



**Master of Science in
Clinical Nutrition & Dietetics**
COLLEGE OF HEALTH & WELLNESS

**Johnson & Wales
University**

Welcome

Welcome to the Johnson & Wales University (JWU) Master of Science in Clinical Nutrition & Dietetics (MSCND) Graduate Program. We are excited to have you join our new and innovative program.

The ACEND® FEM GPs integrate didactic coursework with supervised experiential learning (SEL) in a competency-based curriculum designed to prepare nutrition and dietetics graduates for future practice. This 16-month hybrid program includes at least 1000 hours of supervised practice to meet ACEND® requirements for the Commission on Dietetic Registration (CDR) registration examination for dietitians.

The purpose of this handbook is to provide current and prospective students information regarding the program and program's policies and procedures. Other university-wide policies and procedures that affect students are found in the JWU Providence Catalog ([2023-2024 JWU Catalog](#)) and the JWU Providence Handbook and the [College of Professional Studies Handbook](#).

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Introduction

Students in the MSCND program should use this Handbook in conjunction with the: 1. JWU Catalog; 2. JWU Student Handbook; and 3. MSCND SEL Workbook. In the event that this handbook conflicts with and/or is more restrictive or specific than the JWU Catalog or Student Handbook, the provisions in this handbook shall apply.

By enrolling at Johnson & Wales University, students agree to conform to the rules, codes, and policies as outlined in this publication, in the catalog, and in all applicable student handbooks, including any amendments. Students must abide by all the rules, codes, and policies established by the university both on and off campus. The MSCND program-specific policies are in addition to university policies. All catalogs and handbooks are available online at [JWU](#) and at Student Academic & Financial Services. The JWU student handbook, catalog, and other publications contain important policies, procedures, and rules that are not included in this document.

Please read these resources carefully and thoroughly. The university reserves the right to amend this handbook and change or delete any existing rule, policy, or procedure, or to add new rules, policies, and procedures at any time and without prior notice.

If a student has questions that cannot be answered by these resources, the student should discuss them with the Program Director. Students are required to sign the attestation statement on the last page of this handbook as a condition for participation in the MSCND program.

Accreditation Status

Johnson & Wales University's Master of Science in Clinical Nutrition & Dietetics Graduate Program is a candidacy program seeking accreditation by the Accreditation Council for Education in Nutrition and Dietetics (ACEND®) for the Academy of Nutrition and Dietetics (Address: 120 South Riverside Plaza, Suite 2190, Chicago, IL 60606-6995, Phone: 800/877- 1600, ext. 5400, E-mail: ACEND@eatright.org, Website: <https://www.eatrightpro.org/acend>). The program is an ACEND Future Education Model (FEM) Graduate Program (GP).

ACEND® Future Education Model Graduate Programs integrate didactic coursework with supervised experiential learning in a competency-based curriculum designed to prepare nutrition and dietetics practitioners for future practice. Program graduates will be eligible to take the Commission on Dietetic Registration (CDR) credentialing exam to become a Registered Dietitian Nutritionist.

Effective January 1, 2024, CDR will require a minimum of a master's degree to be eligible to take the credentialing exam to become an RDN. The JWU's MSCND provides a master's degree in addition to the coursework and supervised experiential learning required to take the credentialing exam. For more information about this requirement visit the [CDR Website](#).

Johnson & Wales University Mission and Guiding Principles

Johnson & Wales University... an exceptional education that inspires professional success and lifelong personal and intellectual growth.

In support of our mission and recognizing the importance of preserving our unique student-centered culture, we are guided by the following principles:

- Undertake continuous improvement and planning for a sustainable future.
- Foster an evidence-based teaching and learning environment.
- Support faculty scholarship to advance our status as a comprehensive university.
- Maximize student potential by further enriching our academic programs with experiential and work-integrated learning.
- Value our faculty and staff.
- Embrace diversity for a richly inclusive community.
- Practice ethical citizenship in all aspects of university life.
- Act as a good steward of our resources to support the needs of our students, faculty and staff.

[JWU Mission and Guiding Principles](#)

University Essential Outcomes

Professional Competence

Graduates will demonstrate the knowledge and skills required to succeed in their chosen profession.

Foundation for Lifelong Learning

Graduates will demonstrate the knowledge and skills necessary for lifelong learning, including competence in communication, critical and creative thinking, quantitative and scientific reasoning, and the ability to evaluate, integrate, and apply knowledge from multiple perspectives when making decisions and solving problems.

Global and Community Citizenship

Graduates will demonstrate the necessary skills, including an awareness of ethical responsibility and cultural / global diversity, to live and work collaboratively as contributing members of society.

[University Essential Learning Outcomes](#)

Program Description

The innovative 16-month MSCND hybrid program serves students who have earned a bachelor's degree and have completed the required prerequisite courses, and meets requirements set forth for students seeking RD/RDN credentialing. Each new cohort begins in the fall semester (or in the summer if prerequisites are required) and completes the program at the end of the next fall semester.

The program builds upon JWU's tradition of hosting strong culinary nutrition and nutrition and dietetics programs. Students take courses in nutrition and health wellness, research and inquiry, grantsmanship, nutrition education and counseling, current topics in nutrition, advanced medical nutrition, culinary nutrition and foodservice management, and clinical supervised experiential learning (SEL) with emphasis on interprofessional collaboration. The SEL experience includes at least 1,000 hours of professional and alternative experiential learning.

Upon completion of the program requirements, students receive a Master of Science in Clinical Nutrition & Dietetics and a verification statement to confirm their eligibility to take the Commission on Dietetic Registration credentialing exam for the opportunity to become a RD/RDN.

Program Mission

The mission of the JWU MSCND program is to prepare entry-level registered dietitian nutritionists by fostering a strong academic and supervised experiential learning experience emphasizing advanced nutrition science, evidence-based practice, interprofessional education, and cultural competence.

Program Goals & Objectives

Program goal 1: Graduates will apply evidence-based nutrition science to clinical practice settings as entry-level Registered Dietitian Nutritionists (RDNs).

Program objectives for Goal 1

1. At least 80% of students complete program requirements within 24 months (150% of the program length).
2. Of graduates who seek employment, at least 70% are employed in nutrition and dietetics or related fields within 12 months of graduation.
3. At least 80% of program graduates take the CDR credentialing exam for dietitian nutritionists within 12 months of program completion.
4. The program's one-year pass rate (graduates who pass the registration exam within one year of first attempt) on the CDR credentialing exam for registered dietitian nutritionists is at least 80%.

5. At least 75% of employers responding to graduate evaluations will rate program graduates as good to excellent.

6. At least 75% of program graduates who respond to a post-graduate survey will rate their preparation for professional competency as good to excellent.

7. At least 90% of program graduates who respond to a post-graduate survey will report routinely using current evidence-based research in their professional practice.

Program Goal 2: Graduates will be prepared to work as integral members of the healthcare team by participating in interprofessional practice with various providers.

Program Objective for Goal 2

1. At least 75% of program graduates who respond to a post-graduate survey will report participating as part of an interprofessional team in a professional capacity.

Program outcomes data are available upon request.

Requirements to Become a Registered Dietitian Nutritionist (RDN)

There are three requirements to becoming and practicing as an RDN by following ACEND®'s Future Education Model Pathway (which applies to JWU's MSCND program).

1. Successful completion of the program's didactic and supervised experiential learning experiences as well as competency assessments.
2. Pass the national RDN credentialing exam: The Commission on Dietetic Registration (CDR) provides a national exam at various testing centers throughout the nation.
3. Obtain licensure in the state of practice, if applicable: it is applicable in RI, MA, and CT (as well as many additional US states). Refer to Rhode Island Center for Professional Boards and Licensing [Rhode Island Department of State - Dietitians Nutritionists](#) website to learn more about licensure in RI or read about licensure statutes and information by state at [Licensure Map](#).

For more information, please visit the [Academy of Nutrition and Dietetics website](#) or review the Registered Dietitian Nutritionist Fact Sheet [Registered Dietitian Nutritionist Fact Sheet](#).

Estimated Cost of Attendance

For information visit: [JWU Graduate Tuition & Fees](#) (Students who do not have a sufficient nutrition-based background will be required to take six additional credits.)

Estimated Additional costs:

- Dietetics Inclusive Centralized Application Service (DICAS) application fee (at least \$50; DICAS charges \$50 for the first program and \$25 for each additional program)
- Laptop, speakers or a headset, microphone, and webcam (\$1,000)
- Academy of Nutrition and Dietetics student membership (\$58)
- Professional liability insurance (\$25-\$60)
- Physical examination (varies)

- Drug Testing and Background check (\$100)
- Flu shot for current season (\$25-\$35)
- Two lab coats, hair coverings, apron, closed-toe shoes with non-slip soles (average \$90-\$210)
- Books and supplies (\$1,200 plus optional purchase of Jean Inman Study materials \$385)
- Students must provide for their own health insurance, housing and living expenses, and transportation to and from supervised experiential learning sites.
- Students must have access to a computer and printer.

**All tuition and fee schedules are subject to change from semester to semester. In addition to tuition, costs will include textbooks and materials/supplies for supervised experiential learning.

Academic and Program Calendar or Schedule

[JWU Academic Calendar](#)

Curriculum and Program Completion Requirements

MS in Clinical Nutrition & Dietetics Plan of Study

Semester 0 SUMMER (6 credits):

- DIET5030 Introduction to Dietetics I (3 credits)
- DIET5060 Introduction to Dietetics II (3 credits)
 - For students without a DPD Verification Statement

Semester 1 FALL (12 credits):

- NUTR5100 Macronutrients in Human Nutrition (3 credits)
- NUTR5200 Micronutrients in Human Nutrition (3 credits)
- NUTR5300 Nutrition for Health and Wellness (3 credits)
- + DIET5350 Nutrition for Health & Wellness Experience (3 credits)

Semester 2 SPRING (12 credits):

- RSCH5700 Research and Inquiry (3 credits)
- NUTR6200 Grantsmanship and Publication (3 credits)
- NUTR5500 Nutritional Counseling and Education (3 credits)
- + DIET5550 Nutritional Counseling and Education Experience (3 credits)

Semester 3 SUMMER (12 credits):

- DIET5600 Culinary Nutrition and Foodservice Management (5 credits)
- DIET5700 Current Topics in Nutrition Seminar (1 credit)
- NUTR6100 Advanced Clinical Nutrition (3 credits)
- + DIET6150 Clinical Supervised Practice Experience I (3 credits)

Semester 4 FALL (12 credits):

- NUTR6900 Nutrition Capstone (3 credits)

- + DIET6450 Clinical Supervised Practice Experience II (9 credits)
(3 WEEK SPECIALTY ROTATION)

48 credits (54 if non-DPD entry)

+ Identifies a Supervised Experiential Learning course related to the course directly above it

As described above, the degree requirements include completion of 48 credit hours (54 for those requiring DIET5030 Introduction to Dietetics I [3 credits] and DIET5060 Introduction to Dietetics II [3 credits]) and at least 1000 hours in professional and alternative experiential learning.

Grading

Students must complete and pass all semester courses before they can progress to the next semester of the program. Successful academic performance in the program is demonstrated by passing all required courses, rotations, and other program requirements with a grade of B- or better and maintaining a minimum cumulative GPA of 3.0/4.0. For more information, please go to [JWU Grading System](#)

Graduation Requirements

To remain in good standing and to graduate from the program, students must meet the following performance standards:

- Maintain a cumulative GPA of 3.0 or higher.
- Earn a grade of “B-” or better in all courses.
- Achieve at least “Met Expectations” for all assessed competencies.
- Repeat a course only once for the purpose of earning a passing grade.
- Meet the minimum level of performance for any learning assessment that is used for the purposes of assessing an ACEND competency within the expected timeframe.
- Obtain at least the minimum number of supervised experiential learning hours (1000) required for the program.
- Complete the program in at least 24 months (150% of the time allocated for program completion).

Upon completion of all program requirements and MS in Clinical Nutrition & Dietetics degree conferral by JWU, the program director will provide graduates with verification statements within three weeks and notify The Commission on Dietetic Registration (CDR) within four weeks, at which time the graduate assumes responsibility for scheduling and taking the RDN exam. Students are encouraged to take the exam promptly after completing the program.

Distance Education Components and Technology Requirements

The MSCND is a hybrid program that includes online and in-person coursework, all students must have access to internet services throughout the program. Students must ensure all technological requirements are met by reviewing the list found here: [Technology Services – Support & Resources | JWU CPS](#) <https://online.jwu.edu/student-services/technical-resources>.

E-mail is the official method of communication to university students. Students must use their JWU email account and check it daily. The program is not responsible if students have inaccurate or missed information because they do not routinely check their e-mail accounts. Ulearn is the official learning management system (LMS) for the MSCND program. Students are expected to check Ulearn frequently for course updates, materials and grades.

Student Identification on Electronic Learning Assessments

Students must use their sign-in and password to access Ulearn and any other software systems/applications associated with the program, such as Exxat. Students should keep their password private and should not share it with anyone.

Introduction to Supervised Experiential Learning

The ACEND FEM GPs integrate didactic coursework with supervised experiential learning (SEL) in a competency-based curriculum designed to prepare nutrition and dietetics graduates for future practice. SEL is “planned experiential learning activities in which students perform tasks under supervision to demonstrate mastery of ACEND competencies. Experiential learning activities can include case studies, role-playing, simulation and practice in professional work settings.” ACEND defines alternate experiences as “an activity that resembles or imitates real-life work experiences through guided, participative experiences that evoke or replace substantial aspects of the real world in a fully interactive manner.” The program focuses on meeting competencies rather than completing a certain number of hours in a particular rotation. Students document their hours for state licensure and program assessment. The number of hours students spend on individual learning activities will vary from student to student, but students must complete a minimum of 1000 supervised experiential learning hours. Likewise, completing the minimum number of hours does not guarantee a passing grade or competency achievement. Course syllabi include details about learning activities and the related competencies.

Supervised Experiential Learning Hours

The SEL coordinator seeks to place students in clinical, foodservice, and community sites. Students learn by assisting preceptors with various tasks and working independently on assigned projects. Students must be present during the hours selected by the preceptor regardless of the time of day or day of the week, except for JWU holidays or vacations. Students will document their hours via time logs or an assessment management system such as EXXAT. Using these tools, the SEL coordinator will track supervised experiential learning hours in professional work settings and in alternate experiences such as simulation, case studies and role playing. The SEL coordinator will verify hours by reviewing preceptors’ evaluations and student reports.

SEL students must not be used to replace employees at their assigned sites.

The JWU MSCND students are not compensated as part of the program and must not be used to replace employees.

Supervised Experiential Learning (SEL) Sites and Preceptors

SEL rotation placement for each student is the responsibility of the SEL Coordinator. The program makes all decisions regarding student placement. The program develops and maintains many sites and educates preceptors who work with the program to provide supervised practice experience and training. Students are not required to find their own rotation sites or preceptors. While students may have the opportunity to request new sites and/or preceptors, they may not independently develop or arrange

their own SEL experiences. Rotations take place in several different areas of practice, including community, clinical inpatient and outpatient, and food service management.

Students must follow all policies and procedures in the MSCND SEL Workbook.

Depending on the student's professional or academic background, a choice of SEL sites may be available; but once the rotation schedule is set, rotation site assignments are non-negotiable. The program is not required to consider each student's personal circumstances in making site assignments. While personal considerations are respected, when possible, the primary focus of rotation assignments is to give each student a well-rounded learning experience. Therefore, students are required to attend each site to which they are assigned. Students may not switch rotation assignments with other students or arrange their own rotations. If students need to leave a placement due to circumstances beyond their control, the SEL coordinator will make every effort to help them find another placement.

Prior Learning

Students accepted into the program may receive credit/hours for previous graduate-level coursework. Graduate-level coursework include nutrition and dietetics courses from an accredited college or university. Previous undergraduate or DPD coursework will not be accepted. The MSCND program does not give credit hours for previous work experience towards meeting program course requirements. Students who are interested in receiving credit (1) must be accepted into the program, (2) submit official transcripts to the Nutrition & Dietetics Department, and (3) submit a portfolio to the program for evaluation of competencies. For prior earned credits to be considered, students are required to meet competencies and performance indicators. Competencies and performance indicators are labeled as "knows," "shows," and "does." A template will be provided for form submission.

Competencies

The ACEND® competencies are found at the end of this document in Appendix A.

Program Monitoring, Retention, Remediation, and Disciplinary/Dismissal Procedures

Monitoring

The MSCND program faculty have created admissions requirements and prerequisites with student success in mind. Admitted students have the background they need to successfully meet ACEND® competencies, complete the program, and pass the CDR examination. Knowledge and skills acquired early in the program prepare students for learning more challenging information and meeting competencies in higher level courses.

Course instructors provide feedback on student assignments through didactic instruction. Formative and summative assessment activities in didactic courses provide an opportunity for faculty and students to monitor student progress. Formative assessments vary from course to course and provide students with frequent instructor feedback that helps them to identify areas of strength and areas for improvement. Students may not receive grades for some formative activities. Examples of formative assessment in didactic courses include discussion boards, projects, reflection papers, and providing feedback on draft papers and individual sections of projects. Summative assessment occurs after didactic instruction,

formative assessment, and informal assessment of learning activities. Examples of summative assessment include research projects, case studies, exams, and portfolios.

SEL instructors and preceptors provide feedback throughout professional and alternative supervised experiential learning rotations. Students receive preceptor feedback at the beginning, during, and/or at the end of the rotation. If preceptors identify areas of weakness, they will discuss their concerns with the student and faculty in a timely manner.

Formative and summative assessment activities in SEL provide an opportunity for faculty and students to monitor student progress. Formative assessment varies among SEL experiences and provides students with frequent instructor and preceptor feedback that helps them to identify areas of strength and areas for improvement. Formative assessment during SEL might be a preliminary review of student competence as they progress towards achievement of the desired level of competency. Examples of formative assessments in SEL include assignments submitted prior to and during rotations, early patient encounters, and preliminary assessment of student achievement of competencies. Summative assessment in SEL typically occurs at the end of a rotation or course and evaluates students' competence level.

Students will have opportunities to self-evaluate throughout their courses and SEL rotations. Faculty members provide feedback on learning assessments directly in ULearn. Additionally, students receive informal feedback from faculty members and preceptors throughout the program. Students are responsible for monitoring their personal academic progress, completing program requirements, and remaining in good standing within the program.

The program director monitors didactic and supervised experiential learning to ensure students meet the minimum level of performance and achieve proficiency in all competencies (please see the remediation policy). With the assistance of the academic administrative coordinator, the program director collects, records, and evaluates summative assessment data of the entire program at the end of each semester. The program director and faculty will notify underperforming students and meet with them in a timely manner. If a student's cumulative GPA falls below 3.0, or a student earns less than B- in any course, they will be placed on MSCND probation which may lead to dismissal from the program.

Retention and Student Support Services

Faculty advisors assist students in understanding and meeting program requirements. Students must meet with their assigned faculty advisor at least once per semester for academic advising and to discuss assessment of progress. During these advising sessions, faculty advisors will also speak to students about their strengths and any concerns about meeting program expectations. Students who need assistance will be counseled to use resources available to them. The university has several resources to assist students:

- Academic Success Center: <https://catalog.jwu.edu/handbook/studentservices/academicsuccesscenter/providence/>
- Accessibility Services: <https://catalog.jwu.edu/handbook/studentservices/accessibilityservices/providence/> .
- Counseling Services: <https://health.jwu.edu/providence/providence-counseling-services.html>.
- Health Services: <https://health.jwu.edu/providence/providence-health-services.html> .
- Financial Aid: <https://catalog.jwu.edu/financingyourdegree/financialaid/>

It is the student's ultimate responsibility to actively participate in their own academic success. This includes awareness of academic performance, capacity for self-reflection, potential mitigating circumstances leading to a degradation of their typical academic performance, and the ability to address academic concerns.

Remediation

Remediation is an opportunity to correct unsatisfactory academic performance, academic progress, and/or professional conduct issues in the program. An opportunity for remediation should not be assumed, as it may not be offered. Students will be encouraged to contact faculty members and their faculty advisor with questions or to seek instruction, advice, and resources to support their individual learning and academic performance. As described above under Student Performance Monitoring, faculty and preceptors monitor students' progress through formative and summative assessment throughout the program. Receiving an unsatisfactory grade on an assignment or competency assessment requires remediation at the course or rotation level. Students who do not progress towards meeting one or more competencies will meet with their instructor to create a remediation plan. If the student's progress does not improve within an agreed upon time, the student will meet with their preceptor and instructor to determine a path towards meeting course and program competencies. The instructor will forward the plan to the program director.

The program director reviews end-of-the-semester-grades and competency achievement reports. They determine if the student needs further remediation and contact them to discuss their progress. After considering all pertinent circumstances in each case—including but not limited to the student's demonstrated dedication to learning, active participation in the educational program, overall academic/supervised experiential learning performance, regular attendance, individual initiative, professionalism, and utilization of available resources—individual faculty members, in consultation with the student's faculty advisor, the supervised experiential learning coordinator, and/or the program director may recommend a remediation plan including a timeline for completion and criteria for successful remediation. Copies of the remediation plan and outcomes of remediation will be maintained in the individual student's program file. **Students who fail to meet these requirements will be subject to dismissal from the program.**

Repeat of Failed Courses

A course grade less than B- is considered a failing grade. If granted the opportunity to remediate as described in the above section titled "Remediation," MSCND students may be allowed the opportunity to remediate only one failed course or rotation throughout the entire program. The MSCND program faculty and staff will provide support and access to appropriate assistance to help all students restore good academic standing. All courses within the MSCND program follow a sequence and some are offered only once per year so any course that must be repeated may result in deceleration from the current cohort. This may necessitate a delay in graduation and could involve additional time enrolled as a student and additional tuition and fees. Failure to earn a B- or better in a course or rotation on the second opportunity will result in academic dismissal from the program.

Students at Risk

The program director and a faculty member will meet with any MSCND student unable to meet the above minimum academic progression standards or their remediation plan (within the timeframe specified in the plan). The program director and faculty will outline the reasons for minimal chances for

success in the program and will counsel the student on alternate career paths. The director will explain the career paths that require a Verification Statement and those that do not. If the student wants to change their program of study, they can do it at any time by going to academic services and transferring out of the program.

Academic Probation

At times, despite remediation and retention efforts, students may be placed on probation. This will occur when students fail to maintain a 3.0 GPA or to attain a B- or better in all program courses. Students on probation risk permanent dismissal from the university if they are unable to attain Good Standing by the end of the following semester. For more information visit

<https://catalog.jwu.edu/handbook/academicpolicies/academicstanding/>

Academic Recovery

Academic Recovery is a collaborative process between the student and their assigned advisor/academic advisor to explore and address the circumstances that may have led to their probation status. Students not in good academic standing will not be able to register until they have met with their assigned academic advisor. At this meeting, the academic recovery plan will be reviewed. An academic agreement outlining the grades needed to return to good academic standing will also be developed and the schedule hold will be removed. Students are urged to make an appointment with their assigned academic advisor at the beginning of their probation semester.

Academic probation may affect a student's ability graduate. Graduate program students and Accelerated Master's Program students are allowed a maximum of two semesters on academic probation.

Academic Dismissal and Appeal Process

Academically dismissed **undergraduate and graduate students** may no longer matriculate at the university for at least one semester and are expected to work on academic deficiencies. Unless the program requires otherwise, the summer is an optional semester and is not counted as a semester off. To return to the university, students must petition the Academic Appeals Committee, providing a letter of intent and documentation of academic improvement. The committee, which meets once per semester, will also consider appeals that document mitigating circumstances. Students may only appeal dismissal once and the decision of the committee is final. All students should discuss this process and semester-specific deadlines with their assigned academic advisor.

Disciplinary/Dismissal

Academic Standing Standards: Graduate Programs – Clinical Nutrition & Dietetics

Status at Start of Semester	Total Credit Hours Attempted	Cumulative GPA	Status after Semester Completion
Good Standing	0–higher	3.0–4.0	Good Standing
Good Standing	0–higher	2.0–2.99	Probation 1 st Semester
Good Standing	0–higher	0–1.99	Academic Dismissal

Status at Start of Semester	Total Credit Hours Attempted	Cumulative GPA	Status after Semester Completion
Probation 1 st Semester	0–higher	3.0–4.0	Good Standing
Probation 1 st Semester	0–higher	2.0–2.99	Probation 2 nd Semester
Probation 1 st Semester	0–higher	0–1.99	Academic Dismissal
Probation 2 nd Semester	0–higher	3.0–4.0	Good Standing
Probation 2 nd Semester	0–higher	0–2.99	Academic Dismissal
Academic Warning	0–higher	3.0–4.0	Good Standing
Academic Warning	0–higher	0–2.99	Academic Dismissal
Academic Standing Standards			

Note: For course grades below C, students may be dismissed, decelerated to the next cohort, and/or delayed in graduation.

Satisfactory Academic Progress – Financial Aid

<https://catalog.jwu.edu/handbook/generalinformationandpolicies/satisfactoryacademicprogress/>

Deceleration

Deceleration is the loss of students from their entering cohort. Under extraordinary circumstances, students may be permitted to decelerate. Deceleration occurs when students are granted permission to disengage from their entering cohort and join the following year's cohort. A student requesting deceleration must communicate the request in writing with the program director. The program director will present the request to the faculty for discussion and recommendations and make a final decision. Any student who is granted deceleration and joins the following year's cohort will be held responsible for meeting the policies, procedures, and curricular requirements as defined by the MSCND Handbook for that cohort. This may necessitate additional course work and/or delay graduation. A delayed graduation could involve additional time enrolled as a student and additional tuition and fees.

Deceleration may occur only once. The student must meet the following criteria to be considered for deceleration:

Current minimum cumulative GPA of 3.0 in the MSCND program *Note: if a request occurs during the first semester of the program, student must have sufficiently demonstrated the commitment, dedication, and academic aptitude needed to be successful in the program.

Demonstration of behavior, attitude, and ethics consistent with professional demeanor expected of a MSCND student is determined by the program director in his/her sole discretion.

Academic Dishonesty

Instances of academic dishonesty, including but not limited to cheating, plagiarism, and unauthorized collaboration, are prohibited under the Student Code of Conduct. Examples of violations of academic integrity include turning in another person's work as your own, not citing sources of information in written work or presentations, copying and pasting from a source without citing it. You are also not allowed to use an artificial intelligence service like Chat GPT to complete an assignment or help you complete an assignment or test, etc., unless authorized to do so by the applicable faculty member. Allegations of academic dishonesty that originate in the academic setting are managed by faculty and resolved through the Academic Integrity Review Process found at <https://catalog.jwu.edu/handbook/academicpolicies/academicintegrity/>

Institutional Review Board Policies on Protecting Human Participants in Research

MSCND students must also adhere to the Institutional Review Board (IRB) policies on protecting human participants in research. Students should refer to JWU's IRB policies when conducting human-related experiments or survey research. For more information about IRB at JWU, visit: <https://www.jwu.edu/about-jwu/institutional-research.html>

Equitable Treatment

Johnson & Wales University does not discriminate on the basis of race, color, national origin, age, sex, sexual orientation, disability, religion, gender identity or expression, genetic information, marital status, pregnancy, veteran status, or any other legally protected status in admission of students, in its programs and activities, or its employment, as required by Title IX and other laws. Inquiries about nondiscrimination can be made to: Nondiscrimination Coordinator, 8 Abbott Park Place, Providence, RI 02903, 401-598-2703, titleix@jwu.edu, or the Office for Civil Rights, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC, 20202-1100, 800-421-3481. Individuals found responsible for acts of discrimination will be subject to the Student Code of Conduct and/or Human Resource policies, as appropriate. To review the university's full Prohibited Discrimination and Harassment Policy, including contact information for the nondiscrimination officer and how to file a complaint visit <http://catalog.jwu.edu/handbook/generalinformationandpolicies/discriminationandharassment/>

Process for Filing and Handling Complaints

Students enrolled in the JWU MSCND program follow the university's established policy and procedures for the handling of complaints and grievances as set forth in the Johnson & Wales University Providence Campus Student Handbook. For more information visit <http://catalog.jwu.edu/handbook/generalinformationandpolicies/>.

The process outlined in the Student Handbook provides students with recourse to administrators other than the program director. The university's notice to prevent retaliation against those filing a complaint or grievance is also set forth in Complaints and Grievances, Academic and Administrative Complaints in [Complaints and Grievances < Handbook | Johnson & Wales University \(jwu.edu\)](#).

If a student believes their rights have been violated, they should first review the Johnson & Wales University Providence Student Handbook. [Complaints and Grievances < Handbook | Johnson & Wales University \(jwu.edu\)](#)

If a student feels that their academic rights have been violated, they are to speak with the course instructor or the MSCND program director. If the student believes further action is necessary, they are to contact the dean of the College of Health & Wellness. For perceived violation of non-academic rights, the student should contact the dean of students. Phone numbers are provided in the Student Handbook. When appropriate, complaints can also be filed with the University Nondiscrimination Coordinator (8 Abbott Park Place, Providence, RI 02903) or reported to Human Resources & Payroll, or to any department chair, dean, vice president, or university officer. Complete information on students' rights and complaint procedures can be found in the Johnson & Wales University Student Handbook. For more information visit [Complaints and Grievances < Handbook | Johnson & Wales University \(jwu.edu\)](https://www.jwu.edu/Complaints-and-Grievances-Handbook)

Process for Submission of Written Complaints to ACEND

ACEND® has established a process for reviewing complaints against accredited programs in order to fulfill its public responsibility for assuring the quality and integrity of the educational programs that it accredits. Any person may submit a complaint against any accredited program to ACEND®. However, the ACEND® board does not intervene on behalf of individuals or act as a court of appeal for individuals in matters of admissions, appointment, promotion, or dismissal of faculty or students. It acts only upon a signed allegation that the program may not be in compliance with the accreditation standards or policies. The complaint must be signed by the complainant. Anonymous complaints are not considered.

The Complaint Investigation Form can be accessed on <https://www.eatrightpro.org/acend/public-notices-and-announcements/filing-a-complaint/>. The Complaint Investigation Form can be emailed to ACENDReports@eatright.org or mailed to the Chair, the Accreditation Council for Education in Nutrition and Dietetics at the following address:

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

Insurance Requirements

Health Insurance:

[Student Health Insurance Plan](#)

Liability Insurance: [Student Services - Liability Insurance](#)

Liability for Safety in Travel

Students are responsible for their own transportation to all supervised experiential learning sites. The university will not be responsible for any incidents or accidents or damages therefrom (whether to property or from bodily injuries) that may occur during such transportation.

Injury or Illness

Students must notify their course instructors in the event of sickness, injury, or other emergency that necessitates absence from any course activity. If illness, injury, or emergency requires a student to miss a supervised experiential learning activity, they must notify their preceptor as well as the SEL coordinator with as much advance notice of the scheduled arrival time as possible.

If students become ill or injured while at any SEL facility, they will report to the preceptor, who will advise the student as follows:

- a. If the injury or illness is an emergency, call 911.
- b. If the illness or injury is not severe or life threatening, request that the student contacts their area health care provider.
- c. If the student does not have an area provider, direct them to the nearest urgent care or emergency care center.

Any injury must be reported to the preceptor at the facility, and the student must follow facility policies for such injuries. This may include but is not limited to an emergency department or urgent care visit, physician clearance, or a visit to Johnson & Wales University Health Services. If emergency treatment is needed, it will be at the student's expense. Students must assume the cost of hospitalization if required.

Documentation of the incident must be completed by the student, signed by the preceptor, and forwarded (via email) to the program director. In the event of any injury requiring medical attention, a letter of clearance from a treating medical provider or from Johnson & Wales University Health Services must be sent to the SEL coordinator prior to the student returning to the facility. Students are not covered by worker's compensation as they are not employees of JWU or the affiliated facilities.

Drug and Alcohol Policy, Drug Testing and Criminal Background Checks

Drug and Alcohol Policy

[Drug and Alcohol Policy](#)

Background Checks and Drug Screenings

Continued enrollment in the JWU MSCND program is based upon satisfactory results on background checks and drug screenings. After admission but prior to enrollment, all MSCND students are subject to a university-mandated background check. Some SEL sites may require repeat or further testing of students, such as additional background checks (including fingerprint screens), drug testing, and/or drug screening. The student is responsible for all costs related to these tests. If a student has an unsatisfactory finding on a background check or a positive drug screen for a non-prescribed controlled substance, such information will be forwarded to the university's background check review committee. A student may be denied enrollment depending on the circumstances regarding the offense or, if already enrolled, suspended or removed from the MSCND program or the university and suspended or removed from supervised experiential learning experiences. In the event a student has an unsatisfactory finding on a background check, sites may deny the student placement. Students may also be subject to disciplinary proceedings. Failure to submit to a background check will result in denial of admission to or dismissal from the program.

Disclaimer

Felony convictions may preclude national and/or state certification and/or licensing.

Schedule: Vacations, Holidays, Attendance, and Leaves of Absence

The MSCND program Academic Calendar usually aligns with the published JWU Academic Calendar. Semester start-, stop-, and other dates may differ. Johnson & Wales publishes academic calendars online at [Academic Calendars | Academics | Johnson & Wales University \(jwu.edu\)](#) Students should

consult with the program director prior to scheduling non-program activities. Program schedules are subject to change, and it is the student's responsibility to be aware of and comply with the changes.

Attendance is essential to student success. Attendance is mandatory at all assigned classes, labs, supervised experiential learning rotations, and testing sessions. Interprofessional education (IPE) activities are team-based. They are required sessions by the program and the accreditation body. Student presence at these sessions is a professional responsibility.

Promptness is another professionalism trait the healthcare practitioner must display. Students must arrive on site on time, preferably 5-10 minutes early. Repeated tardiness is considered unprofessional conduct, and, at the discretion of the faculty member, the student will be referred to their assigned faculty advisor, and/or the program director to discuss this matter.

The purpose of the university's attendance policy is to help students develop a self-directed, professional attitude toward their studies and maximize their educational opportunities. Regular class attendance provides fundamental educational value and offers the most effective means to gain command of the course concepts and materials.

Students taking online classes must engage in course activities. To meet these expectations, students must arrange their schedules to minimize conflict with other commitments, including personal commitments, or work. When students encounter difficulty meeting these requirements, they must contact their faculty member to discuss the concern. Students should consult the course syllabus and course instructor for specific faculty policies on attendance and make-up work within a course.

Students should not attend in-person events if they are genuinely ill, have a fever, or suspect that they may have a communicable illness (such as the flu). To avoid issues with missed work or information, the student is responsible for making up any missed work and contacting the faculty member to ensure they receive all necessary information from class(es). When a problem related to missed work cannot be resolved at the program level, the student will be referred to JWU Student Affairs and the Director of Student Conduct. This office will review the case and determine sanctions that could include probation, suspension, or dismissal from the program and university.

JWU recognizes that, from time to time, a student may derive educational and personal value from taking a personal leave of absence from their studies. Students contemplating personal leaves are strongly encouraged to consider carefully their individual situations, including progress toward degree completion and whether circumstances dictate that they should temporarily interrupt their course of study at JWU.

Students wishing to take a personal leave from JWU may do so, with the approval of a program director and communication with Student Academic Services. A personal leave of absence functions as a withdrawal from the university, during which time the student is not enrolled at JWU. If a student intends to take a personal leave from JWU, they should review associated information in the [student handbook](#) meet with their program director, and complete the online [University Withdraw Form](#)).

Dress Code Policy

As a representative of the MSCND program, the image projected must be a professional one. Students must always dress professionally. Revealing, inappropriate, or offensive clothing is not permitted in the

classroom or supervised experiential learning rotations. Along with a neat and tidy appearance, students are expected to maintain appropriate personal hygiene. Students participating in any supervised experiential learning rotation are required to adhere to the dress code of the facility.

Appropriate attire and grooming in the didactic setting include clean and neat clothing and hair, (including facial hair), trimmed fingernails, and minimum jewelry and fragrances.

The following should be avoided: plunging or revealing necklines, midriff exposures, strapless or strapped blouses, cropped tops, tank tops, mini-skirts, clothing with offensive slogans, or and/or clothing with excessive tears, holes, or rips. Students are not to wear hospital-specific attire (such as scrubs) unless told to do so. Students are expected to wear appropriate footwear while attending class.

SEL preceptors and MSCND program faculty reserve the right to address concerns and remove any student from a supervised experiential learning activity who is not appropriately dressed.

Outside Employment and Other Activities

Students are expected to commit full-time to the program and are **highly discouraged** from seeking outside employment or other extra-curricular activities. Students must remain in good academic standing and outside schedules are not a consideration in the scheduling of program orientation, on-campus activities, courses, or SEL rotations. During rotations, students are expected to fulfill the minimum number of SEL hours, and a majority of rotations will require the student to be onsite for 32 hours or more per week and/or require students to complete hours during weekends.

Appendix A:

ACEND Future Education Model Graduate Degree Competencies

K = Knows, S = Shows, D = Does * denotes an enhanced competency [ACEND Enhanced Competencies](#)

Unit 1: Foundational Knowledge: Apply foundational sciences to food and nutrition knowledge to meet the needs of individuals, groups, and organizations.

- 1.1 Applies an understanding of environmental, molecular factors (e.g. genes, proteins, metabolites) and food in the development and management of disease. (S)
- 1.2 Applies an understanding of anatomy, physiology, and biochemistry. (S)
- 1.3 Applies knowledge of microbiology and food safety. (S)
- 1.4 Integrates knowledge of chemistry and food science as it pertains to food and nutrition product development and when making modifications to food. (S)
- 1.5 Applies knowledge of pathophysiology and nutritional biochemistry to physiology, health and disease. (S)
- 1.6 Applies knowledge of social, psychological and environmental aspects of eating and food. (S)
- 1.7 Integrates the principles of cultural competence within own practice and when directing services. (D)
- 1.8* Applies knowledge of pharmacology to recommend, prescribe and administer medical nutrition therapy. (S)
- 1.9* Applies an understanding of the impact of complementary and integrative nutrition on drugs, disease, health and wellness. (S)
- 1.10* Applies knowledge of math and statistics. (S)
- 1.11 Applies knowledge of medical terminology when communicating with individuals, groups and other health professionals. (D)
- 1.12 Demonstrates knowledge of and is able to manage food preparation techniques. (D)
- 1.13* Demonstrates computer skills and uses nutrition informatics in the decision-making process. (D)
- 1.14 Integrates knowledge of nutrition and physical activity in the provision of nutrition care across the life cycle. (D)
- 1.15* Applies knowledge of nutritional health promotion and disease prevention for individuals, groups and populations. (S)
- 1.16* Gains a foundational knowledge on public and global health issues and nutritional needs. (K)

Unit 2: Client/Patient Services: Apply and integrates client/patient-centered principles and competent nutrition and dietetics practice to ensure positive outcomes.

- 2.1* Applies a framework to assess, develop, implement and evaluate products, programs and services. (D)
- 2.2 Selects, develops and/or implements nutritional screening tools for individuals, groups or populations. (D)
- 2.3 Utilizes the nutrition care process with individuals, groups or populations in a variety of practice settings. (D)
- 2.4* Implements or coordinates nutritional interventions for individuals, groups or populations. (D)
- 2.5* Prescribes, recommends and administers nutrition-related pharmacotherapy. (S)

Unit 3: Food Systems Management: Apply food systems principles and management skills to ensure safe and efficient delivery of food and water.

- 3.1* Directs the production and distribution of quantity and quality food products. (D)

- 3.2* Oversees the purchasing, receipt and storage of products used in food production and services. (D)
- 3.3 Applies principles of food safety and sanitation to the storage, production and service of food. (D)
- 3.4 Applies and demonstrates an understanding of agricultural practices and processes. (S)

Unit 4: Community and Population Health Nutrition: Apply community and population nutrition health theories when providing support to community or population nutrition programs.

- 4.1* Utilizes program planning steps to develop, implement, monitor and evaluate community and population programs. (D)
- 4.2 Engages in legislative and regulatory activities that address community, population and global nutrition health and nutrition policy. (D)

Unit 5: Leadership, Business, Management and Organization: Demonstrate leadership, business and management principles to guide practice and achieve operational goals.

- 5.1* Demonstrates leadership skills to guide practice. (D)
- 5.2* Applies principles of organization management. (D)
- 5.3* Applies project management principles to achieve project goals and objectives. (D)
- 5.4 Leads quality and performance improvement activities to measure, evaluate and improve a program's services, products and initiatives. (D)
- 5.5 Develops and leads implementation of risk management strategies and programs. (D)

Unit 6: Critical Thinking, Research and Evidence-Informed Practice: Integrate evidence-informed practice, research principles and critical thinking into practice.

- 6.1 Incorporates critical thinking skills in practice. (D)
- 6.2* Applies scientific methods utilizing ethical research practices when reviewing, evaluating and conducting research. (D)
- 6.3 Applies current research and evidence-informed practice to services. (D)

Unit 7: Core Professional Behaviors: Demonstrate professional behaviors and effective communication in all nutrition and dietetics interactions.

- 7.1 Assumes professional responsibilities to provide safe, ethical and effective nutrition services. (D)
- 7.2 Uses effective communication, collaboration and advocacy skills. (D)

Appendix B: Remediation Plan

Date _____

Student Name _____

Student Number _____

Meeting with _____ Name _____ Title _____

Standards of concern (check all that apply)

_____ Maintain a cumulative GPA of 3.0 or higher

_____ Earn a grade of "B-" or better in all courses

_____ Achieve at least "Meet Expectations" for all assessed competencies

_____ Obtain at least the minimum number of supervised experiential learning hours required for individual courses

_____ Repeat a course only once for the purpose of earning a passing grade

_____ Meet the minimum level of performance for any learning assessment that is used for the purposes of assessing an ACEND competency

_____ Obtain at least the minimum number of supervised experiential learning hours (1000) required for the program

_____ Complete the program in at least 24 months (150% of the time allocated for program completion).

_____ Student Code of Conduct

_____ Academic Dishonesty

_____ Professional conduct

_____ Other

Remediation Plan:

Due date _____

Next meeting _____

Other comments _____

Appendix C: Code of Ethics

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

1. Competence and professional development in practice (Non-maleficence)

Nutrition and dietetics practitioners shall:

- a. Practice using an evidence-based approach within areas of competence, continuously develop and enhance expertise, and recognize limitations.
- b. Demonstrate in depth scientific knowledge of food, human nutrition and behavior.
- c. Assess the validity and applicability of scientific evidence without personal bias.
- d. Interpret, apply, participate in and/or generate research to enhance practice, innovation, and discovery.
- e. Make evidence-based practice decisions, taking into account the unique values and circumstances of the patient/client and community, in combination with the practitioner's expertise and judgment.
- f. Recognize and exercise professional judgment within the limits of individual qualifications and collaborate with others, seek counsel, and make referrals as appropriate.
- g. Act in a caring and respectful manner, mindful of individual differences, cultural, and ethnic diversity.
- h. Practice within the limits of their scope and collaborate with the inter-professional team.

2. Integrity in personal and organizational behaviors and practices (Autonomy)

Nutrition and dietetics practitioners shall:

- a. Disclose any conflicts of interest, including any financial interests in products or services that are recommended. Refrain from accepting gifts or services which potentially influence or which may give the appearance of influencing professional judgment.
- b. Comply with all applicable laws and regulations, including obtaining/maintaining a state license or certification if engaged in practice governed by nutrition and dietetics statutes.
- c. Maintain and appropriately use credentials.
- d. Respect intellectual property rights, including citation and recognition of the ideas and work of others, regardless of the medium (e.g. written, oral, electronic).
- e. Provide accurate and truthful information in all communications.
- f. Report inappropriate behavior or treatment of a patient/client by another nutrition and dietetics practitioner or other professionals.
- g. Document, code, and bill to most accurately reflect the character and extent of delivered services.
- h. Respect patient/client's autonomy. Safeguard patient/client confidentiality according to current regulations and laws.
- i. Implement appropriate measures to protect personal health information using appropriate techniques (e.g., encryption).

3. Professionalism (Beneficence)

Nutrition and dietetics practitioners shall:

- a. Participate in and contribute to decisions that affect the well-being of patients/clients.
- b. Respect the values, rights, knowledge, and skills of colleagues and other professionals.

- c. Demonstrate respect, constructive dialogue, civility and professionalism in all communications, including social media.
- d. Refrain from communicating false, fraudulent, deceptive, misleading, disparaging or unfair statements or claims.
- e. Uphold professional boundaries and refrain from romantic relationships with any patients/clients, surrogates, supervisees, or students.
- f. Refrain from verbal/physical/emotional/sexual harassment. g. Provide objective evaluations of performance for employees, coworkers, and students and candidates for employment, professional association memberships, awards, or scholarships, making all reasonable efforts to avoid bias in the professional evaluation of others.
- g. Communicate at an appropriate level to promote health literacy.
- h. Contribute to the advancement and competence of others, including colleagues, students, and the public.

4. Social responsibility for local, regional, national, global nutrition and well-being (Justice)

Nutrition and dietetics practitioners shall:

- a. Collaborate with others to reduce health disparities and protect human rights.
- b. Promote fairness and objectivity with fair and equitable treatment.
- c. Contribute time and expertise to activities that promote respect, integrity, and competence of the profession.
- d. Promote the unique role of nutrition and dietetics practitioners.
- e. Engage in service that benefits the community and to enhance the public's trust in the profession.
- f. Seek leadership opportunities in professional, community, and service organizations to enhance health and nutritional status while protecting the public.

STUDENT SIGNATURE SHEET

I attest that I have received, read, fully understand, and agree to comply with **all policies and procedures** set forth in the JWU Master of Science in Clinical Nutrition & Dietetics Program Student Handbook 2024-2025.

Student Signature

Date

Student Name (Print)

This form is due back to the Master of Science in Clinical Nutrition & Dietetics Office by the end of the first week of the academic start of classes.