

2013: Instructions for Application Process - For selection into the Coordinated Program in Dietetics (CPD) and the Didactic Program in Dietetics (DPD) to begin Fall Semester, Junior-level Curriculum

The Dietetics emphasis at Utah State University prepares students to become Registered Dietitians (RDs). Students receive excellent instruction and experience in clinical nutrition, community nutrition and foodservice management. USU offers two programs in dietetics – the **Coordinated Program in Dietetics (CPD)** and the **Didactic Program in Dietetics (DPD)**. Both are accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND).

Admission to either program (CPD and DPD) requires submission of an application due **FRIDAY, MARCH 1, 2013**. All successful applicants will begin Dietetics coursework the following fall semester. Applicants must indicate their first and second program preferences (CPD or DPD) and why they have ordered them 1 and 2 (see application). Following entry into the Dietetics Program, all students must maintain a GPA of 3.0 or better.

The **CPD** program consists of two remaining years of coursework including a 1,200 hour supervised practice experience integrated into the two years. Students in the CPD program are not able to work >10 hours per week during junior and senior years, and must live in Salt Lake City during fall semester of senior year. After graduating, students in the CPD program are eligible to take the national registration exam to become an RD.

The **DPD** program requires two years of coursework and meets all requirements for application into a supervised internship (approximately 1200 hours) following graduation. The **DPD** program is generally preferred by students who must work >10 hours per week, who are athletes, or who choose to complete an internship in another location of their choice. Upon completion of the internship, the graduate is eligible to take the national registration exam to become an RD.

Evaluation Criteria:

Academic Performance - All prerequisite courses must be completed (or in progress) with no D or F grades. A minimum overall GPA of ≥ 3.0 is also required. Applicants need to include official transcripts from USU and any other institution(s) they have attended.

Personal Letter of Application - This letter should discuss your interests in the dietetics profession, relevant experiences, short-term and long-term career goals, and any strengths and areas needing improvement.

Dietetics-Related Experience - It is required that applicants have ≥ 200 hours when they apply (accumulated in the past 5-year period).

Recommendation Forms - Forms should be completed by 2 professional references (preferably 1 professor and 1 employer -- or 2 professors if an employer is difficult to contact).

Personal Interview - To schedule an appointment for your 15-minute interview, contact the NDFS receptionist in the main office of the NDFS building (797-2126). Interviews will be scheduled during the last week of March.

Math Quiz - Applicants will complete a short math quiz after their interview. Calculators are allowed.

Your completed application packet should include Items 1-4. Items 5 & 6 should be mailed directly to USU Dept NDFS, Attn: Dietetics Selection Committee, 8700 Old Main Hill, Logan, UT 84322-8700. Item 7 should be scheduled and noted.

1. **Application Fee (\$50)** Please make checks payable to **USU Dietetics Program**.

2. **Completed Application Form (Typed)** Accessible online at <http://ndfs.usu.edu/htm/undergraduate/dietetics/application-process>

3. **Personal Letter of Application (Typed)**

4. **Evidence of Immunization** (at least 1 of the 3 combination Hepatitis A & B immunizations)

5. **Official Transcripts** (one from each of **ALL** Colleges/Universities Attended)

6. **Recommendation Forms** (Completed by professional references)

7. **Personal Interview Appointment** (Date: _____ Time: _____)

Utah State University Dietetics Program Application

Name

(Last)

(First)

(Middle or Maiden)

Current Contact Information

(Email Address)

(Student A-Number)

(Mailing Address - Street / Apt #)

(City)

(State)

(Zip Code)

(Phone)

**Permanent Address
(If different)**

(Street / Apt #)

(City)

(State)

(Zip Code)

(Phone)

**Who to Contact in
Case of Emergency**

(Name / Relationship)

(Address / Apt #)

(City)

(State)

(Zip Code)

(Phone)

Program Preference: Indicate below your program preference by choosing "1st" or "2nd" choice from the drop down menu. If you have no preference, select "X" in the final column.

Program Preference*

Coordinated (CPD):*

Didactic (DPD):

No Preference:

* Note: It is strongly recommended that students who are admitted into the CPD Program NOT be employed for more than 10 hours per week. They must also make arrangements to live in and/or commute to the Salt Lake City area during Fall semester of their senior year.

Please explain why you prefer the program marked above.

Personal Letter of Application: Your letter should be addressed to the Dietetics Selection Committee, written in Business Letter format, no longer than two pages and should be included with your application packet. Discuss why you want to enter the dietetics profession, experiences that have helped to prepare you for your career, your short-term and long-term goals, your strengths, and any areas needing improvement. Please feel free to discuss any additional information that may be helpful in the selection process, i.e. “weak spots” in your application that you would like to explain.

Special Awards and Honors / Certifications – Please list any special awards, honors, or certifications you have received within the past five years that demonstrate your strengths and abilities. You may include scholarships that are based on leadership or academic performance.

Leadership Positions / Professional Organization Memberships / Extracurricular Activities (within the past five years) – Please list relevant leadership positions and responsibilities, appointed or elected offices held, professional organizations of which you are a member, involvement in extracurricular activities, and relevant service opportunities.

Education: List all Colleges or Universities attended (with most recent listed first). **An official transcript must be mailed to the Dietetics Selection Committee by the Registrar of each institution attended.**

College / University	Location (City, State)	Dates Attended	Cumulative GPA

Coursework / Academic Performance: Applicants are required to have completed the following courses with no D or F grades by Fall (2012) Semester. A cumulative GPA ≥ 3.0 is also required.

You will need to calculate your GPA for selected courses (Dietetics GPA, and Chemistry GPA, and General Education GPA). Please follow these instructions...

- For each course, select your letter grade from the drop down menu. Tab to automatically populate the "Points Earned."
- For coursework completed as AP CREDIT, WAIVED, OR TAKEN PASS / FAIL, type "P" (for Pass) or "F" (for Fail) in the Grade column. If you passed the course, don't include it when you calculate GPA (select "N/A" for Credits).
- Select the number of credits earned. If the course was taken Pass/Fail or AP credit, change to "0" credits.
- If you are CURRENTLY ENROLLED in a course, select "SP". If you have NOT COMPLETED a course (or completed the course and received a D or F) and plan to take it (or retake it) this summer, select "SU".
- For REPEATED COURSES, enter the highest grade to calculate your GPA.
- If you took a course at ANOTHER INSTITUTION, list the number of credits of the USU equivalent.
- Calculate your "Dietetics GPA" and "Math/Chem GPA" by dividing total points earned by total credits and enter in the "GPA" box.

My Grade Point Averages: (A minimum GPA of 3.0 is required)	Cumulative (See USU Transcript)	Dietetics GPA (calculated below)	Math & Chemistry GPA (calculated below)
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SECTION A – DIETETICS COURSEWORK

Course Title (Credits at USU)	Grade Earned	Credits (For USU Course)	Points Earned (Grade Pts x Credits)
NDFS 1020 Sci & Appl of Human Nutr (3)	<input type="text"/>	<input type="text"/>	
NDFS 1240 Culinary Basics (or Food Lit) (3)	<input type="text"/>	<input type="text"/>	
NDFS 1250 Sanitation and Safety (3)	<input type="text"/>	<input type="text"/>	
NDFS 2020 Nutr Throughout Life Cycle (3)	<input type="text"/>	<input type="text"/>	
*NDFS 3020 Nutr & Physical Perform (2)	<input type="text"/>	<input type="text"/>	
NDFS 3070 Sci Food Prep (3)	<input type="text"/>	<input type="text"/>	
NDFS 3600 Medical Terminology (1)	<input type="text"/>	<input type="text"/>	
*NDFS 4480 Community Nutrition (3)	<input type="text"/>	<input type="text"/>	
BIOL 2420 Human Physiology (4)	<input type="text"/>	<input type="text"/>	
*one of these 2 courses can be taken Jr year		Total A	Total B

DIETETICS GPA Total Points Earned (B) _____ ÷ Total Credits (A) _____ =

SECTION B – MATH & CHEMISTRY COURSEWORK

Course Title	Grade Earned	Credits (For USU Course)	Points Earned (Grade Pts x Credits)
MATH 1050 College Algebra (4)	<input type="text"/>	<input type="text"/>	
STAT 1040, 2000, or 3000 Statistics (3)	<input type="text"/>	<input type="text"/>	
CHEM 1210 Principles of Chemistry I (4)	<input type="text"/>	<input type="text"/>	
CHEM 1220 Principles of Chemistry II (4)	<input type="text"/>	<input type="text"/>	
CHEM 2300 or 2310 Prin of Organic Chem (3)	<input type="text"/>	<input type="text"/>	
CHEM 3700 Intro Biochem (3)	<input type="text"/>	<input type="text"/>	
CHEM 3710 Intro Biochem Lab (1)	<input type="text"/>	<input type="text"/>	
		Total C	Total D

MATH/CHEM GPA Total Points Earned (D) _____ ÷ Total Credits (C) _____ =

SECTION C – ADDITIONAL COURSEWORK: Please list grade earned in these courses. They are required courses but don't need to be calculated separately since they are factored into your cumulative GPA on the previous page. If you have not taken a course, select "none" under grade earned.

Course Title	Grade Earned
ENGL 1010 (CL1) Intro to Writing (3)	<input type="text"/>
ENGL 2010 (CL2) Intermed Writing (3)	<input type="text"/>
PSY 1010 or SOC 1010 (BSS)	<input type="text"/>
FCHD 3350 or MGT 3110 (DSS) (3)	<input type="text"/>
USU 1300 (BAI)* US Institutions (3)	<input type="text"/>
USU 1320 (BHU)* Humanities (3)	<input type="text"/>
USU 1330 (BCA)* Creative Arts (3)	<input type="text"/>
(DHA)* Depth Humanities (2 – 3)	<input type="text"/>
Exploratory Breadth Course (3)	<input type="text"/>

* Other course with same designation (i.e. BHU) may be taken instead

Recommendation Forms: List the names of the individuals who will complete your recommendation forms. You may include current or former professors, employers, supervisors, administrators, or any professional reference who can evaluate your performance as a student, employee, or professional. Please do not ask for recommendation forms from personal friends, family members, or dietetics faculty. Recommendation forms should be sent to address on page 1.

Name	Title	Address	E-mail and Phone
			Email: _____ Phone: _____
			Email: _____ Phone: _____

Dietetics-Related Experience - On the next page, please include a description of any volunteer or paid dietetics-related experiences you've had within the past 5 years (most recent first). [See link on the USU Dietetics website for more information.](#)

Briefly describe your key responsibilities and provide contact information for a supervisor or co-worker. When indicating the amount of hours, use Hrs/Wk for long-term work and volunteer experiences and Total Hours for limited time or temporary experiences. You may include additional pages if necessary (just print another copy of page 6).

I acknowledge that the information I have provided is true and accurate to the best of my knowledge, and that any misrepresentation or false statements will be grounds for dismissal from the program.

Name of Employer / Organization	Your Position Title	Start and End Dates (Month/Year)	Hours / Week or Total Hours	Paid or Volunteer?
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1.

Supervisor / Coworker (Name, Title): Email: _____
Phone: _____

Key Responsibilities:

2.

Supervisor / Coworker (Name, Title): Email: _____
Phone: _____

Key Responsibilities:

3.

Supervisor / Coworker (Name, Title): Email: _____
Phone: _____

Key Responsibilities:

4.

Supervisor / Coworker (Name, Title): Email: _____
Phone: _____

Key Responsibilities:

5.

Supervisor / Coworker (Name, Title): Email: _____
Phone: _____

Key Responsibilities:

6.

Supervisor / Coworker (Name, Title): Email: _____
Phone: _____

Key Responsibilities:

7.

Supervisor / Coworker (Name, Title): Email: _____
Phone: _____

Key Responsibilities:

Name of Employer / Organization	Your Position Title	Start and End Dates (Month/Year)	Hours / Week or Total Hours	Paid or Volunteer?
8.				<input type="checkbox"/>
Supervisor / Coworker (Name, Title):			Email: _____	Phone: _____
Key Responsibilities:				
9.				<input type="checkbox"/>
Supervisor / Coworker (Name, Title):			Email: _____	Phone: _____
Key Responsibilities:				
10.				<input type="checkbox"/>
Supervisor / Coworker (Name, Title):			Email: _____	Phone: _____
Key Responsibilities:				
11.				<input type="checkbox"/>
Supervisor / Coworker (Name, Title):			Email: _____	Phone: _____
Key Responsibilities:				
12.				<input type="checkbox"/>
Supervisor / Coworker (Name, Title):			Email: _____	Phone: _____
Key Responsibilities:				
13.				<input type="checkbox"/>
Supervisor / Coworker (Name, Title):			Email: _____	Phone: _____
Key Responsibilities:				
14.				<input type="checkbox"/>
Supervisor / Coworker (Name, Title):			Email: _____	Phone: _____
Key Responsibilities:				