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Frequently Asked Questions
**Welcome** to the Department of Nutrition Science (NUTR) in the College of Allied Health Sciences (CAHS) at East Carolina University (ECU).

More than 28,000 students are enrolled at ECU, located in Greenville, North Carolina. With approximately 93,000 citizens in the City of Greenville and 178,000 residents in Pitt County, the area is changing rapidly. Greenville is a growing city with an expanding network of greenways and transportation links, and the city serves as a major center for education and cultural life for the residents of eastern North Carolina. Additionally, people from throughout the region travel to Greenville for state of the art medical care. For more information about Greenville and eastern North Carolina, please visit the City of Greenville’s website at: [http://www.greenvillenc.gov/](http://www.greenvillenc.gov/). Furthermore, for information about ECU, you may visit [http://info.ecu.edu/about](http://info.ecu.edu/about).

This **Didactic Program in Dietetics Student Handbook** is intended to provide information and guidelines regarding the Didactic Program in Dietetics (DPD) that you may find useful as you pursue your Bachelor of Science (BS) degree. However, it is not intended to replace advisement by faculty, advisors, or information in the ECU Catalog. The student handbook is available online at [http://www.ecu.edu/cs-dhs/nutr/undergrad/index.cfm](http://www.ecu.edu/cs-dhs/nutr/undergrad/index.cfm).

**Department Contact Information**

Department of Nutrition Science  
College of Allied Health Sciences  
East Carolina University  
Greenville, NC 27834  
252-328-4274  
[http://www.ecu.edu/cs-dhs/nutr/](http://www.ecu.edu/cs-dhs/nutr/)

**Faculty and Staff Contact Information**

Contact information for the faculty and staff of the Department of Nutrition Science is available online at [http://www.ecu.edu/cs-dhs/nutr/faculty/](http://www.ecu.edu/cs-dhs/nutr/faculty/)
MISSION STATEMENT OF EAST CAROLINA UNIVERSITY

To be a national model for student success, public service and regional transformation, East Carolina University:

- Uses innovative learning strategies and delivery methods to maximize access;
- Prepares students with the knowledge, skills and values to succeed in a global, multicultural society;
- Develops tomorrow’s leaders to serve and inspire positive change;
- Discovers new knowledge and innovations to support a thriving future for eastern North Carolina and beyond;
- Transforms health care, promotes wellness, and reduces health disparities; and
- Improves quality of life through cultural enrichment, academics, the arts, and athletics.

We accomplish our mission through education, research, creative activities, and service while being good stewards of the resources entrusted to us.

Approved by the Board of Trustees in July, 2013
Approved by the Board of Governors in February 2014

ADMISSION TO ECU

For information about admission into the undergraduate program at ECU, please visit http://admissions.ecu.edu.

ACADEMIC CALENDAR

Past, present, and future academic calendars are available online at http://www.ecu.edu/fsonline/senate/fscalend.cfm.
**STUDENT EXPENSES**

Please refer to ECU’s Undergraduate Catalog for financial information for North Carolina resident (in-state) and non-resident (out-of-state) students at [http://catalog.ecu.edu/index.php?catoid=16](http://catalog.ecu.edu/index.php?catoid=16)

**FINANCIAL ASSISTANCE**

Through the use of federal and state funds, as well as contributions from its many friends and alumni, ECU makes every effort to assist students in the continuation of their education. The staff of the ECU Office of Student Financial Aid assists students in obtaining funds from the source best suited to the individual’s need. Information pertaining to the application process, types of aid available and academic requirements may be obtained from the ECU Office of Student Financial Aid and at [http://www.ecu.edu/cs- acad/financial/availableaid.cfm](http://www.ecu.edu/cs-acad/financial/availableaid.cfm). Students should contact appropriate deans or departmental chairpersons of intended major areas concerning scholarships that are available in those disciplines. Additional information regarding college or departmental scholarships is available online at [http://www.ecu.edu/cs-acad/universityscholarships/](http://www.ecu.edu/cs-acad/universityscholarships/). Scholarships are also available through the NC Dietetic Association Foundation and the Academy of Nutrition and Dietetics Foundation.

**DISABILITY SUPPORT SERVICES**

ECU seeks to comply fully with the Americans with Disabilities Act (ADA). Students requesting accommodations based on a disability must be registered with the Department for Disability Support Services located in Slay 138 ((252) 737-1016). For more information on DDS, please visit [http://dss.ecu.edu](http://dss.ecu.edu).

**DIVERSITY**

For information on the Office of Equity and Diversity, please visit [http://oed.ecu.edu](http://oed.ecu.edu). The Ledonia Wright Cultural Center also offers multicultural opportunities. Please visit [http://lwcc.ecu.edu](http://lwcc.ecu.edu) for additional information.

**ACADEMIC INTEGRITY**

Academic integrity is expected of every student. Please refer to the ECU Student Code of Conduct [https://osrr.ecu.edu/policies-procedures/](https://osrr.ecu.edu/policies-procedures/) for a list of what constitutes as an academic violation and for the procedures governing academic integrity violations.
**STUDENT SERVICES**

For a complete list of student services offered by ECU, please visit the Division of Student Affairs at [http://studentaffairs.ecu.edu](http://studentaffairs.ecu.edu) and Academic and Student Affairs at [http://deanofstudents.ecu.edu](http://deanofstudents.ecu.edu).

**STUDENT COMPLAINTS/GRIEVANCES**

Information on the university's policies and procedures for filing and handling complaints and grievances is available online at [https://deanofstudents.ecu.edu/home/complaints-grievances/](https://deanofstudents.ecu.edu/home/complaints-grievances/). Student complaints or grievances related to the Department of Nutrition Science can be handled using the departmental policy included in this student handbook.

**STUDENT COMPLAINTS RELATED TO ACEND STANDARDS**

If a student has a complaint regarding ACEND accreditation standards, the student is encouraged to first address the issue using the university's process. If a satisfactory resolution is not reached, the student has the right to submit the complaint directly to ACEND utilizing the "Procedure for Complaints Against Accredited Programs" which is available on the ACEND website at [https://www.eatrightpro.org/acend/public-notices-and-announcements/filing-a-complaint-with-acend](https://www.eatrightpro.org/acend/public-notices-and-announcements/filing-a-complaint-with-acend).

**COLLEGE OF ALLIED HEALTH SCIENCES MISSION AND VISION STATEMENTS**

**MISSION STATEMENT**
To improve the quality of health through leadership, excellence, and innovation in the delivery of progressive baccalaureate, master's, doctoral, and continuing education programs, providing professional and clinical services and conducting basic, clinical and applied research.

**VISION STATEMENT**
The College of Allied Health Sciences at East Carolina University provides opportunities to make a difference in the health of the region, state, and nation.

**DIDACTIC PROGRAM MISSION STATEMENT**
The mission of the DPD is to prepare graduates to become competent leaders in successful careers in a multicultural society making a positive impact on health as registered dietitian nutritionists. The DPD will use
innovative learning strategies in the delivery of the required knowledge to prepare graduates for supervised practice leading to eligibility for the Commission on Dietetic Registration's (CDR) credentialing exam to become a registered dietitian nutritionist (RDN).

**ACADEMIC ADVISING CENTER**

The Center for Pre-Professional Advising is the first stop for students planning to major in one of the undergraduate programs offered. Students are advised by a professional advisor in their intended major. Academic advisors are good resources for information about internships, careers and graduate studies. Students need to apply for graduation online one semester before their expected graduation date. Each student will meet with their advisor to assure all requirements for graduation will be met.

Advising is an interactive process involving students, advisors, faculty and administrators. The professional advisors guide the student toward appropriate decisions that will help them achieve academic and career goals, by assessing prior learning and credit toward program requirements.

Please see [https://ppac.ecu.edu/advising/allied-health/](https://ppac.ecu.edu/advising/allied-health/) for more information.

**TRANSFER, SECOND DEGREE, AND STUDENTS INTERESTED IN A NUTRITION AND DIETETICS MAJOR**

For individual transcript evaluations and program requirements, please contact the Center for Pre-Professional Advising at [https://ppac.ecu.edu/advising/allied-health/](https://ppac.ecu.edu/advising/allied-health/). Once an applicant has been admitted into East Carolina University, an advisor will assess prior coursework and establish an individualized plan of study.

**ASSESSMENT OF PRIOR LEARNING**

A student can request that prior coursework from a regionally accredited college or university be assessed in order to develop an individualized curriculum plan. This process is facilitated by the academic advisor. Official transcripts, course syllabi, date of instruction and other documents related to the assessment process may be requested of the student. Course instructors, the DPD Director, and the department chairperson may be included in the assessment process.

Persons with a foreign degree will be required to have their degree validated as equivalent to a degree from an accredited university within the United
States. This validation must be completed prior to identifying needed courses to complete the DPD degree requirements.

Information on independent, nonprofit agencies available to validate foreign degrees can be found on the Commission on Dietetic Registration (CDR), Academy of Nutrition and Dietetics (AND) website at eatright.org.

**REQUIREMENTS FOR THE MAJOR – DEGREE OPTIONS**

For a complete overview of requirements, please refer to the Undergraduate Catalog at [http://catalog.ecu.edu](http://catalog.ecu.edu) to find a list of course descriptions and a complete list of course requirements. A recommended course sequence and the student handbook is available on the departmental website, [http://www.ecu.edu/cs-dhs/nutr/undergrad/index.cfm](http://www.ecu.edu/cs-dhs/nutr/undergrad/index.cfm)

The two degree options include the Didactic Program in Dietetics and the Nutrition with Science track. See the curriculum plans and course requirements for each degree option in the pages that follow. For further information regarding the curriculum options, contact the program directors.

All students that pursue the Didactic Program in Dietetics will be required to fill out the Application for the Didactic Program in Dietetics Undergraduate Cohort after they have completed or are currently enrolled in the prerequisite courses. See the Didactic Program Cohort Admission Policy and Procedure as well as the Application for the Didactic Program (DPD) Undergraduate Cohort on the pages that follow.

By the year 2024, a Master’s degree will also be required for employment as an entry-level Registered dietitian/nutritionist.
4-YEAR CURRICULUM PLAN FOR THE DIDACTIC PROGRAM
IN DIETETICS CONCENTRATION – Suggested sequence*

*We understand not all students will be able to follow the schedule exactly.

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Spring Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>FRESHMAN YEAR</td>
<td></td>
</tr>
<tr>
<td>ENGL 1100 (WI)</td>
<td>ANTH 1050 or 2200</td>
</tr>
<tr>
<td>NUTR 1300 F</td>
<td>NUTR 1330 S</td>
</tr>
<tr>
<td>BIOL 1150/1151</td>
<td>NUTR 1010</td>
</tr>
<tr>
<td>MATH 1065</td>
<td>CHEM 1150/1151</td>
</tr>
<tr>
<td>PSYC 1000</td>
<td>HLTH 1000</td>
</tr>
<tr>
<td></td>
<td>Elective</td>
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<tr>
<td></td>
<td></td>
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<tr>
<td>Total</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>16</td>
</tr>
</tbody>
</table>

Apply to DP Cohort by February 1st prior to taking 3000 level NUTR courses.

<table>
<thead>
<tr>
<th>SOPHOMORE YEAR</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Fine Arts</td>
<td>SOCI 2110</td>
</tr>
<tr>
<td>NUTR 2105</td>
<td>Statistics</td>
</tr>
<tr>
<td>CHEM 1160/1161</td>
<td>ENGL 2201 (WI)</td>
</tr>
<tr>
<td>KINE 1000</td>
<td>NUTR 2330</td>
</tr>
<tr>
<td>BIOL 2130, 2131</td>
<td>CHEM 2750, 2753</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>16</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>JUNIOR YEAR</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>NUTR 2400 *prereq 2105</td>
<td>Humanities</td>
</tr>
<tr>
<td>NUTR 2331</td>
<td>COMM 2020 or 2410</td>
</tr>
<tr>
<td>Elective</td>
<td>NUTR 3700 (WI)</td>
</tr>
<tr>
<td>NUTR 3105</td>
<td>NUTR 3104</td>
</tr>
<tr>
<td>BIOL 2110, 2111</td>
<td>NUTR 3311</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>15</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SENIOR YEAR</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>NUTR 4312 plus lab F</td>
<td>NUTR 4313 plus lab S</td>
</tr>
<tr>
<td>NUTR 4330 F</td>
<td>NUTR 4500 S</td>
</tr>
<tr>
<td>NUTR 4300 F</td>
<td>NUTR 4600 S</td>
</tr>
<tr>
<td>NUTR 3535 F</td>
<td>NUTR 4331 S</td>
</tr>
<tr>
<td>NUTR 3330 F</td>
<td>HIMA 3000 (recommended)</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>15</td>
</tr>
</tbody>
</table>

F    Fall
S    Spring

*ok to take NUTR 2400 earlier, as long as student has completed 2105 can be taken either fall or spring of Junior year.
can be taken in fall of Junior or Senior year
Didactic Program Cohort Admission Policy and Procedure

The Didactic Program in Dietetics (DPD) Cohort is designed to begin during fall semester of the junior year of the curriculum plan. A separate application is required to be admitted into the DP Cohort. Admission is very competitive and is based on two criteria: 1) satisfactory completion of all pre-requisite courses by the end of the summer semester prior to the start of the cohort (summer semester enrollment ok) 2) 3.0 minimum grade point average of prerequisite courses. Applicants who do not meet the criteria are not to be considered for admission. The application is available on the department website.

Applications are submitted to the Didactic Program Director electronically by email and the deadline is February 1. Prior to the start of the cohort the Departmental Administrative Assistant compiles documents identifying the grade point averages and course completion status of applicants. Ancillary support is provided by nutrition faculty as needed. The DPD Cohort annually admits approximately twenty-six students. Applicants with the highest cumulative grade point averages for prerequisite courses at the time of application are used to determine acceptance into the DPD Cohort. An alternate list of applicants will be made in case admission adjustments need to be made. The Didactic Program Director and Nutrition Advisor review and rank applicants and obtain confirmation of selection results with the Department Chairperson. Applicants are notified by March 1 regarding their admission status by the Didactic Program Director and have one week to confirm their acceptance. Initial acceptance is contingent upon successful completion of all pre-requisite course requirements. The Nutrition Advisor or Didactic Program Director will review the status of applicants at the close of spring and summer semester. If there be a change in admission status, the notification of admission denial will be communicated by the Didactic Program Director by the end of May. The ranked alternate list is used, if necessary, to meet annual enrollment goals should candidates should vacancies occur.

Students will be informed of the admission procedure in NUTR 1300 Orientation to Nutrition and Dietetics Profession course. The admission procedure will be reviewed during individual Advising sessions, in the Didactic Program in Dietetics Student Handbook, and on the department website.

November 7, 2013
Revised October 15, 2019
DEPARTMENTAL OPPORTUNITIES

Professional Development

We encourage our students to participate in the Nutrition Science Association (NSA). The NSA provides students an avenue for networking with other students and nutrition professionals, participation in campus activities, and outreach activities. Through volunteering, there are ample opportunities for students to gain experience in the field of nutrition and dietetics. Additionally, the ECU student body is served by the NSA as a valid resource for nutrition information. Students are also encouraged to become student members of the Academy of Nutrition and Dietetics. For additional information, please visit www.eatright.org.

Additional opportunities available for professional development include networking, shadowing professionals in the field, attendance at professional meetings, and volunteer service.

Student Research and Creative Activity

There are many opportunities for undergraduate research projects available to qualifying students. Research projects, including writing for publication and submitting presentations at professional meetings, offer students excellent exposure to the field. Students are encouraged to express interest to faculty.

International Opportunities

Students are encouraged to develop cultural competence through diversity training and international study or travel. For information regarding international opportunities sponsored by ECU, please call the Office of Global Affairs at 252-328-1937 or visit piratesabroad.ecu.edu.

CAREER OPTIONS

Become a Registered Dietitian/Nutritionist (RDN)

Completion of a didactic program in dietetics from an ACEND-accredited program is the first step in becoming a registered dietitian nutritionist. Our undergraduate didactic program provides this step. The second step is to complete an ACEND-accredited supervised practice dietetic internship program or Individual Supervised Practice Pathway. The third step is passing the CDR dietetic registration exam. For more details about the requirements and process to become a registered dietitian nutritionist and dietetic technician, registered (DT), please visit 5 Steps to Become a Registered
Dietitian Nutritionist website on eatright.org. Please note, in the year 2024, all students must have a graduate degree to take the CDR dietetic registration exam.

**Become a Dietetic Technician, Registered (DTR)**

For information about what a DTR is and how to become a DTR, please visit [https://www.eatrightpro.org/about-us/what-is-an-rdn-and-dtr/what-is-a-nutrition-and-dietetics-technician-registered](https://www.eatrightpro.org/about-us/what-is-an-rdn-and-dtr/what-is-a-nutrition-and-dietetics-technician-registered)

**Graduate School**

For information about graduate school at ECU, please visit [http://www.ecu.edu/cs-acad/gradschool](http://www.ecu.edu/cs-acad/gradschool).

**Employment**


**ACCREDITATION STATUS**

ECU’s Didactic Program in Dietetics (DPD) is accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics (AND), which is recognized by the United States Department of Education.

Accreditation Council for Education in Nutrition and Dietetics
Academy of Nutrition and Dietetics
120 South Riverside Plaza, Suite 2190
Chicago, Illinois 60606-6995
800-877-1600
312-899-0040

Outcomes data and reports related to accreditation are available on request from the Department Chair or the DP Director.

**DIDACTIC PROGRAM GOALS**

**Goal 1:** The program will prepare graduates for acceptance to a supervised practice program and/or graduate school.

- 70 percent of alumni completing the follow-up survey will report a minimum of 3 on a 5-point scale that rate the academic preparation in terms of knowledge and skills necessary for entry to supervised practice and/or graduate school.
• At least 80 percent of program students complete program/degree requirements within 6 years.
• 70 percent of program graduates apply for admission to a supervised practice program prior to or within 12 months of graduation.
• 80 percent of program graduates are admitted to a supervised practice program within 12 months of graduation.
• 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 percent.
• 80 percent of supervised practice program directors will rate DPD graduates with a minimum of 3 on a 5-point scale that rate the academic preparation in terms of knowledge and skills necessary for entry to supervised practice.

Goal 2: The program will prepare graduates for careers as entry-level registered dietitian nutritionists in a variety of practice settings.

• 70 percent of alumni completing the follow-up survey will report a minimum of 3 on a 5-point scale that rate the academic preparation in terms of knowledge and skills necessary for entry-level registered dietitian nutritionist position.

**DIDACTIC PROGRAM POLICIES AND PROCEDURES**

**Student Code of Conduct For Non-Academic Offenses**

Any student whose conduct becomes unsatisfactory in the judgment of university officials in light of the foregoing statements or policies will be subject to appropriate disciplinary action. Disciplinary action can be initiated by campus police, students, staff, faculty, or administrative personnel. No student will be permitted to graduate or officially withdraw from ECU’s DPD program while disciplinary action is pending against him or her. Unwarranted charges shall not be subject to disciplinary action. A student may be charged with offenses as a principal directly involved in the crime or as an accessory.

Students shall refrain from:

A. Knowingly publishing or circulating false information that is damaging to any member of the university community (slander, lying, or libel).

B. Using abusive, obscene, vulgar, loud, or disruptive language or
conduct directed toward and offensive to a member of or a visitor to the university community.

C. Harassing, abusing, or threatening another by means other than the use or threatened use of physical force.

D. Endangering, injuring, or threatening to injure the person or property of another.

E. Entering residence halls, buildings, classrooms, or other university properties or student properties (i.e., automobiles, lockers, or residences) without authorization.

F. Vandalizing, destroying maliciously, damaging, or misusing public or private properties, including library materials.

G. Stealing or attempting to steal, aiding or abetting, receiving stolen property, selling stolen property, or embezzling the property of another person, the university, or associated units.

1. Book Selling. When a student resells a book to an individual or to the bookstore, that student is held responsible if the book that is being resold is stolen property. If and when a student buys a book from another student, it is the purchaser’s or seller’s responsibility to be able to identify the student involved. If the student buying the book will not or cannot identify the seller, the student buying the book will be held responsible.

2. In addition to penalties given by the Honor Board, a student convicted of stealing or knowingly possessing stolen goods shall make immediate and complete restitution.

H. Disruptive and disorderly conduct.

I. Illegally manufacturing, selling, using, or possessing narcotics, barbiturates, amphetamines, marijuana, sedatives, tranquilizers, hallucinogens, and/or other known drugs and/or chemicals. A student shall also refrain from buying, selling, possessing, or using any kind of drug paraphernalia or counterfeit drugs.

J. Being intoxicated in public, displaying, driving under the influence, or illegally possessing or using alcoholic beverages or liquors.

K. Refusing to comply with any lawful order of a clearly identifiable university official acting in the performance of his or her duties in the enforcement of university policy.
L. Failing to present his or her ECU 1 Card when requested to do so by a university official.

M. Participating in hazing or harassment of East Carolina University students.

N. Gambling.

O. Forging, altering, defrauding, or misusing documents, charge cards, or money, checks, records, ECU 1 Cards of an individual or the university.

P. Furnishing false information to the university with intent to deceive.

Q. Issuing bad checks to the university.

R. Violating academically the Honor Code, which consists of the following:

   **Cheating** – The actual giving or receiving of any unauthorized aid or assistance or the giving or receiving of any unfair advantage on any form of any academic work.

   **Plagiarism** – Copying the language, structure, ideas, and/or thoughts of another and passing same as one’s original work.

   **Falsification** – Statement of any untruth, either verbally or in writing, regarding any circumstances relative to academic work.

   **Attempts** – Action toward the commission of any act that would constitute an academic violation as defined herein (that is, cheating, plagiarism, and/or falsification) shall be deemed to be a violation of the Honor Code and maybe punishable to the same extent as if the attempted act had been completed or consummated.

S. Possessing or using firearms, fireworks, explosives, or illegal weapons on property owned or controlled by the university.

T. Withholding, with knowledge, information from East Carolina University.

U. Obstructing justice by hindering or impeding a duly authorized function of any judicial body, council, or board.

V. Violation of a university policy, city ordinances, state or federal laws.

W. Any action that university officials or faculty members deem inappropriate, offensive, or disruptive to classroom behavior.
X. Knowingly acting as an accessory to any of the charges contained herein by:

1. Being present while the offense is committed and advises, instigates, or encourages the act, or fails to attempt to discourage or to prevent the offense; or

2. Facilitating in the committing of an offense in any way.

Any student caught violating any of aforementioned statutes will be subject to the DPD departmental disciplinary process:

**First Offense:** The faculty member must request a meeting with the accused student and DPD Director to discuss grievances or complaints. If the faculty member still feels like their grievance against said student has warrant on the basis of evidence after this meeting, then that faculty member must document this offense in the form of a letter describing the offense. This letter will act as documentation of the student’s first warning against further misconduct and must be filled out by a faculty member, student and DP Director and kept on file in the DPD Director’s office. The faculty member must contact the student within three class days from the date of the accused offense.

**Statute of limitations:** The first warning will only count against a student’s record for one calendar year from the day and time that the initial meeting took place. However, documentation of the student’s first offense will remain permanently on the student’s file in the DPD Director’s office. After one calendar year has passed from a student’s first warning, in the event that another violation of misconduct should occur the faculty must follow first offense procedure.

**Second Offense:** The faculty member must speak with the Department Chair & request his/her presence at a second meeting with the student. The Department Chair will act as a non-biased mediator and witness for the second meeting between the student and faculty member. If the Department Chair believes sanctions should be imposed then he or she may issue appropriate sanctions for the particular offense or dismiss the case all together. If sanctions are imposed the Department Chair, faculty member and student, must fill out and sign a second department admonishment form and keep it on file with the DPD Director. The faculty member must contact the student within three class days from the date of the accused offense.

**Possible Sanctions:** Sanctions will be imposed after a second warning for non-compliance. The sanction must be agreed upon as appropriate for the offense committed by all three parties if no specific sanction for the offense
currently exists. If necessary the Department Chair will impose the sanctions on the student if there are none formally and explicitly listed in complaining witness’ (faculty members) syllabi. Possible sanctions may include but are not limited to:

**Failure of the class**  
**Reduced letter grade**  
**Direct Referral to the Honor Board**  
**Removal from the major/program**

*B>Based on the severity of the complaint a first warning may **NOT** be issued. However, the decision to skip the first warning will rest solely in the hands of the Department Chair.*

**Third and Final Offense:** Upon a student’s third offense the Department Chair or DP Director may forward a formal complaint (in conjunction with the faculty member) to the OSRR (Office of Student Rights and Responsibilities). The student must be notified within 48 hours by email that a complaint will be filed against them with the OSRR or 24 hours face-to-face. The student and department faculty will then refer to the student code of conduct process policies of ECU.

http://osrr.ecu.edu

**Appeals**

If at any point a student or faculty member is not satisfied with the conduct process or a decision made by a third party during the conduct process (i.e. Department Chair, DPD Director) that faculty member or student may file an appeal with the Dean’s office. If the decision for appeal made, a written notice must be issued (email is acceptable) to the Department Chair, DPD Director and second party (student or faculty member) at least 48 hours prior. During this time, the Dean of the college will hear the entire case solely on the basis of evidence presented before making the final decision. The Department Chair and the DPD Director may not file an appeal on behalf of a student or faculty member.

**ACADEMIC POLICIES**

**Student Code of Conduct Policies And Procedures For Academic Offenses**

Every student must comply with the academic Honor Code, which consists of the following:
Cheating – The actual giving or receiving of any unauthorized aid or assistance or the giving or receiving of any unfair advantage on any form of the academic work.

Plagiarism – Copying the language, structure, ideas, and/or thoughts of another and passing same as one’s original work.

Falsification – Statement of any untruth, either verbally or in writing, regarding any circumstances relative to academic work.

Attempts – Action toward the commission of any act that would constitute and academic violation as defined herein (that is, cheating, plagiarism, and/or falsification) shall be deemed to be a violation of the Honor Code and maybe punishable to the same extent as if the attempted act had been completed or consummated.

Students are expected to be reliable and demonstrate professional behavior while attending class, representing ECU during campus events, and representing ECU during off campus events. This includes:

Reliability – be on time to class/events, give 24-hour advanced notice if you are sick or cannot attend class or an out of class event.

Professionalism – Students should wait until after class is over to pack up, not use their cell phone during class, be respectful on campus, and dress appropriately (casual ok for class, business casual for out of class events, see below for examples)
Business Casual - Top (Women)

**DO:**
- Blazer
- Button down
- Cardigan
- Sweater
- Printed shirt

**DON'T:**
- Tank top
- Tshirt
- Sleeveless blouse
- Sheer blouse

Business Casual - Top (Men)

**DO:**
- Polo shirt
- Button down
- Short sleeve button down
- Lightly patterned button down
- Casual blazer
- Sweater

**DON'T:**
- Tshirt
- Track jacket
- Hoodie
Any student caught violating any of the aforementioned statutes will be subject to the DPD departmental disciplinary process which can be found in the Student Code of Conduct, policies and procedures.

**ACADEMIC PROBATION POLICY**

**GPA requirements**

To declare a major in Nutrition Science, students must have at least an overall 3.0 GPA. To continue in the program and to graduate, students must maintain a 3.0 GPA. Students who fail to do so may result in removal from the major. The DPD Director, academic advisor, or Department Chair will monitor the GPA of declared majors. If a student’s academic performance falls below standard they will be contacted for advisement and may be put on academic probation.

Any student placed on academic probation will have at least one semester to raise their cumulative GPA to 3.0 or greater or they may be removed from the major.

**Appeals**

Under extenuating circumstances a student may request an extension of the probationary period. The appealing student must write a formal letter addressing the Department Chair that expresses (explicitly) any extenuating circumstances that adversely affected their GPA while also providing evidence of said circumstance. This appeal and its accompanying materials will be evaluated by a committee consisting of the Department Chair, DPD Director and a representative from the advising department.
**DIDACTIC PROGRAM FORMS**

*Orientation to Nutrition and Dietetics Profession Summary*

Completed in NUTR 1300 Orientation to Nutrition and Dietetics Profession course to confirm that students have been made aware of pertinent academic and professional development information.

*Application for the Didactic Program in Dietetics (DPD) Undergraduate Cohort*

Application process occurs annually. Applicants must have completed or be currently enrolled in the required prerequisite courses and submit their application by February 1st to the Didactic Program Director. Admission will be confirmed when all prerequisite courses have been completed. This application can be found on the departmental website [http://www.ecu.edu/cs-dhs/nutr/undergrad/index.cfm](http://www.ecu.edu/cs-dhs/nutr/undergrad/index.cfm).

*Declaration of Intent*

Completed by all graduating seniors indicating coursework required for completion for the DPD program. This form is completed within the Dietetic Internship Centralized Application Service (DICAS).

*Verification Statements*

Completed by the DPD Director once a final transcript confirming the degree has been awarded. Graduates are required to submit an original signed copy to directors of internship programs and employers.
Orientation to Nutrition and Dietetics Profession Summary

General Information

The East Carolina University website (www.ecu.edu) and the undergraduate catalog are great resources for information on many topics including admission and retention requirements, anticipated financial costs, university policies and procedures, degrees available, academic calendars, career and counseling services, Pirate tutoring center, volunteer and service learning center, libraries and other student services.

Undergraduate Didactic Program

The mission of the Didactic Program in Dietetics (DPD) is to prepare graduates to become competent leaders in successful careers in a multicultural society making a positive impact on health as registered dietitian nutritionists. The DPD will use innovative learning strategies in the delivery of the required knowledge to prepare graduates for supervised practice leading to eligibility for the Commission on Dietetic Registration's (CDR) credentialing exam to become a registered dietitian nutritionist (RDN). The DPD Program is a Bachelor of Science degree program that provides graduates with the required coursework to apply for a supervised practice or dietetic internship in order to become a registered dietitian. Information about the program and degree requirements can be found on the Nutrition Science link on the Department of Allied Health website at (http://www.ecu.edu/cs-dhs/nutr/).

Grade Point Average (GPA)

Academic excellence is required to be successful in nutrition programs. To declare a major in Nutrition and Dietetics, students must maintain a minimum GPA of 3.0. Students who fall below the minimum GPA will have one semester to raise their GPA and will be considered to be on Academic Probation. Failure to raise the cumulative GPA to a 3.0 or above will result in removal from the major. A student can be on Academic Probation only once while in the cohort.
Curriculum Options

The two curriculum options within the major of Nutrition and Dietetics include the Didactic Program in Dietetics and the Nutrition with Science track. See the curriculum plans and course requirements for each curriculum on the departmental website http://www.ecu.edu/cs-dhs/nutr/. Academic advisors are available in the College of Allied Health Advising Center for both curriculum options.

Program Accreditation

The Didactic Program in Dietetics is accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics (AND), which is a specialized accreditation body recognized by the United States Department of Education (USDE). Outcomes data and reports related to accreditation are available upon request from the Program Director or Department Chairperson.

Departmental Policies, Procedures and Forms

The Department of Nutrition Science has policies, procedures and required documentation for academic advising, code of conduct offenses, academic probation, and student complaints/grievances. These are located in the advising office as well as in the department office.

Scholarship Opportunities

Various resources are available for financial support. Contact the Office of Financial Aid for further information http://www.ecu.edu/cs-acad/financial/availableaid.cfm. Scholarships are also available through the Department of Nutrition Science, the College of Allied Health Sciences, the North Carolina Dietetic Association Foundation, and the Academy of Nutrition and Dietetics Foundation.

Professional and Leadership Development
Students are encouraged to participate in extracurricular activities to enhance personal and professional development. Activities might include:

- Student organizations – membership and leadership roles
- Student member of professional organizations at the national, state, and local levels
- Networking
- Shadowing professionals in the field
- Attendance at professional meetings
- Volunteer service
- Technology training

**Diversity Training and Cultural Competence**

Students are encouraged to prepare for global careers. Developmental opportunities might include diversity training, study or travel abroad programs, international internships, and volunteer service opportunities. Contact the Office of Global Affairs for more information on long term international programs and the Office of Continuing and Professional Education for short term international programs. Contact the Office for Equity and Diversity for information on diversity training to improve cultural competence.

**Research and Creative Activity**

It is important for undergraduate students to be exposed to research. Students are encouraged to identify faculty mentors who mentor them in developing research skills, grant writing and providing professional poster and oral presentations.

**Professional Portfolio/Resume**

Undergraduate students are encouraged to compile a professional portfolio that includes components such as examples of outstanding academic works, honors or awards, scholarships, reference letters as well as a record of extracurricular activities, volunteer service, leadership development and career-related work experiences.
Supervised Practice/Dietetic Internship Requirements

Completion of a supervised practice or dietetic internship at the graduate level is required to become a registered dietitian nutritionist. The application process is complicated and program admission is VERY COMPETITIVE. Applications often require high grade point averages, successful completion of standardized tests such as the GRE, impressive performance in extracurricular activities and volunteer service in addition to strong personal references. Supervised practice programs are generally non-paid experiences requiring a minimum of 1200 supervised practice hours. In addition to the application process being competitive, there are a limited number of positions available.

National Organization - Academy of Nutrition and Dietetics
eatright.org

State Organizations - North Carolina Dietetic Association
https://ncda.memberclicks.net/ and North Carolina State Licensure Board https://www.ncbdn.org/

Declaration of Intent and Verification Statements

1. Declaration of Intent form MUST be completed by all seniors within DICAS if they are applying for internships. This form will be used to identify what courses need to be completed by the student when applying to supervised practice programs. This requires students to check Degree Works and send notification through DICAS to the DPD Director that they intend to complete the program.

2. Verification Statements are official forms that are recognized by The Academy of Nutrition and Dietetics, Accreditation Council for Education in Nutrition and Dietetics and Dietetic Internship Directors. Verification Statements are REQUIRED to verify that you have completed the DPD academic requirements and are eligible to begin the dietetic internship. After graduation, the DPD Director will obtain an official transcript verifying that you have completed the DPD requirements and will mail your Verification Statement to you. You will need to provide an original, signed copy to the Director of the Internship program you will be attending. A copy of the transcript and the Verification Statement will be kept on file in the DPD Director's office.
After graduation, please notify the DPD Director of any name, mailing address, email address, employment, academic or personal changes as the DPD Director will track the progress of graduates (regardless of whether you become a Registered Dietitian/Nutritionist). The DPD Director will keep you informed of program changes, career opportunities, continuing educational opportunities, etc.

If you have any problems or questions, do not hesitate to contact the DPD Director.
Application for the Didactic Program in Dietetics (DPD) Undergraduate Cohort

Nutrition Science Department, East Carolina University

Full Name (Last, First, Middle/Maiden):

Banner ID:

ECU Email Address:

Preferred Phone Number:

OVERVIEW
The Didactic Program in Dietetics (DPD) Cohort is for those students who want to become Registered Dietitians Nutritionists and begins during fall semester of the junior year of the curriculum plan. This application is required to be considered for admission.

CRITERIA FOR ACCEPTANCE
Admission is very competitive and is based on two criteria: 1) satisfactory completion of all pre-requisite courses by the end of the summer semester prior to the start of the cohort; and 2) minimum 3.0 cumulative grade point average of all prerequisite courses listed below. Applicants who do not meet the criteria are not considered.

APPLICATION DUE DATE
Applications need to be submitted to the Department of Nutrition Science (NUTR@ecu.edu) electronically by email no later than February 1st. Late applications will not be accepted.

The DPD Cohort annually admits approximately twenty-six students. Applicants with the highest cumulative grade point averages from their courses at ECU and any transfer credits at the time of application will be used to determine acceptance into the DPD Cohort. An alternate list of applicants will be compiled in case admission adjustments need to be made. The Didactic Program Director and Nutrition Advisor will review and rank applicants and obtain confirmation of selection results with the Department Chairperson. Students may only apply to the Cohort once.

ACCEPTANCE NOTIFICATIONS
Applicants will be notified no later than February 15th regarding their admission status by the Didactic Program Director and will have one week to confirm their acceptance. Initial acceptance is contingent upon successful completion of all pre-requisite course requirements.
The Nutrition Advisor or Didactic Program Director will review the status of applicants at the close of spring and summer semester. Should there be a change in admission status, the notification of admission denial will be communicated by the Didactic Program Director after grades have been posted for Spring or Summer sessions. A ranked alternate list will be used, if necessary, to meet annual enrollment goals should vacancies occur.

**Prerequisite courses GPA:**

Applicants must have completed or be currently enrolled in all the following courses prior to beginning the cohort:

**Prerequisite Course Status**

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<th>Have Completed</th>
<th>Currently Enrolled</th>
<th>Summer Enrollment</th>
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Please email completed application to NUTR@ecu.edu. You will receive a confirmation e-mail from the Nutrition Department within 24 hours.
FREQUENTLY ASKED QUESTIONS

What does DPD stand for and what is it?

Didactic Program in Dietetics (DPD) is a Bachelor of Science degree program that provides students with the appropriate coursework to apply for a dietetic internship in order to become a Registered Dietitian/Nutritionist (RDN). Completion of a didactic program will also allow one to take the Dietetic Technician, Registered (DTR) exam.

How do I find an advisor?

You may contact the College of Allied Health Advising Center at 252-328-6001.

What are foundations courses?

These courses provide a solid foundation in the core disciplines in the liberal arts (humanities, fine arts, basic sciences, and social sciences), in conjunction with education in health promotion, physical activity, mastery of writing, and mathematics competencies. Foundations courses are required for all undergraduate students regardless of their major at ECU. For a complete list of foundations courses required, please visit http://catalog.ecu.edu/.

What is a core course?

Core courses are specifically nutrition (NUTR) related courses required for the major and the minor. For a complete list of the courses for the major and minor, please refer to the Undergraduate Student Catalog at http://catalog.ecu.edu/.

What is a cognate course?

Cognate courses are required courses for the major and the minor. While cognates are required, they are not NUTR courses. For a complete list of the courses for the major and minor, please refer to the Undergraduate Student Catalog at http://catalog.ecu.edu/.

What are the main differences between a minor and the two majors in Nutrition Science?

A Nutrition minor will NOT qualify a student to apply for a dietetic internship program or to practice as an RDN. A Nutrition and Dietetics major in the Nutrition with Science option will NOT qualify a student to apply for a dietetic internship or to practice as an RDN. A Nutrition Science
major in the Didactic Program in Dietetics **WILL** qualify students for a dietetic internship and to practice as an RDN.

**Is there a minimum Grade Point Average (GPA) requirement for the Didactic Program in Dietetics?**

Yes, you must have a GPA of at least 3.0 to be accepted into the program. Additionally, it is necessary that you maintain a GPA of 3.0 or above to continue in the program.

**Are there any funds available to dietetic students?**

There are many resources available to students in need of financial assistance, i.e., grants and scholarships from various organizations, the school you are interested in attending, and the federal government. Funding is also available to qualifying students interested in graduate studies and dietetic internships. For more information, please visit ECU’s Office of Financial Aid at [www.ecu.edu/financial](http://www.ecu.edu/financial) or you may visit the Academy of Nutrition and Dietetics website at [www.eatright.org](http://www.eatright.org).

**Is ECU the only place I can do my internship?**

There are internships available throughout the United States. For information on supervised internship programs, go to [https://www.eatrightpro.org/acend/accredited-programs/about-accredited-programs](https://www.eatrightpro.org/acend/accredited-programs/about-accredited-programs).

**Do I have to start my internship immediately following graduation?**

While it is not required, it is encouraged. Talk with your advisor and faculty members to determine the best course of action for you.

**What is the difference between a Dietetic Technician, Registered (DTR) and a Registered Dietitian/Nutritionist (RDN)?**

An RDN has completed a minimum of a bachelor's degree at an accredited college or university, whereas a DTR has completed at least an associate's degree. Additionally, both an RDN and a DTR must pass a national examination and complete continuing professional educational requirements to maintain registration. For more details, please visit [https://www.eatrightpro.org/about-us/what-is-an-rdn-and-dtr/rdn-and-ndtr-overview](https://www.eatrightpro.org/about-us/what-is-an-rdn-and-dtr/rdn-and-ndtr-overview).
What is the difference between a Nutritionist and a Registered Dietitian/Nutritionist (RDN)?

An RDN has successfully passed the National Registration Exam administered through the Commission on Dietetic Registration (CDR) of the Academy of Nutrition and Dietetics. A Nutritionist may or may not be an RDN.

What kind of salary can I expect to earn as a Dietetic Technician, Registered?

According to the 2017 Compensation & Benefits Survey of the Dietetics Profession, the median annual income of DTRs in the U.S. was $42,000. It is important to consider various factors determining salary such as geographic location, practice area, level of education, benefits package, and years in practice.

What kind of salary can I expect to earn as a Registered Dietitian?

According to the 2017 Compensation & Benefits Survey of the Dietetics Profession, the median annual income of RDNs in the U.S. was $63,340. It is important to consider various factors determining salary such as geographic location, practice area, level of education, benefits package, and years in practice.

What are the career possibilities for a Registered Dietitian/Nutritionist?

RDNs work in a variety of settings, including hospitals, institutions, school systems, outpatient clinics, corporate wellness, and more. Within these settings, RDNs have the opportunity to work in various fields, including clinical, community, food service and systems management, sports nutrition, and more. For more detailed descriptions of career possibilities, please visit the Academy of Nutrition and Dietetics’ website at https://www.eatrightpro.org/about-us/what-is-an-rdn-and-dtr/what-is-a-registered-dietitian-nutritionist

What are the career possibilities for non-RDNs?

There are career opportunities for students who earn their bachelor’s degree, but do not complete the RDN requirements. These students are eligible to take the registration examination to become a Dietetic Technician, Registered (DTR). According to the Academy of Nutrition and Dietetics, DTRs work in settings such as hospitals and clinics, extended-care facilities, home health-care programs, schools, correctional facilities, restaurants, food companies, foodservice providers, public health agencies, government and
community programs, health clubs, weight management clinics, and wellness centers. For more information on employment opportunities for DTRs, please visit https://www.eatrightpro.org/about-us/what-is-an-rdn-and-dtr/what-is-a-nutrition-and-dietetics-technician-registered

**How do I know if a career in dietetics is right for me?**

You can contact ECU Career Services for advice about what careers are available at https://career.ecu.edu/. For more specific advice about a degree and a career in nutrition and dietetics, please visit the Academic Advising Center at www.ecu.edu/advising/.
DIDACTIC PROGRAM

Orientation to Nutrition and Dietetics Profession
Signature Form

I have read and understand the content of the Didactic Program in Dietetics Student Handbook including departmental, college, and university guidelines, regulations, and services.

Student Signature: Sign your name in the area below

________________________________________________

Date:  Click here to enter text.

Banner ID:  Click here to enter text.