College of Health Solutions

Arizona State University

Didactic Program in Dietetics Student Handbook

A supplement to the Undergraduate Student Handbook for the College of Health Solutions

Revised October 2026

Contents

ACADEMIC ADVISING CENTER 3
MISSION STATEMENT OF THE DIDACTIC PROGRAM IN DIETETICS 4
GOALS OF THE DIDACTIC PROGRAM IN DIETETICS 4
ACCREDITATION STATUS 4
ADMISSION AND RETENTION 5
DISTANCE EDUCATION COMPONENTS 5
ACADEMIC PROGRAM CALENDAR 6
ADVANCEMENT AND MAJOR MAPS 6
POLICIES AND PROCEDURES 6
INTERNSHIP/CAREER ADVISING 7
GRADUATION REQUIREMENTS 8
DIETETIC PROGRAM COMPLETION 8
REGISTRATION EXAM FOR DIETETIC TECHNICIAN, REGISTERED 8
VERIFICATION AND DECLARATION OF INTENT FORMS 8
TRANSFER STUDENTS 8
INTERNATIONAL STUDENTS 9
EXPENSES 9
PROGRAM SCHEDULE OR LEAVES OF ABSENCE 10
ACADEMIC DISQUALIFICATION 10
STUDENT RESOURCES 10
PROTECTION OF STUDENT PRIVACY IN DISTANCE EDUCATION- ADDITIONAL DETAILS 10

This handbook is intended to provide information regarding the Didactic Program in Dietetics (DPD) at Arizona State University (ASU). The handbook will provide you with guidelines for successful completion of a Bachelor of Science in Dietetics. This handbook is a supplement to the ASU General Catalog and the College of Health Solutions (CHS) Student Handbook. Additional information regarding student academic status, graduation process, advisement, student grievances and professional behavior are available from these sources. Please contact an academic success specialist or the DPD Director for additional information.

Academic Advising Center

College of Health Solutions
Arizona State University
500 N. 3rd. Street
Phoenix, AZ, 85004
Mail Code: 3020
E-mail: **chs@asu.edu**

Interim School Director and Professor
Punam Ohri-Vachaspati
Professor
College of Health Solutions, School of Human Performance and Lifespan Health
Punam.Ohri-Vaschaspati@asu.edu
480-884-2546

Didactic Program in Dietetics Director
Traci Grgich, MS, RD, SNS, CP-FS, FAND
Associate Teaching Professor
Traci.Grgich@asu.edu
602-496-1866

Program Website

https://chs.asu.edu/programs/dietetics-bs

Mission Statement of the Didactic Program in Dietetics

The mission of the didactic program in dietetics at ASU is to provide students with a comprehensive, rigorous academic core of knowledge and professional skills to prepare students for supervised practice in the dietetics profession and/or post-baccalaureate educational programs with the intent of finding a career within the nutrition and dietetic field. This mission is pursued in an environment that values the individual strengths and diversity of our students, and in which students are provided opportunities to serve and learn in the surrounding community.

Goals of the Didactic Program in Dietetics

The primary goals of the Didactic Program in Dietetics at Arizona State University are as follows:

Goal #1: Prepare graduates for entry into and successful completion of supervised practice in the dietetics profession and/or post-baccalaureate education.

Measured Outcomes

1. 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%.
2. Supervised practice application rate: At least 50% of program graduates apply for admission to a supervised practice program prior to or within 12 months of graduation.
3. Supervised practice acceptance rate: At least 60% of program graduates are admitted to a supervised practice program within 12 months of graduation.
4. Of those graduates who did not apply or were not accepted into a supervised practice, at least 50% will have obtained employment related to their major and/or been accepted into an accredited continuing education program within 3 months of graduation.

Goal #2- Provide quality dietetics instruction in order to prepare graduates to work in health-care and industry.

Measured Outcomes:

1. 90% of program graduates (degree and non-degree) from this program will receive "satisfactory" ratings or higher on their overall knowledge and skill of dietetics from their SPP Director and/or employer.

Goal #3- The program will prepare graduates in a timely manner who are proficient in the foundation knowledge requirements for Didactic Programs in Dietetics as outlined by the Accreditation Council for Education in Nutrition and Dietetics.

Measured Outcomes:

1. At least 80% of students complete program requirements within 3 years (150% of planned program length).

Any outcome data is available upon request.

Accreditation Status

The Didactic Program in Dietetics is accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND), 120 South Riverside Parkway, Suite 2190, Chicago, IL 60606-6995. 800-877-1600, ext 5400. ACEND Website . Accreditation by ACEND ensures that graduates who successfully complete the DPD requirements are eligible to receive a Verification Statement and apply to an ACEND-accredited Supervised Practice Program (SPP). To be eligible to sit for the Commission on Dietetic

Registration (CDR) registration examination for dietitian nutritionists, individuals must also complete an ACEND-accredited supervised practice program and earn a graduate degree.

Admission and Retention

All students admitted to ASU can enroll in the Bachelor of Science in Dietetics which is the accredited DPD program and will be retained in the program as long as requirements for advancement are met.

Curriculum

At Arizona State University (ASU), the Didactic Program consists of the completion of a bachelor's degree in dietetics. This degree provides all of the specific courses to meet the didactic/core knowledge requirements established by ACEND. A complete list of required courses and a recommended sequence for course completion is included in the major maps for the BS in Dietetics. If a student has completed a bachelor's degree in another area or another university, he/she must complete the following roster of DPD classes. Upon completion of this step you will receive a *Verification Statement* signed by the Didactic Program in Dietetics (DPD) Director. Note that each educational institution defines the specific courses which constitute their "DPD Program." At ASU, these courses are:

Course	ASU Course Title	Type of Course
Varies	Statistics	Prof. DPD
PGS 101	Introduction to Psychology	Prof. DPD
CHM 101 or CHM 113	Introductory or General Chemistry with Lab (1 semester only)	Science DPD
CHM 231 & 235(lab)	Organic Chemistry and Lab	Science DPD
BCH 361 & 367(lab)	Biochemistry and Lab	Science DPD
MIC 205 & 206(lab)	Microbiology and Lab	Science DPD
BIO 201	Human Anatomy/Physiology I with Lab	Science DPD
BIO 202	Human Anatomy/Physiology II with Lab	Science DPD
CHS 260	Health Professions Terminology	Prof. DPD
NTR 142	Applied Food Principles	Prof. DPD
NTR 150	Intro to Profession of Nutrition & Dietetics	Prof. DPD
NTR 241	Human Nutrition	Prof. DPD
NTR 290	Introduction into Evidence Based Research	Prof. DPD
NTR 341	Introduction to Planning Therapeutic Diets	Prof. DPD
NTR 342	Medical Nutrition Therapy Lab	Prof. DPD
NTR 343	Food Service Purchasing	Prof. DPD
NTR 344	Nutrition Services Management	Prof. DPD
NTR 350	Nutrition Counseling	Prof. DPD
NTR 351/HSC 310	Nutrition and Health Communications	Prof. DPD
NTR 400	Preprofessional Prep in Dietetics	Prof. DPD
NTR 440	Micronutrient Metabolism	Prof. DPD
NTR 441	Macronutrient Metabolism	Prof. DPD
NTR 444	Medical Nutrition Therapy	Prof. DPD
NTR 445	Management of Food Service Systems	Prof. DPD
NTR 446	Human Nutrition Assessment Lecture/Lab	Prof. DPD
NTR 448	Community Nutrition	Prof. DPD
NTR 450	Nutrition in the Life Cycle	Prof. DPD

Distance Education Components

Within the DPD program, there are several courses that are offered in an online or hybrid format. In these instances, all coursework would be submitted online via the Canvas Learning Management

System (LMS). Students would need to have their own personal computer, laptop or tablet. They could also access the university campus IT sites that have computing hardware, printing capabilities, laptop space and team collaboration areas. More information on what is available to students regarding technology can be found on the ASU Enterprise Technology website- https://tech.asu.edu/.

Privacy in Distance Education
Your privacy is protected in all courses, including online and hybrid classes. ASU uses secure systems (such as Canvas) that require your individual login. Your academic records are confidential under FERPA and will only be shared with you, authorized ASU staff, or individuals you designate. Please do not share your login information, and remember that recording or distributing course content without permission is not allowed.

Academic Program Calendar
Arizona State University's academic calendar can be found at https://registrar.asu.edu/academic-calendar or through accessing it via the student's MyASU platform once enrolled in the university. All applicable dates of course enrollment, holidays, final schedule and degree conferrals are included in the academic calendar posted. Current and future calendars are readily available along with links to past calendar years if needed.

Advancement and Major Maps
The major map for the DPD program which contains the recommended course sequence and requirements for advancement and graduation from the program can be found at:

https://degrees.apps.asu.edu/checksheet/2025/CHL/NHDIETCSBS/null

Advancement to the upper division dietetics program requires a cumulative GPA of 3.0 or higher and a grade of "C" or better in all critical courses.

Policies and Procedures
The ASU Nutrition/Dietetics Program complies with established University policies regarding protection of student civil rights and privacy, access to student support services, and the process for student grievances. Additional information regarding these policies and procedures can be found in the ASU General Catalog and the College of Health Solutions (CHS) Undergraduate Student Handbook.

Student complaints: Students in the DPD program who have complaints regarding specific issues relating to the DPD program (not including grade disputes within a DPD class as those are procedures are outlined under the University polices referenced above) may first send the complaint to the DPD Director. If the student and DPD Director are unable to resolve the complaint, the complaint will then be forwarded to the Associate Dean of Undergraduate Education for resolution. More information on University policies for student grievances: https://catalog.asu.edu/appeal

The Accreditation Council for Education in Nutrition and Dietetics (ACEND), formerly known as the Commission on Accreditation for Dietetics Education (CADE) will review complaints that relate to a program's compliance with the accreditation standards. ACEND is interested in the sustained quality and continued improvement of dietetics education programs but does not intervene on behalf of individuals or act as a court of appeal for individuals in matters of admission, appointment, promotion or dismissal of faculty, staff, or interns. A copy of the accreditation standards and/or ACEND's policy and procedure for submission of complaints may be obtained by contacting the Education and Accreditation staff at 120 S. Riverside Plaza, Suite 2190, Chicago, Illinois 60606 or by calling 1-800-877-1600 extension 5400. Written complaints should be mailed to the Chair, Accreditation Council for Education in Nutrition and Dietetics at the above address or emailed to acend@eatright.org

Remediation: Students in the DPD program are required to meet and complete a series of Knowledge Requirement for Registered Dietitian Nutritionist (KRDN) to receive a verification statement upon graduation. If a student does not meet a required KRDN in a required course on the first attempt, the student will be provided an opportunity to meet the KRDN in one of the following ways: (1) additional attempt in the same course;(2) another attempt in a future course that addresses the same KRDN. If the student is deemed not meeting the KRDN after any of these options, the student may not receive a verification statement upon completion of their degree program. Students will have access to tutorial support via the student success hub. Access to tutoring available can be found at- https://tutoring.asu.edu/

Equitable Treatment: The Arizona State University Didactic Program in Dietetics (DPD) is committed to fostering an inclusive, supportive, and equitable learning environment. Program faculty and staff ensure that all students are treated fairly and respectfully, regardless of race, ethnicity, national origin, gender, gender identity, sexual orientation, religion, disability, size, socioeconomic status, or age.

- **Commitment to Diversity and Inclusion:** The program values the diverse strengths, experiences, and perspectives of our students and integrates diversity, equity, and inclusion (DEI) principles into teaching, advising, and professional development.
- **Equitable Learning Environment:** Faculty apply consistent expectations and grading practices across all students and course sections. Students have access to reasonable accommodations as outlined by ASU's Student Accessibility and Inclusive Learning Services.
- **Respectful Climate:** The program does not tolerate discrimination, harassment, or bias in any form. Students who experience or witness inequitable treatment are encouraged to report concerns to the DPD Director or the College of Health Solutions Dean's Office.
- **Support for Student Success:** Faculty strive to recognize and respond to individual student needs by connecting students to advising, counseling, financial, and academic resources that promote equitable opportunity to succeed.

This policy reflects ASU's Charter and the College of Health Solutions' mission to serve all students and communities equitably, and it guides program practices in admissions, instruction, advising, and professional preparation.

Internship/Career Advising

Internship information is provided in the courses: NTR 150: Introduction to the Profession of Nutrition and Dietetics and NTR 400: Pre-professional Practice in Dietetics. In addition, internship information sessions are held each semester. Individual advising and assistance with the application process is provided at the internship/career advising interview and other scheduled meetings with the DPD Director.

Student Assessment Methods

The ASU DPD curriculum provides learning activities to attain all the knowledge and learning outcomes as defined by the Accreditation Council for Education in Nutrition and Dietetics. The curriculum has been designed to build on concepts introduced in lower division courses and to increase competence of students as they progress through the curriculum. Students are prepared for competence in the nutrition care process through progressive coursework; utilizing an array of learning methods. Faculty assess student learning through assignments, projects, case studies and exams. Group projects are also used to develop the teamwork and collaboration skills. If a student does not pass the original assessment method for a specific KRDN, they are provided a second opportunity under the remediation guidance. Students are notified if they do not meet the remediation expectation and meet with the instructor and/or DPD Director in order to discuss the next steps. Students have access to their own file at any time.

Graduation Requirements

To apply for graduation, you will need to register for your final semester, complete the degree audit and apply online at MyASU. There is no time limit for completion of the undergraduate degree in dietetics. Check your application status to ensure all appropriate steps have been completed and processed. For assistance with this process, contact an Academic Success Specialist. Diplomas are mailed approximately 10-12 weeks after the degree conferral date. They are mailed to the home address on file with the University Registrar's Office.

Dietetic Program Completion

Dietetic Supervised Practice Program (SPP) Applications

After completion of the Arizona State University accredited DPD program, students must complete an accredited SPP and complete a graduate degree in any appropriate field to be eligible to take the Registration Examination to become a Registered Dietitian. It should be noted that the state of Arizona does not have licensure requirements once the RD is obtained. If a student is to practice as an RD outside the state of Arizona, they may need to seek licensure of that state as required in addition to the RD credential. Students may apply to the SPP(s) and graduate programs of their choice during their final semester or following graduation from the program. Admission to SPPs is competitive. A strong academic record and relevant work experience will increase the likelihood that a student will be admitted to an SPP. SPP's generally consider the student's overall GPA, Science GPA and DPD GPA when making appointment decisions.

Guidance on the process of finding and applying to supervised practice programs/graduate programs is reviewed in NTR400- Preprofessional Preparation in Dietetics as well as the ASU Student Dietetic Student Canvas Organization shell. All dietetic students are provided access to the ASU Dietetic Student Canvas shell once they are admitted as a Dietetic student.

Registration Exam for Dietetic Technician, Registered

Students who complete both a baccalaureate and an accredited DPD are eligible to take the Registration Examination to become a Dietetic Technician, Registered (DTR). Information about becoming a DTR can be found at: https://www.eatrightpro.org/acend/students-and-advancing-education/information-for-students/nutrition-and-dietetic-technician-registered-fact-sheet

Verification and Declaration of Intent Forms

Following completion of all DPD requirements and a baccalaureate degree, an electronically signed Verification Statement is issued to the student and sent to the email address on file with the DPD Director. The Verification Statement documents successful completion of the ACEND-accredited DPD requirements and is required for entry into a Supervised Practice Program (SPP).

To be eligible to sit for the Commission on Dietetic Registration (CDR) registration examination for dietitian nutritionists, graduates must also complete an ACEND-accredited supervised practice program and earn a graduate degree. If a student applies to an SPP before completing all DPD requirements, a Declaration of Intent Form may be required. Students should contact the DPD Director to obtain this form.

Contact the Didactic Program in Dietetics (DPD) Director if you need an new copy of the Verification Statement sent via email. These will be re-issued with the actual date of program completion. The Verification Statement is proof of completion of ACEND academic requirements.

Transfer Students

Transfer students will need a transcript evaluation completed by an Academic Success Specialist or the DPD Director. Following the transcript evaluation, the student will be advised regarding the additional

coursework necessary to meet the academic requirements for the Verification Statement. Work experience is not used to determine coursework requirements. In order to earn a verification statement, students coming to ASU from other programs that are looking to complete only the DPD requirements (not the complete bachelor's degree program) must complete a minimum of 15 credits of upper division NTR courses at ASU including nine (9) credits from the following: NTR 440, 441, 444, 446.

Assessment of prior learning: Arizona State University accepts college-level (not remedial) courses in which transfer students have earned a grade of "C" (4.00="A") or better from regionally accredited colleges and universities. The applicability of a specific transfer course to the dietetics program will be determined by the nutrition advisor and/or DPD Director. Students may be asked to supply syllabi, course schedules or course descriptions to help the advisor or director with assessing the course transferability. It is not guaranteed that all courses taken at a previous institution will be accepted into the dietetics degree program.

International Students

Students desiring a Verification Statement from Arizona State University after completing a degree or coursework outside of the United States will need an equivalency report from one of the evaluation agencies approved by the ACEND. More information can be found here- https://www.eatrightpro.org/acend/students-and-advancing-education/international-students

The DPD Director will evaluate this document plus copies of all transcripts. Following this evaluation, the student will be advised regarding the additional coursework necessary to meet the academic requirements for the Verification Statement. Verification Statements signed by the DPD Program Director will be issued after completion of all academic requirements.

Expenses

Information regarding University tuition and fees are available at: https://students.asu.edu/standard-cost-attendance

ASU tuition and fees are approved annually by the Arizona Board of Regents. The most updated fee schedule for the College of Health Solutions (fee schedule 3) can be found at: https://catalog.asu.edu/tuitionandfees.

Tuition Refund policy: By registering for classes students agree to pay all applicable tuition and registration fees. Students are required to pay all tuition and fees for any registered course unless enrollment is officially cancelled during the 100% refund period.

- Tuition and fees are nonrefundable after the 100% refund period.
    - Fall and spring semester- 100% refund extends through the first two weeks of the semester for regular semester classes and one week for sessions shorter than eight weeks.
    - Summer session- 100% refund period is the first five days of the applicable summer session.
- All refunds are less any amounts owed to the university and are subject to payment holding periods.
- Withdrawal or cancellation occurs on the calendar day that withdrawal is requested either online or in person at a Registrar site.

Medical or Compassionate Withdrawals: The tuition refund policy does not apply to medical or compassionate withdrawals. In some cases, partial tuition adjustments or non-refundable credits may be granted through the medical and compassionate withdrawal process, however, this will depend on

each individual student's circumstances and is only an option if approved within two years of the end of the semester.

Students are not paid nor receive any kind of payment to complete the program.

Program schedule or leaves of absence
Information on the university academic calendar including university observed holidays can be found at: https://students.asu.edu/academic-calendar

If a student determines to take a leave of absence during their completion of their degree, they may be unable to retain their catalog year if the leave of absence is longer than three consecutive semesters. For more information, please see the CHS undergraduate handbook- https://chs.asu.edu/sites/default/files/chs_undergraduate_student_handbook_20171106.pdf

Academic Disqualification
The College of Health Solutions expects disqualified students to meet with an advisor to discuss what courses they should enroll for complete at a community college/university to continue making academic progress toward their degree during their time away from ASU. Students who do not show progress or that have failed to complete required courses twice for their major will not be readmitted to their program. Normally, students must wait one academic year before returning to ASU. https://catalog.asu.edu/retention_standing#disqualified

Student Resources
Students are strongly encouraged to utilize the resources below to ensure success.
• Pre-health Professional Advising: https://chs.asu.edu/prehealth
• Career Services: https://eoss.asu.edu/cs
• Math Tutoring Center: https://students.asu.edu/academic-success
• Peer Coaching: https://universitycollege.asu.edu/services/ssc
• Student Success Center: https://students.asu.edu/academic-success
• Writing Center: https://students.asu.edu/academic-success
• Veterans Center: https://veterans.asu.edu

Protection of Student Privacy in Distance Education- additional details

The Didactic Program in Dietetics (DPD) complies with ASU policies and federal regulations (FERPA) to safeguard student information in both in-person and distance learning environments.
Confidentiality of Records: Academic and personal records are protected by FERPA. Access is limited to the student, authorized personnel, or designees approved in writing.

- **Secure Learning Platforms:** Online coursework is delivered through ASU's Canvas system, requiring secure logins. Students are responsible for maintaining the confidentiality of their credentials.
- **Identity Verification:** Student identity is verified through secure login systems, proctoring tools, or assignment submission protocols, as appropriate.
- **Privacy in Online Participation:** Recording or distributing course materials, discussions, or student work without explicit permission is prohibited.
- **Additional Resources:** More information is available from the ASU Registrar at https://registrar.asu.edu/ferpa