Student Handbook

For students earning a

Bachelors of Science in
Family & Consumer Sciences

Majoring in
Human Nutrition and Dietetic Science

Pre-Dietetics/Dietetics Option

Updated August 2018
## Table of Contents

Foreword ........................................................................................................................................... 3

Department Overview ....................................................................................................................... 3

Mission Statement .............................................................................................................................. 4

Program Goals and Objectives ......................................................................................................... 4

Program Learning Objectives ........................................................................................................... 5

Becoming a Dietetic Professional .................................................................................................... 6
  Becoming a Registered Dietitian (RD) .......................................................................................... 6
  Becoming a Dietetic Technician, Registered (DTR) .................................................................... 6

Applying to the Dietetics Program ................................................................................................. 7
  Admission Criteria .......................................................................................................................... 7
  Application Process ....................................................................................................................... 7
  Proficiency Exam-Test of Essential Academic Skills for Allied Health (TEAS AH) .................... 7
  Application Essay ......................................................................................................................... 8

Communication Within the Program ............................................................................................... 8

Rights and Responsibilities ............................................................................................................. 8

Code of Ethics .................................................................................................................................. 9
  Principles and Standards ............................................................................................................... 9
    1. Competence and professional development in practice (Non-maleficence) ......................... 9
    2. Integrity in personal and organizational behaviors and practices (Autonomy) .................... 10
    3. Professionalism (Beneficence) .............................................................................................. 10
    4. Social responsibility for local, regional, national, global nutrition and well-being (Justice). 11

Policies and Procedures .................................................................................................................. 11
  University Policies & Procedures .................................................................................................. 11
  HNDS Program Policies & Procedures ......................................................................................... 12
  Advising ....................................................................................................................................... 12
  Grades ......................................................................................................................................... 13
  Progression .................................................................................................................................. 13
  Transferring Credits ..................................................................................................................... 14
  Grievance Procedure ................................................................................................................... 16

Field Experience and Volunteering ............................................................................................... 16
  Liability Insurance ....................................................................................................................... 17
  HIPAA and Human Subjects Trainings ......................................................................................... 17
  Tests and Immunizations ............................................................................................................. 17
  Background Checks ...................................................................................................................... 17
  Student & Professional Organizations ......................................................................................... 18
    Student Organizations ............................................................................................................... 18
  Verification Statement ................................................................................................................ 18

Statement of Equal Opportunity ..................................................................................................... 19

Protection of Privacy of Information ............................................................................................... 19
  Access to Personal Files ............................................................................................................... 20

Student Support Services ............................................................................................................. 20
  Publications ................................................................................................................................. 20
  Library and Audiovisual Services ............................................................................................... 21
  Computer Networking Services .................................................................................................. 21
  Sources of Information ............................................................................................................... 21

Program Fees/Costs ....................................................................................................................... 23

References ...................................................................................................................................... 23
Foreword

Welcome!

On behalf of the faculty in Human Nutrition and Dietetic Science (HNDS) of the Department of Family and Consumer Sciences, we wish to extend you a heartfelt welcome. It is our sincere wish that you find personal and career satisfaction and growth as an HNDS student at New Mexico State University (NMSU).

The HNDS Pre-Dietetic/Dietetic Student Handbook is a guide that provides information about the program and the educational process. The information presented here outlines the regulations and policies above and beyond those presented in the NMSU Undergraduate Catalog, NMSU Schedule of Classes and the NMSU Academic Calendar.

Please do not hesitate to consult with any Human Nutrition and Dietetic Science faculty member for further clarification and information. The faculty and staff of the department are here to help you attain your goals throughout your academic career.

Department Overview

The HNDS major in the Department of Family and Consumer Sciences (FCS) of the College of Agricultural, Consumer, and Environmental Sciences (ACES) at NMSU provides educational opportunities for individuals who seek careers as nutrition educators and dietitians. Consistent with the mission of the university, the department serves the educational needs of a diverse student body.

The Pre-Dietetics/Dietetics option is a program of study within Human Nutrition and Dietetic Science major in the Department of Family and Consumer Sciences. The program is accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics (AND) which is located at 120 South Riverside Plaza, Suite 2000, Chicago, IL 60660-6995. Find more information and contact resources at http://www.eatrightacend.org/ACEND/.

Students completing the Pre-Dietetics courses and requirements will apply for admission to the Dietetics program.

Students completing the Dietetics program will earn:
1) a verification statement of completion recognized by ACEND as well as
2) a Bachelor’s of Science degree in Family and Consumer Sciences with a major in Human Nutrition and Dietetics Science

Updated August 2018
Mission Statement

The mission of the New Mexico State University (NMSU) Didactic Program in Dietetics (DPD) is to provide an educational experience that will enable program graduates to be competent in dietetic sciences and prepare students for supervised practice leading to eligibility for the Commission on Dietetic Registration (CDR) credentialing exam to become a Registered Dietitian Nutritionist. We aspire to provide our regional and national communities with competent nutrition professionals that apply and communicate up-to-date, evidence-based nutrition information. We are committed to providing our students an educational experience of the highest quality that emphasizes resourcefulness, professionalism, and cultural competence. We engage in fair and open conduct that enhances student and faculty morale. We aspire to continually complete and involve students in progressive nutrition research that informs and serves our community.

Program Goals and Objectives

Program Goal 1
- To prepare competent candidates for dietetic internships/supervised practices.

Objectives:
1. 90% of DPD graduates will complete the program within six academic years (150% of the designated timeframe).
2. 65% of DPD graduates will apply to dietetic internships/supervised practice within one year of graduation.
3. 50% of DPD graduates who apply to dietetic internships/supervised practice will be selected for admission into those programs within one year of graduation.
4. 75% of program graduates who have been admitted into supervised practice programs and respond to the Program Graduate Survey will cite two specific professional resources they reference for evidence-based nutrition information.

Program Goal 2
- To prepare graduates to become competent registered dietitians.

Objectives:
1. Over a three-year period, 80% of DPD graduates who take the RDN credentialing exam will pass within one year following the first attempt.
2. 80% of returned supervised practice program director surveys will rate graduates as competent for entry into supervised practice.
3. Within one year of graduation, 50% of program graduates who respond to the Program Graduate Survey will have participated in community service/engagement activities.

Updated August 2018
Program Learning Objectives

Program Learning Objectives (PLOs) for the Human Nutrition & Dietetic Science were developed to encompass the ACEND Core Knowledge Standards for Didactic Programs in Nutrition & Dietetics. Students are to demonstrate mastery of each of these learning objectives prior to completion of the program. Please refer to the Curriculum Map.

The following are the HNDS PLOs. Students who complete the HNDS program will be able to:

1. Evaluate research literature that supports evidence-based dietetic practices.
2. Apply principles and techniques of effective counseling methods to nutrition interventions.
3. Devise strategies to effectively communicate nutrition interventions to diverse individuals and groups.
4. Develop nutrition interventions using appropriate education and behavior change theories and techniques.
5. Evaluate the influence of public policy and health care systems on the provision of food and nutrition services.
6. Apply the processes and governance of dietetic practices to case scenarios.
7. Evaluate the physical, environmental, social, behavioral, and psychological factors that affect nutrition status and nutrition interventions.
8. Apply management theories and principles to the development of food and nutrition service systems.
9. Analyze the ethical considerations surrounding food and nutrition services.
10. Appraise cultural competency of nutrition and dietetic practices.
11. Evaluate food systems and food safety practices.

The HNDS Program is designed to address each of the PLOs a minimum of three times: introductory, reinforcement, and mastery of the learning objective. Students demonstrate their achievement of these learning objectives through their grades on learning assessments within program courses. For example:

To demonstrate achievement of PLO 1: Evaluate research literature that supports evidence-based dietetic practices, students will earn passing grades on the following learning assessments:

- **HNDS 350 Life Cycle Nutrition** – (Introductory) Summarize three research articles on a nutrition lifecycle topic within the Evidence-Based Communication Project.
- **HNDS 403 Community Nutrition** – (Reinforcement) Provide research justification for nutrition intervention in the Community Nutrition Program Plan.
- **FCSC 400 Research Methods** – (Reinforcement) Compare two meta-analyses on a nutrition topic in the Research Comparison Paper.
- **HNDS 446 Diet Therapy I** – (Mastery) Summarize and evaluate nutrition research related to a diet therapy strategy in the Annotated Bibliographies assignment.

*Updated August 2018*
Becoming a Dietetic Professional

Becoming a Registered Dietitian (RD)
There are four main requirements to become an RD. Successful completion of the Pre-Dietetics/Dietetics Option at NMSU will fulfill the first two requirements.

- **Bachelor’s Degree**: Completion of a minimum of a Bachelor’s degree in dietetics or a related field from an accredited college or university.

- **DPD Verification Statement**: Completion of DPD requirements in an ACEND-accredited DPD as evidenced by a DPD verification statement.

- **DI Verification Statement**: Completion of an ACEND-accredited dietetic internship (DI)/supervised practice program as evidenced by a DI verification statement.

- **Pass the national RD Exam**: The Commission on Dietetic Registration (CDR) provides a national exam at various testing centers throughout the nation.

For more information, please visit the A.N.D. website (www.eatright.org) and search the professional tab or go to http://www.eatrightpro.org/resources/career/become-an-rdn-or-dtr.

Becoming a Dietetic Technician, Registered (DTR)
There are two pathways to become a DTR. Successful completion of the Pre-Dietetics/Dietetics Option at NMSU will fulfill the first two requirements of the first pathway. For more information, visit: http://www.eatrightacend.org/ACEND/content.aspx?id=6442485468

Pathway 1
- **Bachelor’s Degree**: Completion of a minimum of a Bachelor’s degree in dietetics or a related field from an accredited college or university.

- **DPD Verification Statement**: Completion of DPD requirements in an ACEND-accredited DPD as evidenced by a DPD verification statement.

- **Pass the national DTR Exam**: Use the DPD verification statement to apply for candidacy to take the DTR exam. The Commission on Dietetic Registration (CDR) provides a national exam at various testing centers throughout the nation.

Pathway 2
- **Complete an ACEND-accredited DTR program**
- **Pass the national DTR Exam**

Updated August 2018
Applying to the Dietetics Program

Once you are enrolled in the last of the Pre-Dietetic courses indicated in the catalog and on the road map, you will be able to apply for admission into the Dietetics program.

Admission Criteria

- Overall GPA 3.0 or higher in all Pre-Dietetic courses
  - admission will be contingent upon maintaining your GPA at 3.0 or above if applying while concurrently enrolled in Pre-Dietetics courses
- Proficiency Exam score of 60% or better (TEAS AH) – see a description on this page
- Application essay (request details from DPD Director) – see a description on next page
- A.N.D. Student Membership
- Student Membership in another professional organization parallel to dietetics
  - Example organizations: SNEB, ASN, ACSM, AMA, ISSN, ADA, TOS, NSCA
- CPR Certification
- Immunization Records
  - Negative Tb Skin test (annual)
  - Td or Tdap vaccine (within last 10 years)
  - Hepatitis B series
  - Positive titer for Rubeola, Rubella, Varicella
- $50 Application Fee

Application Process

Review the list above and determine if you are eligible to apply. If you do not have an overall GPA of 3.0, then you will not be admitted to the dietetics program and should consider the Nutrition Education option. If you are able to fulfill each of the above criteria, request application information and schedule from the DPD Director.

Proficiency Exam- Test of Essential Academic Skills for Allied Health (TEAS AH)

This test measures basic essential skills in the academic content domains of reading, mathematics, science, English, and language usage. You will have 209 minutes to complete 4 sections with a total of 170 multiple-choice questions. This online test is distributed by the Assessment Technologies Institute®, LLC (ATI) and proctored by the HNDS DPD Director on the NMSU campus. Please contact the DPD Director for scheduling purposes and/or to receive an exam outline. A $55.00 exam registration fee must be paid by credit card on the day of the scheduled exam.

To prepare for the TEAS AH, you may purchase study materials from ATI at: http://atitesting.com/2/teas-prep.aspx?src=ppc&gclid=CL7TrKmW_McCFZSMaQod_HAOqw

Updated August 2018
**Application Essay**  
*(Subject to change. Please check with the program director.)*

The purpose of this essay is to demonstrate: 1) your motivation to pursue a career in the field of dietetics and 2) your ability to articulate your thoughts through written communication. Refer to your recent experiences in school and in your community. Demonstrate your ability to formally communicate by using proper English, language usage, syntax, grammar, punctuation, and spelling.

Please provide a 1000-word essay that addresses each of the items below.

1. Why do you want to become a dietitian? *(In other words: What will you do as a dietitian?)*
2. How have your courses and volunteer experiences shaped the way you define the role of a dietitian?
3. How will you contribute the field of nutrition and to other dietitians once you become a dietitian?
4. What can you do to improve your experience and your chances of success during the dietetics program?

*Please meet with the program director for further information and forms regarding the application process.*

**Communication Within the Program**

The HNDS listserv is the main mode of program-wide communication between the director and students within the program. **All HNDS students must request to be added to the HNDS listserv if not already receiving these emails.**

The director will send emails regarding the program application process, experiential opportunities, dietetic internships, field-related job opportunities, professional organization events, academic seminars, and the Student Association of Nutrition and Dietetics.

**Rights and Responsibilities**

As members of the university and the Department of Family and Consumer Sciences community, students acquire rights and responsibilities. Specific university-wide student rights and responsibilities are contained in the New Mexico State University Student Handbook ([http://studenthandbook.nmsu.edu/](http://studenthandbook.nmsu.edu/)). Every student is responsible for being knowledgeable about the university policies and procedures contained in the NMSU Student Handbook and Undergraduate Catalog ([http://catalog.nmsu.edu/](http://catalog.nmsu.edu/)) and those of the Department of Family and Consumer Sciences and the Baccalaureate degree in Family and Consumer Sciences with a major in Human Nutrition and Dietetic
Science. Changes in policies and procedures will be made available to students and each student shall be responsible for being aware of and abiding by the changes. Students have:

- a right to a sound education;
- a right to and a responsibility for having a creative educational opportunity;
- a right to and a responsibility for having the highest quality instructors available;
- a right to and a responsibility for achieving input into curriculum planning;
- a right to and a responsibility for achieving self-directed learning;
- a right to and a responsibility for participating in interdisciplinary activities;
- a right to due process;
- a right to and a responsibility for insuring peer review and self-evaluation;
- all the rights and privileges of internal governance;
- a right to and a responsibility to organize and participate in an organization directed toward achieving professional goals;
- a right to and a responsibility for facilitating change in health care delivery through various channels;
- a right to and a responsibility for assembling and exploring fundamental and current professional issues and concerns;
- a right to and a responsibility for organizing in a flexible structure to encompass and represent the diversities within dietetics and be representative of the fundamental and current professional issues and concerns;
- a right to and a responsibility for fostering a better correlation between dietetics education and practice.

**Code of Ethics**

Human Nutrition and Dietetic Science students in the Pre-Dietetics/Dietetics option have a special concern with ethical standards because of the unique demands of dietetic practice. To guide the students along the path of ethical dietetic practice, the [AND Code of Ethics](https://AND.org) (AND, 2018) are as follows:

**Principles and Standards:**

1. **Competence and professional development in practice (Non-maleficence)**
   Nutrition and dietetics practitioners shall:
   a) Practice using an evidence-based approach within areas of competence, continuously develop and enhance expertise, and recognize limitations.
   b) Demonstrate in depth scientific knowledge of food, human nutrition and behavior.
   c) Assess the validity and applicability of scientific evidence without personal bias.
d) Interpret, apply, participate in and/or generate research to enhance practice, innovation, and discovery.

e) Make evidence-based practice decisions, taking into account the unique values and circumstances of the patient/client and community, in combination with the practitioner’s expertise and judgment.

f) Recognize and exercise professional judgment within the limits of individual qualifications and collaborate with others, seek counsel, and make referrals as appropriate.

g) Act in a caring and respectful manner, mindful of individual differences, cultural, and ethnic diversity.

h) Practice within the limits of their scope and collaborate with the interprofessional team.

2. **Integrity in personal and organizational behaviors and practices (Autonomy)**

   Nutrition and dietetics practitioners shall:

   a) Disclose any conflicts of interest, including any financial interests in products or services that are recommended. Refrain from accepting gifts or services which potentially influence or which may give the appearance of influencing professional judgment.

   b) Comply with all applicable laws and regulations, including obtaining/maintaining a state license or certification if engaged in practice governed by nutrition and dietetics statutes.

   c) Maintain and appropriately use credentials.

   d) Respect intellectual property rights, including citation and recognition of the ideas and work of others, regardless of the medium (e.g. written, oral, electronic).

   e) Provide accurate and truthful information in all communications.

   f) Report inappropriate behavior or treatment of a patient/client by another nutrition and dietetics practitioner or other professionals.

   g) Document, code and bill to most accurately reflect the character and extent of delivered services.

   h) Respect patient/client’s autonomy. Safeguard patient/client confidentiality according to current regulations and laws.

   i) Implement appropriate measures to protect personal health information using appropriate techniques (e.g., encryption).

3. **Professionalism (Beneficence)**

   Nutrition and dietetics practitioners shall:

   a) Participate in and contribute to decisions that affect the well-being of patients/clients.

   b) Respect the values, rights, knowledge, and skills of colleagues and other professionals.

   c) Demonstrate respect, constructive dialogue, civility and professionalism in all communications, including social media.
d) Refrain from communicating false, fraudulent, deceptive, misleading, disparaging or unfair statements or claims.

e) Uphold professional boundaries and refrain from romantic relationships with any patients/clients, surrogates, supervisees, or students.

f) Refrain from verbal/physical/emotional/sexual harassment.

g) Provide objective evaluations of performance for employees, coworkers, and students and candidates for employment, professional association memberships, awards, or scholarships, making all reasonable efforts to avoid bias in the professional evaluation of others.

h) Communicate at an appropriate level to promote health literacy.

i) Contribute to the advancement and competence of others, including colleagues, students, and the public.

4. Social responsibility for local, regional, national, global nutrition and well-being (Justice)

Nutrition and dietetics practitioners shall:

a) Collaborate with others to reduce health disparities and protect human rights.

b) Promote fairness and objectivity with fair and equitable treatment.

c) Contribute time and expertise to activities that promote respect, integrity, and competence of the profession.

d) Promote the unique role of nutrition and dietetics practitioners.

e) Engage in service that benefits the community and to enhance the public’s trust in the profession.

f) Seek leadership opportunities in professional, community, and service organizations to enhance health and nutritional status while protecting the public.


Policies and Procedures

University Policies & Procedures

Please refer to the University catalog for information about standard policies and procedures in relation to student conduct, confidentiality, plagiarism, admission, enrollment, grades, graduation, etc. All students within the HNDS program must adhere to the University policies unless otherwise stated.
HNDS Program Policies & Procedures

Advising

All HNDS students are assigned a full-time HNDS academic advisor. Students considering selecting HNDS as their major are required to schedule a meeting with an HNDS advisor. Students should obtain advising from their advisor a minimum of once per semester to prepare for the next registration period. During this meeting, the student will provide their advisor with an updated roadmap (see Appendix A), a plan of action, and specific questions. The advisor will provide guidance and input as to the accuracy of these materials. Students who come to advising sessions without plans, roadmaps, or questions will be rescheduled to come back when they have the appropriate materials.

It is imperative that the students understand that program policies will be enforced. This includes the fulfillment of course prerequisites, course requirements, and program requirements. **Students should not approach their advisor about exceptions to these policies and requirements.**

What to discuss with your HNDS advisor:

Students are encouraged to contact/meet with their advisor to discuss the HNDS program, HNDS courses, SAND/HNDS student activities, and professional activities.

What to discuss with other University advisors:

Students are to direct personal, emotional, and/or psychological issues/concerns to the University counseling service office. Questions and concerns about financial aid, tuition, and fees must be directed to the financial aid or registrar’s office. The HNDS faculty advisors are not qualified to provide these services. Please see the course catalog for more information.

**HNDS advisors are mandatory reporters.** They are required, by law, to report any observation or discussion indicating a threat to the students, the faculty, the staff, or any other aspect of the University. **You do not need to ask for help before your advisor reports any conversation, email, or rumor to be investigated by the University.**

Current advisors are:

Brigit O’Donnell, MS, RDN, LD
Director, Didactic Program in Dietetics
College Assistant Professor, Human Nutrition and Dietetic Science
bodonnel@nmsu.edu

Updated August 2018
Stephanie Rogus, PhD, RD  
Assistant Professor, Human Nutrition and Dietetic Science  
srogus@nmsu.edu

Shadai Martin, PhD, RD  
Assistant Professor, Human Nutrition and Dietetic Science  
ssmartin@nmsu.edu

Kelley Hestir, MA  
Academic Advisor, Lead  
khestir@nmsu.edu  
(575) 646-2941, 646-5017

Grades

Each course syllabus contains specific information about course grading procedures. It is policy of NMSU’s DPD program that students earn a C or better in all Pre-Dietetics and Dietetics coursework. **Please note a C- is does not meet this requirement.** Students who earn a C- or lower in a Pre-Dietetics or Dietetics course must retake the course for a better grade.

Students who wish to appeal a grade are advised to utilize the student grievance procedure outlined in the New Mexico State University Student Handbook.

Progression

To prepare students for success, the HNDS program has been developed as a cohesive set of courses enabling progressive learning. For example, students must learn the foundation sciences prior to learning dietetic sciences.

The course numbering system at NMSU indicates the difficulty level of the course through the hundredths position. Students should complete 100- and 200- level courses (lower division) before enrolling in 300- and 400- level courses (upper division). The 400- level courses are the last set of courses that students should complete.

There are two reasons that students are required to progress using the course level and road map:

1) Students are to accumulate learning skills in a progressive fashion.
   a. For example, 200- level courses may require students to summarize one research article in a one-page report. Students will learn how to read the article, how to structure a one-page report, and how to cite and reference the article in their paper.
b. Compared to a 400-level course where the same students are required to compose a 10-page report on a topic while citing and referencing a minimum of 10 research articles. In this course, the instructor will assume that the students have learned how to find articles, write papers, as well as cite and reference sources.

2) Students are to accumulate content information in a progressive fashion.
   a. For example, the information learned in HNDS 251: Human Nutrition will be referred to as common knowledge in all upper division HNDS courses (HNDS 350, 420, 446, 448, 449, etc.). While the information in HNDS 350: Life Cycle Nutrition will be referred to as common knowledge in the HNDS courses with higher numbers. The capstone course recalls the information in across all HNDS courses.

Students are to use the road maps provided in the Appendices as a guide along with the NMSU course catalog to determine their progression through the program.

Transferring Credits

Students wishing to transfer credits from previously attended institutions may do so through the Registrar’s Office. Official transcripts must be ordered from previous institution and sent to the Registrar’s Office per stated protocol of the NMSU Transfer Center (http://admissions.nmsu.edu/apply/transfer-students/).

Transferring Nutrition Course Credits

All previous transcripts submitted to NMSU are sent to the HNDS faculty for nutrition course review after general course review has been completed by the Registrar’s Office. The HNDS faculty member/program director advises the Academic Office regarding which previous nutrition course credits will transfer to fulfill HNDS program requirements.

Upper division HNDS course credit will not be transferred from a non-ACEND-accredited institution. In other words, if the upper-division nutrition course (300- and 400 level) was completed in a program that was not an ACEND-accredited dietetics program, the credits will not be transferred. All ACEND-accredited programs are held to the same standards and are likely to have similar course content and competencies. The same cannot be said for non-accredited programs.

For example, if a transfer student completed a community nutrition course at UTEP (which does not have an accredited dietetics program), they will not receive credit for HNDS 403 Community Nutrition at NMSU. The course at UTEP does not include necessary dietetic components such as needs assessment, evidence analysis, and program planning. Students who do not learn these necessary components will not only likely miss these items on the RD exam but will not be competent in this area of dietetics.

Updated August 2018
Students who wish to transfer into NMSU’s DPD from an accredited DPD program during their junior or senior year must have a GPA of 3.0 or better in order to continue taking upper division Dietetics courses. Students transferring from an institution in a country other than the United States must obtain a complete evaluation of foreign transcripts and/or degrees. An evaluation must be completed even if the foreign course work has been accepted by another university in the United States. Below is a list of approved foreign transcript evaluation organizations. These organizations are private enterprises that charge a fee for their services. Such fees are the student’s responsibility.

<table>
<thead>
<tr>
<th>Agencies approved by the Commission for Foreign Transcription Evaluation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Educational Credential Evaluators, Inc.</td>
</tr>
<tr>
<td>PO Box 514070</td>
</tr>
<tr>
<td>Milwaukee, WI 53203-3470</td>
</tr>
<tr>
<td>Phone: 414/289-3400 Fax: 414/289-3411</td>
</tr>
<tr>
<td>e-mail: <a href="mailto:Eval@ece.org">Eval@ece.org</a></td>
</tr>
<tr>
<td>Web Site: <a href="http://www.ece.org">http://www.ece.org</a></td>
</tr>
<tr>
<td>International Education Research Foundation, Inc.</td>
</tr>
<tr>
<td>Credentials Evaluation Service</td>
</tr>
<tr>
<td>PO Box 3665</td>
</tr>
<tr>
<td>Culver City, CA 90231</td>
</tr>
<tr>
<td>Phone: 310/342-9451 Fax: 310/342-7086</td>
</tr>
<tr>
<td>E-mail: <a href="mailto:info@ierf.org">info@ierf.org</a></td>
</tr>
<tr>
<td>Web Site: <a href="http://www.ierf.org">http://www.ierf.org</a></td>
</tr>
<tr>
<td>Educational Records Evaluation Service</td>
</tr>
<tr>
<td>601 University Avenue, Suite 127</td>
</tr>
<tr>
<td>Sacramento, CA 95825-6738</td>
</tr>
<tr>
<td>Phone: 916-921-0790</td>
</tr>
<tr>
<td>Fax: 916-921-0793</td>
</tr>
<tr>
<td>E-mail: <a href="mailto:edu@eres.com">edu@eres.com</a></td>
</tr>
<tr>
<td>Website: <a href="http://www.eres.com/">http://www.eres.com/</a></td>
</tr>
<tr>
<td>World Education Services</td>
</tr>
<tr>
<td>Application for Evaluation of Foreign Educational Credentials</td>
</tr>
<tr>
<td>Bowling Green Station</td>
</tr>
<tr>
<td>P.O. Box 5087</td>
</tr>
<tr>
<td>New York, NY 10274-5087</td>
</tr>
<tr>
<td>Phone: 212-966-6311</td>
</tr>
<tr>
<td>Fax: 212-739-6100</td>
</tr>
<tr>
<td>E-mail: <a href="mailto:INFO@wes.org">INFO@wes.org</a></td>
</tr>
<tr>
<td>Web Site: <a href="http://www.wes.org">http://www.wes.org</a></td>
</tr>
<tr>
<td>(Note: WES is not authorized to evaluate coursework from Spain)</td>
</tr>
<tr>
<td>Institute for International Credentials</td>
</tr>
<tr>
<td>Evaluations at California State University,</td>
</tr>
<tr>
<td>Fresno</td>
</tr>
<tr>
<td>5150 North Maple Avenue, M/S 56</td>
</tr>
<tr>
<td>Joyal Administration, Room 211</td>
</tr>
<tr>
<td>California State University, Fresno</td>
</tr>
<tr>
<td>Fresno, CA 93740-8026</td>
</tr>
<tr>
<td>(559) 278-7622</td>
</tr>
<tr>
<td>Fax: (559) 278-7879</td>
</tr>
<tr>
<td>E-mail: <a href="mailto:iicecsufresno@cvip.net">mailto:iicecsufresno@cvip.net</a></td>
</tr>
<tr>
<td>Verifications also accepted from:</td>
</tr>
<tr>
<td>Private Educational Credentialing Agencies that are members of NACES</td>
</tr>
<tr>
<td>Website: <a href="http://www.naces.org/members.htm">http://www.naces.org/members.htm</a></td>
</tr>
<tr>
<td>E-mail: <a href="mailto:naces@ierf.org">naces@ierf.org</a></td>
</tr>
<tr>
<td>Updated August 2018</td>
</tr>
</tbody>
</table>
Grievance Procedure

Students who have a grievance related to any NMSU course should first consult the course instructor to find a resolution. If the issue is not resolved, the student may consult the following NMSU administrators in order. (Do not skip ahead on the list as it will waste your time and you will be referred to the first position that you skipped).

1) Course instructor (if the issues is course-related)
2) HNDS Program Director (for course, program, and professional grievances)
3) FCS Department Chair
4) ACES Associate Dean of Academics
5) ACES Dean
6) NMSU Provost
7) NMSU President

The course instructor and/or the HNDS program director are the first two staff members for all grievance reports. They should only be skipped if you are not comfortable reporting to them.

Refer to the NMSU Discrimination Policy for the reporting procedure of all grievances related to discrimination or sexual misconduct. Report to the HNDS program director and the Office of Institutional Equity (http://eeo.nmsu.edu).

For grievances related to the HNDS Dietetics Program, students should report to the HNDS program director. If the issue is not resolved, students should file a complaint to the Accreditation Council for Education in Nutrition and Dietetics (ACEND) by following the instructions on the ACEND website: http://www.eatrightacend.org/ACEND/ under the “Students” tab at ‘Procedures for Filing Complaints Against Accredited Programs’

ACEND
120 Riverside Plaza, Suite 2000
Chicago, IL 60606-6995
Phone: (312) 899-0040 (ext. 5400)
Email: acend@eatright.org

Field Experience and Volunteering

To gain hands-on experience and exposure to the field, students are required to complete field experience courses in their final year of the program. Additionally, those students who want to increase their chances of being accepted to a dietetic internship will seek volunteer experiences throughout the entire program. It is the student’s responsibility to locate and contact potential Field Experience sites. A list of example
sites will be provided by the instructor of the Field Experience course. Students must apply for Field Experience prior to the semester they will register for the course. See the Field Experience manual at http://aces.nmsu.edu/academics/FCS/field-experience.html for application deadlines. Please note that employers/sites/preceptors for Field Experience cannot use students to replace employees. The following are a list of possible requirements students may need to fulfill prior to observing/volunteering outside of NMSU.

**Liability Insurance**

Students are strongly urged to purchase Liability Insurance to cover the period during which they are performing their field experience. Students must sign a statement indicating that they have been advised to carry both liability and health insurance. Students are also required to sign a form releasing the university from liability.

**HIPAA and Human Subjects Trainings**

Students should be aware that some facilities that allow students to complete field experience hours require completion of HIPAA (Health Insurance Portability and Accountability Act) and/or Human Subject's (Human Subjects Research or HRSA) training. Proof of such training will be required in these facilities. Training and certificates related to human subjects can be obtained from HRSA (http://www.hrsa.gov/humansubjects/). HIPAA information is available at HIPAA (http://www.hhs.gov/ocr/hipaa/).

**Tests and Immunizations**

Students should be aware that some facilities will require that they show proof of testing for Tuberculosis and completion of the Hepatitis B series of shots before starting a field experience. Proof of having a Tetanus shot within a defined period of time may also be required. Information related to various kinds of immunizations that may be needed can be found at the following CDC sites: http://www.cdc.gov/ncidod/diseases/hepatitis/b/factvax.htm and http://www.cdc.gov/vaccines/recs/schedules/downloads/adult/06-07/adult-schedule-11x17.pdf. Some facilities may also require a Food Handler’s Permit.

Many facilities also require completion of a drug test prior to starting a field experience. Some will do random drug testing.

**Background Checks**

Students in facilities with youth may be asked to complete a criminal background check. Background checks can be obtained through the police department. Facilities requiring such checks may also have avenues for completion of this requirement.
Student & Professional Organizations

Student Organizations
Student Association of Nutrition and Dietetics (SAND)

Professional Organizations
Academy of Nutrition and Dietetics (AND)
New Mexico Academy of Nutrition and Dietetics (NMAND)
El Paso Academy of Nutrition and Dietetics (EPAND)
American College of Nutrition (ACN) [http://www.americancollegeofnutrition.org/]
American Society of Nutrition (ASN) [http://www.nutrition.org/]
American Society of Parenteral and Enteral Nutrition (ASPEN) [https://www.nutritioncare.org/]
Society for Nutrition Education and Behavior
American Nutrition Association (ANA) [http://americannutritionassociation.org/]
School Nutrition Association (SNA) [https://schoolnutrition.org/]
National Association of Nutrition Professionals (NANP) [http://www.nanp.org/]
The Association of Nutrition & Foodservice Professionals (ANFP) [http://www.anfponline.org/]

Verification Statement
Upon the completion of the HNDS Dietetics program, students earn a verification statement that indicates to the ACEND, CDR, and AND their successful completion. This form will be needed in order to: 1) take the Dietetic Technician Registration Exam; and 2) to be formally accepted into a dietetic internship.

Declaration of Intent
Prior to the completion of the program, many students apply for dietetic internship programs. The application requires evidence that the students are intending to successfully complete the program. This evidence is the ‘Declaration of Intent’ which is a digital form that the HNDS director completes. Students must request this form from the HNDS program director through the Dietetic Internship Computerized Application System (DICAS). (DICAS and internship application processes are taught in HNDS 405 Seminar II.) Students who send Declaration of Intent form requests to the HNDS program director must send an accompanying email with an updated roadmap that indicates their grades on all courses completed as well as the courses they are currently enrolled in and will be enrolled in the following semester.

(Students cannot use the Declaration of Intent to apply to take the DTR Exam.)

Forms of Verification Statement
Upon graduation, the transcripts of all HNDS Dietetic graduates will be sent to the HNDS program director for final approval. Once fulfillment of all HNDS requirements has been
confirmed by the HNDS program director, she will be able to produce verification statements. She will request the specific personal information that must be included on these forms (e.g. full name, mother’s maiden name, date of birth, address, etc.).

Each graduate will receive 5 original paper copies of the verification statement with the original signature of the HNDS program director. The HNDS program director will keep an original copy in the student file along with an unsigned copy.

The graduate may also request a digital copy be submitted to DICAS by the HNDS Program Director. Graduates will not receive a digital copy of their verification statement, only the directors of dietetic internships to which they apply.

**Statement of Equal Opportunity**

The dietetic program at New Mexico State University operates in strict accordance with the New Mexico State University "Policy Statement on Equal Employment Opportunity/Affirmative Action" (http://www.nmsu.edu/~eeo/images/EEO-AA.pdf) and the New Mexico State University "Policy Statement Against Sexual Harassment" (http://www.nmsu.edu/~eeo/images/SHPOLICY.pdf).

**Protection of Privacy of Information**

Student's privacy of information is protected in accordance with the specifications of the Family Educational Rights and Privacy Act of 1974 (http://www.nmsu.edu/dhm/FERPA.htm) as described in the New Mexico State University Student Handbook (http://www.nmsu.edu/~vpsa/handbook.html).

The following information has been designated as Directory Information, which is subject to release to the public under the Buckley Amendment (PL 93-380), "The Family Educational Rights and Privacy Act of 1974":

Student's name, address, telephone and E-mail listing, date and place of birth, classification, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student.

The student may revoke permission to release the above information by completing the No Release of Information Form, which is available each term in the back cover of the New Mexico State University Schedule of Classes or simply by writing to the Office of the Registrar, Box 30001, New Mexico State University, Las Cruces, NM 88003-0001.

*Updated August 2018*
Access to Personal Files

Student’s academic files are maintained in the Department of Family and Consumer Sciences central office. Faculty and department secretaries/staff are the only personnel who have access to these files. Applications and transcripts are on file in the Registrar's Office. After giving notice and supplying proof of identification, students have access to those files maintained in the Registrar's office.

Student Support Services

University-wide academic and support services are listed in the New Mexico State University Course Catalog (http://catalog.nmsu.edu/). Below are a few services which may be most helpful for any Human Nutrition and Dietetic Science student. For further information about each service, please contact the agencies at the phone number listed in the New Mexico State University Course Catalog (http://catalog.nmsu.edu/).

Alumni Association
American Indian Program
Associated Students of New Mexico State University (ASNMSU)
Black Student Programs
Book Store
Office of Student Success
Chicano Programs
Counseling and Student Development
Financial Aid
Honors Program
Information and Communication Technologies
Library (Branson Hall and Zuhl Library) (http://lib.nmsu.edu/index.shtml)
Office of Student Success (http://banner51.nmsu.edu:8080/)
Services for Students with Disabilities (http://www.nmsu.edu/~ssd/) 505-646-6840  TDD 575-646-1918
Special Student Services
Speech and Hearing Center
Student Affairs
Student Health Center

Publications
In addition to the support services, the following publications are useful in obtaining needed information:

1. New Mexico State University Student Handbook can be accessed online at http://www.nmsu.edu/~vpsa/handbook.html This handbook covers university-wide student services, organizations, regulations, and policies.
Library and Audiovisual Services

The university library at Branson Hall and the Zuhl Library contain Human Nutrition and Food Science books and related materials, indexes and periodicals. Students are also encouraged to take advantage of the multitude of services the library provides, including an orientation to the library facilities and services. Other services of interest to the Human Nutrition and Food Science student include interlibrary loan (a means for obtaining reference materials not held by the library at little or no charge).

The Department of Family and Consumer Sciences has a departmental Resource Room in Room W311E of Gerald Thomas Hall (Agriculture and Home Economics Building). It is currently open to students at times posted on the door. Faculty advisors can also assist students in using this resource. Students may sign out books and journals. These resources are to be used only on the third floor of the Agriculture and Home Economics Building, unless the student has special permission to use them elsewhere.

Computer Networking Services

Students enrolled at NMSU may obtain an Email account through Information and Communication Technologies. The Help Line is at 505-646-1840. Accounts are provided as a part of the activity fee paid as a part of tuition. Information can be obtained in the Information and Communications Technology Building or it can be accessed through the Internet at http://www.nmsu.edu. Students are strongly encouraged to get the account and start using computer services as soon as possible. Students should be aware that the university has established a policy that all emergency information will be disseminated via the NMSU Email system. They should also be aware that they can have their NMSU Email forwarded to an outside Email provider using the Forward setting. However, it is critical that students realize that some messages that are forwarded may be blocked by the outside provider.

Sources of Information

Policies and procedures beyond this handbook and specific to being a student at NMSU are available in the following publications/websites:

1. New Mexico State University Undergraduate Catalog can be accessed online at http://www.nmsu.edu/Academic_Progs/Undergraduate_Catalog/ They are also available at the Admissions Office in the Educational Services Building. The undergraduate catalog contains essential information about university policy, procedures, and regulations; program curricula and course descriptions.
2. New Mexico State University Schedule of Classes -- published each semester and available at the Department of Family and Consumer Sciences main office (GT 309). This publication contains essential information about registration procedures, dates, and deadlines; fees and class schedules. An online version can be obtained by going to http://my.nmsu.edu and then clicking on the Student and Financial Aid tab and then on the Look up Classes link. Once on the Display Dynamic Schedule page, click on the dropdown menu and select the semester for which you wish to obtain class information and click on the Submit button.


4. Round-Up -- (The University student newspaper) -- published daily and available throughout the campus. It is online at http://www.roundupnews.com

5. Family and Consumer Sciences Field Experience Manual – provides the student with information related to completing a field experience. Forms that must be submitted prior to starting a field experience are also included. It is located online at: http://fcs.nmsu.edu

6. Services for Students with Disabilities – Located in Corbett Center, Rm 244 – Phone 575-646-6840 TDD 575-646-1918 FAX 575-646-5222. It is located online at http://www.nmsu.edu/~ssd/
Program Fees/Costs

The following table outlines costs students can expect to pay while completing HNDS programs. Please note the costs are estimates and may vary from semester to semester.

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost/Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>In-state Tuition &amp; Out-of-State Tuition</td>
<td>See <a href="http://uar.nmsu.edu">http://uar.nmsu.edu/</a></td>
</tr>
<tr>
<td>Campus Housing</td>
<td>Varies based on location. See <a href="http://housing.nmsu.edu/rates/">http://housing.nmsu.edu/rates/</a></td>
</tr>
<tr>
<td>Online Course Delivery Fee</td>
<td>$35.00 per credit hour</td>
</tr>
<tr>
<td>Books</td>
<td>~$350 per semester</td>
</tr>
<tr>
<td>Dietetics Program Application Fee</td>
<td>$50</td>
</tr>
<tr>
<td>CPR Certification</td>
<td>$20-40</td>
</tr>
<tr>
<td>TEAS AH Exam Fee</td>
<td>$55</td>
</tr>
<tr>
<td>Drug Test (Field Experience – may not be required)</td>
<td>$75</td>
</tr>
<tr>
<td>Background Check (Field Experience– may not be required)</td>
<td>$44</td>
</tr>
<tr>
<td>Liability Insurance (Field Experience)- may not be required</td>
<td>$35 and up, depending on agency</td>
</tr>
<tr>
<td>HNDS 360 Lab Fee</td>
<td>$105</td>
</tr>
</tbody>
</table>

References


New Mexico State Course Catalog website: [http://catalog.nmsu.edu/](http://catalog.nmsu.edu/)
Appendix A: 2018-2019 HNDS Pre-Dietetics/Dietetics Roadmap

To view and download roadmaps for previous catalog years, visit this link:
http://aces.nmsu.edu/academics/FCS/human_nutrition_dietetic.html
<table>
<thead>
<tr>
<th>Course Subject and Title</th>
<th>Credit Hours</th>
<th>Minimum Grade</th>
<th>Completed</th>
<th>Additional Degree Requirement Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PRE-DIETETICS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Freshman Fall Semester</strong></td>
<td>16</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL 111G Rhetoric/Composition</td>
<td>4</td>
<td>-</td>
<td></td>
<td>Common Core Area I</td>
</tr>
<tr>
<td>MATH 121G College Algebra</td>
<td>3</td>
<td>-</td>
<td></td>
<td>Common Core Area II Prerequisite: math placement adequate to enroll in courses beyond MATH 120.</td>
</tr>
<tr>
<td>CHEM 111G/111L General Chemistry I with lab</td>
<td>4</td>
<td>C</td>
<td></td>
<td>Prerequisite: math placement adequate to enroll in courses beyond MATH 120.</td>
</tr>
<tr>
<td>Social/Behavioral Science Common Core Course (Recommend: PHLS 150G Personal Health and Wellness)</td>
<td>3</td>
<td>-</td>
<td></td>
<td>Common Core Area IV: Refer to the undergraduate catalog (~pp. 16-17)</td>
</tr>
<tr>
<td>ACES 111 Freshman Orientation or ACES 121 Financial Fitness for College Students</td>
<td>2</td>
<td></td>
<td></td>
<td>Not required for the degree or verification statement. Highly recommended if new to NMSU.</td>
</tr>
<tr>
<td><strong>Freshman Spring Semester</strong></td>
<td>19</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOL 111G/111L Natural History of Life with lab or BIOL 211G/211L Cellular and Organismal Biology with lab</td>
<td>4</td>
<td>C</td>
<td></td>
<td>Common Core Area III Prerequisites: math placement adequate to enroll in courses beyond MATH 120</td>
</tr>
<tr>
<td>CHEM 112G/112L General Chemistry II with lab</td>
<td>4</td>
<td>C</td>
<td></td>
<td>Prerequisites: CHEM 111G; math placement adequate to enroll in courses beyond MATH 120</td>
</tr>
<tr>
<td>ENGL 203G Business &amp; Professional Communication or ENGL 218G Technical &amp; Scientific Communication or ENGL 211G or ENGL 311G or ENGL 318G</td>
<td>3</td>
<td>-</td>
<td></td>
<td>Common Core Area I Prerequisite: ENGL 111G</td>
</tr>
<tr>
<td>HNDS 251 Human Nutrition</td>
<td>3</td>
<td>C</td>
<td></td>
<td>Only available in the Spring.</td>
</tr>
<tr>
<td>HNDS 201 Seminar 1 – Becoming a Nutrition Professional (Spring Only)</td>
<td>1</td>
<td>C</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FSTE 263G Food Science I</td>
<td>4</td>
<td>C</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

All students wishing to complete the Dietetics Option must apply for admission after completion of and/or during concurrent enrollment in the Pre-Dietetics courses.
Courses listed in BOLD are required for application to a dietetic internship, GPAs in the application will be calculated using these classes.
Pre-Dietetics courses (in blue shading) must be completed and/or enrolled in prior to applying to the Dietetics program.
Dietetics courses (in red shading) can only be completed by Dietetic students who have been admitted into the Dietetics program.
Required courses (without shading) are upper-division courses that can be completed in the junior year prior to admission to the Dietetics program.
A grade of “C-” does NOT qualify as a passing grade for classes that require a minimum grade of “C”.
<table>
<thead>
<tr>
<th>Course Subject and Title</th>
<th>Credit Hours</th>
<th>Minimum Grade</th>
<th>Completed</th>
<th>Additional Degree Requirement Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Sophomore Fall Semester</strong></td>
<td>19</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHEM 211 Organic Chemistry with lab or CHEM 313/314/315 Organic Chemistry I and II with Lab</td>
<td>4</td>
<td>C</td>
<td></td>
<td>Prerequisite: CHEM 112G</td>
</tr>
<tr>
<td>ACCT 221 Financial Accounting</td>
<td>3</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>COMM 265G Principles of Human Communication or AXED 201G Effective Leadership and Communication in Agriculture OR COMM 253G Public Speaking</td>
<td>3</td>
<td>-</td>
<td></td>
<td>Common Core Area I</td>
</tr>
<tr>
<td>Social/Behavioral Science Common Core Course (Recommend: PSY 201G Introduction to Psychology)</td>
<td>3</td>
<td>-</td>
<td></td>
<td>Common Core Area IV: Refer to the undergraduate catalog (~pp. 16-17).</td>
</tr>
<tr>
<td>Humanities and Fine Arts Core Course</td>
<td>3</td>
<td>-</td>
<td></td>
<td>Common Core Area V: Refer to undergraduate catalog (~pp. 16-17)</td>
</tr>
<tr>
<td>HRTM 263 Food Production and Service Fundamentals</td>
<td>3</td>
<td>-</td>
<td></td>
<td>Prerequisite: FSTE 263G</td>
</tr>
<tr>
<td><strong>Sophomore Spring Semester</strong></td>
<td>17</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social/Behavioral Sciences Core Course</td>
<td>3</td>
<td>-</td>
<td></td>
<td>Common Core Area IV: Refer to the undergraduate catalog (~pp. 16-17).</td>
</tr>
<tr>
<td>Humanities and Fine Arts Core Course</td>
<td>3</td>
<td>-</td>
<td></td>
<td>Common Core Area V: Refer to undergraduate catalog (~pp. 16-17)</td>
</tr>
<tr>
<td>BIOL 225 A&amp;P 1 (at DACC) or BIOL 253 Human Anatomy or SP M 271/271L Anatomy &amp; Physiology I with lab</td>
<td>4</td>
<td>C</td>
<td></td>
<td>Prerequisite for BIOL 225: CHEM 111 (or SP M 271/271L Anatomy &amp; Physiology I with lab or BIOL 353 - 5 credits) Prerequisite for BIOL 253: BIOL 211G; CHEM 110G (or CHEM 111G)</td>
</tr>
<tr>
<td>BCHE 341 Survey of Biochemistry with lab</td>
<td>4</td>
<td>C</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A ST 311 Statistical Applications or STAT 251G Statistics for Business and Behavioral Science</td>
<td>3</td>
<td>-</td>
<td></td>
<td>Prerequisite: MATH 120 or higher</td>
</tr>
</tbody>
</table>

Updated August 2018

26
<table>
<thead>
<tr>
<th>Course Subject and Title</th>
<th>Credit Hours</th>
<th>Minimum Grade</th>
<th>Completed</th>
<th>Additional Degree Requirement Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Junior Fall Semester</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOL 226 A&amp;P II (at DACC) or</td>
<td>17</td>
<td></td>
<td></td>
<td>Prerequisites for BIOL 226: BIOL 225; CHEM 110G (or CHEM 111G) Prequisites for BIOL 254: BIOL 211G/211GL; CHEM 110G (or CHEM 111G)</td>
</tr>
<tr>
<td>BIOL 254 Human Physiology or</td>
<td>4</td>
<td>C</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SP M 371/371L Anatomy &amp; Physiology II with lab or SP M 308 Exercise Physiology for</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Exercise Science minors</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FSTE 320 Food Microbiology (Fall only) or</td>
<td>3</td>
<td>C</td>
<td></td>
<td>Prerequisites for FSTE 320: BIOL 111 (or BIOL 211) Prequisites for BIOL 311: BIOL 211G; MATH 121G Prequisite for BIOL 219: BIOL 211G and BIOL 211GL.</td>
</tr>
<tr>
<td>BIOL 311/311L General Microbiology with lab or BIOL 219/BIOI 311L</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FCSE 348 Teaching in Informal FCS Settings (Fall only)</td>
<td>3</td>
<td>-</td>
<td></td>
<td>Only available in the Fall.</td>
</tr>
<tr>
<td>HNDS 360 Food for Health (Fall only)</td>
<td>4</td>
<td>C</td>
<td></td>
<td>Prerequisites: HNDS 251; FSTE 263G</td>
</tr>
<tr>
<td>HNDS 350 Life Cycle Nutrition (Fall only)</td>
<td>3</td>
<td>C</td>
<td></td>
<td>Pre/co-requisite: BIOL 254 or BIOL 226 or consent of instructor</td>
</tr>
<tr>
<td>Apply to HNDS – Didactic Program in Dietetics</td>
<td>0</td>
<td></td>
<td></td>
<td>See Student Handbook for Admission Criteria and Application Instructions</td>
</tr>
<tr>
<td><strong>DIDACTIC PROGRAM IN DIETETICS (DPD)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Junior Spring Semester</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FSTE Any Upper-division such as: FSTE 425 Sensory Evaluation of Food (Fall only) or</td>
<td>3</td>
<td>C</td>
<td></td>
<td>Prerequisites for FSTE 425: FSTE 263G; STAT 251G or AST 311 Prequisite for FSTE 475: FSTE faculty approval</td>
</tr>
<tr>
<td>FSTE 475 ACES in the Hole Foods IV</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HNDS 440 Nutrition Education and Research (Spring only)</td>
<td>3</td>
<td>-</td>
<td></td>
<td>Prerequisites: FCSE 348; STAT 251G (or AST 311); HNDS 251; HNDS 350; HNDS 360</td>
</tr>
<tr>
<td>HNDS 448 Advanced Nutrition (Spring only)</td>
<td>3</td>
<td>C</td>
<td></td>
<td>Prerequisites: HNDS 251; BIOL 254 or BIOL 226; BCHE 341</td>
</tr>
<tr>
<td>HNDS 446 Diet Therapy I (Spring only)</td>
<td>3</td>
<td>C</td>
<td></td>
<td>Prerequisites: BIOL 254 or BIOL 226; BCHE 341; HNDS 251; HNDS 350</td>
</tr>
<tr>
<td>BIOL 227 Pathophysiology (at DACC) or BIOL 262 Human Pathophysiology I (at NMSU) or</td>
<td>3</td>
<td>C</td>
<td></td>
<td>Prerequisites for BIOL 227: AHS 153 (or BIOL 225) Pre/co-requisites(s): AHS 154 (or BIOL 226) Prequisites for BIOL 262: BIOL 225; BIOL 226</td>
</tr>
<tr>
<td>AHS 120 or SP M 191 or CHSS 310 or NURS 150</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Updated August 2018
<table>
<thead>
<tr>
<th>Course Subject and Title</th>
<th>Credit Hours</th>
<th>Minimum Grade</th>
<th>Completed</th>
<th>Additional Degree Requirement Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Senior Fall Semester</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HNDS 403 Community Nutrition (Fall Only)</td>
<td>3</td>
<td>C</td>
<td></td>
<td>Only available in the Fall. Prerequisite: HNDS 350 or consent of instructor</td>
</tr>
<tr>
<td>HNDS 405 HNDS Seminar II (Fall Only)</td>
<td>1</td>
<td>C</td>
<td></td>
<td>Only available in the Fall. Prerequisite: last Fall semester; HNDS 201; HNDS 251; HNDS 350 Pre/Co-requisites: HNDS 403; HNDS 446; HNDS 448.</td>
</tr>
<tr>
<td>HNDS 449 Diet Therapy II (Fall Only)</td>
<td>3</td>
<td>C</td>
<td></td>
<td>Only available in the Fall. Prerequisite: HNDS 446</td>
</tr>
<tr>
<td>HNDS 420 Nutrition Counseling &amp; Communication (Fall Only)</td>
<td>3</td>
<td>C</td>
<td></td>
<td>Only available in Fall. Prerequisites: HNDS 251; HNDS 350; HNDS 446 Pre/Co-requisites: HNDS 403; HNDS 446; HNDS 448.</td>
</tr>
<tr>
<td>HNDS 430 Food Service Organization and Management (Fall Only)</td>
<td>3</td>
<td>C</td>
<td></td>
<td>Only available in Fall. Prerequisite: HRTM 263; junior/senior standing</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Senior Spring Semester</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HNDS 455 Billing and Coding in Dietetics (Spring Only)</td>
<td>3</td>
<td>C</td>
<td></td>
<td>Only available in the Spring. Prerequisites: HNDS 446; HNDS 449.</td>
</tr>
<tr>
<td>Viewing a Wider World Core Course</td>
<td>3</td>
<td>-</td>
<td></td>
<td>Refer to undergraduate catalog for required core courses under VWW (~pp. 18-19) and the recommended list in appendix B of the HNDS Student Handbook.</td>
</tr>
<tr>
<td>Viewing a Wider World Core Course</td>
<td>3</td>
<td>-</td>
<td></td>
<td>Refer to undergraduate catalog for required core courses under VWW (~pp. 18-19) and the recommended list in appendix B of the HNDS Student Handbook.</td>
</tr>
<tr>
<td>HNDS 401 Clinical Field Experience</td>
<td>1</td>
<td>C</td>
<td></td>
<td>Prerequisite: HNDS 201; HNDS 350; junior/senior standing, consent of instructor Pre/Corequisite: HNDS 446</td>
</tr>
<tr>
<td>HNDS 407 Community Field Experience</td>
<td>1</td>
<td>C</td>
<td></td>
<td>Prerequisite: HNDS 201; HNDS 350; junior/senior standing, consent of instructor Pre/Corequisite: HNDS 403</td>
</tr>
<tr>
<td>HNDS 409 HNDS Capstone (Spring Only)</td>
<td>3</td>
<td>C</td>
<td></td>
<td>Only available in the Spring. Prerequisite: last Spring semester.</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>128</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Appendix B: Viewing a Wider World Suggested Classes
Prior to graduating, NMSU students are required to take two courses in separate colleges from the Viewing a Wider World list in the Catalog. The following is a modified list of courses that are relevant to the nutrition profession and will contribute to your skill set/knowledge as future nutrition professionals.

College of Agricultural, Consumer and Environmental Sciences

AG E 315V. World Agriculture and Food Problems
3 Credits
Survey of food and agricultural issues in the U.S. and other countries. Covers: role of agriculture in economic development; trade in food and agricultural products; global food production, consumption, and marketing patterns; economics of technical change and food assistance; agriculture and the environment. Same as GEOG 315V.

AG E 337V. Natural Resource Economics
3 Credits
Gain insight into important natural resource problems of our time. Apply economic principles to problems in the preservation, use, and development of agricultural, range, mineral, water, forestry, fishery, and environmental resources. Understand the use of cost-benefit analysis for government natural-resource projects, policies, and programs. Same as ECON 337V.
Prerequisite: ECON 201G or ECON 252G.

AG E 384V. Water Resource Economics
3 Credits
Use of economic principles to evaluate current and emerging issues in water resources. Applications focus on use of economic methods of analysis to current policy decisions surrounding agricultural, municipal, industrial, and environmental uses of water. Same as ECON 384V.
Prerequisite: AG E 100 or ECON 252G.

AG E 445V. Agricultural Policy
3 Credits
Historical and cultural background of food and agricultural policy in the United States. Analysis of food and agricultural problems, policy-making and implementation. Economic evaluation of specific U.S. food and agricultural policy instruments, their domestic and international impacts.
Prerequisites: ECON 251G and ECON 252G.

AGRO 303V. Genetics and Society
3 Credits
Relates the science of genetics with social ramifications. Ways in which genetics and evolution interact with social, political, and economic issues. Includes genetic engineering, gene therapy, DNA finger-printing, ancient DNA, plant and animal improvement, and future prospects. Students required to formulate value judgments on contemporary biological issues that will impact society. Crosslisted with: GENE 303V.

ANSC 351V. Agricultural Animals of the World
3 Credits
Global study of the development and use of animals for production of food and nonfood products. Climatic, cultural, and economic influences on systems of livestock production and species and breeds of livestock utilized will be evaluated.

Updated August 2018
EPWS 325V. Insects, Humans, and the Environment  
3 Credits  
Overview of the interactions of the world's largest group of organisms with humans. Emphasizing the role of insects in the development of human cultures, including health, food and fiber production, art, music, and environmental issues; with discussions of historic, present day, and future impacts in underdeveloped, developing, and developed civilizations.

EPWS 380V. Science & Society  
3 Credits  
Analysis and evaluation of how human activities affect the earth's environment or ecosystems. Several examples, from global issues to local issues will be studied in detail. Current science and the intersection of science and public policy will be discussed in relation to problems like world population, agricultural productivity, deforestation, medical advances, and future prospects for the environment. May be repeated up to 3 credits.

FCS 449V. Family Ethnicities and Subcultures  
3 Credits  
Comparative study of American family subsystems with respect to selected social, economic, and cultural backgrounds. Interaction of these subsystems in American society. Differentiated assignments for graduate students.

College of Arts and Sciences

ANTH 305V. Contemporary Native Americans  
3 Credits  
Introduction to contemporary native peoples and cultures of North America. Emphasis on sociocultural and socioeconomic history, sociocultural change and persistence, present day reservation life, and current social and economic goals.

ANTH 357V. Medical Anthropology  
3 Credits  
This course introduces students to evolutionary, ecological, interpretive, political-economic, and applied anthropological perspectives on health, illness, and healing to address some of the major questions in the field. How do humans adapt to changing environments that bring with them new illnesses and diseases? How do anthropologists understand the multiple meanings of health and illness cross-culturally? How can anthropologists effectively study health inequalities? What can medical anthropological perspectives contribute to addressing the health issues that we face in our current global context?

ANTH 360V. Food and Culture Around the World  
3 Credits  
Study of the interaction between food and human culture from an anthropological perspective. Examines the traditional role of food in local economies, social relations, and identity around the world. Also examines the impact of globalization on traditional food systems and cultures.

GEOG 325V. New Mexico and the American West  
3 Credits  
Examination of the cultural and historical patterns, economic activities and physical characteristics of New Mexico with comparisons made with other western states.

GEOG 361V. Economic Geography  
3 Credits  
The geographic relationships of supply and demand resources, population, and transportation. Site analysis and decision-making in different economic systems and cultures and how these decisions affect the environment and the location of economic activities.

Updated August 2018
GEOG 363V. Cultural Geography
3 Credits
The world’s diverse cultural landscapes. Emphasis on the connections between social, political, religious, and agricultural patterns and the impact of societies on the natural environment.

HIST 302V. Science in Modern Society
3 Credits
The social impact of scientific activity and thought from Newton to the present. The growth of modern scientific institutions; the political and social context of modern science. ENGL 111 recommended.

JOUR 377V. Mass Media Ethics
3 Credits
Philosophical and moral examination of problems relating to mass media. Use of case study method to analyze media situations; development of framework for media professionalism.

PSY 417V. Intercultural Relations
3 Credits
Exploration of cultural and subcultural differences from a psychological perspective. Emphasis on modern cultural settings. Issues may include: ethnocentrism, stereotyping, intercultural communication, culture shock, cultural differences, nonverbal behavior, conflict management, and developing intercultural interaction skills. Prerequisite: PSY 201G.

SOC 360V. Introduction to Population Studies
3 Credits
Determinants and consequences of changes in fertility, mortality and migration patterns. Introduction to techniques of demographic analysis. Focus on U.S. and world population issues and their relation to social, cultural, and economic systems.

SOC 374V. Comparative Family Systems
3 Credits
A comparative analysis of family forms and characteristics in various societies. An examination of the diversity of family practices among ethnic and class groups in the United States. Same as WS 374G.

SOC 465V. Environmental Sociology
3 Credits
Advanced examination of societal responses to environmental problems including social adjustments to natural and technological hazards, sociocultural aspects of technological risk and impact assessment, and emergence of environmental social movements.

SPAN 364V. Culture and Civilization of Mexico
3 Credits
Familiarization with culture, civilization and regions of Mexico. History, geography, art, literature, folklore, customs, economics and politics of each region. Impact of Mexican culture and civilization on the Southwest United States. Taught in English. Does not satisfy Arts and Sciences second language requirement.

College of Business

ECON 335V. Business and Government
3 Credits
Relation of government to business through regulation; political, legal, and social implications. Crosslisted with: MGT 335G
ECON 384V. Water Resource Economics  
3 Credits  
Use of economic principles to evaluate current and emerging issues in water resources. Applications focus on use of economic methods of analysis to current policy decisions surrounding agricultural, municipal, industrial, and environmental uses of water. Same as AG E 384V.  
Prerequisite: AG E 100 or ECON 252G.

ECON 432V. Economics of Health Care  
3 Credits  
Analysis of the allocation of resources in the field of health and medical care.

FIN 303V. Personal Financial Planning and Investing in a Global Economy  
3 Credits  
Provides a framework for successful personal financial planning within an individual's career and income. Covers personal money management, federal and state taxation, the mathematics of finance and credit, housing, inflation, insurance, savings, and investments. Majors and minors may not use this course to satisfy their finance requirements.

MGT 315V. Human Relations in Organizations  
3 Credits  
Interactions among people and groups in societies where organizations abound. Focus on the behavior of people in organizational situations and approaches for understanding that behavior. Explores motivation, communication, leadership and team processes. Restricted to nonbusiness majors. Credit may not be earned for both MGT 309 and MGT 315V.

MGT 345V. Quality and Competitiveness: An International Perspective  
3 Credits  
Quality management and competitiveness are studied in manufacturing, services, and the public sector with an international perspective. Topics include: global history of quality, foreign competition and its impact on quality and productivity, quality management and continuous improvement, international operations management, quality assessment, and a review of the emergence of quality and competitiveness in government, education and health care.

MGT 375V. Global Environmental Assessment and Management  
3 Credits  
Examines the principles of environmental assessment and management. Topics include global environmental concerns, industrial environmental management, life cycle assessment, system analysis, process improvement, and sustainable development, among others.

MGT 388V. Leadership and Society  
3 Credits  
Exploration of the multifaceted nature of leadership in modern society through readings and seminar discussion.

College of Education

C EP 300V. Human Relations Training  
3 Credits  
Gain skills, knowledge, and sensitivity for living and working with others.

C EP 451V. Introduction to Counseling  
3 Credits  
Principles of counseling for nonmajors.
EDUC 317V. Multicultural Issues in Society
3 Credits
Conceptual manifestations of culture, race, ethnicity, class, gender, exceptionalities, language, and bilingualism within and across society. Crosslisted with: EDUC 315.

College of Engineering

CHME 395V. Brewing Science and Society
3 Credits
An overview of the science of brewing and the interrelationships between society, technology, business, and the evolution of the current beer market. Topics covered are history of brewing and the interrelationships between societal attitudes, technology, and cultural preferences; beer styles and evaluation techniques; production and characteristics of ingredients used in brewing; brewing unit operations; biochemistry of malting, mashing, and fermentation; engineering in the brewery; homebrewing; and societal and health issues related to beer and alcohol. Students must be at least 21 years of age by the first day of instruction of the semester to enroll in this course.

College of Health and Social Services

PHLS 305V. Global Environmental Health Issues
3 Credits
Introduction to global environmental health challenges in the 21st century with an emphasis on environmental problems as they affect public health and personal well-being.

PHLS 380V. Women's Health Issues
3 Credits
A focus on the unique issues and problems that confront women today and how they affect the health of women. Same as WS 381V.

PHLS 464V. Cross-Cultural Aspects of Health
3 Credits
An examination of health practices from a variety of cultural perspectives: communication, observation, research, and assimilation. Issues to be addressed will be examined from a number of viewpoints, such as individual, family, community, and professional roles.

S WK 331V. Introduction to Social Policy: History
3 Credits
Historical overview of the economic, political, and cultural impact on social welfare policy, institutions, and professions with international content.

University Library

LIB 311V. Information Literacy
3 Credits
Lecture, hands-on assignments, and written research projects to give students the technological skills and critical thinking abilities needed to use the printed and electronic information resources found on the Information Highway. Includes how to locate, critically evaluate, and apply information for academic, professional, and personal purposes. Prerequisite: ENGL 111G or equivalent; and consent of instructor.

Updated August 2018
Honors - Viewing a Wider World

College of Agricultural, Consumer and Environmental Sciences

HON 321V. Agriculture in an Interconnected World
3 Credits
Study of the impact of agriculture on cultural and social systems, with special emphasis on twentieth century urban development.

College of Arts and Sciences

HON 305V. Global Environment
3 Credits
Covers global environmental problems with focus on causes and possible solutions.

HON 306V. Science, Ethics and Society
3 Credits
Investigation of the ethical issues related to scientific investigation and the ethical implications of scientific discoveries for society. Emphasis on discussion of case studies about specific ethical issues in science, and readings by both scientists and non-scientists.

HON 324V. Science and the Arts: Theatre and Story
3 Credits
This course examines present day relations between the sciences and the representation and communication of science, especially in connection with theatre, narrative fiction, and autobiography. Crosslisted with: THTR329.

HON 351V. Interpersonal Relations and the Self
3 Credits
Course explores the ways in which culture influences interpersonal relations and conceptions of the self. The course considers a variety of issues such as: interpersonal communications, self-awareness, self-disclosure, non-verbal behavior, intimacy, love, trust, jealousy, conflict management, self-management, culturally determined views of the self, self-presentation, and self-identity. Differences between the way the issues are viewed by different groups within our society, as well as between societies, will be considered.

HON 353V. Justice without Prejudice
3 Credits
Exploration of central questions about race, ethnicity, and justice. Students will learn to argue persuasively from different perspectives, both orally and in writing.

College of Business

HON 335V. Legal Issues in Modern Society
3 Credits
Case study approach to contemporary legal problems involving environment, consumer protection, international law, corporate responsibility.

HON 380V. Comparative Economic Systems
3 Credits
A global comparison of economic institutions and problems.
HON 384V. Ethical Decisions in Organizations
3 Credits
Examines ethical decisions in business, non-profit, and governmental organizations from a managerial perspective. Topics include ethical principles, recognition and application of principle-based ethics, stakeholders in ethical decisions, and analysis of the consistency between organizational decisions and ethical principles.

College of Education

HON 388V. Leadership and Society
3 Credits
Exploration of the multifaceted nature of leadership in modern society through readings and seminar discussion.

College of Engineering

HON 378V. Technology and Policy
3 Credits
Study of the processes through which society sets goals for science and technology, of the allocation of resources needed to achieve these goals, and of the obligations and conflicts that develop as the goals are realized. International comparisons of public policies.

Honors College

HON 450V. The Sundt Honors Seminar
3 Credits
The Sundt Honors Seminar is a unique, experience-based, interdisciplinary seminar developed and taught by the holder of the Sundt Honors Professorship for the year. The subject of the course will vary according to the discipline of the Sundt Professor. The course may include a travel experience related to the seminar topic, hosting of outside specialists, or other unique activity. Open to students by application. Students selected for the course are named Sundt Scholars.
Prerequisite(s): ENGL 111G or equivalent.