UNLV | NUTRITION SCIENCES

B.S. NUTRITION SCIENCES STUDENT HANDBOOK

2026-2027

B.S. NUTRITION SCIENCES STUDENT HANDBOOK 1

CHAPTER I: Welcome! 4

B.S. Nutrition Sciences Program Contact Information 4

CHAPTER II: Information About the University of Nevada, Las Vegas 5

Resources on Campus 5

Identity Verification & Protection in Online Courses 9

Contact Information for OIT 10

General Regulations & Requirements of the University 10

Undergraduate Fees, Expenses & Distance Ed. Fees/Requirements 11

Financial Aid 12

Policies Related to Insurance 12

University Graduation Procedures 12

CHAPTER III: Career Opportunities in Nutrition 14

Programs Within Nutrition Sciences 14

Didactic Program in Dietetics (DPD) Accreditation Status 15

Academy of Nutrition and Dietetics (AND) Standards of Practice (SOP) & Standards of Professional Performance (SOPP) Summary 15

Academy of Nutrition and Dietetics (AND) Code of Ethics (COE) Summary 16

CHAPTER IV: B.S. Nutrition Sciences Mission Statement 18

Mission Statement 18

Student Learning Outcomes & Competencies 18

Research Knowledge/Competency Requirements 20

CHAPTER V: Getting Started in the UNLV B.S. Nutrition Sciences Program 21

Fair & Nondiscriminatory Treatment 21

Admissions Policy 21

TOEFL iBT Exam Requirement for Non-Native English Speakers 22

CHAPTER VI: Summary of Program Policies 22

Starting & Progressing in the B.S. NUtrition Sciences Program 22

Academic Program Policy 25

Academic Integrity & Code of Ethics Program Policy 25

Attendance Policy 26

Advising & Mentoring 26

Assessment Procedures for Student Learning Outcomes & Competencies (RE 8.2j) 27

Remediation Plan Policy 27

Graduation Requirements 28

Vacations, Holidays & Leaves of Absence (RE 8.2q) 28

CHAPTER VII: Programs & Concentrations 29
B.S. in Nutrition Sciences Program 29
Nutrition for Healthcare Concentration 30
Interprofessional Nutrition Sciences Concentration 30
Social and Behavioral Nutrition Concentration 30
Program Schedule 31
CHAPTER VIII: Policies Specific to the NUTRITION SCIENCES Students' Rights 47
Statements on the Directory Information Process at UNLV 49
Abilities & Tasks Required for the B.S. Nutrition Sciences Program 50
Electronic Communication 51
Attendance & Classroom Policies 51
Field Experience & Clinical Policies 52
Grading Policy for the B.S. Nutrition Sciences & Access to Student Files 56
Program Progression, Withdrawal, Dismissal, and Reinstatement 58
Petition, Grievance, Appeals & Formal Complaints Procedures 60
Statement of Responsibility 63
STUDENT ORGANIZATION Membership Benefits 63
Handbook Approval Process 63
CHAPTER IX: Student Confirmation of Understanding Signature Page 64

CHAPTER I: WELCOME!

Welcome to the B.S. Nutrition Sciences program at UNLV! We have an exciting undergraduate program with three (3) degree concentrations that include evidence-based practice at the core of our curriculum.

These concentrations include: Nutrition for Healthcare (i.e. DPD Program), Interprofessional Nutrition Sciences, and Social and Behavioral Nutrition. More details can be found in CHAPTER VII: Programs and Concentrations.

Please note that students pursuing the Registered Dietitian Nutritionist credential need to complete the B.S. in Nutrition Sciences and the DPD as the first step, followed by the completion of a Master's degree and dietetic internship (i.e. supervised practice) before sitting for the RD Exam.

Starting January 1st, 2024, students pursuing the Registered Dietitian Nutritionist credential will also need to hold a Master's degree in addition to the requirements above before sitting for the RD Exam.

Welcome! We are so thrilled to have you. Please take the time to read this B.S. Nutrition Sciences Student Handbook (use the clickable Table of Contents above to help you navigate through this handbook).

B.S. NUTRITION SCIENCES PROGRAM CONTACT INFORMATION

Nutrition Sciences

Main Office

Bigelow Health Sciences Building (BHS), Room 323
4505 Maryland Parkway, Box 453036 Las Vegas, Nevada 89154-3206

Voicemail & Fax

702-895-4328; 702-895-2616

Administrative Staff

Janice Smith
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702-895-0318

CHAPTER II: INFORMATION ABOUT THE UNIVERSITY OF NEVADA, LAS VEGAS

INFORMATION ABOUT THE UNIVERSITY OF NEVADA, LAS VEGAS

Over 30,000 students attend classes at UNLV's 335-acre campus. Most students are Nevada residents; however, a lively mixture of international and out-of-state students add to the cosmopolitan quality of the campus. The Didactic Program in Nutrition and Dietetics (DPD) is housed within the University of Nevada, Las Vegas (UNLV).

UNLV is a member of the **Northwest Commission on Colleges and Universities (NWCCU)**. The NWCCU is recognized by the U.S. Department of Education (USDE) and the Council on Higher Education Accreditation (CHEA) to accredit postsecondary institutions.

NWCCU is incorporated as a legally established, private 501(c)(3) non-profit corporation and accredits institutions of higher education in Alaska, Idaho, Montana, Nevada, Oregon, Utah, Washington, and British Columbia, along with other domestic and international geographic areas.

NWCCU recognizes higher education institutions for performance, integrity, and quality to merit the confidence of the educational community and the public. NWCCU's accreditation of postsecondary institutions is a voluntary, non-governmental, self-regulatory process of quality assurance and institutional improvement.

Accreditation or preaccreditation by NWCCU also qualifies institutions and enrolled students for access to Title IV federal funds to support teaching, research, and student financial aid.

Find reaffirmation of accreditation letters/status, self-evaluation reports, and the NWCCU's standards on **UNLV's NWCCU accreditation website**.

RESOURCES ON CAMPUS

Library: The Lied Library has 2,500 study spaces, more than half of them with full network connections; an Information Commons with microcomputer workstations; a Graduate Student Commons with study spaces and meeting facilities; a media distribution system and retrieval system capable of storing 1.2 million volumes.

The Lied Library includes a Special Collections section that provides unique materials relating to Las Vegas and southern Nevada history. It also houses the Gaming Research Collection, and the Nevada Women's Archives.

The Library offers access to information resources and databases available in electronic format. Services also include individualized research consultations and traditional reference and information assistance: individualized and classroom instructional sessions on subject-related resources and technologies: interlibrary loan and document delivery.

Book Store: The University Bookstore is conveniently located next to the Student Union. All required textbooks for the courses are available for purchase. Other merchandise available includes supplies required for courses, reference materials, insignia clothing and a variety of sundry items.

IT Help Desk: The IT Help Desk is part of the Office of Information Technology. We

provide technology support for UNLV faculty, staff, and currently enrolled students. Contact the help desk when you need assistance with password resets, account issues, wireless, e-mail, WebCampus-Canvas or other computing problems.

WebCampus-Canvas: WebCampus-Canvas is utilized for most courses for distribution of course syllabi, announcements, and may also be used for distribution of course materials, assignments, individual and group communications, group discussion, and other communication and educational activities. All students are expected to use WebCampus-Canvas and access it regularly. The IT Help Desk can assist with any WebCampus-Canvas issues.

Student Union: The Student Union's (SU) primary concern is to cooperate with university groups to promote and coordinate a full range of programs and events which add to the color and life of the campus environment. It also provides the various services, conveniences and amenities the members of the university community need in their daily life on campus.

Serving as the central gathering place for the entire university community, the Student Union houses a cafeteria and delicatessens, coffee bar, game rooms, a spacious ballroom, lounges, meeting and program areas. Student government offices, the Consolidated Students of the University of Nevada (CSUN), are located on the third floor (SU 316).

The UNLV radio station (KUNV-FM) offices have moved from the Student Union and are now located in Greenspun Hall.

CSUN: All undergraduate students enrolled for seven credit hours or more are automatically members of the Consolidated Students of the University of Nevada, Las Vegas (CSUN). Part-time students are eligible to be members upon payment of CSUN fees. The self-governing body is structured to promote the needs and viewpoints of all students through a representative government. CSUN operates under the full recognition of viewpoints of all students through a representative government. CSUN operates under the full recognition of the faculty and the University of Nevada, Board of Regents. Copies of the CSUN Constitution are available to members of the student body. Offices are located in the Student Union.

The Registrar's Office: This office receives the application form for admission to the university. Transcripts from previous education are evaluated and a determination of acceptable credit is made. This office can also answer questions regarding residency requirements. The second function of Admissions and Records is serving as the custodian of student academic records. This office is responsible for the processes of registration, withdrawals and graduation. The staff handles students' questions about their records and provides transcripts and enrollment certification documents.

Career Services: The Career Services Center is designed to educate and assist students in all majors with the career planning and job search process. Services include resume writing, self-assessment resources, and videotaping equipment. Career Services is located in the Student Services Complex (SSC-A) on the 2nd floor (702-895-3495).

Academic Success Center: This Center assists students with understanding of course material in an effort to further retention and collegiate success. Assistance may be offered by peer to peer programs, by professionals, or by Academic Success Staff. The Academic Success Center

Office is located in the Academic Success Center – Claude I Howard Building (ASC) directly across from the Student Services Complex (702-895-3177).

The Disability Resource Center: Provides academic accommodations for students with documented disabilities who are otherwise qualified for university programs. To establish services, students will need to provide to the Center appropriate documentation of their disability, from a recognized professional. The center is located in the Student Services Complex (SSC-A), Room 143 (702-895-0866).

The Writing Center: Undergraduate students may access this free service to assist in any part of any writing project. The center is staffed by the English Department and is located in the Central Desert Complex (CDC 3), Room 301. Students must call for an appointment (702-895-3908).

Student Counseling: Student Counseling and Psychological Services (CAPS) offers free professional counseling in the areas of personal, social and emotional concerns. Couples counseling, career development, drug and alcohol use assessment and group counseling are also offered. These services are provided to all currently enrolled students by clinical and counseling psychologists and are located on the first floor of the Student Recreation and Wellness Center (RWC) (702-895-3627).

Student Health Service: The Student Recreation and Wellness Center (SRWC) offers services to registered and enrolled UNLV students. The center is located on campus, and is open Monday - Friday from 6:00 am to 12:00 am, Saturday 8am – 10pm, and Sunday 12:00pm to 12am. During summer sessions, the health center is open 8 am to 5 pm Monday through Friday. The Center staff includes nurse practitioners, physicians, registered nurses and support personnel to provide essential health services. Services offered include health information and advice, treatment for minor illness and first aid, early detection and referral of chronic illnesses, pregnancy testing and contraception, sexually transmitted disease screening and treatment, and evaluation of substance abuse. To obtain a full list of services call (702) 774-7100 or visit the Student Recreation and Wellness Center.

Student Health Insurance: Is available to students taking at least seven credits. This plan provides services beyond those available through the Student Health Center. Optional dependent insurance is also available. Claim form and brochures may be picked up in the Health Services Office or Cashier's Office prior to the beginning of the semester. All newly admitted students are required to complete the Admission Health Report Form prior to registration for classes. For further information contact the Student Health Service at (702) 895-3370 or visit the Recreation and Wellness Center.

Student Recreation: The Student Recreation and Wellness Center (SRWC) offers programs and services that address every aspect of overall health and wellness. The SRWC houses some of the latest recreation and fitness equipment and facilities, as well as a full schedule of classes and programs.

UNLV/CSUN Preschool: Preschool is available for children 6 weeks through 5 years of age. Information related to hours of operation and qualifications for enrollment are available by calling 702-895-3779.

Veteran Services: The Veterans Administration recognizes the University of Nevada, Las Vegas as a fully accredited institution of higher learning where qualified veterans, service persons, certain wives, widows and children may pursue their educational goals under the various

chapters of the Veterans' regulations (VA education benefits, etc.).

The Veteran Services office functions primarily for certification of enrollment status to the Veterans Administration. In addition, the office attempts to help veterans with questions about eligibility, specific problems and education benefits. The office is located in the Student Services Complex (SSC-A), Room 311 (702-895-2290).

Housing and Food Service: Dormitories provide on-campus housing for enrolled single students, or those living away from spouse/or children. (See Catalog for Freshman On-Campus Housing Regulations). The Office of Campus Housing is responsible for the development of a comprehensive housing and food service program. Applications for residency may be acquired by writing to Campus Housing through the UNLV web site or by calling 702-359-0300. Applications are processed as they are received.

The Hazel M. Wilson Dining Commons serves dormitory residents and other university students. Students living off campus may purchase a meal card or may pay in cash for each meal in the Dining Commons.

Student Nutrition and Dietetic Association (UNLV SNDA): All students enrolled in the DPD are eligible for membership in the SNDA. The group plans volunteer experiences & social events, participates in community activities, and provides professional guidance to students. The SNDA email is **UNLVSNDA@unlv.nevada.edu**.

IDENTITY VERIFICATION & PROTECTION IN ONLINE COURSES

Per **University policy**, a student must use their own Campus-issued ACE ID and password to log in to WebCampus/Canvas. Any student enrolled in online or hybrid course(s) is expected to read and adhere to the Student Academic Misconduct Policy, which defines, "acting or attempting to act as a substitute for another, or using or attempting to use a substitute, in any academic evaluation or assignment" as a form of academic misconduct. Intentionally sharing ACE login credentials with another person may be considered an attempt to use a substitute and could result in investigation and sanctions, as outlined in the **Student Academic Misconduct Policy**.

Additionally, any student enrolled in an online course(s) is expected to read and adhere to the Acceptable Use of Computing and Information Technology Resources Policy, which prohibits sharing university accounts with other persons without authorization.

In general, all graded assignments and assessments for University online courses should be hosted in WebCampus-Canvas or another University managed platform that requires ACE login credentials for access. You may find the University's current **Identity Verification in Online Courses Policy** **here**.

Identity Protection: Any and all information provided by students to the DPD Program or program faculty, Department (KNS) or departmental faculty, School (SIHS) or school faculty, or University (UNLV) or university faculty is protected from distribution per NSHE code Title 2, **FERPA Privacy Act**, including live class recordings (i.e. may not be distributed beyond the assigned semester in which those current students were enrolled). Class recordings are purely for those students enrolled in the current semester. Any and all prerecorded lecture material (created & developed by the course instructor) may be distributed from semester to semester.

CONTACT INFORMATION FOR OIT

Email: ithelp@unlv.edu
Phone: 702-895-0777
Campus Location: Student Union (SU) 231 or Classroom Building Complex (CBC) B113

GENERAL REGULATIONS & REQUIREMENTS OF THE UNIVERSITY

Students are responsible for *knowing and observing the Rules and Disciplinary Procedures for Members of the University Community*. This code outlines the responsibilities of students, as well as the rules, sanctions and hearing procedures in effect on the campus. Any conflict between this code and this DPD Student Handbook shall be interpreted in favor of the code. Printed copies of the code are available in the Office of the Registrar.

Use of Automobiles: University parking and traffic regulations govern all vehicles operated on campus, and violators are subject to a fine. The regulations are enforceable in the civil courts, as well as through the internal processes of the university. Each student must complete an automobile registration card and obtain a parking permit during registration. Students should obtain a copy of the regulation's booklet at that time. Stickers and information can be obtained from the University Parking Services Office at times other than the registration period as well.

Alcoholic Beverages: Neither the storage, possession nor use of alcoholic beverages is allowed on the university campus or other university property unless prior approval has been obtained in writing from the University President. The President will only grant this authorization upon being satisfied that proper supervision is provided in the dispensing of alcoholic beverages.

Change of Address: Any change of address or other contact information should be reported immediately to the Registrar's Office and to the DPD office. Any correspondence from the university mailed to the last address provided by the student to the Registrar will discharge all university responsibility for notification.

Use of University Facilities: University facilities including campus grounds are provided primarily for the support of the regular educational functions of the university and the activities necessary for the support of these functions. The university's functions take precedence over any other activities in the use of university facilities. Freedom to speak and to hear will be maintained for students, faculty and staff, and university policies procedures will be used to provide a full and frank exchange of ideas. An invitation to speak at the university does not imply that the university endorses the philosophy or ideas presented by the speaker.

Fund Raising: Any fundraising efforts by student organizations off campus must be cleared by the UNLV Dean of Student Services. University facilities may not be used for the purpose of raising monies to aid projects not related to some authorized activity of the university groups, and no efforts at conversion or solicitation by uninvited non-campus groups or individuals will be permitted on campus.

Cheating, Plagiarism and Academic Dishonesty: UNLV is dedicated to learning by all members of its community. In responding to this dedication, the university demands a high level of scholarly behavior and academic honesty on the part of students, faculty, staff and administrators. No form of academic dishonesty is acceptable. While maintenance of an

atmosphere of academic integrity is the responsibility of all, the faculty is principally responsible for enforcement of these principles.

Academic dishonesty includes any act that violates the academic processes of the university. These acts include, but are not limited to, cheating on an examination, stealing examination questions, substituting one person for another at an examination, violating the procedures of a national or state examination, falsifying data, destroying or tampering with or stealing a computer program or file, and plagiarizing (using as one's own ideas or writings of another).

If an instructor suspects that a student has committed academic dishonesty, the student shall be assigned a failing grade for the corresponding segment of the course. The instructor may also assign a failing grade for the entire course. In all cases, the instructor is responsible for recording the circumstances and for giving the student an opportunity to reply. Appeals go to the Dean of the college offering the course, the Faculty Senate Academic Standards Committee, and the provost. If any member of the university community is deemed guilty of academic dishonesty, any other member may bring action under the Rules of Disciplinary Procedures for Members of the University Community.

Student Records: The University of Nevada complies with the Family Educational Rights and Privacy Act of 1974 concerning the privacy of educational records and rights of students to inspect and review those records. More detailed information is under the section of the handbook discussing student's rights.

Equal Opportunity/Title IX: *The University of Nevada, Las Vegas (UNLV) does not discriminate in its employment practices or in its educational programs or activities, including admissions, on the basis of sex/gender pursuant to Title IX, or on the basis of any other legally protected category as is set forth in NSHE Handbook Title 4, Chapter 8, Section 13*. Reports of discriminatory misconduct, questions regarding Title IX, and/or concerns about noncompliance with Title IX or any other anti-discrimination laws or policies should be directed to UNLV's Director and Title IX Coordinator, Michelle Sposito. The Title IX Coordinator can be reached through the **Online Reporting Form**, by phone at (702) 895-4055, by email at **titleixcoordinator@unlv.edu**, or by mail at 4505 S. Maryland Parkway, Box 451062, Las Vegas, NV, 89154-1062.

The University of Nevada, Las Vegas is dedicated to the equality of educational opportunity and the creation and maintenance of a campus environment free of barriers that discriminate against individuals with disabilities. Equality in access is achieved through reasonable classroom accommodations and reasonable adaptation of examination and evaluation procedures. In the same vein, becoming a registered dietitian nutritionist requires the completion of a professional education program that is both intellectually and physically challenging. The candidate should be able to perform in a reasonably independent manner. Reasonable accommodation does not mean that students with disabilities will be exempt from certain tasks.

UNDERGRADUATE FEES, EXPENSES & DISTANCE ED. FEES/REQUIREMENTS

Full and complete information on fees, refund policies, consequence of delinquent accounts and procedure for time payments is available in the university Undergraduate Catalog and can be accessed **here**. The **Cashiering and Student Accounts Office** also provides additional

assistance, such as payment plans and refunds.

The DPD Program requires the use of **computers (not Chromebooks), microphones, webcams, and basic-function calculators** (*not graphing or smartphone calculators*) to be successful in any and all DPD courses whether delivered in-person, online or a mixture of the two (i.e. hybrid). UNLV offers several on-campus computer locations at various **computer labs** around campus as well as in the **Lied Library**, which is included as part of your student fees.

A **distance education fee** of $34/credit is assigned to any "**Web-Based**" or "**Hybrid**" course offering in the MyUNLV registration & student file system. "In-Person on Campus" (i.e. meets twice/week) or "**Web-Live Synchronous**" course offerings do not incur the distance education fee. See **UNLV Instruction Mode definitions** for more detail.

FINANCIAL AID

The University of Nevada, Las Vegas offers opportunities for students to apply for scholarships, grants, work study programs and federal student aid assistance (FAFSA) loan programs. The **Financial Aid & Scholarships Office** is readily available to answer questions.

In addition, **UNLV Tuition+ Award Program** covers the cost of tuition, fees, and $1000 towards books annually for Pell Grant eligible Nevada resident students who meet the priority deadline. This award provides Nevada residents, DACA or undocumented Nevada residents, whose Expected Family Contribution (EFC) are Federal Pell Grant eligible, the equivalent of 12 credit hours of tuition and fees each semester, plus another $1000 for books for the school year.

More information on all financial aid opportunities can be accessed **here**.

POLICIES RELATED TO INSURANCE

The **UNLV Office of Risk Management** and safety provides some level of professional liability insurance. However, students may be named in a lawsuit. Students in the DPD should also carry their own professional liability insurance. Student rates are very reasonable.

UNIVERSITY GRADUATION PROCEDURES

Catalog of Graduation: A student may elect to graduate under the degree requirements as stated in the catalog in (1) the year of official matriculation, or (2) the year of graduation, or (3) the year in which the latest change of major is made.

Degree Completion: All course requirements must be completed by the last day of final examinations of the candidate's final semester. All grades, including those for make-up of incomplete or completion of "X" grades, and all transcripts of work attempted at other institutions must be on file in the Registrar's Office by the date that the final semester grades are due, as specified in the class schedule.

No degree, diploma or certificate may be granted to a candidate unless all system, general core, college and department requirements have been fulfilled. If awarded in error or upon fraudulent claims which are discovered later, the degree, diploma or certificate is immediately revoked.

Application for Graduation: Each undergraduate student should file an application for graduation in the MyUNLV system during the semester in which they plan to graduate. Deadlines are March 1, July 1, and October 1 for Spring, Summer and Fall graduation,

respectively. *The Division of Health Sciences Advising Center will process all graduation applications and contact the student regarding any issues*.

Transcript of Credit: Official transcripts are copies of student academic records of all work attempted at UNLV and bear the seal of the university and the signature of the Registrar. Upon written request from eligible students, the Office of the Registrar will issue official UNLV transcripts. Transcripts of work from other institutions will not be issued and will need to be requested from those institutions separately. Transcripts are not issued for any student having a delinquent indebtedness to the university. Work in progress does not appear on the transcript and is not entered until the semester of registration period. Please note that most graduate/professional programs require a copy of an official transcript with the University seal. Unofficial transcripts (downloadable from your own student file in MyUNLV) are typically not accepted.

CHAPTER III: CAREER OPPORTUNITIES IN NUTRITION

CAREER OPPORTUNITES IN NUTRITION

Nutrition professionals are trained not only in foods and nutrition; but also in the areas of research, social determinants of health, education, business, and management. This background prepares the nutrition professional to apply the science and art of human nutrition to individuals and groups from cultures, with varying nutrition concerns and needs. There are many different areas of nutrition to pursue. Some of the major areas include:

- Nutrition Research
- Graduate School
- Professional Schools (i.e. PA, Medical, Pharmacy, PT, etc.)
- Public Policy
- Community Nutrition
- Health/Nutrition Writing/Copy Editing
- Marketing
- Health or Food Industry Sales
- Catering and Restaurant Work
- Certified Dietary Manager, Foodservice Supervisor or Management
- Healthcare Management
- Plus more

PROGRAMS WITHIN NUTRITION SCIENCES

The University and Community College System of Nevada Board of Regents (BOR) approved the Bachelor of Science degree in Nutrition Sciences in the College of Health Sciences at UNLV in June of 1999. The Nutrition Sciences program now resides within the School of Integrated Health Sciences (SIHS) and provides an appropriate environment for the support of a science-based program emphasizing medical nutrition therapy, reflective of a current trend in nutrition programs across the nation with a strong clinical perspective.

As our nation assesses our current medical care, medical reimbursement and welfare reform programs, the time is right for emphasis to be placed on nutrition as prevention and management of chronic disease, employee productivity, and reduced medical expenses for acute and chronic disease.

Nutrition Sciences prepares students for the health care field with an evidence-based approach to nutrition and dietetics. Nutrition Sciences programs are **student-focused** with contact hours provided through lecture-based courses and laboratory courses along with networking opportunities with invited guest speakers, and field experiences supervised by Registered Dietitian Nutritionists, when applicable.

Nutrition and dietetics professionals have a unique knowledge of the science and art of nutrition.

The Nutrition Sciences program is housed within the **Department of Kinesiology and Nutrition Sciences** (KNS), which resides in the **School of Integrated Health Sciences** (SIHS).

Nutrition Sciences currently offers:

- Bachelor of Science degree in Nutrition Sciences (BS)
    - Nutrition for Healthcare Concentration (ACEND-accredited Didactic Program in Nutrition and Dietetics (DPD)) – RDN Pathway
        - *See **DPD Student Handbook** for more information on this program*
    - Interprofessional Nutrition Sciences Concentration – non-RDN Pathway
    - Social and Behavioral Nutrition Concentration – non-RDN Pathway
- Master of Science degree in Nutrition Sciences (MS)
- Dietetic Internship (DI)

Students apply to the program on a competitive basis each June to become a Nutrition Sciences major (after fulfilling all program prerequisite courses) for admission in Fall of their Junior year.

Program prerequisite coursework takes approximately **two** (2) years to complete. Once admitted to the program, remaining (required) program coursework (i.e. upper-division) takes approximately **two** (2) years to complete.

The courses within the UNLV B.S. Nutrition Sciences Program curriculum are offered in a lock-step, sequential order (i.e. Fall courses serve as the proceeding Spring's courses prereqs; Spring courses serve as the proceeding Fall's courses prereqs).

DIDACTIC PROGRAM IN DIETETICS (DPD) ACCREDITATION STATUS

The DPD was granted full Accreditation by the Accreditation Council for Education in Nutrition & Dietetics (ACEND) of the Academy of Nutrition & Dietetics (AND) in 2005. The program is accredited through June 30, 2031. ACEND's contact information is listed below:

Address: 120 South Riverside Plaza, Suite 2190, Chicago, IL 60606-6995

Phone: (800) 877-1600 or (312) 899-0040 (ext. 5400)

Email: **acend@eatright.org**

Website: **ACEND**

ACADEMY OF NUTRITION AND DIETETICS (AND) STANDARDS OF PRACTICE (SOP) & STANDARDS OF PROFESSIONAL PERFORMANCE (SOPP) SUMMARY

The Academy of Nutrition and Dietetics Scope of Practice (SOP) and Standards of Professional Performance (SOPP) address behaviors related to the expected professional behavior of dietetic practitioners. There are four SOPs and 6 SOPPs to adhere to throughout this program as a student, as a dietetic intern, as a graduate student, as a professional and beyond. By the time students graduate from the UNLV B.S. Nutrition Sciences program, they are expected to be ready to understand standards, and that only a Registered Dietitian Nutritionist may practice under these standards.

Source: *Journal of the Academy of Nutrition and Dietetics*, June 2013 Suppl 2 Volume 113 Number 6, S29-S45. The manual can be accessed here: **IDNT Reference eManual**

SOPs

- **Standard 1**: Nutrition Assessment
- **Standard 2**: Nutrition Diagnosis
- **Standard 3**: Nutrition Intervention
- **Standard 4**: Nutrition Monitoring and Evaluation

SOPPs

- **Standard 1**: Provision of Services
  - Registered dietitian nutritionists (RDNs) provide quality service based on customer expectations and needs.
- **Standard 2**: Application of Research.
  - RDNs apply, participate in, or generate research to enhance practice.
- **Standard 3**: Communication and Application of Knowledge.
  - RDNs effectively apply knowledge and communicate with others.
- **Standard 4**: Utilization and Management of Resources.
  - RDNs use resources effectively and efficiently.
- **Standard 5**: Quality in Practice.
  - RDNs systematically evaluate the quality of services and improve practice based on evaluation results.
- **Standard 6**: Competency and Accountability.
  - RDNs engage in lifelong learning.

ACADEMY OF NUTRITION AND DIETETICS (AND) CODE OF ETHICS (COE) SUMMARY

This is a summary of the 19 Principles of the Code of Ethics of the Academy of Nutrition and Dietetics. Students are expected to abide by these principles while enrolled in the UNLV B.S. Nutrition Sciences program. Upon graduation the Code of Ethics applies to all members of the Academy of Nutrition and Dietetics and all registered dietitians or dietetic technicians, registered, whether they are Academy members or not.

Fundamental Principles

- The dietetics practitioner conducts himself/herself with honesty, integrity, and fairness.
- The dietetics practitioner supports and promotes high standards of professional practice. The dietetics practitioner accepts the obligation to protect clients, the public, and the profession by upholding the Code of Ethics for the Profession of Dietetics and by reporting perceived violations of the Code through the processes established by AND, and its credentialing agency, CDR.

Responsibilities to the Public

- The dietetics practitioner considers the health, safety, and welfare of the public at all times.
- The dietetics practitioner complies with all laws and regulations applicable or related to the professor or to the practitioner's ethical obligations as described in this Code.

- The dietetics practitioner provides professional services with objectivity and with respect for the unique needs and values of individuals.
- The dietetics practitioner does not engage in false or misleading practices or communications.
- The dietetics practitioner withdraws from professional practice when unable to fulfill his or her professional duties and responsibilities to clients and others.

Responsibilities to Clients

- The dietetics practitioner recognizes and exercises professional judgment within the limits of his or her qualification and collaborates with others, seeks counsel, or makes referrals as appropriate.
- The dietetics practitioner treats clients and patients with respect and consideration.
- The dietetics practitioner protects confidential information and makes full disclosure about any limitation on his or her ability to guarantee full confidentiality.
- The dietetics practitioner, in dealing with and providing services to clients and others, complies with the same principles set forth above in "Responsibilities to the Public" (Principles #3-7).

Responsibilities to the Profession

- The dietetics practitioner practices dietetics based on evidence-based principles and current information.
- The dietetics practitioner presents reliable and substantiated information and interprets controversial information without personal bias, recognizing that legitimate differences of opinion exist.
- The dietetics practitioner assumers a life-long responsibility and accountability for personal competence in practice, consistent with accepted professional standards, continually striving to increase professional knowledge and skills and to apply them in practice.
- The dietetics practitioner is alert to the occurrence of a real or potential conflict of interest and takes appropriate action whenever a conflict arises.
- The dietetics practitioner permits the use of his or her name for the purpose of certifying that dietetics services have been rendered only if he or she has provided or supervised the provision of those services.
- The dietetics practitioner accurately presents professional qualifications and credentials.
- The dietetics practitioner does not invite, accept, or offer gifts, monetary incentives, or other considerations that affect or reasonably give an appearance of affecting his/her professional judgment.

Responsibilities to Colleagues and Other Professionals

- The dietetics practitioner demonstrates respect for the values, rights, knowledge, and skills of colleagues and to other professionals.

Source: *Journal of the American Dietetic Association*, August 2009 Volume 109 Number 8, 1461-1467. The journal can be accessed here: **AND COE**

CHAPTER IV: B.S. NUTRITION SCIENCES MISSION STATEMENT

MISSION STATEMENT

The Bachelor of Science in Nutrition Sciences degree is designed to prepare students for the healthcare field with an evidence-based approach to nutrition and dietetics, including medical nutrition therapy. Nutrition Sciences programs are student-focused with contact hours provided through lecture-based and laboratory courses.

With several concentration areas of study to choose from, students will have the opportunity to engage in field experiences supervised by Registered Dietitians/Nutritionists and other healthcare/nutrition-related professionals. Summer and part-time work, or volunteer experiences in the profession, are encouraged to help bolster a competitive application for graduate and professional programs.

Nutrition and dietetics professionals have a unique knowledge of the science and art of nutrition. The blend of scientific knowledge with the social and cultural factors influencing what people eat enables Registered Dietitians/Nutritionists and healthcare professionals to assist individuals in health promotion, disease prevention, and disease management.

Please see the UNLV Department of Kinesiology and Nutrition Sciences web page at http://nutrition.unlv.edu/ for information about department programs, faculty and facilities.

Degree worksheets and 4/5 year plan for the major are available at https://www.unlv.edu/degree/bs-nutrition-sciences.

Please see advising information at The Division of Health Sciences Academic Advising Center at https://www.unlv.edu/healthsciences/advising.

STUDENT LEARNING OUTCOMES & COMPETENCIES

Standard 3: Core Knowledge for the RDN

Standard 3: Curriculum and Learning Activities: Required Elements**.**

Required Element 3.1a: The program's curriculum must be designed to ensure the breadth and depth of requisite knowledge needed for entry to supervised practice to become a registered dietitian nutritionist.

- The program's curriculum must include the following required components, including

prerequisites:

- Research methodology, interpretation of research literature and integration of research principles into evidence-based practice
- Communication and documentation skills sufficient for entry into professional practice
- Principles and techniques of effective education, counseling and behavior change theories and techniques
- 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; and interprofessional relationships in various practice settings
- Role of environment, food, nutrition and lifestyle choices in health promotion and disease prevention
- Management theories and business principles required to deliver programs and services
- Continuous quality management of food and nutrition services
- Fundamentals of public policy, including the legislative and regulatory basis of nutrition and dietetics practice
- Licensure and certification in the practice of nutrition and dietetics
- Health care delivery systems (such as accountable care organizations, managed care, medical homes, local health care agencies)
- Food science and food systems, food safety and sanitation, environmental sustainability, global nutrition, principles and techniques of food preparation, and development, modification and evaluation of recipes, menus and food products acceptable to populations
- Anatomy, physiology, genetics, microbiology, pharmacology, statistics, logic, nutrient metabolism, integrative and functional nutrition and nutrition across the lifespan
- Human behavior, psychology, sociology or anthropology

Required Element 3.1b: The program's curriculum must prepare students with the following core knowledge (**KRDN** = Knowledge for Registered Dietitian Nutritionist):

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

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.

Tip: Examples of evidence-based guidelines and protocols include the Academy's Evidence Analysis Library (EAL) and Evidence-based Nutrition Practice Guidelines, the Cochrane

Database of Systematic Reviews and the U.S. Department of Health and Human Service, Agency for Healthcare Research and Quality, National Guideline Clearinghouse, World Health Organization, Center for Disease Control websites

RESEARCH KNOWLEDGE/COMPETENCY REQUIREMENTS

Research is broadly defined as an activity that includes all components of the scientific method; i.e., statement of the problem, data collection, analysis and interpretation of results; and decision-making based on results. All students should have core experiences that prepare them to properly interpret research literature and apply it to practice (evidence-based practice), document the value of their services, and participate in adding to the body of scientific knowledge on nutrition, health, and wellness. Activities may include community needs assessment, food science experiments, product development/improvement, continuous-quality improvement activities, or other research projects including master theses and doctoral dissertations.

Comments to Successfully Achieve **KRDN 1.1:**

- Students must be able to demonstrate how to locate, interpret, evaluate and use professional literature to make ethical-based practice decisions.
- Students must be able to select and use appropriate current information technologies to locate and apply evidence-based guidelines and protocols. (Examples of evidence-based guidelines and protocols include the Academy's Evidence Analysis Library and Evidence-based Nutrition Practice Guidelines, the Cochrane Database of Systematic Reviews and the U.S. Department of Health and Human Services, Agency for Healthcare and Quality, National Guideline Clearinghouse, World Health Organization websites.

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

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.

Comments for Successfully Achieving **KRDN 2.3**:

- Students must be able to apply professional guidelines to a practice scenario.
- Students must be able to identify and describe the work of interprofessional teams and the roles of others with whom the registered dietitian nutritionist collaborates.

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

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).

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

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.

CHAPTER V: GETTING STARTED IN THE UNLV B.S. NUTRITION SCIENCES PROGRAM

FAIR & NONDISCRIMINATORY TREATMENT

*. The UNLV B.S. Nutrition Sciences Program and **ACEND**® will **not** tolerate any instances of discrimination in our nutrition and dietetics education programs*

ADMISSIONS POLICY

Interested students must complete an advising interview with the School of Integrated Health Sciences (SIHS) Advising Center. **Students wishing to earn a degree in Nutrition Sciences and become a Registered Dietitian Nutritionist must first be admitted to UNLV as a pre-major (NUTR-PRE)**. Students will apply to the Nutrition Sciences Didactic Program in Dietetics (DPD) at the end of the sophomore year (**in June**) for entry into the program in Fall of Junior year. The annual application deadline is **June 30th**. The following courses must be completed **with** a grade minimum must be earned for admission consideration into the DPD:

- NUTR 223 (grade of B or higher)
- NUTR 271 (grade of B or higher)
- NUTR 301 (grade of B or higher)
- BIOL 189/L (grade of C or higher)
- BIOL 251/L (grade of C or higher)

- CHEM 121A/L (grade of C or higher)
- MATH 126 (grade of C or higher)
- KIN 223/L (grade of C or higher)
- KIN 224/L (grade of C or higher)

An application for the program is required. This application process will be reviewed with you in NUTR 271. A one-page Letter of Intent (LOI) is a required component of the application process, along with a minimum overall GPA of 2.75 and a minimum pre-requisite GPA of 2.75. All application materials must be submitted in a single Word Doc. or PDF (*photos of applications submitted as JPEGs or PNGs will not be accepted*). Please note that there is no entrance exam to be admitted into the program at this time.

Students **must** then apply to the DPD program for admission once **ALL required courses** are successfully **completed** (see above). *Please note that a Summer take of a prerequisite course will not be accepted towards that year's application, and the student must wait until the following year to apply to the program. In addition, if either GPA does not meet 2.75, the student's application will be automatically denied.*

The program has a cap (50 students) and this number is subject to change. Students are selected based on overall GPA, GPA of prerequisite courses, earning of minimum grades in prereq. courses, and a one-page letter of intent, will be selected for admission into the DPD.

Once admitted into the DPD, students will be considered **Nutrition Sciences majors** and the designation will change from PRE-NUTR to NUTR.

TOEFL IBT EXAM REQUIREMENT FOR NON-NATIVE ENGLISH SPEAKERS

If an applicant is a non-native English speaker, in order to be admitted to the BS Nutrition Sciences and/or DPD, the applicant must provide proof of English language proficiency.

A non-native speaker is an individual whose primary language in the home was a language other than English (or a non-English language) or who received K-12 (or equivalent) education in schools where English was not the medium of instruction.

Prospective students must take the TOEFL iBT (internet) exam and earn a minimum score of 100 to be eligible for this program. No other exam will be accepted.

This is usually a requirement when first applying to the university, and you'll likely have been notified to take this exam prior to admittance to the university. However, if that is not the case and you fall into this category, the TOEFL exam must be completed prior to applying to the major.

CHAPTER VI: SUMMARY OF PROGRAM POLICIES

STARTING & PROGRESSING IN THE B.S. NUTRITION SCIENCES PROGRAM

Contract Signing: After acceptance into the program (as a Junior), students are required to sign the last page of this student handbook and submit it to the DPD Director/Undergraduate Coordinator. Instructions will be included in your Welcome Packet/Email.

Incoming Student Orientation: As PRE-NUTR majors, all program applicants will go through a

semester-long orientation in NUTR 271. Incoming students are then required to attend a Signing Session through the Division of Health Sciences (DHS) Advising Office prior to the beginning of the Fall semester. At the Signing Session, information concerning the program will be provided and student data collected.

Registration Information: Registration for courses may be completed online via MyUNLV. All course information in MyUNLV is the most up-to-date information available.

Unit of Credit: The unit of credit is the semester hour. A semester hour is defined as one fifty-minute lecture per week for 15 weeks. Three hours of laboratory/clinical work a week carries the same credit as one lecture hour.

Adding Classes: After registration materials have been filed with the Registrar, a student may add a course or change a section up to the close of the late registration period. After this date, changes may be made only when the university deems the circumstances sufficiently extraordinary to warrant exception.

Student Performance Monitoring: The university has an early alert system called *CampusConnect* in which instructors are asked to input student course grade progress & progression towards course completion at various times throughout the semester, including at mid-semester. Students are then notified by the system of their progress based on the information provided by each instructor. This process helps students determine if they may need to consider dropping a course prior to a specific drop date based on their current performance, and serves as part of the university's commitment towards retention, progression, and completion (RPC) efforts.

In addition, program faculty within the B.S. Nutrition Sciences Program also carefully monitor student progression throughout the semester via grading rubrics, course grade books, and classroom behavior/academic conduct. This information is then reported to the DPD Director. Program faculty will notify any and all DPD students at risk of not meeting minimum grade, course and/or program standards in writing via Canvas email, RebelMail, and/or as a Canvas submission feedback comment. See page 32-33 for further information on Remediation Plans and Policies.

Dropping Classes: Students may drop a course without a grade being recorded until the end of the drop period published in the schedule of classes or the date designated by the university as the designated drop date. **NOTE**: There are various types of drop dates (i.e. 100% refund w/o W, 50% refund, 0% refund w/ W, etc.), so check the **UNLV Office of the Registrar's Academic Calendar** for further information.

At the end of the drop period, the university does not allow additional drops even with instructor approval and the final grade will be whatever letter grade is in the grade book at the close of the semester. A student who has officially dropped a class and who is no longer registered for credit or an audit is ineligible for further attendance in that class.

If the student is failing a DPD class at the time of withdrawal, from a specific class or from all classes, the Nutrition Sciences B.S. and the DPD considers the class as a non-successful completion, and must be retaken (with an earned letter grade) for consideration for continued progression in the program.

Total Withdrawal: Students wishing to withdraw from all their courses should make an appointment to meet with the DPD Director & Coordinator of Nutrition Sciences to discuss any issues leading to this decision prior to withdrawal. Depending on the students' circumstances, there may be instances in which a remediation plan can be enacted to assist the student through program progression.

University/Program Probation: A student will be placed on university probation if the cumulative GPA falls below 2.00 (GPB-1 or lower). See **UNLV's Academic Policies** page for more information.

However, a student will be placed on program probation if the cumulative GPA fall below 2.75 (NOTE that university and program requirements differ).

Students cannot, and may not, enroll in NUTR classes while on either type of academic probation. If a student on university and/or probation registers for a NUTR course, they will be administratively dropped until the GPA meets minimum program standards

However, they may take university courses. Probation will be lifted when the GPA balance reaches an acceptable level (2.75 or higher). **Students have one year to improve the GPA**.

If GPA does not meet or exceed 2.75, students will be dropped from the DPD Program and cannot enroll in NUTR courses without reapplying to the DPD Program.

University Suspension: If the grade point balance of a student already warned by probation falls to 1.5 or below, the university will suspend the student for a minimum of one calendar year. A suspended student will not be allowed to take any UNLV credit courses. The University will suspend only at the end of a regular fall or spring semester. University suspension automatically suspends the student from the program and college in which they are enrolled. An email sent to the student's official UNLV (RebelMail) email address will discharge all university responsibility for notification. See **UNLV's Academic Policies** page for more information on readmission after suspension.

Academic Distinction: Undergraduate students are eligible for the Dean's Honor List if: (1) at least 12 credits have been completed during the semester with grades on the ABCDF scale, and (2) the semester grade point average is 3.50 or higher. Courses with an Incomplete (I) or grade change completed after the semester will not be eligible to count towards the Dean's Honors List criteria. See **UNLV's Academic Policies** page for more information.

Grade point average (GPA) is obtained by dividing the total number of points earned by the total number of semester credit hours attempted, excluding non-credit courses and courses in which the marks of "S", "I", "X", and "AD" are recorded. (See University Grading Scale and Symbols.)

Incomplete Grade: An incomplete grade can be granted when a student has satisfactorily completed at least three-fourths of the semester but for reason(s) beyond the student's control, and acceptable to the instructor, cannot complete the last part of the course; and the instructor believes that the student can finish the course without repeating it. A student who receives an "I" is responsible for making up whatever work was lacking at the end of the semester. Students cannot enroll in other DPD classes if they have an incomplete in a course

which is designated as a prerequisite to that course. If course requirements are not completed with the time indicated, a grade of "F" will be recorded and the Grade Point Average will be re-computed accordingly.

Students who are making up an incomplete do not re-register for the course, but make individual arrangements with the instructor who assigned the "I".

The student and instructor must complete the form "Contract for Completion of Incomplete" and distribute a copy to the student, the instructor and the student's file. The form specifies requirements to be completed and date of required completion.

Once the specified requirements are completed, it is the instructor's responsibility to fill out the Incomplete Removal Form and file the form with the Office of the Registrar.

University Grading Scale and Symbols: Within the university system an instructor has the right to provide final grades utilizing either a 4-point scale (A through F) or a plus and minus system.

ACADEMIC PROGRAM POLICY

- Upon admission to the major, students must maintain a minimum cumulative GPA of 2.75 each semester and have no grades less than a C in all additional, upper-division NUTR courses.
- Students who fail to maintain a GPA of 2.75 will be placed on academic probation, removed from the B.S. Nutrition Sciences program, and will be required to receive academic advising.

ACADEMIC INTEGRITY & CODE OF ETHICS PROGRAM POLICY

- Academic integrity and ethical behavior are cornerstones of a high-quality educational environment and the DPD fully embraces the University policy of accepting no form of academic dishonesty. In accordance with this policy the School has adopted a "zero tolerance policy" for any acts of cheating, plagiarism, and other forms of academic dishonesty/misconduct.
- All faculty, staff, and students are required to identify any known acts of academic dishonesty. For this reason, it is critical that every student have a clear understanding of what is considered academic misconduct.
- The following section provides a listing of examples of academic dishonesty. Although this list is not all-inclusive, it provides additional guidance to students and identifies several major categories of academic misconduct. *Any student that is not clear as to any aspect of our academic standards is responsible for discussing this with their professor prior to the completion of any assignment or examination.*
- **Academic Misconduct at UNLV is defined as any intentional or unintentional occurrence of the following**:
  - Using the words or ideas of another, from the Internet or any source, without proper citation of the source(s), commonly called plagiarism.
  - Receiving unauthorized external assistance during an examination or any academic exercise for credit. This includes, but is not limited to:
  - Providing or receiving aid in connection with any academic assignment;

- Use or possession of camera telephones, text messages, computer disks, audio recorders, calculators, solution materials, photocopies, materials from previous classes, commercial research services, notes or other means to copy or photograph materials used or intended for academic evaluation for use during the academic evaluation or assignment;
- Communication in any manner with another student;
- Working with others on graded coursework, including in-class, on-line and take-home examinations; or
- Possessing, reading, buying, selling or using any materials intended for an academic evaluation or assignment in advance of its administration.
- Turning in the same work in more than one class (or when repeating a class), unless permission is received in advance from the instructor.
- Falsifying information for inclusion in an assigned paper, project or exercise; including inventing or altering data from a laboratory or field project, or creating fictional citations for a paper.
- Attempting to influence or change any academic evaluation, assignment or academic records for reasons having no relevance to academic achievement. This includes, but is not limited to, bribery, threats and making unauthorized changes to any academic record.
- Falsifying or misrepresenting attendance, hours, or activities in relationship to any class, internship, externship, field experience, clinical activity or similar activity.
- Acting or attempting to act as a substitute for another, or using or attempting to use a substitute, in any academic evaluation or assignment.
- **Violation of Course Rules**: A student must not violate course rules as contained in a course syllabus which are rationally related to the content of the course or to the enhancement of the learning process in the course.
- Facilitating, permitting or tolerating any of the above-listed items.

ATTENDANCE POLICY

- Class attendance (online or in-person) in the DPD program is expected and required. Students are permitted to miss **up to 1 excused** Live Class Session without a penalty. From the second absence on, it is considered an unexcused absence (if not communicated with the instructor beforehand), and a **minimum 10% deduction** will be taken from your overall grade at the end of the semester. *Exceptions will be made for documented emergencies **and** communication with the instructor*. Each instructor is entitled to instill whatever percentage penalty they deem appropriate and necessary based on the rigor and delivery of coursework.
- Failure to **log in to/attend 2 or more Live Class Sessions (online or in-person)** will result in a minimum 10% deduction from your overall course grade at the end of the semester.
- **NOTE:** Recorded Live Class Sessions will NOT be automatically posted to WebCampus-Canvas, and you will need to communicate with your instructor in order to gain access to the Live Class Session Recordings which will be determined on a case-by-case basis.

ADVISING & MENTORING

- Students **must** meet with an academic advisor in the DHS Advising Office every semester in order to plan coursework for the completion of the degree.
  - **FALL SEMESTERS**: In NUTR 271 and 370, you'll be required to submit a degree worksheet (from DHS Advising) as an assignment as proof of academic advising.
  - **SPRING SEMESTERS**: In NUTR 311, you'll be required to submit a degree worksheet (from DHS Advising) as an assignment as proof of academic advising.
- While the academic advisors are there to guide the student, it is the student's responsibility to ensure that all requirements for graduation are satisfied.
- An advising appointment must be completed before permission to enroll is granted.
- In addition to the DHS Advising Office, the UNLV DPD Director/Undergraduate Coordinator and Faculty are also here to serve as an advising resource for you. If you have any questions, concerns or confusion regarding your degree progression, please reach out to the DPD Director/Undergraduate Coordinator for clarification.

ASSESSMENT PROCEDURES FOR STUDENT LEARNING OUTCOMES & COMPETENCIES (RE 8.2j)

- The **UNLV B.S. Nutrition Sciences program** is a **competency-based program**, meaning that each course is assigned several student learning objectives known as KRDNs, which provide the "core knowledge for the RDN" (KRDN) per ACEND standards.
- The KRDNs are clearly displayed on each course syllabi, and specific assignments are assigned in order for each student to fulfill that KRDN.
- Instructor feedback is provided to students approximately 48-72 hours after submission via WebCampus-Canvas using both grading rubrics and feedback submission comments.
- Each KRDN assignment is graded on a 4-point scale (Excellent ≥ 93%; Good 87-92%; Satisfactory 80-86%; Unsatisfactory <80%), and all students within the UNLV DPD Program must earn a "Satisfactory" at a minimum on all KRDN assignments.
- If you do not earn a minimum of a "Satisfactory" on any given assignment, then a **remediation plan** (see below) will be implemented between the student and instructor until the student meets the minimum competency standard. Therefore, each remediation plan will be unique to the student, instructor and situation presented.

REMEDIATION PLAN POLICY

FOR FAILURE TO MEET MINIMUM KRDN COMPETENCY STANDARD ASSESSMENT

- Based on the discussion between the student and instructor, a remediation plan will be implemented in order for the student to meet minimum competency standards.
- Constructive criticism/feedback should be provided early enough so that students have the opportunity to improve their performance prior to final grades*.
- Examples of remediation might include, but not limited to:
  - Discussing the assignment with the instructor, obtaining verbal and/or written feedback, and resubmitting the entire assignment or a component of the assignment (in a timely manner) to meet standards, but not for a grade improvement.
  - *If at the end of the semester (i.e. major project) or during Finals Week, then an I – Incomplete option will be considered in order to allow the student sufficient time to resubmit any work that does not meet minimum standards. This schedule will be finalized between the student and instructor before proceeding forward.

- **Note** that each instructor is entitled to implementing a remediation plan of their choosing that fits within their classroom guidelines and procedures.

FOR ACADEMIC MISCONDUCT

- In accordance with this policy the School has adopted a "zero tolerance policy" for any acts of cheating, plagiarism, and other forms of academic dishonesty/misconduct.
- The B.S. Nutrition Sciences program utilizes a plagiarism checker known as TurnItIn on all written assignments that reports the percent match to other sources (i.e. other students' work, textbooks, databases, internet sources, etc.), and students are shown this percent match value at the time of submission.
- Under this policy any student found to have committed an act that violates our academic standards of performance will automatically be given a zero on the assignment, a grade of "F" for the course in which the act was discovered, and an official report will be made to the Office of Student Conduct for counseling & further remediation. Withdrawing from the class subsequent to the violation will not be allowed in the B.S. Nutrition Sciences program.
- Students are asked to read, sign, and date a copy of the Academic Honesty and Integrity Policy to ensure that they understand this policy. The student will be required to sign during the Program Orientation as PRE-NUTR majors in NUTR 271, as a full NUTR major in NUTR 370, and/or in individual classes per request of the instructor. Release of grades, materials, or exams may be withheld until a signed copy of the policy is received and available for filing in the student's permanent records.

GRADUATION REQUIREMENTS

- A minimum of 120 credit hours is required for graduation with 62 credits earned at a four-year institution.
- Students must achieve a minimum cumulative GPA of 2.75 and have no grades less than a C in all additional NUTR courses.
- A 2.75 GPA and no grades less than a C in all additional NUTR and elective courses is required in order to fulfill degree requirements.

VACATIONS, HOLIDAYS & LEAVES OF ABSENCE (RE 8.2q)

Vacations & Holidays: The UNLV DPD Program adheres to & observes all University-scheduled vacations and holidays, including, but not limited to:

- Spring Break
- Summer Break
- Winter Break
- New Year's Day
- Martin Luther King, Jr.'s Birthday
- President's Day
- Memorial Day
- Independence Day

- Labor Day
- Nevada Day
- Veterans Day
- Thanksgiving Day
- Family Day
- Christmas Day

In addition, the UNLV B.S. Nutrition Sciences program supports any and all cultural and/or religious holidays that any and all of our DPD students may practice. Should there be an instance when you may need to miss class or a major assignment deadline due to a cultural and/or religious holiday observance/restriction, please communicate these dates with the course instructor(s) within the first two weeks of the semester.

Similarly, if you are a UNLV Student-Athlete who may need to miss class or a major assignment deadline due to team travel (**not** practice schedules), please communicate these dates with the course instructor(s) within the first two weeks of the semester.

Leaves of Absence: Per **University policy**, when necessary, a student may request approval for a leave of absence (LOA) from a degree program. During the leave of absence, the student should remain in contact with the department about their return plans. If a student does not return by the end of their approved LOA, they must apply for an additional LOA using the required approval form or they will be separated from their program. One year is the standard leave period; two (2) years is the maximum allowable leave. Note that all degree requirements must be completed within the maximum time to degree policy as outlined above, regardless of an approved leave of absence.

NOTE: For all medical leaves requests, please contact the Student Wellness Center at 702-895-0136 or visit the Student Wellness Center's **Voluntary Health Withdrawal** page.

CHAPTER VII: PROGRAMS & CONCENTRATIONS

B.S. IN NUTRITION SCIENCES PROGRAM

- Students meeting the requirements established by the department will receive a B.S. in Nutrition Sciences.
  - Students may choose from one of three concentrations: Nutrition for Healthcare/DPD Program (RDN pathway), Interprofessional Nutrition Sciences (non-RDN pathway), or Social and Behavioral Nutrition (non-RDN pathway)
- In order to become a Registered Dietitian Nutritionist (RDN) students must:
  - **Complete the DPD requirements within the Nutrition for Healthcare Concentration**. *Interprofessional Nutrition Sciences or Social and Behavioral Nutrition are not eligible concentrations/pathways.*
  - Apply for, become accepted into, and complete a Masters degree program in any related field

- Apply for, become accepted into, and complete an ACEND-accredited Dietetic Internship/Supervised Practice (DI) Program (**or** an ACEND-accredited Masters Degree-Dietetic Internship (MS-DI) Program)
- Pass the National Registration Examination for Dietitians.
- NOTE: Once the RDN credential is earned, one may apply for their Dietetics license in Nevada. No additional courses or credentials are required to be eligible for the license to practice, only an initial fee, biannual renewal fee and good-standing with CDR. In order to practice nutrition, dietetics and medical nutrition therapy in the state of Nevada, RDNs must be licensed otherwise risk losing their credential and good-standing with CDR.

NUTRITION FOR HEALTHCARE CONCENTRATION

This general program allows students to **meet all DPD requirements** as part of the pathway towards becoming a Registered Dietitian Nutritionist. This concentration is one of three components of the RDN pathway, and will earn a signed verification statement upon graduation.

Didactic Program in Dietetics (DPD) Program

Students who choose the Nutrition for Healthcare Concentration are automatically enrolled in the DPD Program. The DPD Program was granted Full Accreditation by the Accreditation Council for Education in Nutrition & Dietetics (ACEND) of the Academy of Nutrition & Dietetics (AND) in 2005. The contact information for ACEND is listed here. Address: 120 South Riverside Plaza, Suite 2190, Chicago, IL 60606-6995; Phone: (312) 899-0040, extension 5400; E-mail: education@eatright.org; website: **http://www.eatright.org/acend**.

INTERPROFESSIONAL NUTRITION SCIENCES CONCENTRATION

This general program **does NOT meet all DPD requirements**. *This nutrition-focused program helps prepare students to apply to professional schools, such as medical school, physical therapy programs, PA school, pharmacy school, etc.*, and is the best option for those interested in professional schools. This concentration is NOT an RDN pathway, and will NOT will earn a signed verification statement upon graduation. ***Please see DHS Advising for more information/4-year plan for this concentration. This handbook only contains information relative to the ACEND-accredited DPD program.***

SOCIAL AND BEHAVIORAL NUTRITION CONCENTRATION

This general program **does NOT meet all DPD requirements**. *This general program allows students alternative career pathways in nutrition with a* ***focus on the social determinants of health that do not require a dietetics credential.*** *Potential careers from this pathway might include nutrition research, public policy, community nutrition, health/nutrition writing/editing, marketing and sales, healthcare management, etc.* This is a good option for research/graduate school. ***Please see DHS Advising for more information/4-year plan for this concentration. This handbook only contains information relative to the ACEND-accredited DPD program.***

PROGRAM SCHEDULE

B.S. NUTRITION SCIENCES

SHARED UNIVERSITY CORE REQUIREMENTS (35-45 CREDITS) – ALL CONCENTRATIONS

See the UNLV General Education Core Worksheet or Undergraduate Catalog for more detail.

Table 1

Course Category	Course Options	Credits
English Composition	ENG 101 and ENG 102	6 credits
English Literature	ENG 231 or ENG 232	3 credits
Mathematics	MATH 126 or higher, but NOT MATH 132	3 credits
US/NV Constitution	Both: HIST 100 or PSC 101 US Only: HIST 101 NV Only: HIST 102, 217, or PSC 100	4-6 credits
Multicultural	May simultaneously fulfill a Fine Arts, Humanities, or Social Science requirement www.unlv.edu/committees/gec/Multicultural.html	3 credits
International	NUTR 301 (satisfies this requirement)	3 credits
Humanities	See UNLV General Education Core Worksheet	6 credits
Fine Arts	See UNLV General Education Core Worksheet	3 credits
Social Science	See UNLV General Education Core Worksheet	9 credits
First Year Experience	HSC 100- Issues in Health Sciences	2 credits

NOTE: Credits from NUTR 301 are counted under required NUTR & HMD/FAB courses.

SHARED REQUIRED FOUNDATION COURSES (46 CREDITS) – ALL CONCENTRATIONS

Table 2

Course Number	Course Title	Credits
BIOL 189A/L *(required to apply to DPD Program)*	Fundamentals of Life Science **Pre-req**: none	4
BIOL 251A/L *(required to apply to DPD Program)*	General Microbiology **Pre-req**: BIOL 189A/L, CHEM 108 or CHEM 121A/L	4
CHEM *(required to apply to DPD Program)*	Dependent on chosen concentration	3
MATH *(required to apply to DPD Program)*	Dependent on chosen concentration	4
KIN 200***	Statistics for the Health Sciences **Pre-req**: MATH 124 or MATH 126 or MATH 127	3
KIN 223 (same as BIOL 223/L) *(required to apply to DPD Program)*	Human Anatomy and Physiology I **Pre-req**: BIOL 189A/L	4
KIN 224	Human Anatomy and Physiology II	4

Course Number	Course Title	Credits
(same as BIOL 224/L) *(required to apply to DPD Program)*	**Pre-req**: BIOL 189A/L and KIN 223	
NUTR 223 (Fall-only)	Principles of Nutrition **Pre-req**: Minimum grade of C in: MATH 124 or higher (not MATH 132) and BIOL 189A/L	3
NUTR 271 (Fall-only)	Introduction to Nutrition and Dietetics **Pre-req**: Minimum grade of C in: MATH 124 or higher (not MATH 132) and BIOL 189A/L	1
NUTR 301 (Fall, Sp., Su.)	Global Nutrition and Cultural Food Practices **Pre-req**: ENG 101	3
NUTR 311* (Spring-only)	Nutrition Assessment **Pre-req**: Minimum grade of C in: NUTR 121 or 223, NUTR 271, NUTR 370, and MATH 124 or higher (Not MATH 132)	3
NUTR 311L* (Spring-only)	Nutrition Assessment **Co-Req**: NUTR 311	1
NUTR 370* (Fall-only)	Nutrition in the Lifecycle **Pre-req**: Minimum grade of C in: NUTR 121 or 223	3
NUTR 451** (Fall-only)	Macronutrient Metabolism **Pre-req**: Minimum grade of C in: NUTR 311/L and KIN 224	3
NUTR 470* (Fall-only)	Community Nutrition **Pre-req**: Minimum grade of C in: NUTR 271 and NUTR 301	3

*Must be taken Junior Year
**Must be taken Senior year
*****KIN 200 or any other health-related Statistics class at the 200-level or higher**
i.e. ***NOT*** *STAT 152* ***NOR*** *ECON 261*

Check the home department for pre-requisite changes.

NUTRITION FOR HEALTHCARE CONCENTRATION REQUIREMENTS

REQUIRED MATH, CHEM, NUTR and HMD/FAB COURSES (45 CREDITS)

Please note that certain NUTR courses are offered in Fall-only and others are offered in Spring-only (i.e. once per year). Each course below is designated with its semester offering. See FOUR YEAR PLAN examples starting on page 35.

Table 3

Course Category	Course Options	Credits
MATH 126 *(required to apply to DPD Program)*	Precalculus I **Pre-req**: MATH Placement Test or minimum grade of C	3

Course Category	Course Options	Credits
	in: MATH 124	
CHEM 121A/L *(required to apply to DPD Program)*	General Chemistry I/General Chemistry I Lab **Pre-req:** A passing score on the Chem. Placement Exam or a grade of C or better in CHEM 103 **Co-req**: MATH 126: Precalculus I	4
CHEM 122A/L	General Chemistry II/General Chemistry II Lab **Pre-req**: CHEM 121A/L; MATH 126	4
CHEM 241/L	Organic Chemistry I/Organic Chemistry I Lab **Pre-req**: CHEM 121A/L (B- or better); CHEM 122A/L	4
HMD 130 (same as FAB 160)	Fundamentals of Food and Beverage Operations **Pre-req**: PRE-NUTR or NUTR major	3
FAB 230 (same as FAB 159)	Gastronomy Essentials **Pre-req**: HMD 130	3
NUTR 326* (Spring-only)	Principles of Food Science **Pre-req**: Minimum grade of B in: NUTR 223; Minimum grade of C in: HMD 130, CHEM 108 or higher	3
NUTR 405** (Fall-only)	Advanced Nutrition for Physical Activity and Sport **Pre-req**: Minimum grade of C in: NUTR 223 and NUTR 311/311L	3
NUTR 426** (Fall-only)	Medical Nutrition Therapy I **Pre-req**: NUTR 311/L and BIOL/KIN 224	3
NUTR 427**☑ (Spring-only)	Medical Nutrition Therapy II **Pre-req**: NUTR 426 **Co-req**: NUTR 431	3
NUTR 429** (Fall-only)	Dietetics, Business, and Management Principles I **Pre-req**: FAB 230, NUTR 326, NUTR 311/L	3
NUTR 431**☑ (Spring-only)	Patient/Client Care in Nutrition and Dietetics **Pre-req**: NUTR 426 **Co-req**: NUTR 427	3
NUTR 450** (Spring-only)	Nutritional Pathophysiology **Pre-req**: CHEM 108 or higher; Minimum grade of C in: KIN 224 and NUTR 311/L	3
NUTR 452** (Spring-only)	Advanced Nutrition **Pre-req**: Minimum grade of C in: NUTR 311/L or KIN 391 or KIN 492	3

*Must be taken Junior Year
**Must be taken Senior year
☑ Courses MUST be taken together

NUTRITION ELECTIVE OPTIONS (Choose 4 CREDITS)

Table 4

Course Category	Course Options	Credits
KIN 175	Physical Activity and Health	3
KIN 350	Social Psychology of Physical Activity **Pre-req**: KIN 200 **or** NURS 200 **or** PSY 210 **and** SOC 101 **or** PSY 101	3
KIN 391	Exercise Physiology **Pre-req**: KIN 200 or PSY 210 or NURS 200, and KIN 224	4
KIN 492	Clinical Exercise Physiology **Pre-req**: KIN 224/L and KIN 391/L	3
KIN 494	Applied Kinesiology in Exercise and Sport **Pre-req**: BIOL 189/L, KIN 200, KIN 391/L	3
NUTR 315 (Fall-only)	Field Experience in Nutrition **Pre-req**: NUTR 121 or 223, and NUTR 271	3
NUTR 390 *Repeatable up to 6 credits*	Special Topics in Nutrition **Pre-req**: NUTR 121 or 223	3
NUTR 407 (Fall-only)	Complementary and Integrative MNT **Pre-req**: NUTR 311/L	3
NUTR 408 (Spring-only)	Nutrition, Food and Policy **Pre-req**: NUTR 121 or 223, and NUTR 301	3
NUTR 475* *Repeatable up to 6 credits*	Undergraduate Research in Nutrition **Pre-req**: NUTR 311/L; Permission of instructor required	1-3
NUTR 491* *Repeatable up to 9 credits*	Independent Study in Clinical Nutrition **Pre-req**: NUTR 311/L; Permission of instructor required	1-3
NUTR 495*	Practicum in Nutrition Education **Pre-req**: NUTR 311/L; Permission of instructor required	1-3
ANTH 466	Human Nutrition: Past, Present and Future **Pre-req**: ANTH 101	3
CED 420	Eating Disorders: Etiology and Treatment Pre-req: NUTR 370 or CED 320 or PBH 430	3
CHEM 474	Biochemistry I **Pre-req**: CHEM 242/L	3
CHEM 475	Biochemistry II **Pre-req**: CHEM 474	3
PSY 330	Foundations of Developmental Psychology: Infant & Child	3

Course Category	Course Options	Credits
	Pre-req: PSY 101	
PSY 334	Foundations of Developmental Psychology: Adolescence & Adulthood **Pre-req**: PSY 101	3
PSY 360	Foundations of Social Psychology **Pre-req**: PSY 101	3
PSY 421	Behavior Modification Pre-req: PSY 210, PSY 240 and PSY 341	3
PSY 470	Health Psychology Pre-req: PSY 101, PSY 210 and PSY 240	3

*Application required WITH consent of instructor *prior to enrollment*.

Total Credits Required for the Degree: 120

SUGGESTED FOUR-YEAR PLAN OF STUDY for NUTRITION FOR HEALTHCARE CONCENTRATION

Bolded courses are required for application into the DPD. **All 9 prerequisite courses** must be satisfied in the semesters before or during the Spring semester of the June application cycle in which the applicant is applying.

Freshman Year

Year Total: 33 credits

Table 5

Fall Semester Freshman Year	Credits	Spring Semester Freshman Year	Credits
Social Science	3 credits	Social Science	3 credits
Humanities	3 credits	**KIN 223**	4 credits
BIOL 189A/L	4 credits	ENG 102	3 credits
ENG 101	3 credits	**CHEM 121A/L**	4 credits
First Year Seminar (FYS)	2 credits	**MATH 126**	3 credits
Semester Total Credits	15 credits	Semester Total Credits	17 credits

Sophomore Year

Year Total: 34 credits

Table 6

Fall Semester Sophomore Year	Credits	Spring Semester Sophomore Year	Credits
HMD 130 or Social Science	3 credits	HMD 130 or FAB 230 or Humanities	3 credits
NUTR 223 (Fall only course)	3 credits	**NUTR 301**	3 credits
NUTR 271 (Fall only course)	1 credit	CHEM 241/L*	3 credits
CHEM 122A/L*	4 credits	**BIOL 251A/L**	4 credits
Second Year Seminar (SYS)	3 credits	Fine Arts	3 credits
KIN 224	4 credits	**APPLY TO THE MAJOR in JUNE**	DHS Advising
Semester Total Credits	18 credits	Semester Total Credits	16 credits

**Note: these courses are not required to apply to the major, merely to create balance throughout each*

semester. If an extra semester or two is needed to fulfill CHEM 122A/L and CHEM 241/L, that is perfectly fine. As long as MATH 126 and CHEM 121A/L are taken no later than the Spring semester before the June application cycle the applicant wishes to apply, that is fine. This is ***solely*** *a suggested plan of study and deviations are expected based on each student's circumstance.*

Junior Year

Admittance to Program Required
Year Total: 31 credits

Table 7

Fall Semester Junior Year	Credits	Spring Semester Junior Year	Credits
KIN 200 (NOT STAT 152 *NOR* ECON 261)	3 credits	US/NV Constitution	3 credits
HMD 130 or FAB 230	3 credits	**NUTR 311** (Spring only course)	3 credits
NUTR 370 (Fall only course)	3 credits	**NUTR 311** Lab (Spring only course)	1 credit
NUTR 470 (Fall only course)	3 credits	**NUTR 326** (Spring only course)	3 credits
Multicultural	3 credits	FAB 230 or Social Science	3 credits
		NUTR Elective	3 credits
Semester Total Credits	15 credits	Semester Total Credits	16 credits

Senior Year

Admittance to Program Required
Year Total: 24-30 credits

Table 8

Fall Semester Senior Year	Credits	Spring Semester Senior Year	Credits
NUTR 405 (Fall only course)	3 credits	**NUTR 427** (Spring only course)	3 credits
NUTR 426 (Fall only course)	3 credits	**NUTR 431** (Spring only course)	3 credits
NUTR 429 (Fall only course)	3 credits	**NUTR 450** (Spring only course)	3 credits
NUTR 451 (Fall only course)	3 credits	**NUTR 452** (Spring only course)	3 credits
Any unfulfilled Gen. Eds. (if needed)	3 credits	Any unfulfilled Gen. Eds. (if needed)	3 credits
Semester Total Credits	12-15 credits	Semester Total Credits	12-15 credits

NOTE: An additional course may be necessary if you do not fulfill the Multicultural requirement simultaneously with another course. Course load may be reduced by taking courses in the summer.

Note: If Multicultural and International courses are taken under the General Education Domains, then the Total Credits are 120. NUTR 301 fulfills the International requirement.

Credit Requirements: Student must complete a minimum of 120 credits to graduate**.** Student must complete a minimum of 60 credits at a four-year institution**.** Student must complete last 30 credits in residency.
Courses are outlined by departmental preference, faculty availability, prerequisite requirements, and common course rotations.

In the healthcare profession, fingerprinting will be required. This will be required for supervised practice (i.e. dietetic internship), and again once dietetic licensure is obtained after earning the RDN credential.

INTERPROFESSIONAL NUTRITION SCIENCES CONCENTRATION REQUIREMENTS

REQUIRED MATH, CHEM, AND NUTR COURSES (38 CREDITS)

Please note that certain NUTR courses are offered in Fall-only and others are offered in Spring-only (i.e. once per year). Each course below is designated with its semester offering. See FOUR YEAR PLAN examples starting on page 39.

Table 10

Course Category	Course Options	Credits
MATH 127	Precalculus II **Pre-req**: MATH Placement Exam or MATH 126: Precalculus I	3
CHEM 121A/L	General Chemistry I/General Chemistry I Lab **Pre-req:** A passing score on the Chem. Placement Exam or a grade of C or better in CHEM 103 **Co-req**: MATH 126: Precalculus I	4
CHEM 122A/L	General Chemistry II/General Chemistry II Lab **Pre-req**: CHEM 121A/L; MATH 126	4
CHEM 241/L	Organic Chemistry I/Organic Chemistry I Lab **Pre-req**: CHEM 121A/L (B- or better); CHEM 122A/L	4
CHEM 242/L	Organic Chemistry II/Organic Chemistry II Lab **Pre-req**: CHEM 241/L (C- or better)	4
CHEM 474	Biochemistry I **Pre-req**: CHEM 242/L	3
NUTR 405** (Fall-only)	Advanced Nutrition for Physical Activity and Sport **Pre-req**: Minimum grade of C in: NUTR 223 and NUTR 311/311L	3
NUTR 450**☑ (Spring-only)	Nutritional Pathophysiology **Pre-req**: CHEM 108 or higher; Minimum grade of C in: KIN 224 and NUTR 311/L	3
NUTR 452** (Spring-only)	Advanced Nutrition **Pre-req**: Minimum grade of C in: NUTR 311/L or KIN 391 or KIN 492	3
KIN 391	Exercise Physiology **Pre-req**: KIN 200 or PSY 210 or NURS 200, and KIN 224	4
KIN 492 or 494	KIN 492: Clinical Exercise Physiology **Pre-req**: KIN 224 and KIN 391 KIN 494: Applied Kinesiology in Exercise and Sport **Pre-req**: BIOL 189A/L, KIN 200, and KIN 391	3 3

*Must be taken Junior Year
**Must be taken Senior year
☑ Courses MUST be taken together

NUTRITION ELECTIVE OPTIONS (Choose 11 CREDITS)

Table 11

Course Category	Course Options	Credits
ANTH 466	Human Nutrition: Past, Present and Future **Pre-req**: ANTH 101	3
HMD 130	Fundamentals of Food and Beverage Operations **Pre-req**: PRE-NUTR or NUTR major	3
FAB 230	Gastronomy Essentials **Pre-req**: HMD 130	3
KIN 175	Physical Activity and Health	3
KIN 350	Psychology of Exercise and Sport **Pre-req**: KIN 200 **or** NURS 200 **or** PSY 210, **and** SOC 101 **or** PSY 101	3
NUTR 315 (Fall-only)	Field Experience in Nutrition **Pre-req**: NUTR 121 or 223, and NUTR 271	3
NUTR 326* (Spring-only)	Principles of Food Science **Pre-req**: Minimum grade of B in: NUTR 223; Minimum grade of C in: HMD 130, CHEM 108 or higher	3
NUTR 340 (Fall, Sp., Su.)	Introduction to Sports nutrition **Pre-req**: NUTR 121 or 223, and BIOL/KIN 224	3
NUTR 390 *Repeatable up to 6 credits*	Special Topics in Nutrition **Pre-req**: NUTR 121 or 223	3
NUTR 407 (Fall-only)	Complementary and Integrative MNT **Pre-req**: NUTR 311/L	3
NUTR 408 (Spring-only)	Nutrition, Food and Policy **Pre-req**: NUTR 121 or 223, and NUTR 301	3
NUTR 426** (Fall-only)	Medical Nutrition Therapy I **Pre-req**: NUTR 311/L, KIN 224/L or BIOL 224/L	3
NUTR 427**☑ (Spring-only)	Medical Nutrition Therapy II **Pre-req**: NUTR 426 **Co-req**: NUTR 431	3
NUTR 429** (Fall-only)	Dietetics, Business, and Management Principles I **Pre-req**: FAB 230, NUTR 326, NUTR 311/L	3
NUTR 431**☑ (Spring-only)	Patient/Client Care in Nutrition and Dietetics **Pre-req**: NUTR 426 **Co-req**: NUTR 427	3
NUTR 475* *Repeatable up to 6 credits*	Undergraduate Research in Nutrition **Pre-req**: NUTR 311/L; Permission of instructor required	1-3
NUTR 491* *Repeatable up to*	Independent Study in Clinical Nutrition **Pre-req**: NUTR 311/L; Permission of instructor required	1-3

Course Category	Course Options	Credits
9 credits		
NUTR 495*	Practicum in Nutrition Education **Pre-req**: NUTR 311/L; Permission of instructor required	1-3
CED 420	Eating Disorders: Etiology and Treatment Pre-req: NUTR 370 or CED 320 or PBH 430	3
CHEM 475	Biochemistry II **Pre-req**: CHEM 474	3
PHYS 151A/L	General Physics I **Pre-req**: C or better in MATH 127 or MATH 128 or MATH 181 **Co-req**: PHYS 151L	
PHYS 152A/L	General Physics II **Pre-req**: C or better in PHYS 151A **Co-req**: PHYS 152L	
PSY 330	Foundations of Developmental Psychology: Infant & Child **Pre-req**: PSY 101	3
PSY 334	Foundations of Developmental Psychology: Adolescence & Adulthood **Pre-req**: PSY 101	3
PSY 360	Foundations of Social Psychology **Pre-req**: PSY 101	3
PSY 421	Behavior Modification Pre-req: PSY 210, PSY 240 and PSY 341	3
PSY 470	Health Psychology Pre-req: PSY 101, PSY 210 and PSY 240	3

*Application required WITH consent of instructor *prior to enrollment*.

Total Credits Required for the Degree: 120

SUGGESTED FOUR-YEAR PLAN OF STUDY for INTERPROFESIONAL NUTRITION SCIENCES CONCENTRATION

applying.

Freshman Year

Year Total: 33 credits

Table 12

Fall Semester Freshman Year	Credits	Spring Semester Freshman Year	Credits
Social Science	3 credits	Social Science	3 credits
Humanities	3 credits	KIN 223	4 credits

Fall Semester Freshman Year	Credits	Spring Semester Freshman Year	Credits
BIOL 189A/L	4 credits	ENG 102	3 credits
ENG 101	3 credits	CHEM 121A/L	4 credits
First Year Seminar (FYS)	2 credits	MATH 126	3 credits
Semester Total Credits	15 credits	Semester Total Credits	17 credits

Sophomore Year

Year Total: 34 credits

Table 13

Fall Semester Sophomore Year	Credits	Spring Semester Sophomore Year	Credits
MATH 127 or Social Science	3 credits	Humanities or Social Science	3 credits
NUTR 223 (Fall only course)	3 credits	**NUTR 301**	3 credits
NUTR 271 (Fall only course)	1 credit	CHEM 241/L	3 credits
CHEM 122A/L*	**4 credits**	BIOL 251A/L	4 credits
Second Year Seminar (SYS)	3 credits	Fine Arts	3 credits
KIN 224	4 credits		
Semester Total Credits	18 credits	Semester Total Credits	16 credits

*This is **solely** a suggested plan of study and deviations are expected based on each student's circumstance.*

Junior Year

Admittance to Program Required
Year Total: 31 credits

Table 14

Fall Semester Junior Year	Credits	Spring Semester Junior Year	Credits
KIN 200 (NOT STAT 152 *NOR* ECON 261)	3 credits	US/NV Constitution	3 credits
CHEM 242/L	3 credits	**NUTR 311** (Spring only course)	3 credits
NUTR 370 (Fall only course)	3 credits	**NUTR 311 Lab** (Spring only course)	1 credit
NUTR 470 (Fall only course)	3 credits	**NUTR 326** (Spring only course)	3 credits
Multicultural	3 credits	CHEM 474 or Social Science	3 credits
		NUTR Elective	3 credits
Semester Total Credits	15 credits	Semester Total Credits	16 credits

Senior Year

Admittance to Program Required
Year Total: 24-30 credits

Table 15

Fall Semester Senior Year	Credits	Spring Semester Senior Year	Credits
NUTR 405 (Fall only course)	3 credits	**NUTR 427** (Spring only course)	3 credits
NUTR 426 (Fall only course)	3 credits	**NUTR 431** (Spring only course)	3 credits
NUTR 429 (Fall only course)	3 credits	**NUTR 450** (Spring only course)	3 credits
NUTR 451 (Fall only course)	3 credits	**NUTR 452** (Spring only course)	3 credits
CHEM 475 or any unfulfilled Gen.	3 credits	Any unfulfilled Gen. Eds. (if needed)	3 credits

Fall Semester Senior Year	Credits	Spring Semester Senior Year	Credits
Eds. (if needed)			
Semester Total Credits	12-15 credits	Semester Total Credits	12-15 credits

NOTE: An additional course may be necessary if you do not fulfill the Multicultural requirement simultaneously with another course. Course load may be reduced by taking courses in the summer.

Note: If Multicultural and International courses are taken under the General Education Domains, then the Total Credits are 120. NUTR 301 fulfills the International requirement.

Credit Requirements: Student must complete a minimum of 120 credits to graduate**.** Student must complete a minimum of 60 credits at a four-year institution**.** Student must complete last 30 credits in residency.
Courses are outlined by departmental preference, faculty availability, prerequisite requirements, and common course rotations.

SOCIAL AND BEHAVIORAL NUTRITION CONCENTRATION REQUIREMENTS

REQUIRED MATH, CHEM, and NUTR COURSES (37 CREDITS)

Please note that certain NUTR courses are offered in Fall-only and others are offered in Spring-only (i.e. once per year). Each course below is designated with its semester offering.
See FOUR YEAR PLAN examples starting on page 44.

Table 16

Course Category	Course Options	Credits
MATH 124	College Algebra **Pre-req**: MATH Placement Exam	3
CHEM 108	Introduction to Chemistry **Pre-req:** Minimum grade of C- in MATH 124 or higher	4
NUTR 326* (Spring-only)	Principles of Food Science **Pre-req**: Minimum grade of B in: NUTR 223; Minimum grade of C in: HMD 130, CHEM 108 or higher	3
NUTR 315 (Fall-only)	Field Experience in Nutrition **Pre-req**: NUTR 121 or 223, and NUTR 271	3
NUTR 408 (Spring-only)	Nutrition, Food and Policy **Pre-req**: NUTR 121 or 223, and NUTR 301	3
	12 SPECIALTY CREDITS FROM BELOW:	
ANTH 466 *or* 428	NUTR 428: Signifying Identities: Ethnicity, Nationality, Gender, and Class **Pre-req**: ANTH 101 and ENG 101 NUTR 466: Human Nutrition: Past, Present and Future **Pre-req**: ANTH 101	3
ECON 102 *or* 103	ECON 102: Principles of Microeconomics **Pre-req**: MATH Placement Test OR minimum grade of C in: MATH 124 or higher	3

Course Category	Course Options	Credits
	ECON 103: Principles of Macroeconomics **Pre-req**: Minimum grade of C in: MATH 124 or higher	
KIN 175	Physical Activity and Health **Pre-req**: none	3
SOC 403	Techniques of Social Research **Pre-req**: SOC 101 oe 102	4
	3 SPECIALTY CREDITS FROM HCA BELOW:	
HCA 175	U.S. Healthcare System **Pre-req**: none	3
HCA 201	Healthcare Law **Pre-req**: ENG 101	3
HCA 202	Epidemiological Concepts for Healthcare Administration (same as PBH 202) **Pre-req**: none	3
HCA 203	Multicultural Diversity and the US Healthcare System **Pre-req**: none	3
	3 SPECIALTY CREDITS FROM PBH BELOW:	
PBH 200	Multicultural Health **Pre-req**: none	3
PBH 205	Introduction to Public Health **Pre-req**: ENG 101 and 102; First Year Seminar (FYS) equivalent	3
PBH 210	Principles of Health Promotion **Pre-req**: none	3
PBH 440	Program Planning and Evaluation **Pre-req**: none	3
PBH 445	Food Access and Health **Pre-req**: PBH 205 and 340	3
PBH 455	Active Transport, Physical Activity and Health **Pre-req**: PBH 205 and 340	3
	3 SPECIALTY CREDITS FROM PSY BELOW:	
PSY 316	Foundations of Cognitive Psychology **Pre-req**: PSY 101	3
PSY 330	Foundations of Developmental Psychology: Infant & Child **Pre-req**: PSY 101	3
PSY 341	Foundations of Abnormal Psychology **Pre-req**: PSY 101	3
PSY 360	Foundations of Social Psychology **Pre-req**: PSY 101	3
PSY 421	Behavior Modification	3

Course Category	Course Options	Credits
	Pre-req: PSY 210, PSY 240 and PSY 341	
PSY 470	Health Psychology Pre-req: PSY 101, PSY 210 and PSY 240	3

*Must be taken Junior Year
**Must be taken Senior year
☑ Courses MUST be taken together

NUTRITION ELECTIVE OPTIONS (Choose 12 CREDITS)

Table 17

Course Category	Course Options	Credits
KIN 350	Psychology of Exercise and Sport **Pre-req**: KIN 200 **or** NURS 200 **or** PSY 210 **and** SOC 101 **or** PSY 101	3
KIN 391	Exercise Physiology **Pre-req**: KIN 200 or PSY 210 or NURS 200, and KIN 224	4
KIN 492	Clinical Exercise Physiology **Pre-req**: KIN 224 and KIN 391	3
KIN 494	Applied Kinesiology in Exercise and Sport **Pre-req**: BIOL 189/L, KIN 200, and KIN 391/L	3
NUTR 340 (Fall, Sp., Su.)	Introduction to Sports nutrition **Pre-req**: NUTR 121 or 223, and BIOL/KIN 224	3
NUTR 390 *Repeatable up to 6 credits*	Special Topics in Nutrition **Pre-req**: NUTR 121 or 223	3
NUTR 405** (Fall-only)	Advanced Nutrition for Physical Activity and Sport **Pre-req**: Minimum grade of C in: NUTR 223 and NUTR 311/311L	3
NUTR 407 (Fall-only)	Complementary and Integrative MNT **Pre-req**: NUTR 311/L	3
NUTR 426** (Fall-only)	Medical Nutrition Therapy I **Pre-req**: NUTR 311/L and BIOL/KIN 224	3
NUTR 427**☑ (Spring-only)	Medical Nutrition Therapy II **Pre-req**: NUTR 426 **Co-req**: NUTR 431	3
NUTR 429** (Fall-only)	Dietetics, Business, and Management Principles I **Pre-req**: FAB 230, NUTR 326, NUTR 311/L	3
NUTR 431**☑ (Spring-only)	Patient/Client Care in Nutrition and Dietetics **Pre-req**: NUTR 426 **Co-req**: NUTR 427	3
NUTR 450**☑ (Spring-only)	Nutritional Pathophysiology **Pre-req**: CHEM 108 or higher; Minimum grade of C in: KIN 224 and NUTR 311/L	3

Course Category	Course Options	Credits
NUTR 452** (Spring-only)	Advanced Nutrition **Pre-req**: Minimum grade of C in: NUTR 311/L or KIN 391 or KIN 492	3
NUTR 475* *Repeatable up to 6 credits*	Undergraduate Research in Nutrition **Pre-req**: NUTR 311/L; Permission of instructor required	1-3
NUTR 491* *Repeatable up to 9 credits*	Independent Study in Clinical Nutrition **Pre-req**: NUTR 311/L; Permission of instructor required	1-3
NUTR 495*	Practicum in Nutrition Education **Pre-req**: NUTR 311/L; Permission of instructor required	1-3
CED 420	Eating Disorders: Etiology and Treatment Pre-req: NUTR 370 or CED 320 or PBH 430	3
PSY 334	Foundations of Developmental Psychology: Adolescence & Adulthood **Pre-req**: PSY 101	3

*Application required WITH consent of instructor *prior to enrollment*.

Total Credits Required for the Degree: 120

SUGGESTED FOUR-YEAR PLAN OF STUDY for SOCIAL AND BEHAVIORAL NUTRITION CONCENTRATION

Freshman Year

Year Total: 33 credits

Table 18

Fall Semester Freshman Year	Credits	Spring Semester Freshman Year	Credits
Social Science	3 credits	Social Science	3 credits
Humanities	3 credits	KIN 223	4 credits
BIOL 189A/L	4 credits	ENG 102	3 credits
ENG 101	3 credits	SPECIALTY COURSE	3 credits
First Year Seminar (FYS)	2 credits	MATH 124	3 credits
Semester Total Credits	15 credits	Semester Total Credits	17 credits

Sophomore Year

Year Total: 34 credits

Table 19

Fall Semester Sophomore Year	Credits	Spring Semester Sophomore Year	Credits
SPECIALTY COURSE or Social Science	3 credits	SPECIALTY COURSE or Humanities	3 credits
NUTR 223 (Fall only course)	3 credits	**NUTR 301**	3 credits
NUTR 271 (Fall only course)	1 credit	SPECIALTY COURSE	3 credits
CHEM 108	4 credits	BIOL 251A/L	4 credits
Second Year Seminar (SYS)	3 credits	Fine Arts	3 credits
KIN 224	4 credits		
Semester Total Credits	18 credits	Semester Total Credits	16 credits

*This is **solely** a suggested plan of study and deviations are expected based on each student's circumstance.*

Junior Year

Admittance to Program Required
Year Total: 31 credits

Table 20

Fall Semester Junior Year	Credits	Spring Semester Junior Year	Credits
KIN 200 (NOT STAT 152 *NOR* ECON 261)	3 credits	US/NV Constitution	3 credits
NUTR 315 (Fall only course) or SPECIALTY COURSE	3 credits	**NUTR 311** (Spring only course)	3 credits
NUTR 370 (Fall only course)	3 credits	**NUTR 311** Lab (Spring only course)	1 credit
NUTR 470 (Fall only course)	3 credits	**NUTR 326** (Spring only course)	3 credits
Multicultural	3 credits	SPECIALTY COURSE or Social Science	3 credits
		NUTR Elective	3 credits
Semester Total Credits	15 credits	Semester Total Credits	16 credits

Senior Year

Admittance to Program Required
Year Total: 24-30 credits

Table 21

Fall Semester Senior Year	Credits	Spring Semester Senior Year	Credits
SPECIALTY COURSE or NUTR Elective	3 credits	SPECIALTY COURSE or NUTR Elective	3 credits
SPECIALTY COURSE or NUTR Elective	3 credits	SPECIALTY COURSE or NUTR Elective	3 credits
NUTR 315 (Fall only course) or SPECIALTY COURSE	3 credits	SPECIALTY COURSE or NUTR Elective	3 credits
NUTR 451 (Fall only course)	3 credits	**NUTR 408** (Spring only course)	3 credits
Any unfulfilled Gen. Eds. (if needed)	3 credits	Any unfulfilled Gen. Eds. (if needed)	3 credits
Semester Total Credits	12-15 credits	Semester Total Credits	12-15 credits

NOTE: An additional course may be necessary if you do not fulfill the Multicultural requirement simultaneously with another course. Course load may be reduced by taking courses in the summer.

Note: If Multicultural and International courses are taken under the General Education Domains, then the Total Credits are 120. NUTR 301 fulfills the International requirement.

Credit Requirements: Student must complete a minimum of 120 credits to graduate**.** Student must complete a minimum of 60 credits at a four-year institution**.** Student must complete last 30 credits in residency.
Courses are outlined by departmental preference, faculty availability, prerequisite requirements, and common course rotations.

CHAPTER VIII: POLICIES SPECIFIC TO THE NUTRITION SCIENCES STUDENTS' RIGHTS

POLICIES SPECIFIC TO THE STUDENTS' RIGHTS

Faculty members have identified the following rights that all students have within the University and B.S. Nutrition Sciences by virtue of their citizenship in a democratic society:

- To learn without discrimination
- To exercise the liberty to discuss, inquire, and express opinions
- To be evaluated fairly
- To confidentiality
- To have access to channels for grievance or clarification

Right to Learn: Admission is open to all students who are qualified, according to admission standards, without regard to any variable that might indicate differences from the majority of students. All facilities and services utilized to enhance student learning are open to all students.

Right to Exercise Liberty to Discuss, Inquire and Express Opinions: The faculty encourages free discussion, inquiry and expression in the classroom, and/or clinical areas. Discussion should occur in an atmosphere of civility and collegiality. The student's performance must be evaluated on an academic basis and not on personal opinions or conduct unrelated to nutrition and dietetics.

Student membership is actively promoted and students shall have a voice with no voting rights. Students are expected to be active members of the Student Affairs and Academic Affairs Councils and provide faculty with their individual opinions and those of the student body.

Students who have specific concerns about an instructor should discuss these perceptions with the DPD Director, Associate Dean for Academic Affairs or Assistant Dean of Undergraduate Affairs, after discussion with the faculty member.

Right to be Evaluated Fairly: Criteria for evaluation, in the form of course objectives, in the classroom and clinical areas are provided to each student in writing at the beginning of each course.

Student -teacher discussion based on written objectives of the course should occur several times during the semester. Constructive criticism/feedback should be provided early enough so that students have the opportunity to improve their performance prior to final grades. Students are expected and encouraged to identify behavior that supports their self-evaluation.

Formal evaluation of progress in a DPD course is completed at midterm and again at the end of the semester. Grades may be changed only by the instructor of the course and once submitted to the Registrar's Office may not be changed unless due to clerical error.

Students who perceive that an academic grievance has occurred may file an appeal as

specified in the Student Grievance Policy. The appeal process must be completed in 6 months.

Right to Confidentiality: Knowledge of the many facets of a student's experience e.g., social, political, values, etc., gained through frequent interactions, is considered confidential. References are written and records are available for employers or other interested persons only if written permission is provided by the student.

Permanent records are locked. Transcripts do not contain any information that is disciplinary or personal-only academic performance. Written knowledge of student's political or social beliefs is not included in any student records. Students may examine the contents of their records by making an appointment to do so. A member of the staff will remain with the individual while the records are reviewed, a note will be made in the file indicating that the student has reviewed the record.

Disclosure of Student Education Records and Directory Information: The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of student educational records of both current and former students. Each Nevada System of Higher Education (NSHE) institution is required to comply fully with the law. The Act makes a distinction between a student's education record and information classified as directory information. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer solely to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are defined as "eligible students" in the Act.

Education Records: Institutions must have written permission from the parent or eligible student in order to release any personally identifiable information from the student's education record. However, under certain conditions FERPA allows institutions to disclose those records, without consent, to the following parties or under the following conditions:

- School officials with legitimate educational interest
- Other schools to which a student is transferring
- Specified officials for audit or evaluation purposes
- Appropriate parties in connection with financial aid to a student
- Organizations conducting certain studies on behalf of the institution
- Accrediting organizations
- To comply with a judicial order or lawfully issued subpoena, provided that the institution makes a reasonable attempt to notify the student in advance of compliance
- Appropriate officials in cases of health and safety emergencies
- State and local authorities, within a juvenile justice system, pursuant to specific state laws

Directory Information: Under the provisions of FERPA, institutions may disclose, without consent, directory information to individuals upon request. Each NSHE institution must set a definition for its directory information, which may be more restrictive than that provided by FERPA. Directory information is defined in the Act as information contained in an educational record of a current or former student which would not generally be considered harmful or an

invasion of privacy if disclosed. The Act defines such information as included, but not limited to:

- Name
- Address
- Telephone number
- Date and place of birth
- Major field of study
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Dates of attendance
- Degrees and awards received
- Most recent previous educational agency or institution attended

Notification Requirements: Each NSHE (Nevada System of Higher Education) institution shall annually disclose its definition of directory information in writing and provide a form on which students may elect to be removed from the directory listing. The annual notification and form must be published within the first 5 pages of the institutional catalog and each class schedule. A common statement about the uses of directory information shall be provided on the form.

Privacy Statement: The following statement must appear in boldface type on the form used by students for requesting non-disclosure of directory information. Additional clarifying language may be added to this statement by the institution.

Sale of Directory Information: Student directory information for current and former students cannot be sold or rented for a fee by a UCCSN institution. Policy established by Board of Regents, March 2002, (NSHE CODE, Title 4, Chapter 1, Section 23).

STATEMENTS ON THE DIRECTORY INFORMATION PROCESS AT UNLV

Directory information about current and former students may be provided to individuals or mailing services outside the institution for a variety of purposes. When requested, this information is provided solely at the discretion of the institution. For example, directory information could be used by the institution to mail notices to all students about changes in policies, fees, or services.

Directory information may also be provided for commercial solicitation, honorary societies, or other purposes at the discretion of the institution.

At UNLV, directory information is defined as “education records”, which are any record, file, document, and/or other materials containing information directly related to a student that are maintained by the institution or a party acting on behalf of the institution”. If you do not wish the institution to release this information about you, please complete this form, and return it to the Office of the Registrar and the Office of DHS Advising by the deadline stated in the academic calendar. This request will apply permanently to your record until or unless you choose to reverse it.

- **Deadline**: Students shall be permitted until the end of the first 6 weeks of the fall or spring semester to submit a written request for non-disclosure of directory information. The deadline shall be published in the academic calendar of each institution.
- **Applicability**: The request for non-disclosure shall apply permanently to the student's record until or unless the student or former student requests in writing to reverse the non-disclosure order.

ABILITIES & TASKS REQUIRED FOR THE B.S. NUTRITION SCIENCES PROGRAM

The University of Nevada, Las Vegas is dedicated to the equality of educational opportunity and the creation and maintenance of a campus environment free of barriers which discriminates against individuals with disabilities. Equality of access is achieved through reasonable classroom accommodations and reasonable adaptation of examination and evaluation procedures. In the same vein, becoming an RDN requires the completion of a professional education program that is both intellectually and physically challenging. A student in the DPD program should be able to fully perform the essential functions in each of the following five categories.

- **Observation**: The applicant must be able to observe demonstrations and experiments in basic and applied sciences, as well as in didactic courses in nutrition and dietetics theory and practice. The applicant must be able to accurately observe a patient for the purpose of assessment, intervention, and evaluation. Observation requires the use of judgment as well as the functional use of the senses of vision and hearing, as well as other sensory modalities such as smell and touch.
- **Communication**: An applicant must be able to read, write, speak and understand English at a level consistent with successful course completion. The applicant must be able to communicate effectively and sensitively with patients and all members of the health care team.
- **Motor**: Applicants must have sufficient motor function to elicit information from patients by palpation, auscultation, percussion and other evaluative procedures. An applicant must possess all skills necessary to carry out diagnostic or therapeutic procedures and be able to interpret appropriate examination and procedures.
- **Intellectual**: The applicant must be able to measure, calculate, reason, analyze, evaluate and synthesize complex information. Problem solving is a critical skill demanded of RDNs and requires all of the aforementioned intellectual abilities. Students must be fully alert and attentive at all times in the clinical setting.
- **Behavioral and Social Attributes**: Applicants must possess the emotional health required for full use of their intellectual abilities, the exercise of good judgment, the prompt completion of all responsibilities attendant to the assessment, intervention and evaluation of patients and the development of mature sensitive and effective relationships with patients and co-workers. Applicants must be able to tolerate physically-taxing workloads and to function effectively under stress, adapt to changing environments, display flexibility and learn to function in the face of uncertainties inherent in the clinical care of many patients. Compassion, integrity, concern for

others, interpersonal skills interest and motivation are all qualities which each applicant should possess.

- **English Composition Skills:** Students should exhibit professional level composition skills. Faculty are expected to award or delete points on papers (essays, examinations, term papers, summaries on the client assessment forms, etc.) for usage of proper grammar and consistency and conciseness of thought. Students experiencing difficulty with English composition skills are encouraged to seek the assistance of the Writing Center for their assignments.
- **Computer Skills:** Students are expected to have basic computer skills when entering the DPD program. Students will use WebCampus-Canvas throughout their DPD courses. Students must be able to complete activities such as: e-mailing, posting on a discussion board, and using the internet. Formal papers are to be typed using APA or AMA Manual Styling, 11th edition, formats.
- **Computer Accounts**: To use the College Lab Computers it will be necessary for students to set up a computer account. The account is free and attached to your ACE account. Click **here** to activate your ACE account. To qualify for an account the student must be currently enrolled at UNLV.

ELECTRONIC COMMUNICATION

All UNLV students receive a **RebelMail** account (via Gmail) after they have been admitted to the university. **The RebelMail account is one of the primary ways students will receive official university communication**. If students do use this account, they miss out on important information about deadlines, major campus events, and announcements. The DPD will use the students RebelMail accounts to email important information about the program.

Students can have their RebelMail forwarded to their "preferred" email account – this ensures that students will stay in the UNLV campus-wide loop, and students will not have to check more than one account. Instructions to have one's RebelMail forwarded to one's preferred email address can be found **here**.

Students will be asked to provide their RebelMail addresses to the DPD. This RebelMail addresses will be utilized to advise students of policy changes, scholarship opportunities, announcement of School- or Department-related events, etc. The student will be accountable for information disseminated through RebelMail.

ATTENDANCE & CLASSROOM POLICIES

Attendance in Classes: Class attendance (online or in-person) in the DPD program is expected and required. Students are permitted to miss **up to one (1) unexcused** Live Class Sessions without a penalty *with communication made to the instructor prior to the class meeting*. From the second unexcused absence on, a **minimum 10% deduction** will be taken from your overall grade at the end of the semester. However, exceptions will be made on a case-by-case basis for those who properly communicate with instructor(s) and provide legitimate documentation related to medical or emergency issues that may result in multiple absences.

Absences: Failure to **log in to/attend two (2) or more Live Class Sessions (online or in-person)** will result in a 10% deduction from your overall course grade at the end of the

semester. **NOTE**: Recorded Live Class Sessions will NOT be automatically posted to WebCampus-Canvas, and you will need to communicate with your instructor in order to gain access to the Live Class Session Recordings which will be determined on a case-by-case basis.

Tardiness: Arriving any time beyond the expected designated start time. Students arriving late may be asked to leave the classroom.

Professional Behavior in Class: Students will display respect for peers and faculty in speech and action in the classroom, via email or any written communication, via phone or any oral communication, clinical and all forms of social media. Differences of opinion are presented in a professional and appropriate manner. While critical thinking and a spirit of inquiry are strongly encouraged, expressions of anger and aggressiveness which infringe upon the rights of others will not be tolerated. Cell phones should be turned off during class and clinical. Students should not engage in personal conversations while faculty, or peers, are actively teaching or presenting. Students are expected to be on time for class. Any behavioral issues will be directed toward the Office of Student Conduct. Students may be administratively dropped from a course for unprofessional behavior.

Change in Class Schedule: The DPD reserves the right to amend the information published in the Class Schedule. Changes which may occur are day, time, instructor, or location.

Children in Class: Neither students, nor faculty, shall bring babies or small children into the classroom or clinical practice areas. Having babies and children in the classroom is disruptive, even when the visitors are quiet. Faculty do not wish to be placed in a position in which they must deny individual students the opportunity to attend class if they bring babies or children. Thus, students should make prior alternative arrangements for appropriate child care.

Cancellation of Class: The DPD reserves the right to cancel any course in which the enrollment is insufficient to warrant offering the course.

Employment During the Program: Full-time students are encouraged not to engage in full-time employment while enrolled in the B.S. Nutrition Sciences program. Students must maintain their GPA to complete the program. Students should be aware that the B.S. Nutrition Sciences program assumes no responsibility for their activities as an employee of an agency. The student is personally and professionally responsible and liable for any activity he/she participates in while employed. Students may not wear the UNLV logo or UNLV student name tag at their place of employment.

FIELD EXPERIENCE & CLINICAL POLICIES

Field Experience & Clinical Policies: Both voluntary & assigned field and clinical experiences may occur in agencies (sites) outside, yet affiliated with UNLV. Student access to these clinical facilities is regulated by contracts (i.e. Educational Affiliation Agreements) between the University and the agency/site, covering policies such as background checks, immunizations, drug testing, malpractice and health insurance requirements. Students who do not meet agency's requirements will be denied access to that facility.

It should be noted that the student is not considered an employee of the agency/site where the field or clinical experience takes place and has no claim for employee benefits such as sick

leave, social security, retirement benefits, worker's compensation or unemployment benefits.

Attire in the Field/Clinical Area: Students within the B.S. Nutrition Sciences program must comply with the policies of the various field and clinical agencies/sites where field or clinical practice is scheduled. Students should be aware that in addition to the dress code addressed below, additional restrictions and infection control policies may be required in specific departments of the agencies.

Field/Clinical Dress Code that may be required (*please note that these dress code policies do not apply to your Nutrition Sciences courses, only to field or clinical experience agencies/sites outside of UNLV).* NOTE: Agency policy supersedes this program policy:

- Uniforms and Shoes
    - Uniforms and lab coats may be required. Wearing clothing with UNLV Nutrition Sciences or UNLV Nutrition Center is up to the discretion of the agency. Shoe requirements will be determined by the facility/agency. Professional dress is required at all times. A student may be sent home or dismissed from the course with repeated non-compliance.
- Name Tag
    - The UNLV student name tag and insignia may be required in the clinical area. These can be purchased from Boulevard Trophy with approval from the Nutrition Sciences Director.
- General Grooming
    - Students are expected to be free of body odor. This includes use of deodorant, daily showering/bathing and oral care. The use of perfumes and/or fragrances is not allowed in the acute care setting due to the possible patient/client sensitivity or allergy to these substances. Students should refrain from smoking while in uniform, as the smoke clings to clothes and is an irritant to patients. Make-up should be subdued.
- Hair
    - Hair should be clean and neatly groomed. Long hair must be worn up or secured back from the face so as not to obstruct visual acuity and/or affect client safety. Hair should be in natural colors. Male student are to be clean shaven or have a neatly trimmed beard.
- Fingernails
    - This policy may be in effect at any of our affiliated agencies. Agency policy supersedes this policy. Due to the risk for spread of infection, students are not permitted to use artificial nails. Artificial nails include, but are not limited to: wraps, acrylics, tips, tapes, any appliqués other than those made of nail polish, and nail piercings. Nails must be trimmed so they are no longer than 1/8 inch past the tip of the finger to prevent puncture of gloves, and injuring patients or other care providers. Polish must be in good repair without cracks or chips. If polish is worn it must be of a neutral color or clear. Attention must be given to cleaning around the base of the nails and cuticles when washing hands.

- Jewelry and Tattoos
    - This policy may be in effect at any of our affiliated agencies. Agency policy supersedes this policy. No jewelry is permitted except for a wedding band and one pair of small pierced earrings without dangles in lobes only. Visible body jewelry must be removed in the clinical area (e.g. tongue, eyebrow or other body piercing). All visible tattoos must be covered.
- Students in Community Dietetics Practicum courses
    - This policy may be in effect at any of our affiliated agencies. Agency policy supersedes this policy. Each student may be required to purchase a polo shirt and/or nametag. Other clothing requirements are at the discretion of the agency/facility. Shoes should be closed toed and should be appropriate to the attire. High heels may not be allowed. Professional dress is required at all times. A student may be sent home or dismissed from the course with repeated non-compliance.

Immunizations and Health Screening: Nevada Administrative Code (NAC) Chapter 441 A.7555 requires that all students, regardless of age, must provide documentation of having received the Tetanus Diphtheria (Td) immunization within the last 10 years. In addition, students born in or after 1957 must provide proof of immunity for the following: measles, mumps, and rubella. This information is provided to Student Enrollment Services prior admission to the university. Other immunizations and/or health screenings may be required by the agency/facility.

Students may be required to have a physical exam to ensure they are in good health and can perform the duties of the practicum.

Students may be required to show proof of health insurance to the agency/facility. The student is responsible to determine that their health insurance coverage includes provisions for emergency room visits in the event of a needle stick or other high-risk exposure in the clinical setting, as well as the costs of anti-HIV drugs if the physician determines the medications are warranted.

Drug Screening and Background Checks: Agencies/facilities may require a drug screen and criminal background check. If required, students will be instructed on the procedure. Students must complete this with UNLV and with approval of the Director of Nutrition Sciences. Students are responsible for these costs.

Basic Life Support Validation: Students may be required to maintain Health Care Provider Skills (American Heart Association).

Patient Confidentiality: An important part of RDNs code of ethics is maintaining the client's confidentiality. Therefore, written work submitted to the instructor must never contain the client's full name. Client problems must not be discussed with family or friends. If the School ascertains that a client's confidentiality has been violated, the student violating the confidence will be subject to disciplinary action. Use of cameras, video phones, or any form of image recorder in the clinical area is strictly prohibited without specific arrangements and

written permission from the school, patient/guardian and clinical agency.

Removal of Student from Field/Clinical Experiences: Faculty members reserve the right to alter the field and clinical experiences of any students to maintain patient/client or public comfort and safety. A student may be denied access to patients/clients or the public for: 1) a single clinical assignment period; 2) the remainder of any course; or 3) all current and remaining courses.

In accordance with the DPD's purposes and field/classroom objectives, examples of unsafe or unprofessional behavior include, but are not limited to: inadequate preparation for safe patient/client or public care; a pattern of lateness; failure to seek appropriate assistance with new or unfamiliar procedures; questionable decisions based on expected knowledge level; lack of insight and understanding of own behaviors and behaviors of others; a requirement for continuous detailed supervision or direction to provide safe patient care; dishonest or unprofessional interactions with patients, families, staff, faculty or peers; engaging in practice when not mentally or physically fit; and/or placing or leaving a patient in a hazardous condition or circumstance.

Removal from a Single Field/Clinical Experience: The student will be informed by the instructor of his/her unsafe or unprofessional behavior which is the reason for removal, and will be informed of the conditions necessary for the student to return to the clinical experience. The student will immediately and safely leave the field or clinical area. The DPD Director is informed. The Student Unprofessional Behavior will be filled out by the instructor describing the behavior and the conditions for return. This will be printed to allow the student to sign this form before returning to the field/clinical area. The signed copy is placed in the student's record.

Removal from the Clinical Setting for the Remainder of a Course: On the basis of more than one unsafe or unethical incident, a faculty member may determine, in consultation with DPD Director/Undergraduate Coordinator that a student needs to be removed from the field/clinical setting for the remainder of the course. Documentation of relevant incidents and notes regarding conferences with the student will be reviewed, as well as possible conferences with the student, and other faculty who have taught the student in previous clinical courses. If the instructor and DPD Directors/Undergraduate Coordinator deem that removal is appropriate, a written decision with rationale and with conditions that could allow for reinstatement in the field/clinical setting in subsequent semesters is provided to the student for his/her signature, and a copy is placed in the student's record. If the theory and field/clinical portion of the course are combined, the student will not be allowed to participate in the theory portion of the class until reinstatement occurs. The student has the right to challenge this academic determination under the academic grievance procedures found in the Student Grievance Policy.

Removal from All Field/Clinical Settings (Suspension from the B.S. Nutrition Sciences Program): A faculty member, in consultation with the DPD Director/Undergraduate Coordinator, may determine that a student may need to be removed from all field/clinical settings because of a pattern of unsafe or unethical conduct, or because of a particularly

serious incident of unethical or unsafe conduct in a clinical setting. The faculty member reviews the recorded documentation of the relevant incident(s), including any guidance or remediation that has been offered. The faculty member, DPD Director/Undergraduate Coordinator, and the Associate Dean discuss the observed behaviors, the problems identified, the guidance/teaching strategies employed, including remediation and outcome and the rationale for a recommendation to remove the student from all field/clinical settings. Further information may be obtained from previous clinical instructors who have taught the student. A meeting between the Associate Dean of Academic Affairs and the student occurs to discuss the student's perception. The DPD Director/Undergraduate Coordinator and Associate Dean will decide whether or not to remove the student. The DPD Director/Undergraduate Coordinator will provide a written decision with rationale and suggestions for assisting the student. The student receives a written removal from all field/clinical experiences and is requested to sign the original. The DPD Director/Undergraduate Coordinator informs the student in writing of the consequences of suspension from the B.S. Nutrition Sciences program. The student may complete courses that do not have a field/clinical component in the semester of removal if desired, and if documented behaviors have no potential risk to classmates and/or faculty. The student has the right to challenge this academic determination under the Student Grievance Policy.

Health Conditions of a Continuing Nature and Clinical: In the event of pregnancy, students may continue clinical in accordance with agency policy. Student health problems of a continuing nature may be referred to the Student Affairs Council for recommendations.

Transportation to Clinical Sites: Students must provide their own transportation to the various agencies for clinical experience.

Student Responsibility: Each student assumes all risks and is solely responsible for any injury or loss sustained while traveling to or participating in the B.S. Nutrition Sciences program, operated by the University of Nevada, Las Vegas, School of Integrated Health Sciences, at their field/clinical sites and throughout their program unless such injury or loss arises solely out of the site's gross negligence or willful misconduct.

By signing the final page of this B.S. Nutrition Sciences Student Handbook, as a student at UNLV, I agree to accept the responsibilities described above.

Review of Examinations: Students who wish to personally review examinations should ask the instructor to do so within 48 hours of the examination date. After that period of time, the instructor will not make adjustments to the exam grade due to miscalculations (consult individual class outlines for specific information). Some instructors may not allow the review of exams.

GRADING POLICY FOR THE B.S. NUTRITION SCIENCES & ACCESS TO STUDENT FILES

The Grading Scale for B.S. Nutrition Sciences Courses is as follows:

A	93-100%
A-	90-92.99%
B+	87-89.99%
B	83-86.99%

B-	80-82.99%
C+	77-79.99%
C	73-76.99%
C-	70-72.99%
D+	67-69.99%
D	63-66.99%
D-	60-62.99%
F	0-59.99%

Posting of Grades: Program faculty will post grades on WebCampus-Canvas throughout the semester for students to track their own, individual progress. In addition, important announcements and messages may be posted to inform students of course progression, so be sure to enable all WebCampus-Canvas notifications. Contact **UNLV's OIT** if you're having problems enabling this feature.

Final semester grades are made available to students by the University via MyUNLV at the close of the semester (after program faculty have manually entered grades into MyUNLV). Grades are not given out by telephone nor to any individual not included on any given students' FERPA form. See **UNLV's FERPA Policy** for more information.

Grade Calculation: The numerical value for the final course grade will be determined by each individual instructor. Please not that it is ***not*** a program policy for final grades to be rounded, however, each instructor may choose to round up in special circumstances. See each course syllabus for details.

Passing Grades: A passing grade is a "C" in all NUTR and elective courses. A grade of C- or below is considered a "failing grade" in this B.S. Nutrition Sciences program and students will not be permitted to progress in the program until the course is successfully passed with the minimum required grade.

A passing grade is a "B" in all PRE-NUTR courses (i.e. NUTR 223, 271 and 301), and a passing grade is a "C" in all program prerequisite courses (i.e. MATH, BIOL, CHEM, KIN 223, KIN 224). A grade of B- or below is considered a "failing grade" in the PRE-NUTR courses, and a grade of C- or below for all other courses, and students will not be admitted to the program until the course is successfully passed with the minimum required grades.

If a student needs to repeat a course, space in not guaranteed. Space will be granted for students in the proper sequence before those repeating a course.
These requirements are in addition to maintenance of an overall GPA of 2.75 or higher.

Access to Student Files: All actively enrolled B.S. Nutrition Sciences students have consistent access to their own student files via the University's electronic record-keeping system, **MyUNLV**. Within MyUNLV, students can enroll/register for classes, apply for financial aid, view & download unofficial transcripts, request official transcripts, check transfer credit status, and view course & grade history.

Within MyUNLV, program faculty/instructors can check rosters, input grades and communicate class information.

In addition, the DPD Director and the Office of DHS Advising have abilities to grant permission for enrollment (in special, extenuating circumstances).

Upon request, any actively or inactively enrolled B.S. Nutrition Sciences student may contact the DPD Director/Undergraduate Coordinator or Office of DHS Advising to gain access to any and all student file information, including but not limited to requests for Verification Statements, Degree Worksheets, copies of DPD applications or Student Handbook Signature Pages, etc. (see DPD Director contact information on **page 3**).

PROGRAM PROGRESSION, WITHDRAWAL, DISMISSAL, AND REINSTATEMENT

Program Completion: From the time of the student's enrollment in the first B.S. Nutrition Sciences class (i.e. NUTR 370), the program must be completed within **three (3) calendar years** (i.e. 150% of program length). If completion is not achieved within this time period, the student will have to petition the Student Affairs Council for an extension, and the student may be asked to repeat courses taken prior to the three-year (program) time limit or six-year (degree) time limit (all coursework dates must be within 5 years of the program graduates' graduation date).

Program Progression: UNLV B.S. Nutrition Sciences students must maintain a semester GPA of 2.75: If a student does not achieve a semester GPA of 2.75, the student must meet with the Division of Health Sciences Advising Center and will be placed on academic probation.

A passing grade is a "C" or higher in all upper-division NUTR and elective courses. A grade of C- or below is considered a failing grade and students will **not** be permitted to progress in the program until the course is successfully passed with the minimum required grade. If a student needs to repeat a course, space in not guaranteed. Space will be granted for students in the proper sequence before those repeating a course.

NOTE: At UNLV, if a student retakes a course ONE time, then the highest grade is calculated into the overall GPA. However, after two (2) retakes, the grades are then averaged (i.e. D, D, C) by the Registrar before being added to the overall GPA. Be distinctive and selective in the courses you may choose to retake.

Withdrawal from B.S. Nutrition Sciences Courses

Withdrawal When Successful and Passing: If a student has been successful in previous and currently enrolled courses with a NUTR prefix, the student may withdraw from the B.S. Nutrition Sciences course(s) provided that the student has a 2.75 grade at the time of withdrawal. The NUTR course(s) are repeated when available. *The student is not considered non-successful for the withdrawn B.S. Nutrition Sciences course(s).*

Withdrawal When Failing Present Course, but Successful in Other B.S. Nutrition Sciences Courses: If a student withdraws from a B.S. Nutrition Sciences course when the student's

grade at that point in the course is less than 2.75 (C), the withdrawal will be considered a non-successful completion of the course. If the student has been successful in all other B.S. Nutrition Sciences courses, the withdrawal will be considered the student's first non-successful B.S. Nutrition Sciences course. The student will be allowed to repeat the B.S. Nutrition Sciences course only when available (each NUTR course is only offered once per academic year). *It is not necessary for the student to petition to retake the course.*

Withdrawal when Passing Present Course, & Non-Successful in Other B.S. Nutrition Sciences Courses: If a student has been non-successful in a previous B.S. Nutrition Sciences course, and withdraws from a current B.S. Nutrition Sciences course with a passing grade (C or higher) at the time of withdrawal, the withdrawal will not be considered a non-successful course outcome. The student will be allowed to repeat the course when available (each NUTR course is only offered once per academic year). *It is not necessary for the student to petition to retake the B.S. Nutrition Sciences course.*

Withdrawal when Failing Present Course & Non-Successful in Other B.S. Nutrition Sciences Courses: If a student has been non-successful in a previous B.S. Nutrition Sciences courses, and withdraws from a current B.S. Nutrition Sciences course when failing (GPA less than 2.75), the withdrawal will count as the second non-successful course. **The student will be suspended from the B.S. Nutrition Sciences program**. *The student will be allowed to continue taking the other B.S. Nutrition Sciences courses enrolled in for that semester.*

Withdrawal from Two B.S. Nutrition Sciences Courses when Failing: If a student withdraws from two DPD courses when failing (whether in the same semester, or two different semesters) **the student is suspended from the B.S. Nutrition Sciences program**. *Withdrawing when failing is considered non-successful, and **two** non-successful B.S. Nutrition Sciences courses are criteria for dismissal from the B.S. Nutrition Sciences program.*

Decisions related to grading will be determined by the program faculty member according to the work the student has made available to the program faculty member at the time of withdrawal. *It is the student's responsibility to obtain written documentation from the course instructor to verify the passing/failing status at the time of withdrawal.*

If a course in which the student was non-successful is a prerequisite or co-requisite (i.e. requiring concurrent enrollment) *to other B.S. Nutrition Sciences courses, as identified in the current catalog, the student will not be allowed to progress*. **All prerequisite or co-requisites must be successfully completed prior to progression to any course scheduled in subsequent semesters.**

Dismissal From the B.S. Nutrition Sciences Program

Based on Academic Performance: Unsuccessful completion of two or more B.S. Nutrition Sciences courses may result in immediate dismissal from the DPD.

Based on Unsafe or Unprofessional Conduct in Classroom, Lab, or Field/Clinical Setting: In

addition to observation of the University regulations on classroom conduct and the statement on Academic Dishonesty, students in the B.S. Nutrition Sciences program must act in a safe and professional manner. Unsafe or unprofessional behavior in a clinical or classroom area may be grounds for immediate dismissal from a B.S. Nutrition Sciences course and/or program, regardless of previous academic or clinical performance. (See pages 48-49, 61-67, and Removal from Field/Clinical Experiences in the Field/Clinical Policies Section.)

Steps in Dismissal Procedure:

1. The instructor will make the initial judgment as to a student's unsafe or unprofessional behavior. After conferring with the student concerning the behavior or incident, the program faculty member has the right to immediately dismiss the student from the instructional area until further judgments regarding progression in the course can be made.
2. Serious cases of misconduct, as defined by the **UNLV Rules and Disciplinary Procedures for Faculty**, will be referred to the administrative officer of the rules for appropriate action. From that referral point, the policies and procedures detailed in Chapter 6 of the NSHE Code will be followed.

Removal of Dismissal: Students may seek readmission to a course in the B.S. Nutrition Sciences program *after one academic year*. Application for readmission is made to the Student Affairs Council, and must adhere to the following B.S. Nutrition Sciences program guidelines:

1. Students must present evidence that deficiencies have been corrected.
2. Placement of students readmitted to the B.S. Nutrition Sciences program shall be determined by the Student Affairs Council.
3. Students must reapply to the B.S. Nutrition Sciences program through the Office of DHS Advising, pending DPD Director/Undergraduate Coordinator approval.

Reinstatement to the B.S. Nutrition Sciences Program

Reinstatement requires approval of the DPD Director/Undergraduate Coordinator of after reapplying to the B.S. Nutrition Sciences program. If reinstatement is recommended, the recommendation may include stipulations. Reinstatement is **not** automatic and is dependent upon the student's total record of performance and room availability. The privilege of reinstatement is **only granted once** at the next opportunity that class space is available.

PETITION, GRIEVANCE, APPEALS & FORMAL COMPLAINTS PROCEDURES

B.S. Nutrition Sciences Student Grievance Policy: In the event a student of the B.S. Nutrition Sciences program believes they have been discriminated against on the basis of sex, gender identification, race, religion, age, handicap, ethnic/cultural background or national origin, the student is advised to contact **UNLV's Office of Diversity Initiatives**. Further procedures will be initiated through **UNLV's Office of Equal Employment and Title IX**.

Any situation in which a student alleges that a B.S. Nutrition Sciences program administrative

or academic policy is faulty or its application has resulted in unfair treatment is considered "grievable". *The burden of proof to establish a case for a hearing rests with the student*. All forms for the grievance process are obtained from the Student Affairs Council. The student first follows the Informal Grievance Procedure. The DPD Director /Undergraduate Coordinator may be used for consultation by the student, program faculty, or administrator during any phase of the informal process.

If the grievance is not resolved through the informal procedure, a formal grievance may be filed.

The general chain of command at the university level is: School of Integrated Health Sciences (SIHS) Academic Standards Committee, SIHS Assistant Dean, SIHS Associate Dean, SIHS Dean, University's Academic Standards Committee, University's Faculty Senate Grievance Petition, University's Executive Vice President and Provost, and University's President.

Informal Grievance Procedure

Informal Grievance Procedure: The informal procedure will be instituted within a reasonable time,but no later than the midterm of the semester following the event, **and the student will document all events**. The DPD Director/Undergraduate Coordinator may be consulted by the student, program faculty member(s), or administrator(s) during any phase of the informal process. The student must consult the DPD Director/Undergraduate Coordinator no later than in Step 2 (see below) for grievances involving an administrator(s) or Step 3 (see below) for grievances involving a faculty member(s).

If the complaint involves a **faculty member(s)**:

- **Step 1**: The student will try to arrive at an acceptable resolution of the grievance with the program faculty member(s) in question.
- **Step 2**: If no acceptable resolution is reached in Step 1, the student will meet with both the program faculty member(s) and the DPD Director/Undergraduate Coordinator.
- **Step 3**: If no acceptable resolution is reached in Step 2, the student in consultation with the DPD Director/Undergraduate Coordinator.
- **Step 4**: If no acceptable resolution is reached in Step 3, the student may institute a formal grievance as outlined below (page 66).

If the complaint involves an **administrator(s)**:

- **Step 1**: The student will try to arrive at an acceptable resolution of the grievance with the program faculty administrator(s) in question (DPD Director/Undergraduate Coordinator).
- **Step 2**: If no acceptable resolution is reached in Step 1, the student Faculty Advisor will meet with the administrator(s) and the Chair of the Department of Kinesiology and Nutrition Sciences (KNS).
- **Step 3**: If no acceptable resolution is reached in Step 2, the student and Faculty Advisor will meet with the SIHS Assistant and/or Associate Dean.
- **Step 4**: If no acceptable resolution is reached in Step 3, the student and Faculty Advisor

will meet with the SIHS Dean.

- **Step 5**: If no acceptable resolution is reached in Step 4, If no acceptable resolution is reached in Step 3, the student may institute a formal grievance as outlined below.

Formal Grievance Procedure

- **Step 1**: Student will file the appropriate grievance or petition form with the **Faculty Senate Academic Standards Committee**. *Please note that a student may not use this procedure to appeal a grade received as a sanction of academic dishonesty.*
- **Step 2**: When filing the grievance, clearly explain the nature of the grievance (the course, the instructor, the semester involved, and/or the details of the action causing the grievance) and provide documentation to support your claim. Submit **three** (3) copies of your documents to the University's Faculty Senate (faculty.senate@unlv.edu). The Faculty Senate Program Officer will notify the KNS Dept. Chair that a grievance has been filed, and copies of the grievance and supporting documentation will be distributed to the KNS Dept. Chair and DPD Director/Undergraduate Coordinator. The additional copy will be housed in the Faculty Senate Office. Upon receipt of the grievance and documentation, the KNS Chair will obtain input from the DPD Director/Undergraduate Coordinator or appropriate faculty or staff member, make a recommendation, and forward the petition and documentation to the SIHS Dean, Assistant and/or Associate Dean or appropriate committee within the School of Integrated Health Sciences (SIHS). After a recommendation is made at the SIHS-level and the proper signatures are obtained, the petition and all input will be forwarded to the Faculty Senate's Academic Standards Committee for a decision. All parties involved will be notified of the committee's decision. The Department or School is requested to attach a copy of applicable regulations, bylaws, etc., along with exams, assignments, and the syllabus of the course involved in the allegation.
- **Step 3**: If it is determined that a hearing shall be held, the SIHS Assistant and/or Associate Dean will notify the Chair of the Academic Standards Committee who will notify the student, hereafter known as the complainant, and faculty member(s) or administrator(s) now referred to as respondent(s).
- **Step 4**: The Academic Standards Committee will meet and decide on a meeting time and place for the hearing, and set up time lines for submission of further documentation and supporting evidence including witness lists by both the complainant and respondent(s).
- **Step 5**: The hearing will be held during a business day in the SIHS.
- **Step 6**: The Academic Standards Committee will notify all parties of the hearing; when and where it will be held; deadline for submission of supporting documents and evidence including names of witnesses; a list of Academic Standards Committee members; and when the complainant, respondent(s), and Academic Standards Committee members may obtain copies of all materials.
- **Step 7**: The complainant and the respondent(s) must submit to the Academic Standards Committee all documents and supporting evidence, name of advisor, and

names of witnesses **five** (5) business days prior to the hearing.

- **Step 8**: The Academic Standards Committee will have available all materials **three** (3) business days prior to the hearing. All parties are responsible for obtaining all materials from the Academic Standards Committee or their designate.

Hearing Process

The procedure for the hearing process can be obtained from the **Chair of the Academic Standards Committee**. A written report at the conclusion of the hearing is sent to both parties, and the SIHS Assistant and/or Associate Dean. Either party may appeal the decision of the Academic Standards Committee to the SIHS Assistant and/or Associate Dean, or the person acting in that position. An appeal may be initiated by filing a written notice of appeal with the SIHS Assistant and/or Associate Dean, including a memorandum stating that grounds for the appeal(s), not later than **seven** (7) business days after the date of the written findings and decision(s) of the Academic Standards Committee is received.

Failure to Appear: Failure of the Complainant to appear at the hearing implies that the grievance is withdrawn and the hearing will be dismissed. Failure of the Respondent(s) to appear implies that they do not wish to speak and the hearing will continue in their absence.

Record of the Hearing: A record of the vote and one copy of all material, including the Grievance Resolution Forms I and II, will be sealed and kept in the office of the SIHS Assistant and/or Associate Dean for at least **five** (5) years.

STATEMENT OF RESPONSIBILITY

Each student assumes all risks and is solely responsible for any injury or loss sustained while traveling to or participating in the UNLV B.S. Nutrition Sciences program, operated by the University of Nevada, Las Vegas (UNLV), School of Integrated Health Sciences (SIHS), at any volunteer and/or practice site and throughout their program unless such injury or loss arises solely out of the site's gross negligence or willful misconduct. *As a B.S. Nutrition Sciences student at UNLV, I agree to accept the responsibilities described above*.

STUDENT ORGANIZATION MEMBERSHIP BENEFITS

B.S. Nutrition Sciences program students are strongly encouraged to become members of the **UNLV Student Nutrition and Dietetics Association (SNDA)**. This membership provides students with networking, volunteer/community service, and leadership opportunities, plus so much more.

HANDBOOK APPROVAL PROCESS

The B.S. Nutrition Sciences Student Handbook, which reflects the B.S. Nutrition Sciences program policies, procedures and curriculum planning, will be updated on a yearly basis to reflect changes made in accordance with ACEND (when applicable), course offerings, and any other University-level updates. The handbook will be reviewed by the DPD Director/Undergraduate Coordinator with input from the KNS Department Chair, Nutrition Sciences Program Faculty, and the UNLV Office of General Council (as needed).

Last revision: June 2026

CHAPTER IX: STUDENT CONFIRMATION OF UNDERSTANDING SIGNATURE PAGE

I comprehend the information presented in the UNLV Nutrition Sciences Welcome Letter. **I agree to abide by the policies and procedures below throughout the remainder of my undergraduate studies in the B.S. Nutrition Sciences program**. I comprehend the information presented below:

- The degree requirements including required courses, minimum 2.75 GPA requirement, and the minimum letter grade of a C for all NUTR courses.
- The additional program fees including course fees, professional liability insurance and possible immunizations, drug, and criminal background checks.
- I have read and understand the attendance (page 26) and assessment (page 27) policies.
- Student membership in the UNLV Student Nutrition and Dietetic Association (SNDA) is strongly encouraged although not required.
- It is recommended that I obtain nutrition-related experiences outside of the classroom to increase my chances of getting into graduate programs and professional schools.
- I understand this is a preparatory program for the nutrition profession with **high standards for academic integrity and professional behaviors, interactions and attitudes with all program directors, instructors, lab coordinators, supervisors, academic advisors, preceptors and peers**, and if at any point I violate these policies and standards, *I am eligible to be removed from this B.S. Nutrition Sciences program*.
- That I have read the Welcome Letter and policies above in its entirety and fully understand and comprehend the program policies as stated.
- *As a B.S. Nutrition Sciences student at UNLV, I agree to accept the responsibilities described above.*

Student Name: _____ Date: _____

Student Signature: _____ Date: _____

DPD Director/Undergraduate Coordinator: _____ Date: _____

This signature page will be placed in your permanent student file that is maintained in the Nutrition Sciences Office.

Contact the DPD Director/Undergraduate Coordinator for a signed copy at **samantha.coogan@unlv.edu**.