network with other nutrition students and professionals, sign up to find a mentor, and provide access to the AND Journal. When you pay your Academy dues, you also automatically join the Texas Academy of Nutrition and Dietetics (TAND) (http://eatrighttexas.org). Each spring TAND sponsors an annual conference and exhibition. The Student Nutrition Organization’s (SNO) goal is to organize and sponsor student attendance.

It is strongly recommended that all students participate in the SNO at Texas State. Besides providing friends and colleagues, SNO meetings hosts a variety of speakers, including professionals who provide insight into employment and professors describing how to become a Registered Dietitian. SNO also hosts activities that might provide you with volunteer experience to enhance your resume. Each semester three meetings are open to all DP students regardless of SNO membership. One will explain how to apply to a dietetic internship program, it is recommended that students attend this session as soon as they become members, and then again closer to application time. An overview of the application process for enrolling in NUTR 4301 Career Exploration course will be provided. The other will educate on the application to TXST Master’s of Science in Human Nutrition and other graduate program application requirements.

**Estimated Additional Cost to Student Upon Enrollment**

Students in the program can anticipate the following expenses outside of tuition, fees, books, supplies, transportation, room and board or housing:

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| --- | --- |
| Expenses | Approximate Cost |
| Professional dress (e.g. lab coat, scrubs, appropriate shoes) | $150 |
| ServSafe on-line test voucher | $36  |
| Health requirements (e.g. physical examination, immunizations, criminal background check, finger printing, drug testing, TB testing) | $190-$250 |
| Personal health insurance | varies |
| Professional organizations | $75 |

**Student Resources and Helpful Information/Links**

**CATSWEB.** This site provides many helpful links for students <http://www.catsweb.txstate.edu/students.html>, and you should visit this site first when you have questions about Texas State.

**Dietetics Program.** <https://advising.appliedarts.txstate.edu/Undergraduate-Programs/majors/FCS.html>

**Undergraduate Admissions.** <http://www.admissions.txstate.edu/>

**Course catalog:** [**http://mycatalog.txstate.edu/**](http://mycatalog.txstate.edu/)

**Texas State Application Fee.** The application fees for freshman and transfer students is $75, and that for former students is $40 (<https://www.admissions.txstate.edu/future-students>). More information on tuition and fees can be found at: <http://www.sbs.txstate.edu/billing.html>.

**Cost of Attendance.** The cost of attending Texas State is detailed at <http://www.finaid.txstate.edu/undergraduate/cost.html#In-StateCoAFallSummer>. For Texas Residents taking 15 hours/semester for 2 semesters, the total of tuition and fees, books and supplies, room and board, transportation and miscellaneous is an estimated $27,720. Non-residents may pay as much as $39,960 for the same time period.

**Refunds and Withdrawal from the University.** Information regarding refunds or withdrawal from the university can be found at <http://www.sbs.txstate.edu/students/refunds.html>. Additional information can be found at Student Services (<http://www.sbs.txstate.edu/students.html>). The difference between dropping and withdrawing is described at <http://www.registrar.txstate.edu/>.

**Financial Aid.** <http://www.finaid.txstate.edu/>

**Scholarships offered: School of Family and Consumer Science (**https://www.fcs.txstate.edu/resources/student-resources/scholarships.html) **Academy of Nutrition and Dietetics Foundation** (<http://eatright.org>) **Texas Academy of Nutrition and Dietetics Foundation** (<http://nutrition4texas.org>)

**Student Privacy.** To learn how the Family Educational Rights and Privacy Act (FERPA) affects your privacy, see <http://www.registrar.txstate.edu/persistent-links/ferpa.html>.

**Student Health Center.** <http://www.healthcenter.txstate.edu/>

**Counseling Center.** <http://www.counseling.txstate.edu/>

**Academic Calendar.** <http://www.registrar.txstate.edu/persistent-links/academic-calendar.html>

**Student Calendar.** <https://www.registrar.txstate.edu/persistent-links/academic-calendar/academic-calendar-student.html>

**Student Academic Learning Center**. SLAC Student Learning Assistance Center can help you learn collegiate style through a variety of academic support programs including a walk-in tutoring lab, Supplemental Instruction, Veteran Academic Success Center, and excellent online resources. Students may use any and all of SLAC’s resources at no additional cost.

**Dean of Student Offices**. University policies outlines academic procedures and polices on academic probation and suspension. Found in the Student Handbook: <https://studenthandbook.txstate.edu/>

**Graduation and program completion requirements**. including maximum amount of time allowed for completing program requirements in place at the time the student enrolls: <http://mycatalog.txstate.edu/undergraduate/general-information/academic-policies/degree-graduation/>

**On-line testing.** Employs strategies to verify the identity of students. <http://policies.txstate.edu/university-policies/04-01-02.html>

**Student access to their own files.** http://policies.txstate.edu/university-policies/04-01-02.html

**Testing Center:** Offers a wide variety of academic testing and academic testing for students with disabilities. <http://mycatalog.txstate.edu/undergraduate/general-information/academic-services/testing-evaluation-measurement-center/>

**Protection of privacy of student information.** Privacy is protected by the Texas State UPPS No. 01.04.31 Access to Student Records Pursuant to the Family Education Rights and Privacy Act of 1974 <http://policies.txstate.edu/university-policies/01-04-31.html>

**Formal assessment of student learning and regular reports of performance and progress.** Faculty utilize and maintain current course grades in the grade book on Canvas (similar to Blackboard) which students have access to during the semester. At the end of the semester final grades can be viewed on the Banner system, which also allows student to track their course grades along with program degree audits.

<https://www.registrar.txstate.edu/our-services/grades.html>

<https://www.registrar.txstate.edu/resources/degreeworks.html>

**Suggestions for Professional Success**

**Professionalism.** Successful students adopt a professional attitude and maintain that attitude through their careers. This attitude should manifest in the classroom, when among peers, and when communicating with the faculty and staff at Texas State. For example, students should take care to use correct grammar and good communication skills when writing emails to professors and mentors. In addition, students should make every effort to gain additional experience through paid or volunteer work. Participation in the Student Nutrition Organization (SNO) often provides volunteer experience. Volunteering also fosters a spirit of community service, which is an essential feature of the dietetics profession.

**Study Groups.** The DP curriculum is challenging. Successful students often study together for exams. Teaching information to another solidifies learning. SNO offers study sessions weekly. SLAC offers tutoring services for certain classes and student should visit to investigate tutoring.

**Job Shadowing.** If at all possible, students should make every effort to shadow Registered Dietitians in a variety of settings. Shadowing provides experience beyond the classroom, and can help student’s transition from classroom learning to professional application.