



School of Nursing and Health Sciences

Didactic Program In Nutrition

**Student Handbook
2025-2026**

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<http://www.lasalle.edu/nutrition/>

Revised July 2025



~ AFFIRMATION ~

I choose to be a member of
the La Salle University community.

I conduct myself with
honesty, integrity, civility, and citizenship.
I respect people, property, our University,
and its Lasallian and Catholic heritage.

I celebrate our many cultures.
I promote the free exchange of scholarly ideas.

I commit to my personal involvement in
learning for the greater good.

In all my actions, I am La Salle.

In association, we are La Salle.

WELCOME

Welcome to the Didactic Program in Nutrition at La Salle University. We are delighted that you have chosen to enroll and complete your studies here at La Salle! Upon completion of your Didactic Program, you will receive a Bachelor of Science in Nutrition degree and will have completed the foundational knowledge and skill requirements for entry-level preparation in nutrition-related careers and for applying to Dietetic Internships.

You will also have the opportunity to apply to complete the academic requirements for the Registered Dietitian Nutritionist credential through La Salle's Master's Coordinated Program in Nutrition and Dietetics Practice. This program incorporates at least 1,000 hours of supervised practice into a Master of Science degree. More information on this program, and preparation for the Dietetics profession will be provided throughout your time at La Salle.

This Didactic Program Handbook is designed to provide you with basic information about La Salle's Didactic Program in Nutrition and answer general questions that you may have about the program and its requirements. You are encouraged to confer with your faculty advisor for your specific course progression, other program guidance, University policies and procedures, and career opportunities.

The course of study you are undertaking is rigorous and challenging. You will be studying a wide range of courses designed to prepare you to enter a career in nutrition with a broad foundation in the liberal arts, sciences, and multiple aspects of nutrition practice. Your success in the program is our priority.

After reviewing this Handbook please print, sign, and return the Student Acknowledgement Form at the end of this handbook to Dr. Yuuki Nakayachi, Director of the Didactic Program in Nutrition, indicating that you have received this handbook and understand and agree to all policies. If you have questions, please contact Dr. Nakayachi at nakayachi@lasalle.edu.

The nutrition faculty wish you success in meeting your educational goals at La Salle.

Sincerely,



Yuuki Nakayachi, PhD, RD
Didactic Program Director
Assistant Professor

Note: The following policies regulate the Didactic Program in Nutrition in the School of Nursing and Health Sciences. The information in this Student Handbook supersedes all previous handbooks and is intended to supplement the University Student Handbook. By enrolling in the Didactic Program, students accept the responsibility to abide by and adhere to all policies and procedures outlined in this handbook. More detailed expectations for the behavior of students enrolled in the Didactic Program in Nutrition are presented later in this Handbook. In addition, The Academy of Nutrition and Dietetics and its credentialing agency, the Commission on Dietetic Registration, believe it is in the best interest of the profession and the public it serves to have a Code of Ethics in place that provides guidance to dietetics practitioners in their professional practice and conduct. Students in the program are expected to abide by the Code of Ethics and Standards of Practice and Professional Performance set forth by the Academy of Nutrition and Dietetics, available at <https://www.eatrightpro.org/practice/code-of-ethics/what-is-the-code-of-ethics>.

La Salle University embraces each student's gifts, differences, and talents and is committed to creating a fully inclusive, equitable, anti-racist, and diverse learning environment.

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TABLE OF CONTENTS

<i>Nutrition Faculty</i>	5
<i>Student Advising</i>	6
About Starfish	6
<i>Program Overview and Description</i>	7
<i>Program Mission</i>	7
<i>Program Goals and Outcome Measures</i>	8
<i>Accreditation Status</i>	8
<i>Student Learning Outcomes and Objectives</i>	9
<i>Program Admission</i>	10
Assessment of Transfer and Second Degree Courses and Credits	11
Assessment of Prior Learning Experience(s)	11
<i>Program Completion Requirements</i>	12
Knowledge Requirements (KRDNs) and Verification Statement Policy	12
Receiving Verification Statements	13
<i>Didactic Program (DP) in Nutrition Required Courses for Verification</i>	13
<i>Graduation Requirements</i>	14
<i>Didactic Program (DP) in Nutrition Model Roster</i>	15
Program Completion Options	15
Didactic Program (DP) in Nutrition Senior Model Roster	16
Master's Coordinated Program in Nutrition and Dietetics Practice 4- & 5-Year Model Roster*	16
<i>Master's Coordinated Program in Nutrition and Dietetics Practice</i>	17
Application and Admission Requirements	17
<i>Requirements for Becoming a Registered Dietitian Nutritionist (RD/RDN)</i>	18
Additional Licensure or Other Certification*	18
Timeline for Applying to Dietetic Internships (DIs)	19
Preparation for Application to Dietetic Internships (DIs) Outside of La Salle	19
<i>Requirements for the Nutrition and Dietetics Technician, Registered (NDTR) Credential</i>	20
<i>Didactic Program (DP) in Nutrition Program Logistics</i>	20
Program Costs and Financial Aid	20
Academic Progress Toward Degree	20
Academy of Nutrition and Dietetics (AND) Code of Ethics	20
Access to Student Files	21
Access to Student Support Services	21
Student Health Requirements	21
Student Health Insurance	21
Transportation to Classes and/or Off-Campus Sites	21
Asynchronous, Hybrid, Online, and Distance Learning	22
Communication and Professional Behavior	22
Disciplinary & Termination Policies	22
Dress Code for Labs and Off-Campus Sites	22
Honorlock	23
Inclement Weather	23
Program Schedule, Vacations, Holidays, and Leaves of Absence	24
Protection of Private Student Information	24
Student Complaints*	24
Substance Abuse Policy	26
Withdrawal Policy & Financial Charges	26
<i>B.S. in Nutrition Major Course Descriptions</i>	27
<i>M.S. in Nutrition and dietetics practice Major Courses</i>	30
<i>Nutrition Programs Student Complaint Form</i>	32
<i>Student Acknowledgement</i>	34

Bachelor of Science in Nutrition/Didactic Program in Nutrition

NUTRITION FACULTY

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STUDENT ADVISING

Advising is an important component of the Didactic Program (DP). Upon admission to the DP, all Nutrition students are assigned a full-time faculty member to provide academic and career advising. All students are expected to become familiar with this Handbook, their degree plan, and program requirements, and meet regularly with their assigned advisor for guidance in progressing through their degree plan. Advisors also provide information about Dietetic Internships (DIs), career options, graduate opportunities, and University resources. If a student is not meeting DP Verification Statement requirements, a plan for improvement and/or remediation will be devised and/or the student may be advised to explore other academic options at La Salle in an area of interest.

Students are expected to follow the course sequence plan set up with their academic advisors. All students are required to meet with their assigned advisors each semester prior to registering for courses to review their plan and ensure that they register for the appropriate courses. Deviations from this plan may extend the time needed to complete the degree. Unless otherwise specified by the advisor, advising appointments should be scheduled through Starfish (see below for explanation of the software). Students can monitor their progress toward the degree using the DegreeWorks platform (also accessed through the My La Salle portal). **Students are expected to adequately prepare ahead of time for all advising sessions.** Student preparation for advising sessions should include:

- Developing a proposed course schedule with dates, times, and course numbers for the upcoming semester, including backup course selections.
- Identifying your questions regarding courses prerequisites, University requirements, DP requirements, career options, supervised practice options, etc.

About Starfish

Starfish is a communication and scheduling tool that is accessible through the My La Salle Portal (<https://my.lasalle.edu/>) and is administered by the Center for Academic Achievement. At La Salle, Starfish is used for the following purposes:

- To connect you to your coordinated care network of instructors, advisers, and staff who are here to support your goals
- To schedule tutoring appointments at the Center for Academic Achievement
- To review course schedules
- To record advising and tutoring notes
- To track support service usage
- To communicate with students who are at-risk in their classes

Starfish is also a communication tool that assists faculty in alerting students who are exhibiting at risk behaviors. When an early alert report is submitted, the student, his or her advisor(s), and the Academic Support team are informed. The goal of Starfish is to provide you with a coordinated care network as well as access to the tools available to help you improve your academic performance. If you are a student and receive an email from your professor expressing concern about your attendance or performance, connect with him or her and your academic advisor immediately to discuss what action steps you need to take to improve.

For more information, visit the Center for Academic Achievement Website (<https://www.lasalle.edu/center-for-academic-achievement/>), <https://www.lasalle.edu/center-for-academic-achievement/services-for-students/starfish/r> or email starfish@lasalle.edu.

PROGRAM OVERVIEW AND DESCRIPTION

The Didactic Program (DP) in Nutrition leads to the Bachelor of Science (B.S.) in Nutrition degree. This major opens many career avenues in clinical, community, food service, and private practice nutrition. This major also prepares students to apply to graduate programs in a variety of health fields.

La Salle's Didactic Program in Nutrition is accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND), to grant DP Verification Statements that qualify students to apply for a Dietetic Internship or coordinated program in nutrition and dietetics. The DP also prepares students for La Salle's Master's Coordinated Program in Nutrition and Dietetics Practice or any other ACEND-accredited Dietetic Internship or supervised practice leading to the Registered Dietitian (RD)/Registered Dietitian-Nutritionist (RDN) credential. Students who complete program requirements are also eligible to take the exam leading to the Nutrition and Dietetics Technician, Registered (NDTR) credential upon graduation with the B.S. in Nutrition degree. The coursework meets all Academy of Nutrition and Dietetics (AND) academic requirements and offers opportunities for electives to match a student's interests or career goals.

Students may choose a minor area of study; electives may also be used to take additional courses to prepare for graduate study in other health sciences, such as medicine, physician assistant, dentistry, occupational or physical therapy, and others. Students seeking graduate programs in these areas may be required to take different science coursework as well to prepare for these careers and so should also consult the La Salle University Health Professions advisor.

Graduates who do not seek the RD/RDN credential may work to promote health and wellness within communities and have employment opportunities in public health agencies (government and private) and fitness and health-related businesses. The nutrition degree also qualifies graduates to seek the Certified Dietary Manager credential and work within the food and hospitality industry.

PROGRAM MISSION

The Mission of the La Salle University Didactic Program in Nutrition/Bachelor of Science in Nutrition is to educate students in nutrition and health science, promote health and wellness, prevent nutrition-related disease, integrate research into practice, and enable graduates to enter nutrition and food related careers or pursue careers as Nutrition and Dietetics Technicians, Registered (NDTR) or Registered Dietitians (RD)/Registered Dietitian Nutritionists (RDN)*.

*Note: Students who wish to pursue the RD/RDN credential must complete an accredited coordinated program, dietetic internship, or other supervised practice program in addition to, or concurrent with completion of the DP and a Baccalaureate degree. Students are also required to possess a Master's Degree in order to take the qualifying examination for the RD/RDN credential. Further information on eligibility requirements for becoming a RD/RDN can be obtained at the Commission on Dietetic Registration (CDR) web site at <https://www.cdrnet.org/RDN>.

PROGRAM GOALS AND OUTCOME MEASURES

Goal 1: Program graduates will be educated by the Didactic Program (DP) to prepare them for careers as Nutrition and Dietetic Technicians, Registered (NDTR), and entry-level positions in nutrition, health and food related fields.

1. At least 80% of full-time DP students will complete program requirements* within 3 years (150% of program length*)
2. At least 90% of program graduates will “agree” or “strongly agree” that the DP program director and faculty provided sufficient and accurate guidance about DP requirements
3. At least 90% of program graduates will “agree” or “strongly agree” that they are satisfied with the quality of the education they received in the Didactic Program.
4. At least 90% of program graduates will “agree” or “strongly agree” that they received accurate and helpful career information, academic advising (including clarity around DP requirements), and guidance that made them aware of career options and opportunities they can pursue after completing their studies
5. At least 80% of DP graduates who sought employment upon graduating will be employed within 12 months of graduation.
6. The program’s one-year pass rate (graduates who pass the registration exam within one year of first attempt) on the CDR credentialing exam for Nutrition and dietetics technicians, registered (NDTR) is at least 80%”

*Note: “program requirements” and “program length” here refer to the length of time required to complete the “core” nutrition courses in the major, not all required coursework for the nutrition major or the Bachelor’s degree.

Goal 2: The Didactic Program (DP) will prepare graduates to obtain and successfully complete supervised practice and graduate degree programs that will qualify them to earn the RD/RDN credential.

Outcomes:

1. At least 60% of program graduates will apply for admission to a supervised practice program prior to or within 12 months of graduation.
2. Of program graduates who apply to a supervised practice program, at least 60 percent will be admitted within 12 months of graduation.
3. At least 80% of surveyed supervised practice program directors will “agree” or “strongly agree” that La Salle DPD program graduates were adequately prepared for supervised practice
4. The program’s one-year pass rate (graduates who pass the registration exam within one year of first attempt) on the CDR credentialing exam for Registered Dietitian-Nutritionists will be at least 80%”.

ACCREDITATION STATUS

The Didactic Program in Nutrition at La Salle University is accredited by the Accreditation Council on Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics (AND). The address for the Accreditation Council on Education in Nutrition and Dietetics (ACEND) is:

Accreditation Council on Education in Nutrition and Dietetics (ACEND)
Academy of Nutrition and Dietetics
120 South Riverside Plaza, Suite 2190
Chicago, Illinois 60606-6995
Phone: 800-877-1600, ext. 5400
Website: <https://www.eatrightpro.org/acend>

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STUDENT LEARNING OUTCOMES AND OBJECTIVES

The following are the undergraduate knowledge requirements (KRDNs) developed by the Academy of Nutrition and Dietetics. They represent the foundational competencies required for entry into the profession of Dietetics and must be met by all ACEND-accredited Didactic Programs.

- KRDN 1.1 - Demonstrate how to locate, interpret, evaluate and use professional literature to make ethical, evidence-based practice decisions.
- KRDN 1.2 - Select and use appropriate current information technologies to locate and apply evidence-based guidelines and protocols.
- KRDN 1.3 - Apply critical thinking skills.
- KRDN 2.1 - Demonstrate effective and professional oral and written communication and documentation.
- KRDN 2.2 - Describe the governance of nutrition and dietetics practice, such as the Scope of Practice for the Registered Dietitian Nutritionist and the Code of Ethics for the Profession of Nutrition and Dietetics.
- KRDN 2.3 - Assess the impact of a public policy position on nutrition and dietetics practice.
- KRDN 2.4 - Discuss the impact of health care policy and different health care delivery systems on food and nutrition services.
- KRDN 2.5 - Identify and describe the work of interprofessional teams and the roles of others with whom the registered dietitian nutritionist collaborates.
- KRDN 2.6 - Demonstrate cultural humility, awareness of personal biases and an understanding of cultural differences as they contribute to diversity, equity and inclusion.
- KRDN 2.7 - Describe contributing factors to health inequity in nutrition and dietetics including structural bias, social inequities, health disparities and discrimination.
- KRDN 2.8 - Participate in a nutrition and dietetics professional organization and explain the significant role of the organization.
- KRDN 2.9 - Defend a position on issues impacting the nutrition and dietetics profession.
- KRDN 3.1 - Use the Nutrition Care Process and clinical workflow elements to assess nutritional parameters, diagnose nutrition related problems, determine appropriate nutrition interventions, and develop plans to monitor the effectiveness of these interventions.
- KRDN 3.2 - Develop an educational session or program/educational strategy for a target population.
- KRDN 3.3 - Demonstrate counseling and education methods to facilitate behavior change and enhance wellness for diverse individuals and groups.
- KRDN 3.4 - Practice routine health screening assessments, including measuring blood pressure and conducting waived point-of-care laboratory testing (such as blood glucose or cholesterol).
- KRDN 3.5 - Describe concepts of nutritional genomics and how they relate to medical nutrition therapy, health and disease.
- KRDN 3.6 - Develop nutritionally sound meals, menus and meal plans that promote health and disease management and meet client's/patient's needs.
- KRDN 4.1 - Apply management theories to the development of programs or services.
- KRDN 4.2 - Evaluate a budget/financial management plan and interpret financial data.
- KRDN 4.3 - Demonstrate an understanding of the regulation system related to billing and coding, what services are reimbursable by third party payers and how reimbursement may be obtained.
- KRDN 4.4 - Apply the principles of human resource management to different situations.
- KRDN 4.5 - Apply safety and sanitation principles related to food, personnel and consumers.
- KRDN 4.6 - Explain the processes involved in delivering quality food and nutrition services.
- KRDN 4.7 - Evaluate data to be used in decision-making for continuous quality improvement.

- KRDN 5.1 - Perform self-assessment that includes awareness in terms of learning and leadership styles and cultural orientation and develop goals for self-improvement.
- KRDN 5.2 - Identify and articulate one's skills, strengths, knowledge and experiences relevant to the position desired and career goals.
- KRDN 5.3 - Practice how to self-advocate for opportunities in a variety of settings (such as asking for support, presenting an elevator pitch).
- KRDN 5.4 - Practice resolving differences or dealing with conflict.
- KRDN 5.5 - Promote team involvement and recognize the skills of each member.
- KRDN 5.6 - Demonstrate an understanding of the importance and expectations of a professional in mentoring and precepting others.

PROGRAM ADMISSION

Application for admission for all full-time students is made through the Office of Admissions of the Day Division of La Salle University. The candidate's credentials are evaluated in the Office of Admissions; all candidates must meet admissions criteria established by La Salle University. Once accepted, all students are referred to a Nutrition Program Advisor.

Upon admission to La Salle University, select incoming freshmen may be accepted directly into the accelerated Master's Coordinated Program in Nutrition and Dietetics Practice, guaranteeing them a place in the program if they maintain admission requirements throughout their undergraduate coursework. Other students who enter the Didactic Program (DP) as freshmen will also have the opportunity to apply to La Salle's Master's Coordinated Program in Nutrition and Dietetics Practice once they have completed the requirements for admission. **The accelerated Master's Coordinated Program in Nutrition and Dietetics Practice can be completed within 5 years only by students who begin the program as freshman Nutrition majors.**

Transfer and second degree students may also apply to the DP through the Office of Transfer Admissions. Previous transcript(s) will be evaluated by the DP Director for coursework that can be applied to Dietetics requirements. All transfer and second degree students will receive a personalized course sequence to complete ACEND academic requirements. All transfer and second degree students will have the opportunity to apply to La Salle's Master's Coordinated Program in Nutrition and Dietetics Practice once they have completed the requirements for admission. **Due to the nature of the program and timing of courses, time to completion will vary for all transfer and second degree students.**

If you plan to apply to La Salle's Master's Coordinated Program in Nutrition and Dietetics Practice, please refer to the corresponding section of this Handbook for the admission requirements.

Assessment of Transfer and Second Degree Courses and Credits

1. Upon acceptance to La Salle University, students must contact the Didactic Program (DP) Director for advising before they will be permitted to register for classes.
2. The DP Director requires an individual meeting for formal transcript evaluations of prior learning. Transcripts should be sent to the DP Director for initial review prior to this meeting.
3. Meetings may be scheduled by contacting the DP Director at nakayachi@lasalle.edu.
4. The student must provide:
 - a. Official transcripts from all previously attended institutions. If the student attended a university outside of the United States, they must also provide an official US education equivalency evaluation from a recognized foreign transcript evaluation service such as World Education Services (or the equivalent).
 - b. Course descriptions and/or syllabi for science and nutrition major courses may be required to determine whether these courses specifically meet the requirements of La Salle's DP. Equivalent courses will be accepted for transfer or verification credit only if they were completed within the following time frames:
 - i. Science courses (e.g., Anatomy and Physiology I and II, Clinical Microbiology, Chemistry for the Life Sciences, Organic Chemistry, and Biochemistry) must have been completed within 10 years prior to admission to La Salle.
 - ii. All Nutrition major courses and Computer Science/Healthcare Informatics courses must have been completed within 5 years prior to admission to La Salle.
 - iii. All other courses required for graduation may have been taken at any time prior to admission to La Salle.
5. The student must have attained a grade of "C" or better for any course for which transfer or verification credit is requested.
6. Coursework completed through an ACEND-accredited Dietetic Technician Program (for DTRs/NDTRs) will be accepted only as equivalent to 100- or 200-level coursework in the DP. Supervised practice courses within Dietetic Technician programs are not transferable for credit.
7. All nutrition courses accepted for transfer or verification must have been taught by a RDN, or by a credentialed culinary/food service professional at an accredited culinary school for equivalent courses in those content areas.
8. Nutrition courses at 200-level or above will only be accepted for transfer or verification if completed within an ACEND-accredited Nutrition or Dietetics Program; or, for courses equivalent to NUTR 310 or 320, if completed within an accredited professional culinary/food service educational program.
9. The DP Director and Assistant Dean of the School of Nursing and Health Sciences (SONHS) maintain the authority to make final determination of the acceptance or denial of all transfer and verification courses.

Assessment of Prior Learning Experience(s)

Prior work experience will not be accepted in place of any courses in the Didactic Program in Nutrition.

PROGRAM COMPLETION REQUIREMENTS

Completion of the Didactic Program (DP) in Nutrition and the baccalaureate degree requires earning a minimum of 122 credit hours. The program includes both courses that are required to meet the undergraduate knowledge requirements (KRDNs) developed by the Academy of Nutrition and Dietetics, and additional courses required by La Salle University.

Knowledge Requirements (KRDNs) and Verification Statement Policy

Students must earn an overall GPA of 2.0 by time of graduation to receive a DP Verification Statement. All courses in the DP must be completed with a grade of “D” or better to earn a Verification Statement. **As indicated in the University Catalog, courses may only be repeated once to earn a higher grade.** If a student fails a NUTR course, they must re-take that course and earn a grade of “D” or better to be eligible to continue in the program and receive a Verification Statement.

To receive a Verification Statement from La Salle’s Didactic Program (DP) Director, students enrolled in the DP in Nutrition must:

1. Successfully complete all DP degree requirements and coursework.
 - a. Required DP courses are described in this Handbook, listed in La Salle’s undergraduate course catalog, and reviewed during student advising sessions.
2. Demonstrate achievement of the Knowledge for Registered Dietitian Nutritionist (KRDN) requirements within specific courses. All DP students must pass (earn a score of at least 70%) the assignment (e.g., test question, exam, quiz, presentation, reflection, paper, activity, etc.) associated with the KRDN during the course. The assignments that satisfy KRDNs within specific courses are listed in the syllabi for those courses.
 - a. If the KRDN is not passed, the course instructor will notify the student. The student will then have the opportunity for remediation during the same semester. Remediation will require additional work and/or testing. The course instructor will grade the student’s remediation as either “Pass” (demonstrated achievement of the KRDN and earned a grade of 70%) or “Fail” (did not demonstrate achievement of the KRDN and earned a grade below 70%). The maximum grade possible for any remediation assignment/test, which will contribute to the final course grade, will be 70%.
 - b. If a student is not present for a class session that meets a KRDN (e.g., in-class activity, guest speaker, etc.) for any reason and does not appropriately communicate in advance with proper documentation to the instructor, that student will receive a score of “0” for that assignment and will require remediation for the KRDN to receive a Verification Statement.
 - c. If a student does not pass the KRDN assignment/test even after remediation, the course instructor will notify the DP Director. A Verification Statement will not be awarded unless the student provides the DP Director with appropriate evidence and rationale, in writing, that they have demonstrated achievement of the KRDN. This evidence can be in the form of a non-course assignment or activity with a written rationale that will be reviewed, graded, and approved by the DP Director. This assignment must be approved ahead of time by both the course instructor and the DP Director. It is ultimately the DP Director who will decide if the student has demonstrated achievement of the KRDN and will receive a Verification Statement.
3. Complete the DP Contact Survey, providing (and updating as needed) an accurate, permanent physical address, email address, & telephone number to La Salle University and the DP Director.
4. Complete the mandatory DP Exit Survey (link emailed prior to graduation to all DP students)

Receiving Verification Statements

The Didactic Program (DP) Director will email an electronic signed copy of the Verification Statement to the non-La Salle e-mail address provided by the student. The original Verification Statement will be retained in the student's file. Verification Statements are issued after the University Registrar has posted the final grades and indicated the Bachelor of Science Degree in Nutrition was issued on the designated graduation date, and the DP Director has verified all the KRDNs were met by the student. Students who already have a bachelor's degree can complete the courses required for verification within the DP curriculum in consultation with the DP Director to obtain a Verification Statement.

Students enrolled in the Master's Coordinated Program in Nutrition and Dietetics Practice will take a combination of undergraduate and graduate courses. In consultation with the DP Director, these students will receive a Verification Statement upon completion of the designed DP courses and demonstrated achievement of all KRDNs being met during coursework.

DIDACTIC PROGRAM (DP) IN NUTRITION REQUIRED COURSES FOR VERIFICATION

DP Science Courses

Course Number	Course Name	Total Credits: 22
CHM 161	Chemistry for Life Sciences	4
CHM 262	Organic Chemistry for Life Sciences	3
CHM 263	Biochemistry for Life Sciences	3
BIO 161	Anatomy and Physiology I	4
BIO 162	Anatomy and Physiology II	4
BIO 163	Clinical Microbiology	4

DP Support Courses

Course Number	Course Name	Total Credits: 24
HSC 217	Statistics for Health Sciences	3
PSY 155	Introduction to Psychology	3
POL 151	Principles of American Government ¹	3
ENG 110	College Writing I	3
ENG 210	College Writing II	3
CSC 154	Health Informatics ²	3
COM 150	Presentation Skills	3
PHLT 408	Research Methods	3

¹May be substituted with ECN 150 (Introductory Macroeconomics)

²May be substituted with CSC 151 (Introduction to Computing Using Packages)

DP Professional Courses

Course Number	Course Name	Total Credits: 45
NUTR 165	Principles of Nutrition ³	3
NUTR 200	Life Cycle Nutrition	3
NUTR 230	Food Science	4
NUTR 300	Community Nutrition	3
NUTR 310	Management in Nutrition and Dietetics	3
NUTR 320	Quantity Food Preparation & Management	3
NUTR 340	Professional Practice in Nutrition	3
NUTR 341	Medical Nutrition Therapy I	4
NUTR 342	Medical Nutrition Therapy II	4

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NUTR 420	Nutrition Education and Counseling	3
NUTR 440	Capstone in Nutrition	3
NUTR 441	Food and Culture	3
NUTR 450	Sustainable Food Systems and Food Justice	3
NUTR ###	3-credit elective (choose 1 of the following): ⁴	3
	NUTR 455 Nutrition and Fitness	
	NUTR 460 Externship in Nutrition	
	NUTR 470-473, 475 Special Topics in Nutrition	

³We highly recommend taking NUTR 165 or an equivalent introductory nutrition course face-to-face when possible. However, taking this course in an online or asynchronous format will not exclude a student from the Didactic Program in Nutrition.

⁴The 3-credit Nutrition Elective is not required if a student is accepted into the Master's Coordinated Program in Nutrition and Dietetics Practice.

GRADUATION REQUIREMENTS

For graduation students must complete at least 122 credits, including all of the above courses required for verification and these additional courses required for all La Salle students:

University-Required Courses

Course Number	Course Name	Total Credits: 15
REL 100	Religion Matters	3
FYS ###	First-Year Academic Seminar	3
ILO 9	Creative and Artistic Expression ⁵	3
ILO 10	Ethical Understanding and Reasoning ⁵	3
ILO 11	Cultural and Global Awareness and Sensitivity ⁵	3

⁵ILO courses are 12 Institutional Learning Outcome courses that La Salle students are required to take for graduation. Within the Didactic Program in Nutrition the DP Science, Support, and Professional courses cover ILOs 1-8 and ILO 12. Courses that meet ILOs 9-11 can be chosen by the student.

Note: FYS course and ILO 9-11 courses are not required for second-degree or dual-admission transfer students.

DIDACTIC PROGRAM (DP) IN NUTRITION MODEL ROSTER

This **Didactic Program (DP) in Nutrition Model Roster** is designed for students who begin at La Salle as freshmen Nutrition majors. All other students (transfer, second-degree, and those who change their major to Nutrition from another major at La Salle) will follow a different individualized roster that will be designed by the DP Director or their academic advisor.

Freshman Year

Fall		Spring	
NUTR 165	Principles of Nutrition (3)	PSY 155	Introduction to Psychology (3)
BIO 161	Anatomy and Physiology I (4)	BIO 162	Anatomy and Physiology II (4)
ENG 110	College Writing I (3)	CHM 161	Chemistry for Life Sciences (4)
CSC 154	Health Informatics (3)	COM 150	Presentation Skills (3)
FYS	FYS Course (3)	REL 100	Religion Matters (3)
Credits = 16		Credits = 17	

Sophomore Year

Fall		Spring	
NUTR 200	Nutrition Through Life Cycle (3)	NUTR 300	Community Nutrition (3)
NUTR 230	Food Science (4)	NUTR 340	Professional Practice in Nutrition (3)
CHM 262	Organic Chemistry for Life Sci. (3)	CHM 263	Biochemistry for Life Sciences (3)
ENG 210	College Writing II (3)	BIO 163	Clinical Microbiology (4)
POL 151	Principles of American Govt. (3)	ILO	9, 10, or 11 (3)
Credits = 16		Credits = 16	

Junior Year

Fall		Spring	
NUTR 310	Mgmt. in Nutrition and Dietetics (3)	NUTR 320	Quantity Food Prep and Mgmt. (3)
NUTR 341	Medical Nutrition Therapy I (4)	NUTR 342	Medical Nutrition Therapy II (4)
NUTR 420	Nutrition Edu. and Counseling (3)	NUTR 450	Sustain. Food Systems/Justice (3)
NUTR 441	Food and Culture (3)	HSC 217	Statistics for Health Sciences (3)
ILO	9, 10, or 11 (3)	ILO	9, 10, or 11 (3)
Credits = 16		Credits = 16	

Note: Any student deviating from this model roster, repeating a course (for any reason), or requiring an additional course outside of the **DP in Nutrition Required Courses for Verification** (e.g., MTH 101 – College Algebra) will follow a different individualized roster that will be designed by the DP Director or their academic advisor.

Program Completion Options

After completion of the junior year of the program, students will follow one of two options, depending on whether they continue into the Master's Coordinated Program in Nutrition and Dietetics Practice (MCP). Students interested in the MCP will apply to that program during their junior year at La Salle or when advised by their academic advisor.

OPTION 1: Students not entering the MCP after their junior year, follow the **DP in Nutrition Senior Model Roster** below. (The schedule below may vary for students who did not begin as freshmen Nutrition majors.)

Revised July 2025

Didactic Program (DP) in Nutrition Senior Model Roster
Senior Year

Fall		Spring	
NUTR 450	Nutrition and Fitness (3)	NUTR 440	Capstone in Nutrition (3)
PHLT 408	Research Methods (3)	NUTR ###	Special Topics in Nutrition (3)
	Choice Elective (3)	NUTR 460	Externship in Nutrition (3)
	Choice Elective (3)	NUTR 474	NDTR Careers & Credential (1)*
	Choice Elective (3)		Choice Elective (3)
	Credits = 12-15		Credits = 13

*Students who are interested in earning the NDTR credential should take NUTR 474 during the Spring semester of their senior year.

OPTION 2: Students who enter the Master’s Coordinated Program in Nutrition and Dietetics Practice after their junior year will follow the **Master’s Coordinated Program in Nutrition and Dietetics Practice 4- & 5-Year Model Roster** listed below. (This may look different for students who did not begin as freshmen Nutrition majors.)

Master’s Coordinated Program in Nutrition and Dietetics Practice 4- & 5-Year Model Roster*

4th Year

Fall		Spring	
NUTR 601	Practicum in Community Nutr. I (6)	NUTR 602	Practicum in Community Nutr. II (6)
NUTR 512	Adv. Nutrition and Metabolism (3)	NUTR 440	Capstone in Nutrition (3)
PHLT 408	Research Methods (3)	NUTR 514	Cases in Clinical Nutrition (3)
PHLT 489	Race, Ethnicity, Public Health (3)	PHLT 635	Health Policy (3)
	Credits = 16		Credits = 16

Summer between 4th and 5th Year

NUTR 605	Practicum in Foodservice Management
	Credits = 6

5th Year

Fall		Spring	
NUTR 608	Practicum in MNT I (6)	NUTR 609	Practicum in MNT II (6)
NUTR 510	Nutrition Communication (3)	NUTR 612	Seminar in Dietetics Practice (3)
	Credits = 9		Credits = 9

*The sample **Master’s Coordinated Program in Nutrition and Dietetics Practice 4- & 5-Year Model Roster** below is designed for students who begin at La Salle as freshmen Nutrition majors. All other students (e.g., transfer, second-degree, and those who change their major to Nutrition from another major at La Salle) will follow a different individualized roster that will be designed by the DP Director or their academic advisor. These students will complete the BS degree, followed by two years of graduate study to complete the Master’s Coordinated Program in Nutrition and Dietetics Practice.

MASTER'S COORDINATED PROGRAM IN NUTRITION AND DIETETICS PRACTICE

This unique program combines a Lasallian graduate education with over 1000 hours of supervised practice, culminating in a Master of Science degree and eligibility to take the exam to become a credentialed Registered Dietitian (RD)/Registered Dietitian Nutritionist (RDN). All students who seek admission to the Master's Coordinated Program in Nutrition and Dietetics Practice must first matriculate in the Didactic Program (DP) in Nutrition to complete pre-requisite coursework.

Application and Admission Requirements

Application to the Master's Coordinated Program in Nutrition and Dietetics Practice for matriculated DP students occurs during Spring semester to begin the program in the following Fall semester. However, course grades and the minimum acceptable GPA must be maintained as listed below for the student to be permitted to continue into the Master's courses. The application process is overseen by La Salle's Nutrition faculty. Acceptance into the program is dependent on availability of slots in the program and is contingent on the student meeting all application requirements.

Minimum admission requirements for the Master's Coordinated Program in Nutrition and Dietetics Practice are described below.

All students must have:

1. Completed the following courses:
 - a. ENG 110, ENG 210, HSC 217, CSC 154 (or CSC 151), COM 150, PSY 155, POL 151 (or ECN 150), PHLT 408, or any of these course-equivalents taken outside of La Salle that have been transferred in for credit.
 - b. All science and nutrition pre-requisites.
2. Earned a cumulative GPA of ≥ 3.2 in all courses completed at La Salle
3. Earned a GPA of ≥ 3.2 in all courses required for Verification, calculated to include courses transferred in from other institutions as well as La Salle coursework.
4. Earned a grade of "B" or better in NUTR 310 (Management in Nutrition and Dietetics), NUTR 320 (Quantity Food Preparation and Management), NUTR 341 (Medical Nutrition Therapy I), NUTR 342 (Medical Nutrition Therapy II), and in all 400-level courses taken prior to beginning the Master's program.
5. Earned a grade of "C" or better in all science courses, NUTR 165 (Introduction to Nutrition), and all other 200- and 300-level NUTR courses.
6. Successfully completed the application process.

Note: Non-degree students who apply to the Master's Coordinated Program in Nutrition and Dietetics Practice must complete a minimum of 18 credits in the Didactic Program (DP) in Nutrition at La Salle, unless they hold a Verification Statement issued within the past 3 years indicating completion of an ACEND-accredited Didactic Program.

Note: International students for whom English is a second language, and who have not completed a high school diploma or higher education degree in the United States, must earn a minimum score of 600 (paper-based), 250 (computer-based), or 100 (internet-based) within 2 years prior to application on the Test of English as a Foreign Language (TOEFL). The TOEFL website is <http://www.toefl.org>.

REQUIREMENTS FOR BECOMING A REGISTERED DIETITIAN NUTRITIONIST (RD/RDN)

Steps in the process for becoming a Registered Dietitian (RD)/Registered Dietitian Nutritionist (RDN) include:

1. Complete a Bachelor's Degree granted by a US regionally accredited college/university (or foreign equivalent)
2. Complete the academic requirements of an ACEND-accredited Didactic Program (DP) and obtain a Verification statement.
3. Complete an ACEND-accredited supervised practice program, also known as a Dietetic Internship (DI), at a university, healthcare facility, community agency, or foodservice corporation. DI programs will vary in length and may be combined with undergraduate or graduate studies as a Coordinated Program. There are several options for ACEND-accredited supervised practice:
 - a. La Salle's Master's Coordinated Program in Nutrition and Dietetics Practice, which integrates graduate coursework and at least 1,000 hours of supervised practice.
 - b. A non-La Salle DI, Individualized Supervised Practice Program (ISPP), or Master's Coordinated Program, which includes at least 1,000 hours of supervised practice and may integrate graduate-level coursework.
 - c. Graduate Program in Nutrition and Dietetics, which is a graduate-level, competency-based dietitian nutritionist program that integrates coursework and experiential learning.
4. If a Master's degree has not been completed in conjunction with the supervised practice program, complete a Master's degree in any area of study.
5. Pass a national examination for Registered Dietitians (RDs)/Registered Dietitian Nutritionists (RDNs) administered by the Commission on Dietetic Registration (CDR).
6. Complete continuing professional education requirements and pay all required fees for maintaining registration.

Additional Licensure or Other Certification*

Most states, including Pennsylvania, regulate the practice of dietetics through licensure. State licensure and state certification are entirely separate and distinct from registration or certification by the Commission on Dietetic Registration (CDR). Once an individual successfully completes the CDR exam and becomes a Registered Dietitian (RD)/Registered Dietitian Nutritionist (RDN), the individual can apply for state licensure as a Licensed Dietitian-Nutritionist (LDN) in Pennsylvania. Information regarding licensure in Pennsylvania can be obtained from the Pennsylvania State Board of Nursing website: <https://www.dos.pa.gov/ProfessionalLicensing/BoardsCommissions/Nursing/Pages/Licensed-Dietitian-Nutritionist-Licensure-Requirements-Snapshot.aspx>. Information on licensure and certification in other states is provided at <https://www.cdrnet.org/LicensureMap>.

*Note: As of January 1, 2015, all persons applying for issuance of an initial license in Pennsylvania must complete 3 hours of Department of Human Services-approved training in child abuse recognition and reporting requirements in order to become licensed.

Timeline for Applying to Dietetic Internships (DIs)

Freshman/Sophomore Year

- Maintain good grades (aim for at least a “B” or better in all courses)
- Obtain dietetics-related work or volunteer experience
- Become active in organizations or community activities
- Join La Salle’s student Nutrition club: La Salle Explorers Advocating Nutrition (LEAN)
- Join the Academy of Nutrition and Dietetics (AND) as a student member (only student members are eligible for scholarships and awards)
- Join your local dietetic association (example PhillyAND)

Junior Year

- Maintain good grades (aim for at least a “B” or better in all courses)
- Obtain dietetics-related volunteer or paid work experience
- Begin reviewing the AND website and the Applicant Guide to Supervised Practice Experience
- Research your areas of interest and select 3-6 internships that match your interests and qualifications, including La Salle’s Master’s Coordinated Program in Nutrition and Dietetics Practice
- If interested and qualified (see p. 16 for requirements), apply to La Salle’s Master’s Coordinated Program in Nutrition and Dietetics Practice when advised (usually Spring of 3rd year).
- Access and review the Internship Resources Canvas site
- Get to know your faculty advisor and other faculty members (it is important for faculty to get to know you if you intend to ask them to write a letter of recommendation)
- Get involved in activities in LEAN – run for officer positions
- Maintain student membership with AND

Senior Year

- Maintain good grades (aim for at least a “B” or better in all courses)
- Contact Dietetic Internship (DI) programs for additional information and application
- Attend DI open houses and events
- Continue to obtain dietetics-related volunteer or paid work experience
- Request letters of recommendation (make sure you provide at least 3-4 weeks lead time for anyone to write a letter of recommendation, when possible)
- Get even more involved in LEAN
- Continue membership with AND
- Take the Graduate Record Examination (GRE), if needed
- Access and review the Internship Resources Canvas site
- Check deadlines and apply on time – usually mid-February

Preparation for Application to Dietetic Internships (DIs) Outside of La Salle

A student has no guarantee of acceptance to a Dietetic Internship (DI) program. In order to increase your chances for acceptance, you should:

- Investigate programs early to identify their admission criteria.
- Earn a cumulative GPA of 3.0 or higher (a 3.2 or higher is recommended).
- Earn a 3.2 GPA or higher in professional, biological science, and physical science courses.
- Complete significant paid or volunteer work experiences related to food and/or nutrition and dietetics, particularly in clinical settings. Take on leadership roles on or off campus.
- Obtain strong letters of recommendation.
- Take the Graduate Record Exam (GRE) if you plan to apply to graduate-level internships.

REQUIREMENTS FOR THE NUTRITION AND DIETETICS TECHNICIAN, REGISTERED (NDTR) CREDENTIAL

The Commission on Dietetic Registration (CDR) offers a registration eligibility pathway to the Nutrition and Dietetics Technician, Registered (NDTR) credential for graduates of accredited Didactic Programs (DPs). Individuals who have completed both a baccalaureate degree and a DP are eligible to take the NDTR registration examination without meeting additional academic or supervised practice requirements. The requirements of this pathway (NDTR Pathway III) include:

1. Completion of a baccalaureate degree granted by a US regionally accredited college/university (or foreign equivalent)
2. Completion of verification through an ACEND-accredited DP.

DIDACTIC PROGRAM (DP) IN NUTRITION PROGRAM LOGISTICS

Program Costs and Financial Aid

Students in the Didactic Program (DP) in Nutrition are charged the same tuition and fees as other La Salle University undergraduates.

- Current tuition and fees are published on the La Salle University Financial Aid website (<https://www.lasalle.edu/financialaid/undergraduate-tuition-and-fees/>).
- La Salle's Financial Aid policy can be accessed on the La Salle University Financial Aid website (<https://www.lasalle.edu/financialaid/>).

Additional program-specific costs/fees may include:

- Books (approx. \$200-\$300 per course)
- Lab coat (approx. \$50-\$70)
- Academy of Nutrition and Dietetics (AND) student membership (fee set by the AND)
- ServSafe Food Protection Manager Certification required materials: Exam Answer Sheet and Coursebook (costs set by ServSafe)
- Transportation to and from externship and field trip sites (cost varies)
- Medical insurance
- On-campus parking

Academic Progress Toward Degree

- Students in the Didactic Program (DP) in Nutrition are required to meet University standards for academic progress toward their degree, including requirements for majors, minors (if applicable) and the University's Core Curriculum, the specifics of which can be found in the University Catalog (<https://www.lasalle.edu/catalog/undergraduate/academics-requirements-expectations-and-policies/#ftoc-academic-progress>).
- Students may also monitor their degree progression in advising meetings and the DegreeWorks platform, accessed through the My La Salle portal (<https://my.lasalle.edu/>).

Academy of Nutrition and Dietetics (AND) Code of Ethics

The code of ethics for the Academy of Nutrition and Dietetics (AND) can be found at <https://www.eatrightpro.org/practice/code-of-ethics>. The code of ethics provides guidance to nutrition and dietetics professionals regarding their professional conduct and practice. Students are required to read the code of ethics in its entirety. It is expected that students will adhere to its principles at all times while representing La Salle University and the Didactic Program (DP) in Nutrition.

Access to Student Files

Most student files are retained digitally. Students may access information related to their academic progress toward the degree through the DegreeWorks platform (<https://my.lasalle.edu/>), where advising notes are also recorded electronically. The nutrition program maintains a limited paper student file which includes only physical files generated by or submitted directly to the program, including but not limited to: Didactic Program Verification Statements; advising-related documentation (such as customized course progressions provided to transfer/second degree students); and other vital student correspondence, such as signed acknowledgements. Students wishing to view/access the contents of their file should make arrangements with the Program Director. The nutrition program does not retain physical copies of files not submitted directly to the program, such as admissions documents, change of major forms, etc.

Access to Student Support Services

Student Support Services include, but are not limited to the following:

- Academic Support Programs and Services
- Writing tutoring
- Academic Coaching and Peer Subject Tutoring
- Career and Employment Services
- Counseling and Health Services
- Student Food Pantry (The Basket)
- University Life
- University Ministry and Service

More information on University Student Support Services can be accessed in the University Catalog and in course syllabi.

Student Health Requirements

Health screening measures are required for all students for their own and the public's safety. The requirements have been developed to maximize both student and client health and safety. Prior to admission to the University, students are expected to complete the Student Health Services Health Questionnaire which is forwarded to Student Health Services at La Salle University. Additional measures related to COVID-19 may be found at <https://www.lasalle.edu/student-health-center/covid-19-guidance-and-resources>. Externship sites may have additional requirements that the student must meet before starting the experience (e.g., flu shots, blood test for tuberculosis, etc.) at a specific organization. All students must complete all requirements listed and all costs related to the health requirements are the responsibility of the student. Additional requirements for La Salle's Master's Coordinated Program in Nutrition and Dietetics Practice will be discussed during information sessions.

If a student is injured or becomes ill while in an off-campus facility (i.e., while at an Externship site), the facility policies are adhered to; the student will be responsible for related expenses.

Student Health Insurance

While enrolled in the DP, students are expected to maintain wellness by seeking professional care when needed. The Student Health Service of the University is available to each student. In addition, students are required to have health care insurance and should have a primary care provider (i.e., physician and/or other appropriate health professional). **A current copy of health insurance policy or card must be on file.**

Transportation to Classes and/or Off-Campus Sites

Students are responsible to provide their own transportation to and from all off-campus sites. Students are solely responsible for any and all risks related to transportation to and from off-campus sites, and by participating in the DP every student agrees that the University will bear no liability for any claims, losses, or injuries that may occur during or as a result of such transportation. All transportation costs and parking

Revised July 2025

fees are the responsibility of the student. Costs for transportation and parking will vary considerably depending on the site. Please note that lack of transportation is not an acceptable excuse for non-attendance of classes or required off-campus site visits.

Asynchronous, Hybrid, Online, and Distance Learning

Didactic Program in Nutrition courses are held either in-person/face-to-face or hybrid format, except for limited sections of NUTR 165 that are offered asynchronously. Participating in “distance” courses will require a compatible Mac/PC/Chromebook computer, a Canvas-supported web browser, stable high-speed Internet connection, and headset with microphone for any synchronous sessions. In-person/hybrid courses have similar technology requirements because course materials and assignments are submitted through the Canvas learning management system. Asynchronous courses may also make use of the Honorlock proctoring software (see the “Honorlock” section below). To access these systems, you will need to authenticate using your La Salle login, password, and two-factor authentication token. For system requirements and more information, visit the links below.

- For information on **Canvas**, including system requirements, visit: <https://www.lasalle.edu/idteam/education-technology/using-canvas>
- For information on **Honorlock**, including system requirements, visit: <https://www.lasalle.edu/idteam/education-technology/using-honorlock-for-exam-proctoring>

Communication and Professional Behavior

- **Email:** Students must use La Salle email and Canvas for program and course-related communication. Students are responsible for checking their La Salle email and course announcements daily during the semester.
- **Interpersonal Communication:** Students are expected to exhibit personal and professional civility, acting and communicating in a respectful manner when interacting with La Salle students, faculty, and staff as well as individuals at off-campus sites. Civility entails supporting constructive dialogue and positive engagement, avoiding belittling or judging others, and seeking to hear and understand different points of view and lived experiences. Students should model professional conduct in all public communications and actions. *HIPAA protected information is NEVER to be discussed in public, sent via text or email, or shared through social media.* For additional information about HIPAA please refer to the Federal Health and Human Services website: <https://www.hhs.gov/hipaa/for-professionals/privacy/laws-regulations/index.html>
- **Cell phones and other electronic devices:** Students may use these devices in class only to access the internet or utilize professional applications when it is necessary to complete their work during that class meeting. The use of cell phones or other electronic devices for personal activities, including text messaging, is otherwise prohibited during class time.
- **Social media:** Students are not to use the name of La Salle University or make any reference to any La Salle teacher, practicum preceptor, patient, or student experience on social media. Students must refrain from making remarks that could be considered libelous or defamatory.

Disciplinary & Termination Policies

Students are expected to abide by the La Salle University Student Code of Conduct, and conduct themselves in ways that support the University’s mission. Additional information, including details regarding the Code of Conduct, expectations of students, and procedures (see “procedure” header) for academic and non-academic violations of the Code of Conduct may be found at the link below.

- <https://www.lasalle.edu/office-of-student-conduct/policies/code-of-conduct/>

Dress Code for Labs and Off-Campus Sites

During courses with lab requirements, you will be required to wear clean pressed white lab coats/jackets. In addition, you will be required to adhere to specific biology, chemistry, foodservice, and food science laboratory dress code requirements. This may include shoes made from slip and oil resistant, non-

absorbent, non-mesh fabric; closed-toe shoes; hair nets and/or beard coverings; and long pants that cover the entire legs. Furthermore, restrictions and/or specific requirements may be in place for purposes of safety and sanitation for the following:

- Visible body piercings
- Fingernail polish, false/artificial fingernails, and fingernail length
- Jewelry and other accessories, including scarves
- Certain electronics, including wireless earbuds and wired headphones
- Extreme or excessive makeup, including body glitter and false eyelashes
- Cologne or perfumes
- Overall personal hygiene

A professional appearance should be maintained during all off-campus experiences through your choice of clothing, accessories, and personal grooming. Your appearance should not distract others from your professional expertise or give a negative impression of the program. Jeans, sweat pants, leggings, yoga pants, shorts, miniskirts, tank tops, crop tops, low cut shirts, and sheer garments are not acceptable. Students must carry their La Salle University identification cards at all times. Foodservice settings may have additional dress/uniform requirements in order to meet Health Department regulations.

Students whose appearance does not meet uniform or dress code requirements and standards of appearance will not be allowed to participate in lab and/or off-campus activities. It may be necessary for a faculty member to recommend specific changes in these guidelines in certain situations; however, any changes will be discussed with students by Didactic Program (DP) faculty members.

Honorlock

At the instructor's discretion, courses and exams/assignments in the Didactic Program may make use of the Honorlock exam proctoring software. Honorlock is an online proctoring service which is available 24/7 and on-demand. An account or scheduling in advance is NOT required. **Students will be prompted to download an Honorlock browser extension when they take the test. All that is needed is a compatible computer (tablets/phones are not compatible), a working webcam, and a stable (broadband) Internet connection.** Honorlock exams are accessed through Canvas, so will require you to first log onto the system.

- For more information, including the latest computer system requirements, visit the Instructional Design webpage for Honorlock (<https://www.lasalle.edu/idteam/education-technology/using-honorlock-for-exam-proctoring/>).
- For technical issues with Honorlock, visit the Honorlock Support page (<https://honorlock.com/support/>) to receive assistance by chat, phone, or e-mail.

Inclement Weather

All courses at the University remain in session unless announced otherwise by the University (see the resources and phone numbers below). If classes are in session, students are expected to be present for class meetings. For safety reasons, faculty and students can make individual decisions about attending classes during severe weather conditions. Any absence based on inclement weather must be reported to the course instructor via email. Any student not following this policy will be considered unexcused.

To check for school closure:

- Go to <http://philadelphia.cbslocal.com/> or listen to KYW 1060 AM
- Call 215-925-1060. La Salle's number is 105 for day classes.
- Sign up for La Salle University's Class Cancellation Text Alert
- You may also call La Salle University's Weather Emergency number at 215-951-1910 for weather emergency information, or check the university web portal for announcements.

Program Schedule, Vacations, Holidays, and Leaves of Absence

- The nutrition program follows the University's academic calendar, published annually and managed by the Registrar (<https://www.lasalle.edu/academics/academic-calendar/>).
- A Leave of Absence (LOA) may be arranged in consultation with the appropriate University representatives and following the procedure outlined in the University's policies (<https://catalog.lasalle.edu/undergraduate/academics-requirements-expectations-policies/>) – see the heading marked “Leaves of Absence.”

Protection of Private Student Information

Paper student files maintained by the nutrition program are kept in a locked room with access limited to faculty members. Digital files related to student progress are maintained on several software platforms throughout the university (e.g., course/assignment grades and submitted assignments on Canvas; GPA and course completion or degree progress on DegreeWorks, etc.). These electronic systems are secured by requiring authentication using a La Salle login, password, and two-factor authentication token to access them. Students' access to files not maintained by the Nutrition program, such as admissions materials or official transcripts, are dependent on the policies established by the respective offices responsible for them.

Student Complaints*

Feedback from students, whether of a positive or negative nature, should be used for the improvement of the educational programs and environment of the University. The purpose of this section is to outline avenues by which students may lodge complaints within the School of Nursing and Health Sciences (SONHS) at La Salle University. This section provides an overview of the process, followed by sub-sections that address the most common categories of student issues and complaints, with the aim of providing students with general information and specific contact strategies. Specific procedures may vary in details among departments and programs; students of other programs are encouraged to refer to the handbook of their particular program.

It is an express SONHS policy that all students at all times have the right to lodge a complaint which they deem important without fear of retaliation of any sort or any other adverse consequence as a result of doing so.

The recommended general strategy for reporting complaints is to first contact the specific individuals or units most directly connected with the issue at hand unless there are good reasons for not doing so such as a desire to maintain anonymity (see sub-section IV below). The Campus Directory generally provides contact information for all the campus units, departments, Dean's offices, etc. from which an individual can usually determine where to go to make a complaint. All of the main campus entities also have contact information via web pages.

- Policies and procedures for managing complaints regarding harassment and/or discrimination can be found in the Student Guide to Rights and Responsibilities which can be found online at <https://www.lasalle.edu/student-life/student-guide/>
- Additionally, there is a University Policy and Procedure for appeal of final grades, available in the Student Guide to Rights and Responsibilities (https://www.lasalle.edu/student-life/student-guide/#gen_pol). The University Handbook also presents a review of student rights, including grade grievances. Students should be aware that neither Chairs nor Deans can require an instructor to change a properly assigned course grade.
- The Academic Integrity Policy of the Programs of the School of Nursing and Health Sciences is consistent with the University Academic Integrity Policy that can be found here <https://www.lasalle.edu/student-life/student-guide/#inte>.

I. Issues about academic advising

The student should begin with the specific departmental or program advisor. Names, emails, office numbers and telephone numbers and names of the appropriate individuals can be found in the campus

Revised July 2025

directory; if unsure of who the advisor is, the student may contact the administrative assistant assigned to his/her department or program. Complaints may continue to the advisor's Program Director or Department Chair. Normally, supervisory level complaints are submitted by a written process, which may include email and/or submission of the Complaint form found in this Didactic Program (DP) in Nutrition Student Handbook.

II. Issues about grading of assignments or exams, exam procedures, excused absences, class policies, course content, or teaching methodology

Students should first discuss the issue with the individual faculty person since faculty members have primary authority and responsibility in all these areas. If the issue is still unresolved, the student may then contact the Program Director or Department Chair using the Complaint form found in this DPD Program Student Handbook. If unable to resolve the issue at this level, the student may proceed to contact the Dean and present the written complaint to the Dean. Disagreements regarding whether a particular assignment earns a particular grade are decided solely by the individual instructor assigned to the course; information about assignment requirements and grading procedures are stated in the course syllabus and/or on Canvas.

The campus has standing policies on student accommodation for religious and disability reasons. If a student has a complaint in these areas, they can contact Rose Lee Pauline, Affirmative Action Officer, Title IX Coordinator, and Academic Affairs Support Specialist, 215-951-1014, pauline@lasalle.edu

III. Issues about faculty performance or faculty behavior

If reasonable and appropriate, students should begin with the individual faculty person to discuss and resolve the problem together, if possible. If this direct effort fails, students may then contact the Program Director or Department Chair using the Complaint form found on pp 27-28 of this DPD Program Student Handbook. If a student is unable to resolve the problem at this level, they may contact the Dean and present the written complaint to the Dean. This step typically constitutes the end of the formal complaint process.

IV. Issues wherein the student wishes their identity to remain unknown with respect to an instructor or staff member, or where the student otherwise chooses to avoid directly discussing the problem with that individual

If, for whatever reason, a student does not want to personally or directly contact an instructor or staff member to discuss a complaint, the student should begin with the next highest level of responsibility, which would typically be the Program Director or Department Chair. The student can request an appointment to meet with the Chair or Director and/or send a written description of the issue or problem and request that their identity be kept confidential. That request will be honored unless there are overriding reasons to do otherwise. For example, if a student alleges sexual harassment by a faculty member to a Department Chair, the Chair *must* forward that information, to include the identity of the complainant, to the campus Affirmative Action Officer.

Students may also submit comments, concerns, and suggestions by completing a form located in the Nutrition Student Lounge (St. Benilde Tower, Room 3013). Students have the right to lodge a complaint that they deem important without fear of retaliation. Complaints will be handled confidentially and professionally.

*Note: Matters that relate to the Accreditation Council for Education in Nutrition and Dietetics (ACEND) accreditation standards and policies that cannot be resolved at the program, school, or university level may be addressed with ACEND. Only signed complaints related to accreditation standards or policies can be sent to ACEND. The organization's contact information is found under the "Accreditation Status" section of this handbook.

Substance Abuse Policy

Students at non-La Salle settings are regulated by the specific facility's policies. The La Salle University Students Guide to Resources, Rights, and Responsibilities, regulates conduct at La Salle locations.

Withdrawal Policy & Financial Charges

- La Salle's Tuition Refund and Credit Policy can be accessed at (<https://www.lasalle.edu/studentaccounts/billing-policies/>).

B.S. IN NUTRITION MAJOR COURSE DESCRIPTIONS

NUTR 165: Principles of Nutrition (3 credits)

Basic knowledge of food nutrients; functions, interactions, and balance of carbohydrates proteins, lipids, vitamins, minerals, and water in normal human physiology; nutrient deficiency diseases; energy metabolism; nutrition and fitness. Three hours of lecture. Required for all subsequent nutrition courses.

NUTR 200: Life Cycle Nutrition (3 credits)

Details human nutritional needs and US dietary guidance for health maintenance and disease prevention during infancy, early and middle childhood, adolescence, adulthood, older adulthood, pregnancy and lactation. Three hours of lecture.

Prerequisites: NUTR 165, BIO 161, and BIO 162 (BIO 162 may be taken as a co-requisite).

NUTR 230: Food Science (4 credits)

Chemical and physical properties of food, principles of food selection, consumer trends, use of established food guides in meal planning, methods and techniques of food preparation, sensory evaluation of food, food safety, and government regulation of food. Three hours of lecture; two hours of laboratory.

Prerequisites: NUTR 165 and CHM 161.

NUTR 300: Community Nutrition (3 credits)

Illustrates the role of nutrition in health promotion and disease prevention through an examination of health and nutrition policy, programs, and population data. Emphasis is placed on the information and skills necessary to solve nutrition problems in local, state, and national communities. Three hours of lecture.

Prerequisites: NUTR 165 and NUTR 200.

NUTR 310: Management in Nutrition and Dietetics (3 credits)

Dietetic management principles including: systems theory, leadership, quality management and methodology, cost-effectiveness, human resources, labor law, financial management, budgeting, and marketing. Three hours of lecture.

Prerequisite: NUTR 165.

NUTR 320: Quantity Food Preparation and Management (3 credits)

Management systems and procedures used in quantity food production; menu planning; recipe standardization; purchase, receipt, and storage of food and supplies; facility design, equipment, and materials; financial management; and food safety and sanitation. Three hours of lecture.

Prerequisites: NUTR 165, NUTR 230, NUTR 310, and BIO 163.

NUTR 340: Professional Practice in Nutrition (3 credits)

Explores the various roles of nutrition professionals within the broader health-care system including inter-professional collaboration for comprehensive care. The course provides an overview of nutrition careers in clinical, community, foodservice management, and business settings and emphasizes historical, legal, and ethical considerations for professional practice. Three hours of lecture.

Prerequisites: NUTR 165, NUTR 200 Nutrition Majors Only.

NUTR 341: Medical Nutrition Therapy I (4 credits)

Pathophysiology of nutrition-related disease; normal and therapeutic diets in the prevention and treatment of disease; The Nutrition Care Process: nutrition assessment, diagnosis, intervention, monitoring, and evaluation; documentation of nutrition care; drug-nutrient interactions. Course materials will cover disorders of the gastrointestinal, cardiovascular, endocrine, skeletal systems and energy imbalance. Three hours of lecture, one hour of lab.

Prerequisites: NUTR 165, NUTR 200, NUTR 300, BIO 161, BIO 162, CHM 161, CHM 262, and CHM 263.

NUTR 342: Medical Nutrition Therapy II (4 credits)

This course is a continuation of Medical Nutrition Therapy I: Pathophysiology of nutrition-related disease; normal and therapeutic diets in the prevention and treatment of disease; the Nutrition Care Process: nutrition assessment, diagnosis, intervention, monitoring, and evaluation; documentation of nutrition care; drug-nutrient interactions. Course materials will cover disorders of the gastrointestinal, hepatic, and renal systems; food allergy and intolerance; genetics in nutrition; enteral and parenteral nutrition support. Three hours of lecture, one hour of lab.

Prerequisites: NUTR 341.

NUTR 420: Nutrition Education and Counseling (3 credits)

Communication strategies for effective health behavior change. Topics include; food behavior; verbal and non-verbal communication; interviewing skills; cultural competency; literacy; counseling theories and the counseling process; learning theories and educational principles; educational methods and tools. Three hours of lecture.

Prerequisites: NUTR 165 and NUTR 200, recommended PSYC 155.

NUTR 440: Capstone in Nutrition (3 credits)

Emphasizes the integration of nutrition knowledge and the interpretation and application of nutrition-oriented research including evidence-based practice. Students write a scientific research paper and create and orally present a poster, utilizing peer-reviewed scientific literature and other appropriate sources. Three hours of lecture.

Prerequisites: NUTR 165, NUTR 200, NUTR 300, NUTR 340, NUTR 420, and HSC 217. Nutrition Majors Only.

NUTR 441: Food and Culture (3 credits)

Examines cultural/culinary traditions that shape an individual's eating habits, including exploration of the activities by which people produce, prepare, present, and consume food. The cultural aspects of food including religion, health beliefs, and historical/traditional factors within regional and ethnic groups common in the United States are identified. Three hours of lecture.

Prerequisites: NUTR 165 and NUTR 200; Recommended prerequisite: NUTR 230.

NUTR 450: Sustainable Food Systems and Food Justice (3 credits)

Encompasses current issues involving food, agriculture, activities, people, and resources involved in getting food from field to plate. Current food practices and marketing are investigated in terms of the cost/benefit to the individual and society. Three hours of lecture.

Prerequisites: NUTR 165, NUTR 200, and NUTR 300.

NUTR 460: Nutrition Externship (3 credits)

Students experience field work under the supervision of a nutrition professional and faculty member. Permission of the Director is required. Hours to be arranged with five hours minimum field work per week (minimum of 50 hours per semester) required.. Prerequisites: NUTR 165, NUTR 200, NUTR 300, and NUTR 420 or equivalent.

NUTR 470: Nutrition and Fitness (3 credits)

This course addresses the nutrition needs of active people and athletes. Course topics include carbohydrate, protein, fat, vitamin, mineral and water requirements for fitness and sport. Body weight and composition, weight maintenance, as well as proper weight gain and loss will be discussed.

Prerequisites: NUTR 165 and NUTR 200.

NUTR 471, 472, 473, 475: Special Topics in Nutrition (3 credits)

An in-depth examination of a topic of current interest in the field of nutrition. Three hours of lecture.

Revised July 2025

Prerequisites: NUTR 165 and NUTR 200.

NUTR 474: Nutrition and Dietetics Technician, Registered Careers and Credentials (1 credit)

This course will help prepare the student to take the credentialing exam to become a Dietetic Technician, Registered (DTR)/Nutrition and Dietetics Technician, Registered (NDTR). Roles and responsibilities of the NDTR are explored.

Prerequisite: Student must be a senior in the Didactic Program in Nutrition to register for this course.

NUTR 480-481: Nutrition Research (3 credits)

Individual research under supervision of a faculty member. Permission of the Didactic Program Director required. Hours to be arranged.

Prerequisites: NUTR 165, NUTR 200, NUTR 300, and HSC 217.

M.S. IN NUTRITION AND DIETETICS PRACTICE MAJOR COURSES

NUTR 510: Nutrition Communication (3 credits)

This course focuses on the development of effective written and oral communication skills for the nutrition professional. Students will learn how to tailor communication to a variety of audiences using a wide range of communication platforms. Special focus is placed on designing materials that are culturally and age appropriate, and meet the literacy level of the audience. Prerequisite(s): Formal admission to the Program or approval of Program director.

NUTR 512: Advanced Nutrition and Metabolism (3 credits)

This course will include application of basic sciences to the science of Nutrition, with emphasis on macronutrients and micronutrients in health and disease. Students will apply in-depth knowledge of the digestion, absorption, and metabolism of nutrients in clinical scenarios. Prerequisite(s): Formal admission to the Program or approval of Program director.

NUTR 514: Cases in Clinical Nutrition (3 credits)

This course provides an application of the Nutrition Care Process to a variety of disease states. Students will gain experience with assessment, diagnosis, intervention, monitoring, and evaluation of nutrition problems using a case based and simulation approach. Students will gain competence in the application of medical terminology and standardized language for the Nutrition Care Process. Prerequisite(s): NUTR 512.

NUTR 601: Practicum in Community Nutrition I (6 credits)

This graduate course provides students with academic and experiential applications of nutritional principles to populations and communities, with an emphasis on health promotion and disease prevention. Students will assess the health and nutritional needs of individuals and groups in community settings. They will expand critical thinking skills beyond the practice setting and apply their knowledge to broader policy initiatives impacting the nutritional health of our population. Under the supervision of a Registered Dietitian, students will participate in nutrition counseling and educational programs in their field placements with local community nutrition organizations. Coursework may include lecture, group discussion, journaling, simulation, assigned readings, research papers, project work, and practical field experiences. The course consists of two hours of lecture, and eight to twelve hours of practicum. Prerequisite (s): Formal admission to the Program.

NUTR 602: Practicum in Community Nutrition II (6 credits)

This graduate course provides students with academic and experiential applications of nutritional principles to populations and communities, with a continued emphasis on health promotion and disease prevention. Students will assess the health and nutritional needs of individuals and groups in community settings. They will continue to expand critical thinking skills beyond the practice setting and apply their knowledge to broader policy initiatives impacting the nutritional health of our population. Under the supervision of a Registered Dietitian, students will participate in nutrition counseling and educational programs in their field placements with local community nutrition organizations. Coursework may include lecture, group discussion, presentations, journaling, simulation, assigned readings, project work, and practical field experiences. The course consists of two hours of lecture, and eight to twelve hours of practicum. Prerequisite (s): Formal admission to the Program; NUTR 601 with a B or above.

NUTR 605: Practicum in Foodservice Management (6 credits)

This graduate course provides practical experience in quantity food planning, preparation, and management in hospitals, nursing homes, school food service, and commercial cafeterias. Students will participate in the daily operations and management functions of food service systems, including

sanitation, food safety, equipment selection and operation, food purchasing, receiving and storage, personnel and fiscal management, and quality control. The course will consist of lecture, assigned readings, group discussion, journaling, and project management with an average of 3--4 hours per week of classroom experiences and up to 32 hours per week of practicum for 10 weeks. Prerequisite(s): Formal admission to the Program and NUTR 601 and 602 with grade B or above.

NUTR 608: Practicum in Medical Nutrition Therapy I (6 credits)

This graduate course covers the application of nutrition knowledge and the Nutrition Care Process in the solution of problems related to disease. Under the supervision of a Registered Dietitian, students assess nutritional status (including medical record review, Nutrition Focused Physical Exams, patient and family interviews, and input from other team members), identify nutritional needs, formulate nutrition diagnoses, and develop care plans for individuals in acute, ambulatory, and/or long-term care settings. Emphasis is placed on the development of assessment, diagnosis, intervention, and monitoring/evaluation skills, culminating in students' ability to assume nutritional care responsibilities for adults with medical needs (e.g. cardiovascular, metabolic syndrome, neurologic, nutrition support, metabolic stress, and malnutrition). The course consists of assigned readings, discussions, problem-based learning, simulations, and practical experiences in hospitals, medical centers, and/or long-term care facilities. It consists of two hours of lecture, 24 hours per week of practicum. Prerequisite(s): Formal admission to the Program.

NUTR 609: Practicum in Medical Nutrition Therapy II (6 credits)

This graduate course covers the application of nutrition knowledge in the solution of problems related to disease. Under the supervision of a Registered Dietitian, students utilize the Nutrition Care Process in the care of assigned patients in acute, ambulatory, and/or long-term care settings. Continued emphasis is placed on the development of assessment, diagnosis, intervention, and monitoring/evaluation skills, culminating in students' ability to assume nutritional care responsibilities for adults and children with medical needs (e.g. inborn errors of metabolism, eating disorders, gastrointestinal, endocrine, hepatic, pancreatic, oncology, obesity, integrative and functional nutrition). The course consists of assigned readings, discussions, problem-based learning, simulations, and practical experiences in hospitals, medical centers, and/or long-term care facilities. Two hours of lecture, 24 hours of practicum. Prerequisite(s): Formal admission to the Program; NUTR 608 with a grade of B or above.

NUTR 612: Seminar in Dietetics Practice (3 credits)

This graduate capstone course is a culminating experience for students that includes reflection and self-assessment on ACEND competencies along with review and assimilation of knowledge, attitudes, and skills gained throughout their graduate experience. The course will provide a final experience in which students demonstrate critical thinking and mastery of graduate study content through analysis of essential professional practice domains and literature. This capstone course serves as a bridge from graduate student to competent, entry-level professional in all areas of the field of dietetics. Prerequisite(s): Formal admission to the Program; NUTR 510, 512, 514, 601, 602, and 605, 608 with grade of B or above.



NUTRITION PROGRAMS STUDENT COMPLAINT FORM

A complaint is an educational or personal issue or condition that a student believes to be unfair, inequitable, discriminatory, or a hindrance to his/her education. Students who have a complaint about their La Salle University experience should complete this form and submit it to the appropriate individual as directed in the program Student Handbook. *It is an express School of Nursing and Health Sciences policy that all students at all times have the right to lodge a complaint which they deem important without fear of retaliation of any sort or any other adverse consequence as a result of doing so.*

Student Name: _____ **Student ID#** _____

Email Address: _____

Preferred Telephone Contact: _____

Semester/Year: _____ **Current student: Yes** _____ **No** _____

Name of individual and/or program against whom the complaint is filed:

Describe your complaint in detail, including date/s of occurrence if possible: (Attach additional sheets, if necessary, along with any documentation that will help describe and substantiate the complaint):

Students are encouraged to discuss their concerns and complaints through informal conferences with the appropriate instructor or program. Have you made an attempt to resolve this complaint in this way? Yes _____ **No** _____

If yes, describe the outcome (Attach any additional comments, if necessary):

What outcome do you hope to achieve after talking to the appropriate University official(s)? (Attach additional sheets if necessary):

I understand that information contained on this Complaint form will be held confidential to the extent possible. Complaint information may be shared with University officials in order to conduct a thorough investigation. I hereby declare that the information on this form is true, correct, and complete to the best of my knowledge.

Signature: _____ **Date:** _____
Student

STUDENT ACKNOWLEDGEMENT

Please initial the below and sign at the bottom.

_____ I hereby verify that I have received and read all of the contents of the Didactic Program in Nutrition Student Handbook 2025-2026.

_____ I have read and understand the admission requirements into the program as well as the policies and procedures for the nutrition major.

_____ I understand that in order to be eligible to apply to the Master's Coordinated Program in Dietetics I must meet GPA and course grade requirements as stated in this handbook

_____ I understand that in order to receive course credit and verification statements for eligibility to apply for a dietetic internship or to take the NDTR exam, I must complete the program and meet all the requirements stated in this handbook

_____ I understand that non-La Salle dietetic internships are competitive and that acceptance into a dietetic internship is not guaranteed.

_____ My signature verifies my understanding of and compliance to the above stated policies and procedures of the program. This page with my signature should be given to my academic advisor to be placed in my student file.

Name (Print) _____ Student ID# _____

Signature _____ Date _____