Bachelor of Science in Dietetics and Applied Nutrition Program

Student Handbook 2026–27

Johnson & Wales University

October 2026 Update

TABLE OF CONTENTS

Table of Contents 1
General Information 1
- Welcome Message 1
- Introduction 1
- Program Overview 2
- Accreditations and Approvals 4
- Curriculum Overview 4

Program Requirements 6
- Allergy Concerns and Technical Standards for Culinary Courses 6
- Textbooks, Supplies, and Other Estimated Expenses 6
- Information Technology Requirements 6
- Professional Attire and Appearance 7
- Change of Contact Information/Address 8

Technical Standards/Essential Functions 8
Code of Ethics 8
- Professional Association 10

Volunteer Opportunities 10
Academic Policies and Procedures 10
- Academic Performance 10
- Attendance Policy 10
- Withdrawals and Removal 10
- Program Dismissal 11
- Appeals Process 11
- Graduation Requirements 13
- Satisfactory Academic Progress (SAP) for Financial Aid 13
- Transferring into the Program 13

Core Competencies 14
- Core Knowledge Requirements 14

Health, Wellness, and Support Services 17
- Health Insurance Requirements 17
- Student Health and Mental Health Services 17
- Disability Accommodations 18

Stress Management and Wellness Resources 18
Emergency Procedures and Campus Safety 18
Institutional Policies 19
Universitywide Policies 19
Waiver of Liability and Assumption of Risk 19
Verification Statement 19
Licensure Requirements 20
Graduates of the Denver DPD Culinary Nutrition Program ..... **Error! Bookmark not defined.**
Discrimination and Harassment 20
Complaints and Grievances 20
Appendices 22
Appendix A 22

GENERAL INFORMATION

Welcome Message

We are pleased to welcome you to the Bachelor of Science in Dietetics and Applied Nutrition (DiAN) Program (Program) at Johnson & Wales University's College of Health & Wellness. Our unique Didactic Program in Dietetics (DPD) combines nutrition science with a culinary arts foundation and provides the academic framework to prepare students for graduate school and supervised practice, leading to eligibility for the Commission on Dietetic Registration (CDR) credentialing exam to become a Registered Dietitian Nutritionist (RDN).

Maeve Guidera, MBA, RDN, LDN

Dietetics and Applied Nutrition Program Director

Nutrition & Dietetics Department Faculty & Staff

Introduction

Purpose of the Handbook

This Program Handbook is intended to supplement, not replace, the policies and procedures set forth in the official publications of Johnson & Wales University (JWU), including but not limited to:

- JWU Providence Campus Catalog
- JWU Providence Student Handbook

Together, these resources provide students with comprehensive information about academic expectations, student services, university policies, and institutional procedures. Students are responsible for reviewing and complying with all applicable university wide policies in addition to those outlined in this Program Handbook.

For brevity, certain abbreviations and acronyms appear throughout this Handbook. The terms "JWU" or "university" refer to Johnson & Wales University. The "Program" refers to the Johnson & Wales University Dietetics and Applied Nutrition (DiAN) Program. "Program Handbook" refers to this handbook.

By enrolling at and attending JWU, students agree to abide by all university catalogs, codes of conduct, handbooks, manuals, policies, procedures, regulations, and rules (collectively, "JWU Publications"). These include, but are not limited to, this Program Handbook, the JWU Catalog, and the JWU Student Handbook applicable to all students at JWU. The university may, at any time and without prior notice, add to, amend, change, modify, revise or supersede any of its catalogs, codes of conduct, handbooks, manuals, policies, procedures, regulations, rules and any other publications (including, without limitation, marketing or promotional publications), and the university may, at any time and without prior notice, add, cancel, change, modify, postpone, revise, supersede or withdraw any policies, provisions, requirements or rules in any Publications and may also at any time and without prior notice, add, cancel, change, modify, postpone, revise, supersede or withdraw any classes, courses, activities, events, internships, laboratories, and programs (of study or otherwise); without limiting the generality of the foregoing, this includes, but is in no way limited to, transitioning from in-person to remote classes, courses, activities, events, internships, laboratories, and programs (of study or otherwise). No refund of tuition or fees will be given in

such cases.

In the case of an inconsistency between this Handbook and another university Publication, this Handbook generally shall apply, but the university reserves the right to determine that another policy or procedure applies and to resolve any inconsistency as it deems appropriate in its sole discretion. Please read these resources carefully and thoroughly. You are responsible for knowing, understanding, and complying with all Publications. Ignorance or lack of understanding of any Publications does not excuse infractions. *This Handbook does not constitute a contract between the university and its students or applicants, employees, or any other person.*

Students are expected to read all applicable resources carefully and thoroughly. Ignorance of a policy or procedure does not excuse noncompliance.

Program Overview

Program Description

This Program combines cutting edge dietetics education with the reputation of JWU's world class culinary education. It is designed for students seeking to apply culinary arts skills to their nutrition practice. In recent years, the health care system has included more health maintenance activities in addition to therapeutic treatments. Individuals have also become more interested in lifestyle practices that promote optimal health. The Program develops students who are prepared to use their culinary and scientific knowledge to improve health and human performance.

The Program is housed within the College of Health & Wellness and is taught by registered dietitian nutritionists, scientists, liberal arts faculty, and highly trained- professional chefs. This cohesive group of educators facilitates student learning of the skills and knowledge required to apply for supervised practice and graduate programs.

Program graduates, who become registered dietitian nutritionists, can work in various fields such as clinical settings, athletic performance capacities, public health agencies, or in their own culinary nutrition practice.

Program Mission

The mission of the Dietetics and Applied Nutrition Program is to prepare future nutrition leaders for success by integrating culinary arts, nutritional science and dietetics and providing academic opportunities for experiential learning and innovative research. The Program supports the institutional mission of JWU by providing an exceptional education that fosters professional success as well as lifelong personal and intellectual growth. Students will be prepared for supervised practice leading to eligibility for the CDR credentialing exam to become entry-level RDNs.

Program Philosophy

The goal of the Program is to incorporate culinary skills and nutrition knowledge to develop a self-reliant professional who is able to:

- Manage the delivery of quality nutrition services to diverse populations.
- Implement the Nutrition Care Process within the interprofessional framework of health care.
- Incorporate present day nutrition theory into classical, conventional, ethnic and plant-based cuisines.
- Assure that food service operations meet the safety, food, and nutrition needs of clients.

- Participate in activities that promote nutrition and the profession of dietetics.

Program students also benefit from health care and industry alliances JWU has established, which can help lead to undergraduate internships. In addition, students can take advantage of the resources offered by our Experiential Education and Career Services Office. Program students will have the opportunity to participate in an experiential education experience. JWU has been a leader in offering these experiential learning opportunities.

Program Goal 1:

The Program will prepare graduates for entry into supervised practice through high-quality dietetic and culinary nutrition education.

Program Objectives for Goal 1:

1.1 At least 80% of students complete Program requirements within three years (150% planned Program length).

1.2 At least 70% of Program graduates apply for admission to a supervised practice Program prior to or within 12 months of graduation.

1.3 Of Program graduates who apply to a supervised practice Program, at least 60% are admitted within 12 months of graduation.

1.4 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 dietitian nutritionists is at least 80%.

1.5 At least 80% of program directors who return the survey will rate the Program graduates "satisfactorily prepared" or higher for the supervised practice experience and/or graduate school.

1.6 Within one year of completion of a supervised practice Program, 90% of graduates who returned the survey will rate their preparation for supervised practice as "satisfactory" or higher.

Program Goal 2:

The Program will prepare uniquely qualified graduates who are well versed in the craft and skills of culinary arts, who demonstrate the ability to pair those skills with the science of nutrition and integrate them into the practice of dietetics.

Program Objectives for Goal 2:

2.1 Within five years of completing the Program, 70% of surveyed graduates will report incorporating culinary arts into their practice.

Accreditations and Approvals

Institutional

JWU is accredited by the New England Commission of Higher Education (NECHE). This accreditation encompasses the university's campuses in Providence, Rhode Island; and Charlotte, North Carolina, and its online programs.

Programmatic

The Dietetics and Applied Nutrition Program is accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND).

Accreditation Council for Education in Nutrition and Dietetics
120 South Riverside Plaza, Suite 2190
Chicago, IL 60606-6995
ACEND@eatright.org
800-877-1600 Ext. 5400
Eatrightpro.org/acend

Accreditation Status: Accredited
Date of Initial Accreditation: 6/1/2000
Accreditation Term Ends: 7/18/2028

Curriculum Overview

Course Sequence (by semester)

YEAR 1	Course Titles	Credits
FALL	SCI 1050 Nutrition	3
	BIO 1011 General Biology – Cellular	3
	BIO 1016 General Laboratory – Cellular	3
	MATH 1020 Fundamentals of Algebra (or higher)	3
	ENG 1020 Rhetoric & Composition I	3
SPRING	DIET 1020 Intro to Nutrition & Dietetics Professions	1
	CHM 1000 Foundations of Chemistry	3
	CHM 1006 Foundations of Chemistry Laboratory	1
	PSYC 1001 Introductory Psychology	3
	ENG 1021 Rhetoric & Composition II	3
	ENG 1030 Communication Skills	3

YEAR 2	Course Titles	Credits
FALL	DIET 2070 Lifespan Nutrition	3
	ILS 2xxx ILS Elective 2000-Level	3

	CUL 1100 Intro to Culinary Skills and Techniques	3
	CUL 1210 Breakfast & Lunch Café	3
	FSM 2045 Intro to Menu Planning and Cost Controls	3
	FSM 1165 The Food Safety Manager	1
SPRING	CHM 2050 Introduction to Organic Chemistry	3
	ENG 2010 Introduction to Technical Communication	3
	MATH 2010 Introduction to Biostatistics	3
	CUL 1320 Elements of à la Minute Cooking	3
	CUL 1410 Contemporary Cooking & Leadership Functions	3

YEAR 3	Course Titles	Credits
FALL 5	DIET 3080 Community Nutrition	3
	CHM 3040 Biochemistry	3
	A&S xxxx Arts & Humanities **or** Social Sciences Elective	3
	CULN 2020 Applied Culinary Nutrition	3
	CULN 2230 Designing Healthy Desserts	3
SPRING 6	DIET Nutrition Assessment	3
	BIO 2041 Human Physiology	3
	BIO 2046 Human Physiology Laboratory	1
	FSM 2210 Operational Management in Healthcare	3
	CULN 3155 Vegetarian Cuisine	3
	CULS 2210 Food Science	3

YEAR 4	Course Titles	Credits
FALL 7	DIET 4030 Medical Nutrition Therapy	3
	BIO 2201 General Microbiology	3
	BIO 2206 General Microbiology Laboratory	1
	HIST 3020 A Multicultural History of America	3
	A&S xxxx Arts & Humanities or Social Science Elective	3
	ILS 4xxx ILS Elective 4000-level	3
SPRING 8	DIET 4630 Advanced Medical Nutrition Therapy	3
	CULN 4165 Therapeutic Cuisine	3
	xxxx Free Elective / Internship	3

xxxx Free Elective / Internship	3
xxxx Free Elective / Internship	3

NOTE: Pay close attention to course sequencing, prerequisites, corequisites, and availability. Electives can typically be moved around between semesters without issue, however, check with the program director with any questions.

PROGRAM REQUIREMENTS

Allergy Concerns and Technical Standards for Culinary Courses

The Program follows the Accommodation of Food Allergies for Culinary and Hospitality Students.

Textbooks, Supplies, and Other Estimated Expenses

Students should expect the following additional estimated Program expenses:

- Books and online resources: New textbook costs approximately $1500 per academic year.
- EHR Go subscription *(required for three classes)*: $160-$200
- Culinary uniforms and tool/knife kit fee: $278
- Student membership to the Academy of Nutrition and Dietetics *(optional)*: $58

All tuition and fee schedules are subject to change from semester to semester.

Information Technology Requirements

All students are required to have a desktop or laptop capable of accessing electronic materials, including e-books and other electronic resources, and for any potential remote proctoring and/or required remote courses and/or required assignments. Chromebooks and the apps for Apple and Android devices may allow for completion of some online course tasks, but a desktop or laptop computer is required for successful completion of all online course assignments and assessments. In addition, students' computers must meet the minimum system requirements for platforms used specifically in the Program, EHR Go.

Students must also have reliable internet access. Students must be able to access uLearn, the university's online course management system, for class materials and grades. Students will be required to log into the clinical compliance platforms.

JWU Information Technology (IT) recommends the Chrome browser for some online applications. Students must have software that allows them to prepare PowerPoint presentations and Word documents. These are available for free as Office 365. Students must also have up-to-date virus/malware protection. Additional information can be found on the JWU IT Webpage.

Email is the official method of communication from the university and the Program to its students. Students are required to check their university email on a daily basis (at least once every 24 hours or more frequently as circumstances may require). The Program is not responsible if students have inaccurate or missed information because they do not routinely check, read, and clear their email accounts. Email from accounts other than the student's JWU email will not be accepted or used for any communication. Students are expected to keep their JWU email inboxes accessible to Program

communications. If a student's email is returned due to a "full" account, the returned email will not be re-sent, and the student will be responsible for the content of the returned email.

JWU's learning management system, ulearn, is the official source of information about courses for the Program. Students are expected to check ulearn frequently for course updates and materials.

Use of AI tools (e.g., ChatGPT, Microsoft Copilot, and Zoom AI Companion) in the Program is permitted under the following conditions:

- Instructor Authorization: Students may only use AI tools for assignments or coursework if explicitly permitted by the course instructor. Unauthorized use may constitute a violation of the university's Academic Integrity Policy.
- Compliance with University Policies: All use of AI tools must comply with the university's Academic Integrity Policy and Student Code of Conduct. Students are responsible for understanding and adhering to these policies.

Technical support is provided via the University IT Service Desk, which can be reached at 866-JWU-HELP (866-598-4357) or through a link in uLearn, the online course platform.

Professional Attire and Appearance

Students are expected to maintain a professional appearance at all times when representing the university, including during classes, labs, field trips, and university-sponsored events. Appropriate attire demonstrates respect for the profession, patients, faculty, and peers.

General expectations include:

- Clean, well-maintained clothing appropriate to the setting
- Closed-toe, non-slip footwear in lab environments
- University-issued name badge or identification (ID) worn visibly
- Hair, nails, and personal hygiene maintained to professional standards
- Minimal jewelry and fragrance; visible tattoos and piercings may need to be covered depending on site policies

Students may be subject to additional dress code requirements based on specific site policies. Failure to comply with attire expectations may result in removal from the learning environment and/or disciplinary action.

When required, students must wear a name tag or JWU ID and the DiAN Program uniform when required. Students participating in DiAN-related events are required to wear appropriate business casual attire or adhere to the dress code of the facility.

Appropriate attire in the didactic setting includes clean and neat clothing, and minimum jewelry and fragrances. The following should be avoided: plunging or revealing necklines, midriff exposures, strapless blouses, cropped tops, tank tops, mini-skirts, clothing with prominent or offensive slogans or images, and/or clothing with tears, holes, or rips. Students are expected to wear appropriate footwear while attending class.

Program faculty reserve the right to remove any student from an activity who is not appropriately dressed.

Change of Contact Information/Address

Throughout the Program, students are required to notify the program director immediately and in writing when there is any change in their contact information, including their local address, permanent mailing address, email or phone number. This is in addition to following required university policies for maintaining addresses and contact information.

TECHNICAL STANDARDS/ESSENTIAL FUNCTIONS

The Program follows the Technical Standards for the College of Food Innovation & Technology.

CODE OF ETHICS

The Code of Ethics for the Nutrition and Dietetics Profession was revised and published in 2018. Program students should be aware of the specific ethical standards in the Code because of the unique demands of dietetic practice. To guide the students along the path of ethical dietetic practice, the Code of Ethics (JAND, 2018) are as follows:

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 inter-professional 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 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.

Professional Association

The Accreditation Council for Education in Nutrition and Dietetics (ACEND) is the accrediting agency for education programs preparing students for careers as registered dietitian nutritionists or nutrition and dietetics technicians, registered. ACEND can be contacted by:

Email: AEND@eatright.org
Phone: 1-800-877-1600, ext. 5400
Mail: 120 South Riverside Plaza, Suite 2190, Chicago, IL, 60606-6995

VOLUNTEER OPPORTUNITIES

On occasion, the faculty or staff of the Program may make students aware of volunteer opportunities in the university or community. Students are not obligated to volunteer and shall not be financially compensated for this activity.

ACADEMIC POLICIES AND PROCEDURES

Academic Performance

Grading Scale

DiAN follows the undergraduate Grading System.

Academic Standing

A student's academic standing is based on grade point average (GPA) in conjunction with total attempted credits (including transfer credits) and is evaluated after the completion of each semester of enrollment. Academic standing standards differ by program of study.

DiAN students need to maintain a minimum GPA of 3.00 and must earn a grade of C+ or higher in each of the 16 core Science and Nutrition courses. For further information, please refer to DPD Verification Statement and Graduation Requirements (Appendix A) and Academic Standing, located in the JWU Student Handbook.

Final grades are generally not appealable, as described under Grade Appeals within the JWU Student Handbook.

Attendance Policy

DiAN follows the university's Attendance policy.

Withdrawals and Removal

Course Withdrawal

Course withdrawals will be treated in accordance with the university's policy for course withdrawals. For more information on withdrawals, please see Course Withdrawal, located within the JWU Student Handbook.

Program Withdrawal

Program withdrawals will be treated in accordance with the university's policy for University Withdrawal.

Removal from Class

The Program reserves the right to remove students from a class for any reason, including but not limited to: failure to adhere to the guidelines in this Handbook; unprofessional or disruptive behavior in class, including bullying; violations of the university substance abuse policy; exposure to infectious or communicable diseases; issues resulting in a negative impact on student or faculty safety; violations of academic integrity or honesty; or any inappropriate use of social media. Removal from a class may delay continuation, progression, and/or graduation in the Program.

Program Dismissal

Academic Dismissal

DiAN students need to maintain a minimum GPA of 3.00 and must earn a grade of C+ or higher in each of the 16 core Science and Nutrition courses. Students who do not satisfy these academic standing requirements will be placed on academic probation or dismissed.

Please see the Academic Standing Policy in the JWU Student Handbook.

Dismissal for Misconduct

Student Code of Conduct

The Student Code of Conduct sets forth the behavioral requirements for community. The Code of Conduct applies to student behavior that takes place both on and off campus. Violations of this Code are resolved through the Conduct Review Process. Please see the Student Code of Conduct.

Academic Misconduct

The Academic Integrity Policy sets forth the expectations for academic integrity for members of the JWU community. Please see the Academic Integrity Policy.

Appeals Process

Appeals from dismissal or any other sanction under the Student Code of Conduct are permitted as described in the Student Code of Conduct.

Appeals from dismissal or for any other sanction under the Academic Integrity Policy are permitted as described in the Academic Integrity Policy.

Appeals Process for Dismissal from the Program

Eligibility to Appeal

Students who have been notified in writing of dismissal from the Program for reasons not governed by the Student Code of Conduct (collectively, Program Dismissal) may appeal the decision.

Filing an Appeal

Students who wish to appeal must submit their appeal in writing to the applicable college dean or such college dean's equivalent or an applicable designee (collectively, dean), no later than three calendar days from the date the student receives written notification of dismissal. The appeal must include:

- The basis for the appeal;
    - Appeals will be considered only on the following grounds:
        - *Procedural error: A deviation from established policy or process that materially impacted the dismissal decision;*
        - *Factual error: Incorrect calculation of GPA or misapplication of academic standards or other similar factual error that materially impacted the dismissal decision;*
        - *New evidence: Information not known or reasonably knowable by the decision-maker at the time of dismissal that could materially impact the dismissal decision, but only if the student did not have a reasonable opportunity to present such information to the decision maker before the decision was made.*
        - *Note: Disagreement with academic judgment alone is not a valid basis for appeal.*
- A summary of any discussions with Program representatives and any supporting documentation;
- The specific outcome or remedy sought;
- Any new or additional information relevant to the dismissal.

The appeal should be limited to no more than 750 words, not including relevant attachments that are directly germane to the appeal. If the student requires greater than 750 words for the student's appeal, the student may request an increase in the word limit in writing from the program director, to be granted or denied in the program director's discretion. Otherwise, any words above 750 in the submission and any irrelevant attachments will be disregarded.

The dean will convene or notify an existing Program appeals committee, constituted in the discretion of the dean, and request the committee to make a recommendation to the dean within three days if reasonably feasible or some longer period of time as reasonable. Following this recommendation, the dean will either uphold or not uphold the committee recommendation in the sole discretion of the dean. The dean will forward the appeal, committee recommendation, and dean's decision to the provost for informational purposes.

The dean or committee may request additional information or consult with any other university personnel about the appeal and the underlying decision as they deem appropriate in their sole discretion.

The appeal shall be decided within a reasonable period of time as determined in the sole discretion of the dean.

Notification and Finality

The dean will notify the student and the provost in writing of the final decision.

The decision of the dean shall be final and not subject to further appeal.

Delegation

For avoidance of doubt, the dean may act through designees at any point in this process. If there is no applicable dean, the position equivalent or closest to the dean shall have the responsibilities described herein.

Request for Reinstatement Following Dismissal

Eligibility

Students dismissed for reasons not involving Code of Conduct violations may request to return to the relevant Program after a minimum of one year away from the university.

Submission

Requests must be made in writing to the applicable dean and include:

- A letter summarizing the request in detail; and
- Documentation demonstrating readiness to return.

Review and Decision

The applicable dean or the dean's designee will review the request and make a final decision on the matter. Absent extenuating circumstances, the dean or the dean's designee will notify the student of the decision in writing, typically within 30 days.

Delegation

For avoidance of doubt, the dean may act through designees at any point in this process. If there is no applicable dean, the position equivalent or closest to the dean shall have the responsibilities described herein.

Graduation Requirements

Please refer to Appendix A.

Commencement

When students are delayed in completing any Program coursework (class, etc.) for any reason, their ability to participate in the JWU commencement ceremony may be affected.

For further information, please see the JWU Commencement page within the Student Handbook.

Satisfactory Academic Progress (SAP) for Financial Aid

To be eligible for federal and state financial aid, all students must satisfy Satisfactory Academic Progress (SAP), which is required by federal law. Students will be notified of the decision both verbally and in writing.

For further information, please review the Satisfactory Academic Progress Policy.

Transferring into the Program

The option to transfer into the DiAN Program is open to all qualifying students; however, due to requisite enrollment capacity constraints, all applying students will be objectively ranked, and all available enrollment space will be filled by the top-ranking candidates. Students who qualify are not guaranteed a spot in the Program. Students will be ranked primarily based on academic performance, though professional experience and involvement in professional and student

organizations may factor into the final decision.

Students may submit their application to transfer into the DiAN Program at any time after their first year at JWU, or after their first year at any other institution. Upon completion and submission of their application, an academic decision for transferring students will be made promptly, once academic standards have been met and verified. In order to be considered for transfer acceptance, students must meet the following minimum standards.

- Minimum GPA of 3.25 at the point of transfer consideration, and
- Achievement of a grade of "B" or better in the following classes:
    - SCI1050 Nutrition or an *approved substitute academic nutrition course
    - BIO1011 General Biology I, or an *approved substitute biology lecture course
    - BIO1016 General Biology I Laboratory, or an *approved substitute biology laboratory course

Qualifying students will either be accepted or “waitlisted” based on available enrollment space. Waitlisted students will be eligible for any enrollment space that becomes available due to withdrawing or transferring DiAN students; however, the Program may not accept students above their approved enrollment capacity.

Students accepted into the DiAN Program must continue to meet Program requirements. Any DiAN student unable to meet the requirements will be counseled on alternate career paths and/or transferred out of the DiAN Program, and into an alternate Program.

**Students applying for transfer into the DiAN Program from institutions other than JWU will be required to submit official academic transcripts, as well as syllabi for any specific nutrition or science coursework intended for transfer credit, to the program director, to ensure that students meet all appropriate knowledge requirements for RDNs.*

Students applying for transfer from institutions other than JWU, without culinary experience or sufficient science and nutrition courses, must transfer into the Culinary Nutrition Program and then begin the internal transfer process into the DiAN Program, once all necessary prerequisites have been satisfied, as defined in this section.

CORE COMPETENCIES

Core Knowledge Requirements

The Dietetics and Applied Nutrition curriculum is designed to ensure the breadth and depth of requisite knowledge needed for entry to supervised practice to become a registered dietitian nutritionist. The DiAN Program prepares students with the following core knowledge:

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

    Knowledge

    Upon completion of the Program, graduates are able to:

    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.

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

Knowledge

Upon completion of the Program, graduates are able to:

KRDN 2.1 Demonstrate effective and professional oral and written communication and documentation.

KRDN 2.2 Describe the governance of nutrition and dietetics practice, such as the Scope of Practice for the Registered Dietitian Nutritionist and the Code of Ethics for the Profession of Nutrition and Dietetics.

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

KRDN 2.4 Discuss the impact of health care policy and different health care delivery systems on food and nutrition services.

KRDN 2.5 Identify and describe the work of interprofessional teams and the roles of others with whom the registered dietitian nutritionist collaborates.

KRDN 2.7 Describe contributing factors to health inequity in nutrition and dietetics.

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.

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

Knowledge

Upon completion of the Program, graduates are able to:

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 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.

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

Knowledge

Upon completion of the Program, graduates are able to:

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.

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

Knowledge

Upon completion of the Program, graduates are able to:

KRDN 5.1 Perform self-assessment that includes awareness in terms of learning and leadership styles and develop goals for self-improvement.

KRDN 5.2 Identify and articulate one's skills, strengths, knowledge and experiences relevant to the position desired and career goals.

KRDN 5.3 Practice how to self-advocate for opportunities in a variety of settings (such as asking for needed support, presenting an

	elevator pitch).
KRDN 5.4	Practice resolving differences or dealing with conflict.
KRDN 5.5	Promote team involvement and recognize the skills of each member.
KRDN 5.6	Demonstrate an understanding of the importance and expectations of a professional in mentoring and precepting others.

HEALTH, WELLNESS, AND SUPPORT SERVICES

Health Insurance Requirements

All students enrolled in this Program are required to maintain active health insurance coverage throughout their enrollment. This is necessary to ensure access to medical care in the event of illness, injury, or exposure.

Students are automatically enrolled in the university-sponsored student health insurance plan, or must submit a waiver with proof of comparable coverage through another provider. For students who submit a waiver, maintaining valid health insurance is the student's responsibility. Failure to maintain valid health insurance may result in a hold on registration or removal from clinical placements.

Students are responsible for all costs associated with their healthcare, including co-pays, deductibles, and services not covered by insurance. For further information, please visit the Student Health Insurance Plan handbook page.

Student Health and Mental Health Services

Providence

The university maintains a Health Services office at the Harborside Academic Center.

In addition, the university offers voluntary, confidential counseling services to assist students with their mental and emotional well-being. Services provided include brief, short-term individual counseling, crisis intervention, consultation, and referrals to off campus services as needed. Students can make an appointment by calling the office at 401-598-1016 or by coming to the office located on the Downcity campus, in Wales Hall on the 2nd floor. If a student is experiencing a mental health related emergency after business hours, they can reach the on-call counselor by calling 1-888-222-4805 or by contacting Campus Safety and Security at 401-598-1103. Further information can be found on the Counseling Services webpage.

Health Services Harborside Academic Center 265 Harborside Boulevard 401-598-1151	Downcity Counseling Wales Hall 8 Abbott Park Place 401-598-1016

Disability Accommodations

JWU is committed to providing reasonable accommodations to qualified students with disabilities in accordance with applicable laws. Students who require accommodations must contact Accessibility Services/Academic Success Center to initiate the process.

Accommodations are determined on a case-by-case basis and must not fundamentally alter the nature of the Program or compromise essential academic or technical standards. Students are encouraged to request accommodations as early as possible to ensure timely implementation.

Please note that internship sites may have limitations on the accommodations they can provide. The university will work with students and sites to identify appropriate placements whenever reasonably possible.

Please see the JWU Disability Accommodations for Students Policy and Procedure for more information.

Stress Management and Wellness Resources

The Program is an intensive and rigorous Program of academic and experiential learning. Program requirements can be highly demanding and stressful, alone or in combination with other events in students' personal lives. We strongly encourage students to utilize the resources available to them on campus, including the Student Health Center, the Student Counseling Center, the Academic Success Center, and the fitness centers.

Please do not hesitate to reach out to your faculty advisor or program director with any issues that are interfering with your success in the Program.

Emergency Procedures and Campus Safety

JWU strives to maintain a safe and secure environment for all students, faculty, and staff. The university uses a multi-channel emergency notification system and/or jwuLink to communicate urgent information, including:

- Campus closures or delays due to inclement weather
- Emergency situations or threats
- Safety instructions or evacuation procedures

Students are automatically enrolled in the emergency alert system using their university contact information. It is the student's responsibility to ensure their contact details are accurate and up to date. Updates can be made through the university portal.

In the event of an emergency, students should follow all instructions provided by university officials or emergency personnel. For immediate assistance, contact Campus Safety & Security:

- Providence Campus: 401-598-1103

JWU publishes an Annual Security Report and an Annual Fire Safety Report that contains information about campus security and statistics concerning reported crimes that occurred on campus, on public property close to campus, or on other property used or controlled by the university.

INSTITUTIONAL POLICIES

University-Wide Policies

As a general matter, university-wide policies are not repeated in this Program handbook. Please be sure to consult the Student Handbook applicable to all students for policies applicable university-wide.

Waiver of Liability and Assumption of Risk

To the maximum extent permitted by law, in full recognition of the identified in this handbook and the inherent risks associated with participation in academic programs and in consideration for being permitted to participate in the Program, the student releases, waives, and forever discharges the "University Parties" (defined to include the university and its past, present and future accountants, administrators, advisors, affiliates, agents, assigns, attorneys, consultants (including subconsultants), contractors (including subcontractors), corporations, directors, employees, faculty insurers and third-party administrators, invitees, joint venturers, law firms legal representatives, managers, members, officers, parents, partners, predecessors, principals, representatives, subsidiaries, successors or successors-in-interest, trustees or the Board of Trustees, and all other persons acting on University's behalf) from and against any and all liability for any claims (defined to include any and all actions, arbitrations, causes of actions at law, in equity, or otherwise, charges, claims (including but not limited to claims for contribution or indemnity), counterclaims, cross-claims, damages (whether from personal, property, or other alleged harms or injuries), defenses, demands, emotional injuries, injunctions, lawsuits, liabilities, losses, losses of consortium or companionship or service, obligations, personal and physical injuries up to and including death, property damages, rights, subrogations, or suits) of any nature related to the student's direct or indirect participation in the Program, the student's past, present, or future drug use, and the student's current or future criminal history and the student's inability, as a result of such use or history, to, among other things to obtain employment.

To the maximum extent permitted by law the student assumes all risk related to their direct or indirect participation in the Program, drug use, and criminal history. The student further covenants not to sue any of the University Parties with respect to any of the foregoing.

By enrolling in the Program, students acknowledge and assume all such risks and agree not to bring any claims against the University Parties related to these risks. Students further agree to comply with all safety protocols and institutional policies.

This waiver is acknowledged through the student's acceptance of the handbook and/or completion of any required Program-specific acknowledgment forms.

VERIFICATION STATEMENT

A Didactic Program in Dietetics (DPD) Verification Statement is an official document that certifies successful completion of an Accreditation Council for Education in Nutrition and Dietetics (ACEND) accredited program. The Verification Statement is required to qualify for application to an Academy of Nutrition and Dietetics Dietetic Internship, Nutrition and Dietetic Technician, Registered (NDTR) credential and some professional memberships and scholarships.

How do I request a copy of my Verification Statement?

To request a copy of your Verification Statement, contact the JWU DPD director, Maeve Guidera, and

the Academic Administrative Coordinator with the following information:

1. **Current Mailing Address**
2. **Preferred email address**
3. **Current Full Legal Name (Full First, Middle and Last Names)**
    a. *J# is helpful, but not required.*
4. **Maiden Name** (if different when you graduated from JWU)
5. **Month and year of graduation.**
6. **Preferred format:** paper or electronic

For more information regarding Verification Statements, please see the FAQ by ACEND.

LICENSURE REQUIREMENTS

The Program provides the academic framework to prepare students for graduate school* and supervised practice, leading to eligibility for the CDR credentialing exam to become an RDN.**

Information on the process of pursuing the RDN credential and potential career paths can be found here. Additional information such as frequently asked questions and other resources from CDR can be found on CDR's website.

***Effective January 1, 2024, the Commission on Dietetic Registration (CDR) requires a minimum of a master's degree to be eligible to take the credentialing exam to become a registered dietitian nutritionist (RDN).**

**Individual states may require specific licensing or professional certification in addition to earning a degree in order to practice in the field. Learn more via the JWU Catalog's Licensure & Professional Certification Disclosures.

DISCRIMINATION AND HARASSMENT

JWU does not illegally discriminate on the basis of any protected class, including age, ancestry, color, disability, familial status, gender or gender identity, genetic information, military service, national origin, pregnancy and related conditions, race, religion, sex, veteran status, and any other protected class, and prohibits all illegal discrimination, including illegal sex discrimination, in any education program or activity that it operates, as required by Title IX of the Education Amendments of 1972 and other law, including in admission and employment. The university prohibits sexual harassment and sexual misconduct, which are a form of sex discrimination.

For information on this policy, please review the university's full Prohibited Discrimination and Harassment (including Sexual Harassment) Policy, including contact information for the nondiscrimination officer and how to file a complaint.

COMPLAINTS AND GRIEVANCES

Please see the Complaints and Grievances Policy in the JWU Student Handbook.

Process for Submission of Written Complaints to ACEND

ACEND® has established a process for reviewing complaints against accredited programs in order to fulfill its public responsibility for assuring the quality and integrity of the educational programs

that it accredits. Any individual, for example, student, faculty, dietetics practitioner and/or member of the public may submit a complaint against any accredited program to ACEND.

However, the ACEND® board does not intervene on behalf of individuals or act as a court of appeal for individuals in matters of admissions, appointment, promotion, or dismissal of faculty or students. It acts only upon a signed allegation that the Program may not be in compliance with the Accreditation Standards or policies.

The complaint must be signed by the complainant. Anonymous complaints are not considered.

The ACEND Board will investigate potential complaints related to a Program's compliance with ACEND Policy 1.6.M: Ethics, Confidentiality and Conflict of Interest.

The Complaint Investigation Form can be accessed on ACEND's Filing a Complaint or Violation webpage. The Complaint Investigation Form can be emailed to ACENDReports@eatright.org or mailed to:

Accreditation Council for Education in Nutrition and Dietetics (ACEND®)
120 South Riverside Plaza, Suite 2190
Chicago, Illinois 60606-6995
Phone: 800-877-1600, Ext. 5400
Fax: 312-899-4817

APPENDICES

Appendix A

Johnson & Wales University Dietetics and Applied Nutrition Program

DPD Verification Statement and Graduation Requirements

A Didactic Program in Dietetics (DPD) Verification Statement is an official document that certifies successful completion of an Accreditation Council for Education in Nutrition and Dietetics (ACEND) accredited program. The Verification Statement is required to qualify for application to an Academy of Nutrition and Dietetics Dietetic Internship, Nutrition and Dietetic Technician, Registered (NDTR) credential and some professional memberships and scholarships.

To graduate from the Dietetics and Applied Nutrition Program (DiAN) and earn a DPD Verification Statement, students must meet all requirements upon completion of the Program. These include maintaining an overall GPA of 3.0 (out of 4.0) and a grade of C+ (2.5) or better in the 16-core science and nutrition courses of the Program (as outlined below). Additionally, students must demonstrate that they have successfully met all KRDNs.

Clinical DPD Coursework		Science DPD Coursework	
DIET2070	Lifespan Nutrition	SCI1050	Nutrition
DIET3030	Nutrition Assessment	BIO1011	General Biology I
DIET3080	Community Nutrition	BIO1016	General Biology
DIET4030	Medical Nutrition Therapy	CHM1000	Foundations in Chemistry
DIET4630	Advanced Medical Nutrition	CHM1006	Foundations in Chemistry Lab
		BIO2041	Human Physiology
		BIO2046	Human Physiology Laboratory
		BIO2201	General Microbiology
		BIO2206	General Microbiology Laboratory
		CHM2050	Introduction to Organic Chemistry
		CHM3040	Biochemistry

All transfer credits and/or substitutions must be approved in writing by the DPD Director before a Verification Statement can be issued

Students will be audited each semester and those identified with a 3.0 GPA or lower will meet with the Program Director for advisement.

Students unable to meet requirements will be counseled to transfer to other undergraduate programs such as Culinary Nutrition, Health Sciences, or Public Health; if they do not wish to transfer out of the Program when not meeting DPD requirements, they will be dismissed from the DiAN Program.

Additionally, if a student doesn't reply to a request for counsel and/or does not show up to an advisement meeting after two attempts have been made by the Program Director or representative to reach the student within two weeks (15 concurrent days), the student will be automatically dismissed from the university.

I, the undersigned, have read and understand the DPD Verification Statement and graduation requirements of the Dietetics and Applied Nutrition Program (DiAN).

_____ _____

Student Signature Date

_____ _____

Printed Student Name Student